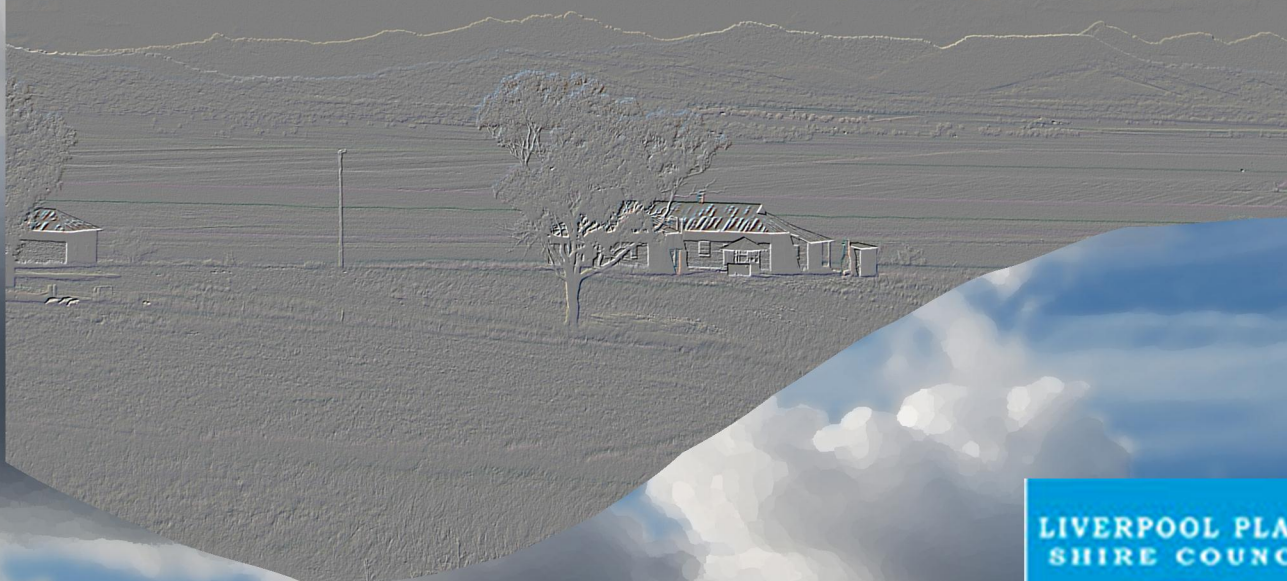
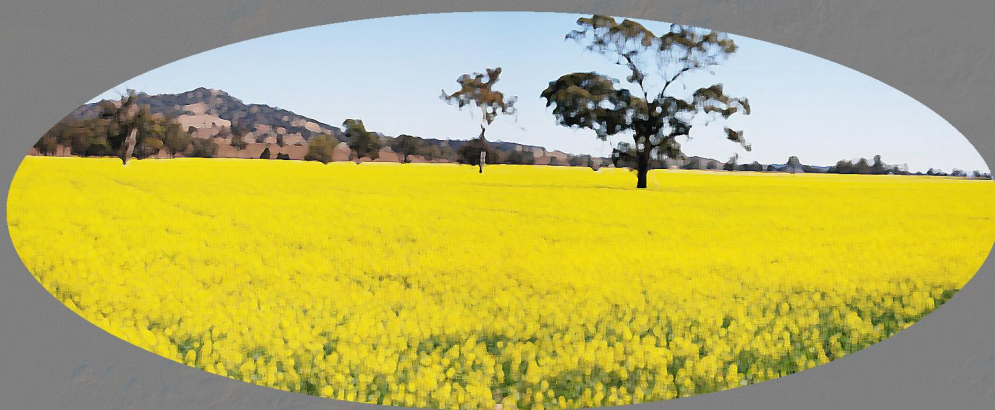


# LIVERPOOL PLAINS SHIRE COUNCIL

## 2011-2012 *ANNUAL REPORT*



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## MAYOR'S FOREWORD

**Councillor Ian Lobsey OAM**

I am very pleased to present the 2011/12 Annual Report for Liverpool Plains Shire Council.

During the year Council continued its focus on addressing its infrastructure backlog and spent considerable funds on road and drainage upgrades.

The main areas to benefit included Werris Creek and completion of its drainage upgrade and sections of main roads 126, 129, 130 and 579.



Other projects during the year included the Whittaker Street pedestrian bridge, commencement of the new pedestrian/cycleway shared path in Willow Tree, completion of a new footpath in Anzac Pde Werris Creek, continuation of the culvert and causeway program and gravel resheeting programs, continuation of the Quipolly Dam flood upgrade works and increased storage works including the picnic area and telemetry installations at several town water supplies.

Building projects included the upgrade of the Quirindi HACC and Willow Tree HACC, upgrade of a house for the accommodation of doctors, completion of additional works at the Willow Tree Visitor Information Centre, a new amenities building at Currabubula Showground and various upgrade works at the Quirindi Showground and the two swimming centres.

Environmental projects included continuation of the Namoi Towards a Sustainable Future project with Namoi Councils with funds provided by the NSW Environmental Trust, substantial creek clearing along waterways and completion of the rehabilitation of the Willow Tree and Werris Creek tips.

Health services are extremely important to the future growth of the area and it is pleasing to report that the new Werris Creek Multi Purpose Centre, to replace the old hospital at Werris Creek, was almost complete at the end of the financial year and is a great asset for the people of Werris Creek.

Council dealt with some major economic development projects during the year including the approval of a \$5.3m Truckstop in Quirindi and a \$48m MAC Accommodation Village in Werris Creek which is currently the subject of an appeal by Graincorp in the courts.

With Local Government elections being held in September 2012 Councillors Perkins, Wills and Simson advised that they would not be seeking re-election and I thank them for their substantial contribution to Council during this past term.

## MAYOR'S FOREWORD (Continued)

Major Capital Works either completed or in progress include:

Nature of Project	Total Cost (\$000)
Stanley Crescent – construct and seal	\$95
Whittaker St Pedestrian Bridge	\$170
New culvert and causeway construction	\$210
Bundella Road rehabilitation	\$449
Footpath construction	\$65
Replace Bulk emulsion tanks	\$85
Bitumen Reseal Program – shire and regional roads	\$835
Gravel Resheeting	\$476
Willow Tree Visitor Information Centre	\$18
Willow Tree and Werris Creek Tips rehabilitation	\$37
Quipolly Dam Recreation Area	\$26
HACC Building upgrades	\$68
Upgrade Housing for Doctor Accommodation	\$42
Christmas Trees in Quirindi, Willow Tree and Werris Creek	\$20
Swimming Pool Upgrades	\$45
Showground upgrades	\$32
Quipolly Dam No 2 – Flood Upgrade Works	\$80
Quipolly Dam No 2 – Design Increased Storage Works	\$711
MR 126 rehabilitation	\$360
MR 130 rehab north of Quirindi	\$330
MR 129 widening Hut Gully	\$49
MR 579 Gap Rd upgrade	\$577
Shared Footpath/Cycleway construction	\$135
Werris Creek Drainage upgrade	\$764
Sewer Upgrades	\$154
Currabubula Showground Amenities upgrade	\$34
Bus Shelter Construction	\$13
Water Service Telemetry Installation – various locations	\$101

Please take the time to read this document and provide Councillors with feedback to assist us to continue to provide cost effective services and infrastructure that strive to meet the needs of the community.

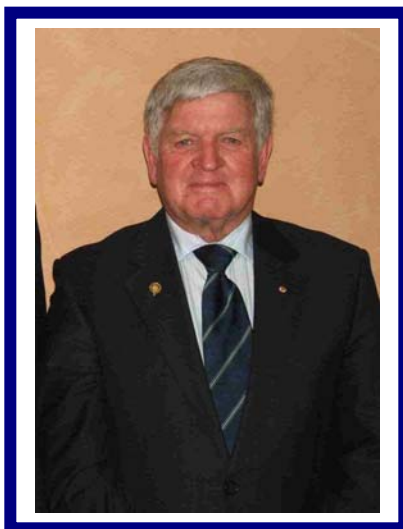
Ian Lobsey OAM  
Mayor



## YOUR COUNCIL REPRESENTATIVES



Cr Andrew Laurie



Cr Ian Lobsey OAM  
Mayor



Cr Paul Moules



Cr Bernie Perkins  
Deputy Mayor



Cr Fiona Simson



Cr Col Stewart



Cr Colleen Wills

## SECTION 1 GENERAL REPORTING

### ENGINEERING WORKS AND SERVICES

A significant program of work was undertaken by Council on roads, drainage and shared pathway projects during the year at a combined cost of over \$2.035m. The following projects were completed on regional roads during the year and are listed with their approximate costs:

- MR126 Coonabarabran Road rehabilitation 0.0 – 0.575 north SH29 \$359,790;
- MR 130 Werris Creek Road 17.3 – 17.9 North of Quirindi, Reconstruction \$330,000;
- MR579 Gap Road reconstruction 3.3 – 4.5 East of SH29 \$577,156
- MR358 Merriwa Road Willow Tree, shared concrete pathway stage 3 \$95,000.

Other projects undertaken included:

- SR1 Bundella Road reconstruction, \$449,125
- Stanley Crescent Quirindi, construct and seal \$95,000
- Quirindi footpath, Hawker Street- Snape Street to Bell Park \$24,000;
- Werris Creek, Footpath, Anzac Parade – Single Street to Punyarra Street \$42,000;
- Willow Tree, footpath Stage Humble Street to Rail Crossing \$78,500

Council undertook a \$476,600 gravel road re-sheeting program which included \$131,600 allocated from the "Special Rate Variation" and \$320,000 from the Roads to Recovery Program. The roads treated included:

- SR93 Cattle Lane – full length, \$170,000
- SR151 Bloomfields Road – full length, \$90,720
- SR154 Brady's Lane- full length, \$24,480
- SR89 Brunskills Road – full length, \$34,800
- SR177 Mystery Road - full length, \$77,456 and
- SR61 Dimby Lane – full length, \$54,143

#### Urban Resheeting

- Broughton Street Spring Ridge, \$6,300
- Blairmont Street Quirindi \$2,800
- Bent Street Quirindi \$2,688
- Cadell Street Quirindi \$1,400.

## ENGINEERING WORKS AND SERVICES (Continued)

The culvert and causeway construction and repair program continued with \$210,000 allocated towards the cost of upgrading or constructing culverts and causeways. Major projects funded under this budget included:

- Quirindi Street Wallabadah \$35,000
- SR84 Howes Hill Road \$105,000



Howes Hill Causeway



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## ENGINEERING WORKS AND SERVICES (Continued)

Flood Damage restoration work involving gravel re-sheeting and drainage infrastructure repairs continued with the expenditure of \$568,000 of Natural Disaster funding over a broad area of the Shire on roads including Bundella Road, Blackville Road, Staplegrove Road, Cattle Creek Road, Sillifants Road, Coomoo Coomoo Road, Yarraman Creek Road, Tereala Road, Beltana Road, Sleightholme's Road, Pezzutos Road, Gardners Road, Trails Road, Clift Road, Rockgedgiel Road and Telargra Road.

Work was completed on the reconstruction and augmentation of stages 1 and 2 of the Werris Creek storm water drainage project. The \$2.212m project was jointly funded by the Federal Government under the Regional and Local Community Infrastructure Program – Strategic Projects with a \$1.1m grant and Council providing the remaining \$1.112m. The project upgraded the storm water drainage system in the southern area of the town providing increased drainage capacity and a reduced risk of storm water flooding. The project also delivered improved environmental outcomes within the installation of 3 Gross Pollution Traps to remove rubbish and debris from storm water before it is washed into the natural water ways.

A significant bitumen resealing program was again completed on the sealed regional and local road networks with a total of \$880,080 allocated in Council's budget to this imperative maintenance treatment. This allocation included \$157,950 from the Special Rate Variation approved 3 years ago for road maintenance.

Overall Council's road assets are being consumed due to the funding gap between required and annual maintenance. Council has continued to make representations to the other tiers of government for increased road maintenance funding through membership of the Australian Local Government Association and the Australian Rural Roads Group. These bodies are lobbying for an increase in State and Federal government funding for road maintenance to get road infrastructure to a satisfactory standard. Funding for the maintenance and/or future replacement of other asset classes is also difficult with a future reduction in service levels required if existing assets are to be retained.

Water supplies remained at favorable levels with good weather conditions and strong recovery trends continuing in each water source during 2011/12. Further progress in planning and implementing drought proofing strategies for individual supplies occurred with several representations to elected members (on a State and Federal level) being undertaken to facilitate several upgrade components.

Work progressed on the safety upgrade and storage capacity increase proposal for Quipolly Dam with Hydroplus Pty Ltd completing the design and modeling component of their \$1.4m contract. The contract includes the design, manufacture and construction of a new Fusegate spillway at Quipolly Dam to be undertaken in conjunction with proposed safety upgrades of the existing dam wall to meet NSW Dam Safety Committee requirements. The final design of the upgrade works was accepted by the Dam Safety Committee and tenders were invited, assessed and awarded for the work which will commence early in the 2012/13 financial year.

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## **ENGINEERING WORKS AND SERVICES (Continued)**

### **Works Administration**

To meet Council's obligations under the Workplace Health and Safety Act staff continued to receive training in many key and hazardous work areas such as Confined Spaces, Traffic Control, Chainsaw Operation and Chemical Handling, First Aid, Pool Supervision and Life Saving. The Workplace Health and Safety Committee held a number of meetings and workplace inspections were undertaken at several Council worksites throughout the year.

Development of Council's Asset Management System continued with the collection of additional asset data to improve and refine the asset specific management plans. Comprehensive asset management plans have now been prepared for Water and Waste Water, Structures, Property, Roads, Drainage, Bridges, Footpaths, Airport and Plant and Fleet. A re-valuation of Council's Water and Waste Water assets was completed in early 2012. Council's Total Station survey equipment was replaced with a new single operator GPS compatible unit which enhances surveying efficiency.

Draft site specific Quarry Management Plans for 12 of Council's 16 working gravel pits were completed as was a future extraction and drainage plan for Warrah Ridge Pit. Operational procedures for the quarries have been documented including identification of the quarry boundaries and extraction limits.

### **Works Depots and Plant Administration**

Several plant items were replaced and upgraded during the year including the purchase of a fifth maintenance grader to undertake flood damage repairs to a large number of gravel roads. The decision to purchase the new machine was taken following approval of Council's \$1.25m Natural Disaster claim from Dec 2010 – Jan 2011. The additional grader will ultimately replace Council's oldest motor grader when it is sold mid 2013.

A 72" zero turn four wheel drive mower was purchased to improve efficiency and operator safety when mowing on steep ground. Good returns were experienced on the sale of Council Plant with most items disposed of through public auction. Generally the prices achieved were as estimated and set as the auction reserve however a downturn in light vehicle prices late in the financial year may force a review of Councils' light vehicle replacement policy.

## ENGINEERING WORKS AND SERVICES (Continued)

### Parks & Reserves

Parks and Reserve operations were undertaken and a high standard of presentation was achieved. Landscaping work continued at Who'd-A-Thought-It Lookout with path extensions and additional planting undertaken. Further work was undertaken on the development of a garden at the entrance to the Racecourse/Showground and the Henry Street Oval was re-named "Longfield Park" in memory and recognition of the voluntary work undertaken at the site by the late Jock Longfield.



The newly established garden at the entrance  
to the Quirindi Racecourse/Showground

### Public Cemeteries

Cemetery maintenance was completed including topdressing of the lawn cemeteries and turf care. Planning commenced for additional concrete strips for memorial plaques at Quirindi and Spring Ridge Cemeteries. Work also commenced on the replacement of the boundary fence and entrance gates at Spring Ridge Cemetery. Council is appreciative of the volunteers who carry out maintenance on behalf of Council at several cemeteries.



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## **ENGINEERING WORKS AND SERVICES (Continued)**

### **Swimming Pools**

Minor crack repairs were again completed at the Quirindi pool with painting and tile repairs also completed. A new automatic pool cleaner was purchased for Werris Creek Pool and preparation works were undertaken for the replacement of the Chlorine tank prior to the 2012/13 swimming season.

The total number of pool patrons was 6,079 at Werris Creek and 18,316 at the Quirindi Pool. The Quirindi Swimming Pool again opened to season ticket holders for early morning swim training and this continued to be a popular service well supported by the community.

### **Airport**

The usage agreement with BAE Systems in Tamworth continues to be successful and allows the airport to operate at minimal expense to ratepayers. Operation and management of the airport continues to meet CASA standards and retained the status of a Registered Aerodrome during the year.

### **State Roads**

Council's Road Maintenance Council Contract (RMCC) with the Roads and Maritime Services for maintenance and project work on the Kamilaroi Highway from the New England Highway at Willow Tree to the Shire boundary with Gunnedah Shire Council continued. The work involves routine maintenance, undertaken to meet service levels specified in the contract, and ordered work which is only undertaken at RTA direction. Council met the RTA specification requirements for the contract and received an overall contract performance rating of "satisfactory" for the work.

### **Regional Roads**

Further work to repair and widen pavement on MR129 Coonabarabran Road near Hut Gully to improve traffic safety through better storm water management, pavement repair and widening was undertaken. The first 3 projects coming from Council's successful Roads and Maritime Services REPAIR Program were undertaken and completed. The projects were located on MR130 Werris Creek Road north of Gap Rd for 600m, MR579 Gap Road for 1.2km commencing approximately 3.3km east of the Kamilaroi Highway and MR126 Loder Street Quirindi from the Kamilaroi Highway north to Whittaker Street Bridge. The work involved stabilization and gravel overlay of the existing pavements. The total value of the three 3 projects was \$1.275m.

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## **ENGINEERING WORKS AND SERVICES (Continued)**

### **Shire Roads**

The annual reseal and gravel re-sheeting programs were undertaken and completed as scheduled. Routine maintenance of both bitumen and gravel roads was undertaken. Maintenance grading of the gravel road network was completed with all roads receiving their grading requirements according to Council Policy during the year.

Work commenced on the reconstruction of Bundella Road between Borambil Creek Road and Slacksmiths Lane. Three separate projects were undertaken on the worst sections of pavement in the area at a cost of \$449,125 and work is proposed to continue in the 2012/2013 financial year

### **Urban Streets**

The following improvement projects were undertaken in addition to routine urban maintenance of Council's town and village streets:

- Stanley Crescent Quirindi construction and seal \$95,000.
- Bitumen Resealing Urban Roads \$ 85,725

### **Special Rate Variation**

The Special Rate Variation approved for road maintenance projects totaled approximately \$342,175 for 2011/2012. From these funds the following maintenance activities were undertaken:

#### **Bitumen Resealing (\$157,950)**

- Inverkip Road
- Blackville Road
- Cattle Creek Road

#### **Drainage Maintenance (\$52,625)**

- Warrah Creek Road
- Dry Creek Road
- Presses Road
- Borambil Creek Road
- Glenyalla Road
- Woodton Road
- Bakers Road
- Fullers Lane
- Wallabadah Creek Road
- Norvill's Road
- Hamilton's Road
- Carinya Road

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## ENGINEERING WORKS AND SERVICES (Continued)

Gravel Re-sheeting (\$131,600)

- Dimby Lane
- Waverly Road

### Water Supplies

Tenders for the construction of the safety and capacity upgrade works on Quipolly Dam were called and assessed in December 2011 with a large number of companies providing pricing for the work. The successful tender was awarded to Leed Engineering and Construction for \$4.3M. Work on the upgrade commenced in July 2012 with an expected completion date by the end of 2012.

The related project to increase the storage capacity from the current 5200ML to approximately 8000ML utilizing precast fusegates progressed through the design process in 2011/12. Detailed design of the concept, including carrying out a 1 in 20 scale model of the design at the Hydroplus Company's French facility to confirm the tipping sequences was completed in early 2011. Construction of the concrete components in Brisbane Queensland, and the steel components in Bendigo Victoria, commenced towards the end of 2011/12. The cost of the fusegate component of the project is \$1.4M.

Major refurbishment of the aeration equipment located at the Quirindi Water Supply bore field took place to maintain effective dissolved carbon dioxide removal from the extracted groundwater.

Temporary works to pump equipment in the Carroona Water Supply following failure was carried out enabling continuity of supply to be maintained. Permanent upgrade works are being designed to improve reliability and bring switchgear up to current electrical safety standards for installation in 2012/13. Maintenance refurbishment of the Spring Ridge pump motor was also undertaken in 2011/12.

Migration of the responsibility for operation and maintenance of the Walhallow Aboriginal water and sewer distribution systems was advanced during 2011/12 with Council undertaking pressure boost upgrade work to water distribution on behalf of the NSW Office of Water.

Mains replacement for the problematic section of pipeline on the northern end of Pollock St, Quirindi was carried out. Approximately 670m of 100mm water main was replaced removing a section with an extensive maintenance history due to pressure fractures.



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## ENGINEERING WORKS AND SERVICES (Continued)

### Sewerage Systems

Installation of replacement support pontoons for the aeration equipment in the Quirindi Sewerage Treatment Plant (STP) was carried out in 2011/12. These components were replaced with fabricated stainless steel units to combat corrosion and give an extended service life. Additional flow measurement equipment was also installed at the STP to improve flow monitoring into the plant. Replacement of the sludge draw off pump also occurred.

Replacement of pumps and switchboard at the Golland Fields (SPS8) sewer pump station occurred due to failure. The new equipment provides a standardised pump with increased reliability and flexibility into other pump stations. As part of the replacement, alterations to enable bypass pumping (with petrol pumps) were made allowing for continued operation options in the event of power failure. The switchboard upgrade carried out was made utilizing switchboards purchased from Coffs Harbour City Council which included integration of the telemetry components needed for the planned roll out of the final stage telemetry.

Upgraded pump installation for the Werris Creek STPs humus tank was carried out to improve reliability.

An ongoing negotiation with the EPA for a Pollution Reduction Program continued during 2011/12 with some additional monitoring points being established in both STPs to increase data collection for chemical analysis. The results of this data will help contribute to changes in process and equipment to lower concentration levels of known pollutants.

## ENVIRONMENTAL SERVICES

The Environmental Services Department is responsible to Council and the community for administering a wide range of programs. Primarily the role of the department is to administer various aspects of environmental legislation and the maintenance and improvement of Council's built assets.

### LAND-USE PLANNING & DEVELOPMENT APPROVALS

#### STRATEGIC

Following the finalisation of Council's comprehensive Local Environmental Plan, known as the Liverpool Plains Local Environmental Plan 2011 (the LEP), a modern and user-friendly Development Control Plan (DCP) has been completed. This DCP supports the LEP and provides the necessary development guidelines and associated standards to meet the overarching objectives of the LEP.

The LEP is a 'living' document which will need to continually adapt to changing community needs and expectations. Reflecting this inherent flexibility is a major LEP housekeeping amendment presently nearing completion. LEP Amendment No. 2 was prepared by Council following gazettal of the comprehensive LEP to rectify minor anomalies and errors identified in the comprehensive LEP preparation process. The LEP amendment also aims to facilitate the rezoning of certain lands which were deemed to have sufficient strategic planning merit to proceed. This amendment process included the preparation and exhibition of a detailed Planning Proposal which was underpinned by an extensive program of community consultation. The draft Liverpool Plains Local Environmental Plan 2011 (Amendment No. 2) is expected to be gazetted (formally made as law) by late 2012.

In summary, achievements have included:

- Preparation of a range of plain-English Fact Sheets in respect of a range of common development types;
- Reviewing and consolidating a range of Council planning policy matters;
- Advocacy and government liaison in respect of regional planning and policy matters.

#### DEVELOPMENT CONTROL

Through the system of development approvals, certification of developments and compliance inspections, all developments have been checked so that they comply with the various applicable LEPs, DCPs, the Building Code of Australia, Planning for Bushfire Protection requirements and other related legislation.

## ENVIRONMENTAL SERVICES (Continued)

Council has also fulfilled its other statutory obligations by issuing various certificates under the Environmental Planning & Assessment Act 1979 such as s149 (Planning Certificates) and s149 (D) (Building Certificates).

Activities for the reporting period undertaken include:

- Approval of development valued at \$58,080,321 (2011/12)
- Council issued 443 section 149 zoning certificates (2011/12)

A comprehensive review of Council's development assessment systems has also been undertaken with the view of improving efficiencies and achieving quality-based outcomes. A range of improvements have been progressively implemented, including:

- The establishment and operation of a cross-organisational Development Assessment Panel comprising internal technical experts such as Engineers, Town Planners and Building Surveyors;
- Process mapping of assessment systems and implementation of associated efficiency improvements;
- File archiving and planning file management project;
- Implementation of an automation program for planning and development-allied certificates; and
- Updating of standard development conditions.

## ENVIRONMENTAL MANAGEMENT

Council has fulfilled its role as a regulatory authority under the Protection of the Environment Operations Act and has undertaken investigations into complaints with regard to pollution incidents.

In the same way, Council continues to take an active role in natural resource management across the Shire and provides assistance and support where necessary to local groups, such as the Quirindi Community Nursery, coordinates Namoi Catchment Management Authority project activities and cooperates with other organisations.

The management and protection of the Grassy Whitebox Woodland at Wallabadah and Currabubula is an ongoing project for Council. This is in addition to the riparian zone rehabilitation projects occurring within the boundaries of the shire. The most recent and conspicuous project this year is within Quirindi township area down stream of Henry Street Bridge. Ongoing development and maintenance of additional projects includes the Quirindi creek, area down stream of the Whittaker Street Bridge project and adjacent to the Wallabadah First Fleet rest area.

Council's Weeds Officers play a vital role in this area, actively working with both private and public stakeholders managing noxious weed control and promoting general weed control obligations.



## ENVIRONMENTAL SERVICES (Continued)

### WASTE MANAGEMENT

Council provides a range of programs to assist the community to dispose of their waste in an environmentally acceptable manner. These include:

- Participation in drumMUSTER and Chemcollect programs
- Recycling drop-off centres at Council landfills
- Weekly domestic waste pick-up and fortnightly recycling kerbside collection service to nominated areas

All landfill sites are supervised when they are open to the public as a means of providing greater public awareness of the many issues facing this crucial service. This initiative has had a waste reduction benefit with greater volumes of recyclable items being collected and removed from the waste stream. This has the additional benefit of limiting the consumption of landfill space.

Significant landfill site rehabilitation has been completed at the Blackville site and is nearing completion at the Werris Creek and Willow Tree sites. All other sites are being assessed for similar treatment.

Council has a collection contract with JR Richards for kerbside collection of general refuse and recycling co-mingles which is by way of a 240L mobile bin for each service. This upgraded service commenced in October 2009. At the same time, Quirindi Aboriginal Corporation accepted the contract to undertake site management services and provide a modern separation and resale of recyclables business undertaking.

As part of Council's contract for kerbside waste and recycling collection, the contractor conducts two annual kerbside collections – one of green waste and one for bulky goods waste. These collections are programmed to continue annually and assist to keep town areas tidy and free of potential vermin harbourage situations.

### PUBLIC HEALTH

This program aims to enhance public health and amenities standards by:

- Monitoring and regulating food shops including education of owners and food handlers
- Investigate public health complaints and monitor implementation solutions
- Regulation and inspection of on-site sewage management installations
- Providing a public toilet cleaning service to facilities under Council's control and to a standard that meets community standards.
- Community Sharps Bins, one in Werris Creek and one in Quirindi, for public use as a legitimate alternative to placing sharps into the general waste stream.

## ENVIRONMENTAL SERVICES (Continued)

### NOXIOUS WEEDS CONTROL

Council employs two (2) full-time inspectors and one (1) casual, part-time spray operator.

In summary, activities include:

- Providing current and reliable control information to the community.
- Inspect private property in an endeavor to achieve compliance with the Noxious Weeds Act by land owners.
- In negotiated partnerships, undertake environmental weed control projects with CMA funding.
- Undertake control work on Crown Land and land for which Council is responsible with funds provided,.
- Manage and control noxious weeds on public land and Council controlled road reserves.
- To a limited extent, under contract, control noxious weeds on privately owned land.

### COMPLIANCE/RANGER SERVICES

Council administers the Companion Animals Act and employs a Compliance Officer and one full-time Ranger who undertake regular patrols across the Shire.

In addition, these personnel respond to:

- Dangerous and nuisance dog complaints
- Cat complaints
- Call-outs for stock straying on roads
- Abandoned vehicle incidents
- Littering enforcement
- Pollution incidents
- Overgrown allotment complaints
- Unfenced private swimming pool issues
- OSMS approvals and inspections

#### Annual Statistics 2011/12

Dogs Seized	139
Dogs Surrendered	86
Dogs Rehomed	42
Dogs Euthanased	106
Dangerous Dog Orders	0
Nuisance Dog Orders	3
Stock Call-Outs	26
Stock Impounded	18

## ENVIRONMENTAL SERVICES (Continued)

### Riparian Restoration Project Quirindi Creek



Before



After

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## ENVIRONMENTAL SERVICES (Continued)

### BUILDING MAINTENANCE & CONSTRUCTION

This program constructs facilities and maintains Council's existing public buildings in a state of good repair and condition.

Activities have included:

- Council Chambers toilet facilities upgrade
- Mezzanine floor additions at Royal Picture Theatre
- Upgrade to lower bar at Quirindi Racecourse
- Repairs at Spring Ridge Hall including – new rear steps, replace toilet cisterns, new septic tank absorption trench, repair leaking roof
- Upgrade to Railway Avenue house – Doctors accommodation
- Relining and painting store room at Quirindi Recreation Centre
- General maintenance at Summerhill Lodge Werris Creek
- General maintenance at 'Fairfield' premises Quipolly
- Repairs to termite damaged framework at McMaster's Hall Premer

### EMERGENCY MANAGEMENT

This program provides support and assistance to:

- NSW Rural Fire Service
- NSW Fire Brigade
- State Emergency Service
- Volunteer Rescue Association

Council is also responsible for the Local Emergency Management Committee and Local Rescue Committee. These Committees meet quarterly. A Local Emergency Operations Centre (EOC) for Liverpool Plains Shire has been outfitted at the Quirindi Works Depot which provides a secondary back-up EOC, as well as a training facility, to support the existing EOC at the Council's office.





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## ENVIRONMENTAL SERVICES (Continued)

### REGENESIS PROJECT

Regenesiis, the \$2 million carbon sequestration project was a joint initiative of Liverpool Plains Shire Council and Blacktown City Council with support from the Namoi CMA. It achieved important environmental outcomes such as land revegetation, biodiversity protection, carbon sequestration and an insight into carbon trading.

The project concluded in December 2010 and was instrumental in recruiting landowners to join in with the project goals. In excess of 30,000 native trees and shrubs covering more than 80 hectares have been planted, including Council's own property "Fairfield"

The project has been a valuable educational tool for students of both Quirindi High School and Mitchell High School (in Blacktown) to assist in their understanding of carbon sequestration and the future of carbon credits and carbon trading. Promotion of the project outcomes is ongoing.

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## COMMUNITY SERVICES

### LIBRARY SERVICES

Council is a member of the Central Northern Regional Library, which is administered by Tamworth Regional Council. Members of the group are Tamworth Regional Council, Narrabri Shire, Uralla Shire, Walcha Shire, Gwydir Shire and Liverpool Plains Shire.

There are two branch libraries at Quirindi and Werris Creek and two public service outlets at Premer and Willow Tree.

Opening hours are:

<b>Quirindi</b>	Monday to Friday	10 am – 5 pm
	Saturday	10 am – 12 pm
<b>Werris Creek</b>	Tuesday to Friday	10am – 5pm
	Saturday	10 am – 12 pm
<b>Premer</b>	Monday	9 am – 10.30pm
	Saturday	9.30am-12pm
<b>Willow Tree</b>	Sunday to Saturday	9am – 5pm

Residents are encouraged to use their local library and to avail themselves of the extended services available from the Regional Library network. Public access computer bookings continue to grow showing the way forward for 21<sup>st</sup> Century libraries.

### YOUTH AND CHILDREN'S SERVICES

Council has continued to provide a number of services for children and the youth of the Shire.

These services are similar to those conducted over previous years due to their success.

Council sponsors the Life Education Program which provides a subsidy to all primary school children in the Shire to enable them to attend the program

A community based Committee that administers the Youth Scholarship Program on Council's behalf has continued to provide funding to assist local youth. Projects undertaken include school excursions, help with tuition and book fees for first year university students, attending conferences that promote youth leadership and helping students chosen to represent their school or region in sport.

## COMMUNITY SERVICES (Continued)

### YOUTH AND CHILDREN'S SERVICES (Continued)

Vacation Care is provided during the September and Christmas Holidays. Children aged between five and twelve years can access care for a minimal cost during these periods.



**Holiday Fun Centre participants and supervisors**

A Creative and Practical Arts competition is held each year as part of Youth Week and a Youth Forum is held annually.

Council also provides financial support to the Koori Kids Program and merchandise is distributed to youth as part of the NAIDOC Week Celebrations:

- Higher School Certificate Youth Theatrical participation;
- NSW Youth Parliament participation
- NSW State Schools Constitutional Convention.

Council provides accommodation for the Beehive Playgroup at the Quirindi Pavilion and the Eastside Childcare Centre continued to be the Shire's major long day care provider and remained extremely popular.

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## COMMUNITY SERVICES (Continued)

### HOME AND COMMUNITY CARE

The Liverpool Plains HACC program assists clients who are frail and/or aged and people with disabilities to remain in their homes and within the general community for as long as is practical. HACC Centres are located at the corner of Station and Dalley Streets Quirindi, North Street Werris Creek and King George V Park Willow Tree. The frail, aged and disabled of Liverpool Plains Shire Council have excellent care available to them.

The Service is funded by the State and Federal Governments and sponsored locally by Council. Due to increases in funding and other small grants, the range of activities has increased over the past year. These new activities include craft days, extra transport services and exercise classes.

Further support is provided by:

- Oxley Community Transport Service,
- Gunnedah Oxley Community Options
- Home Care Service
- HACC Development Team
- Commonwealth Carer Respite Tamworth
- Community Nurses from Hunter New England Health
- HACC Development.

Anyone who is frail aged or disabled can be assessed for HACC Services.

HACC Services are also available to carers. Carers are family members or friends who care for frail aged persons or those with a disability.

Services include:

- Shopping Access Bus
- Hydrotherapy Bus
- Tamworth Specialist Medical Bus
- Premier -Tamworth Bus
- Ladies RSL Club Luncheon Bus
- Men's Day Outings
- Carers' Meetings
- HACC Car
- Meals on Wheels
- Food Service



## COMMUNITY SERVICES (Continued)

### HOME AND COMMUNITY CARE (Continued)

- Craft Day
- Monthly Carers' Meeting
- Social Support
- Seniors' Newsletter
- HACC Holiday
- Referral Service
- Shopping Service
- Transport
- Domestic Assistance (client shopping)
- Movement to Music Gentle Exercises
- Assessments
- Referral to Other Services
- Co-ordinator Seniors Week
- Tax Help



Quirindi HACC Clients on their Annual Holiday to Bathurst in October 2011

## COMMUNITY SERVICES (Continued)

### HOME AND COMMUNITY CARE (Continued)



Quirindi HACC Volunteer, Judy Bell, who was presented with the Marie Maunder Award on Australia Day 2012 for her services to the community

### RECREATION CENTRE

Since the employment of a new Senior Fitness Instructor, the Recreation Centre has gone from strength to strength. With the introduction of new classes, the number of users has continued to increase. More community groups are taking advantage of this facility and management is constantly exploring new ideas and undergoing training to continue to provide clients with an excellent service. The most popular classes include Heartmoves, Shake IT and Kick Boxing.

Some of the community groups using the Recreation Centre on a regular basis include:

- Rugby Union
- Rugby League
- Squash
- Basketball
- Dance groups
- Quirindi High School for school sport
- Yoga
- Fitness Classes

Opening Hours are:

Monday – Thursday

9.30am -1.00pm

4.30pm-6.30pm

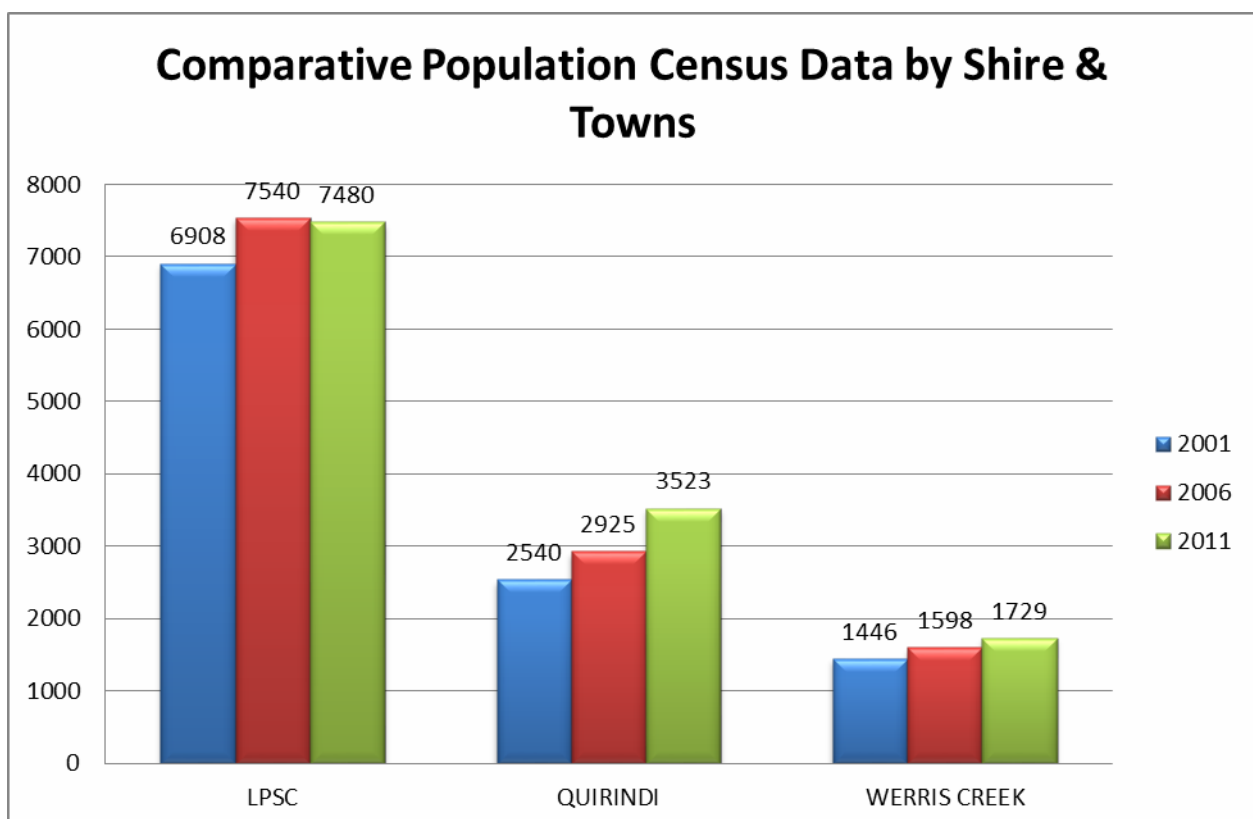
Friday

9.30am-1.00pm

## ECONOMIC DEVELOPMENT

Whilst agriculture remains the backbone of employment within the Liverpool Plains, mining and gas exploration have emerged as critical new employment sectors. Exploration licenses have been taken up by BHP Billiton near Caroona within the Shire boundaries, whilst Shenhua, China's largest producer of coal, is exploring near Breeza in Gunnedah Shire. Both these sites are geographically closer to Quirindi and Werris Creek than any other major population centre. Santos is also exploring for coal seam methane in the district, leading to employment outcomes on drilling rigs and ancillary support. The prospect of further mines in the Gunnedah Basin has also resulted in teams of workers subcontracted to the ARTC utilising almost all available accommodation within the Shire. Whilst the economic activity is welcome, Council remains committed to the protection of the alluvial floodplains and underlying aquifers of the Shire.

A notable occurrence during the period was the 2011 Census. Whilst the Shire had a slight negative population growth, both Quirindi and Werris Creek recorded substantial growth as the following graph indicates.



## ECONOMIC DEVELOPMENT (Continued)

Council continued its participation at Country Week which again proved effective in attracting new residents.



**Economic Development staff at the Liverpool Plains Shire display at Country Week 2011**

Liverpool Plains actively participated in the promotion of the Kamilaroi Highway and New England North West Tourism. Domestic tourism remains stagnant but Council's strategy of developing attractions in the towns and villages saw positive numbers.

The Australian Railway Monument and Rail Journeys Museum continues to win major awards both for the displays and for the effectiveness of the volunteers.

Planning for the rehabilitation of the building has been completed as has the development of a proposal to install a lift for second floor access.

An independent Management Plan for recreational activity at Quipolly Dam was completed and a management committee established to oversight development. A development application was approved however works were delayed to bring the project in to line with the dam wall upgrading.



## ECONOMIC DEVELOPMENT (Continued)

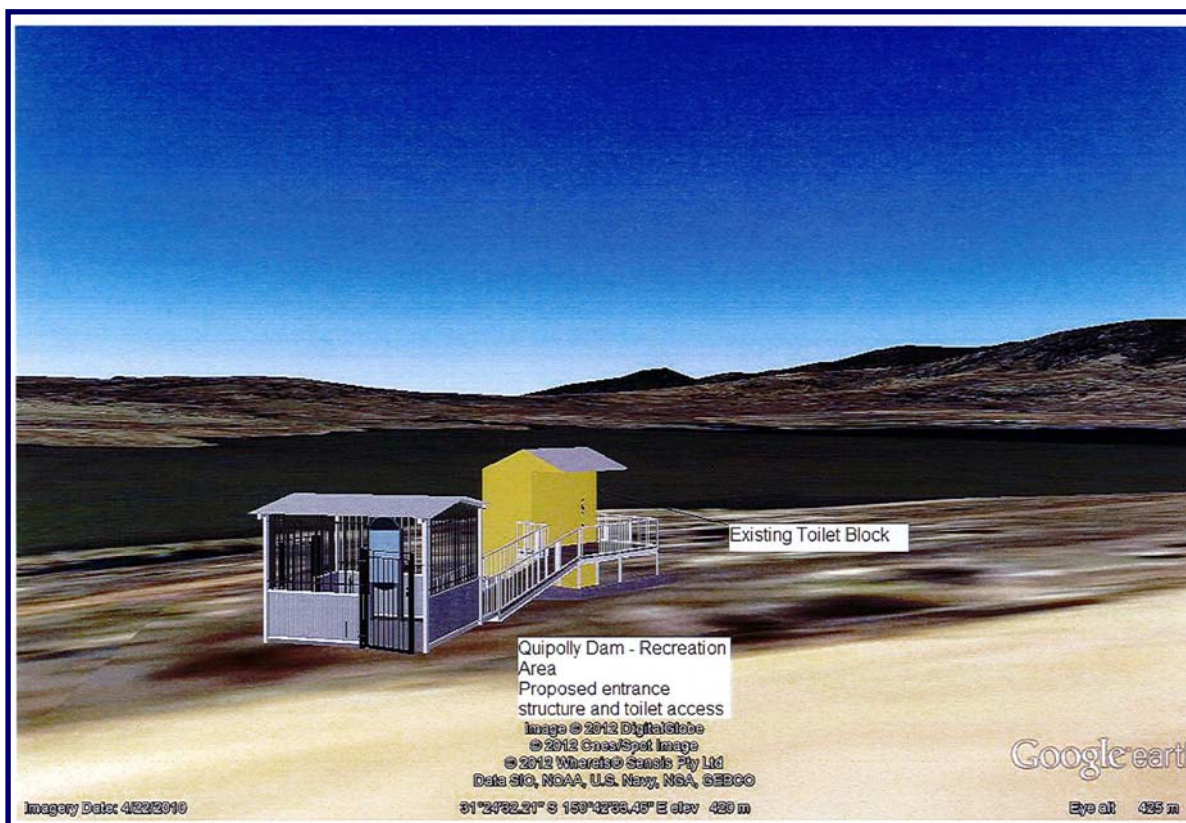
Several major capital works projects were completed. These included a new skate park for Quirindi, the Liverpool Plains Visitor Information Centre at Willow Tree and the refurbishment of the Royal Theatre Quirindi as a multi purpose venue.

The Theatre is hosting live performances and regular cinema with approximately 3000 cinema goers attending in the first full year. The Visitor Information Centre is the gateway to the Shire encouraging visitors to explore further afield. Almost 10,000 people used the Centre.

The First Fleet Memorial Gardens and the Rail Journeys Museum continue to be of particular appeal to visitors.

A cycleway in Quirindi which features exercise equipment and meanders attractively along the Quirindi Creek was completed. This project was jointly funded by the Federal Government, Council and BHP Billiton.

New capital works planned include the completion of the Quipolly Dam Recreation area and a skate park for Werris Creek.



Artist's concept of the proposed entrance and amenities at the Quipolly Dam Recreation Area

## SECTION 2 STATUTORY REPORTING

### FINANCIAL STATEMENTS [SECTION 428 (2) (a)]

See attached Appendix "A".

### COMPARISON OF ACTUAL PERFORMANCE OF PRINCIPAL ACTIVITIES [SECTION 428 (2) (b)]

In terms of Section 428 (2) (b) of the Local Government Act, the following details the extent to which performance targets set by Council's 2010/11 Management Plan have been achieved during that period.

The Council reviewed the progress of the Plan at the conclusion of each quarter and noted any significant variations to the performance targets.

Each of the Principal Activities and sub activities in the Management Plan has detailed objectives and performance targets as indicated. Council's performance against these objectives was assessed in an annual context and a summary of these achievements follow.

#### PRINCIPAL ACTIVITY – RATES & CHARGES

Responsible Officer: Director Corporate Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
The maintenance of an equitable and accurate rating system.	Rate returns are lodged on a timely basis  Supplementary lists are processed within 21 days of receipt  S.603 certificates are processed within one week of receipt.	Complete  Lists processed within time frame  Certificates processed within time frame
All annual and quarterly rate notices are issued within the prescribed times	All rate notices issued within prescribed timeframes.	Annual rate notice issued within the prescribed time frame
Rate revenue is maximised through effective recovery procedures.	Percentage of outstanding rates, charges and fees below group average in Local Government Annual Report on comparative information.  Conduct an annual sale of land for unpaid rates if outstanding rate position meets LG Act provisions.	Rate recovery process underway to reduce outstanding rates to an acceptable level below group average  Due to current work commitments the sale has been re-scheduled for March 2013.

**PRINCIPAL ACTIVITY – UNATTACHED INCOME**

Responsible Officer: Director Corporate Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<u>Grants Commission Return</u> Prepare the Local Government Grants Commission Return	Grants Commission Return completed by 30 <sup>th</sup> November, 2011.	Complete
<u>Investments</u> Maximise interest on investments within acceptable levels of risk.	Annualized rate of return of 20 basis points above the annualized 90 day Bank Bill Index.  Monthly report submitted to Council.  No adverse investment returns.	Return for the quarter above 20 basis points  Three (3) monthly reports to Council  No adverse return for the quarter

**PRINCIPAL ACTIVITY – GOVERNANCE**

Responsible Officer: General Manager

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Councillors are consistently involved in transparent and open community consultation processes that are identified as having beneficial effect on community development.	Opportunities available for community participation through focus groups, S355 committees, working parties, public meetings and public exhibition of documents.  Attend community organisation meetings such as Rotary & Chamber of Commerce  Quarterly newsletters to residents each year.  Weekly Update of council news published in the Advocate & WC Flyer.  Advertisements and media releases made on a regular basis  Participation levels at Council, Committees and community level meetings.  Attendance at professional development and training courses during the year.	Opportunities provided to community members through S355 committees, public meetings and council meetings. Documents exhibited and advertised for public comment.  Chamber Meetings attended. Attendance at various other meetings held during quarter.  Newsletters sent  Achieved - Weekly updates sent to Advocate, Werris Creek Flyer and website  Achieved  Councillors participate and contribute to discussion  Courses available are shown in Elected Members Bulletin.

**PRINCIPAL ACTIVITY – GENERAL MANAGER'S OFFICE**

Responsible Officer: General Manager

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Strategic planning and management processes are recognised as being high quality and focused on achieving outcomes and measuring performance.	Community Strategic Plan developed in accordance with the LG ACT.  Annual Report prepared and distributed by Dec 2011.	Achieved  Achieved
Contribution of staff to achieving corporate objectives is maximised.	Workforce Management Plan prepared.  Training plan implemented.	Achieved  To be developed from performance appraisals next quarter
Accurate and timely reporting systems that allow Council to assess efficiency and effectiveness of spending programs are routinely provided.	Management is satisfied with content and timeliness of financial reports.  Council is satisfied with reporting format  Internal auditor engaged for one week every 6 months	Management to advise if dissatisfied  Council to advise  Achieved
Management performance meets with Council approval in terms of effective implementation of Council priorities and policies.	Operating Plan performance targets met and/or variations approved by Council	Refer GM Report to August 2012 Ord Meeting
Management provides transparent reporting and minutes that facilitate Council's decision making.	Council is satisfied with the reporting format and content provided by management.  Business papers/minutes have error content less than 1%.  Business papers are timely and available on website	Council to advise if not satisfied  Achieved  Achieved.



**PRINCIPAL ACTIVITY – CORPORATE SERVICES**

Responsible Officer: **Director Corporate Services**

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<u>Workplace Health &amp; Safety</u> Provide a safe workplace for Council staff, contractors, visitors, customers and volunteers	No reportable incidents.  Completion by the 31 <sup>st</sup> March 2012 prior to annual audit.  Staff training undertaken by 31 <sup>st</sup> December 2011.  Tool box talks completed. (Ongoing).  Position descriptions reflect OH & S responsibilities. Completion by 30 <sup>th</sup> June 2012.  Risk assessment for high risk completed by the 31 <sup>st</sup> May 2012.  S355 Risk assessments completed by 30 <sup>th</sup> June 2012.	Achieved  Complete  Complete  Tool box talks completed when necessary  Complete  Not Complete – Work in progress  Not Complete – Work in progress
<u>RMS Agency</u> High transaction and service levels maintained at RMS Agency  Increase level of service to the public.	RMS satisfied with Agency performance.  Surplus on agency operations of not less than 5% of annual agency retainer.  Report findings and recommendation to the December 2011 meeting of Council.	RMS more than satisfied with Quirindi Agency  3.5% surplus for the year \$3,737.00. The below average return for the year was due to the cost of replacing staff on sick leave.  Complete
<u>Shops and Offices</u> 100% occupancy of shops and offices at current market rentals	All commercially in demand properties tenanted.	Old Werris Creek Library and Church Avenue Doctors surgery Quirindi not tenanted as at 30 <sup>th</sup> June 2012.
<u>Housing</u> Council owned dwellings are maintained at an appropriate standard	Housing strategy reviewed annually and reported to Council by 31 <sup>st</sup> December each year.	Complete.
<u>Customer Service</u> Meet customer service expectations at the reception counter	Maximum queue delays of five minutes at customer service and reception counters.	No long delays (two staff operating at busy times between 11.30am & 12.30pm)
<u>Customer Action Request System</u> Customer requests are actioned and responded to.	Report to Council on the number of requests for each functional area.	Three reports for quarter



OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<u>Internal Audit</u> All potential or actual inadequacies in the organisation's systems, standards and controls addressed.	Staff are to submit monthly reports and reconciliations of ledger accounts to the Finance Manager for checking by the 14 <sup>th</sup> of each month. Conduct Internal audit.	All reports submitted for quarter. Complete  Three reports completed by 30 <sup>th</sup> June 2012.
<u>Building Insurance</u> Maintain Council's building insurance schedule and update insurance values annually.	All new structures/buildings added to insurance schedule upon completion of construction.  Review and update of insurance values completed by 31 <sup>st</sup> May 2012.  Highly effective insurance cover in place on most competitive terms available.	Complete - All new structures added  Complete  Complete - Cover in place
<u>Records Management</u> Maintenance of an effective and efficient records management system  Increase the efficiency and effectiveness of records management services to the organisation	System files archived as necessary and recorded.  System files regularly purged and disposals recorded and presented to General Manager.  Electronic distribution of monthly Committee and Council business papers.  Timely distribution of all correspondence electronically.  Review document management system by 31 <sup>st</sup> March 2012.	Archiving on-going  Nil for quarter  Three business papers delivered for quarter  Daily correspondence delivered electronically  Complete
<u>Information Systems</u> Provide an effective information system	Authority financial system operational 99% of time during business hours.  LAN operational 99% of time during business hours.  Backups performed daily and off-site storage of weekly backups	99.1% of time for quarter  99.3% operational for quarter  Backups performed daily
<u>Staff Training</u> Provide staff training in the use of information systems.	Revised training plan developed by the 31 <sup>st</sup> July 2011.  Staff training undertaken by the 30 <sup>th</sup> June 2012.	Complete  Complete



OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<u>Water Billing and Rating</u> Provide effective and efficient water billing and rating services.	Accounts are issued quarterly and within 30 days of reading.  Number of justifiable complaints received.	Accounts issued in accordance with time frame  Four (4) valid complaints received. (Accounts processed to rate account, and wrong meters on accounts.)
<u>Creditors</u> Pay creditors within acceptable terms	Number of justifiable complaints received. Payments to be made by the 30 <sup>th</sup> of each month.  Electronic processing commenced by the 30 <sup>th</sup> June 2012.	Nil received  Due to current work commitments the Director has requested the introduction of electronic processing be re-scheduled for commencement 31 <sup>st</sup> December 2012.
<u>Pricing Policy/Fees &amp; Charges</u> Prepare Council's Pricing Policy in accordance with legislative requirements	Submit a Pricing Policy to Council that meets legislative requirements.  Incorporate Pricing Policy into Council's Management Plan.  Draft Pricing Policy submitted to Council by 30 <sup>th</sup> May 2012  Pricing Policy incorporated into Council's Draft Management Plan by 15 <sup>th</sup> May 2012 Fees and Charges Schedule prepared, adopted and distributed by 30 <sup>th</sup> June each year.	Complete  Complete  Complete  Complete  Complete
<u>ABS Return</u> Prepare the ABS annual collection of Local Government Finances Return	ABS Return completed by 29 <sup>th</sup> November, 2011.	Complete
<u>Budget Preparation</u> Co-ordinate preparation of the annual budget.	First draft budget presented to MANEX by 28 <sup>th</sup> February 2012.  Budgets incorporated into Council's Draft Management Plan by 30 <sup>th</sup> April, 2012.  Final budget prepared and adopted by 30 <sup>th</sup> June, 2012.	Complete  Complete  Complete

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<u>Budget Reviews</u> Monitor and review Council's income and expenditure	Quarterly Financial Reviews submitted to Council within statutory timeframe. Monthly reports of capital works submitted to Council.	Complete - Review submitted within required time frame  Achieved
<u>General Ledger</u> Maintain a structure in the General Ledger to provide adequate financial reporting	Actual result reflects anticipated budget result.	Ledger links with Powerbudget. Complete.
<u>Council Committee Auditing</u> Conduct regular financial reporting of Section 355 Management Committees and provide assistance.	Audited financial statements for Council Committees reported to Council by 30 <sup>th</sup> November, 2011.  Director Corporate Services reports on the annual statements by 31 <sup>st</sup> December 2011.	Complete  Complete
<u>Asset Accounting</u> Account for Council's assets accurately and in accordance with legislation.	Accurate records kept of Council's assets.  Information completed to legislative requirements.  Completion by 31 <sup>st</sup> March 2012.	Complete - Asset ledger up to date  Complete - Data base in accordance with legislative requirements  Complete
<u>Plant Administration</u> Provide plant administration support.	Annual Financial report provided as annexure to the 30 <sup>th</sup> November 2011 Financial Review.	Complete
<u>Payroll/Human Resources Issues Reporting</u> Provision of monthly reports to Council regarding overtime, staff costs, workers compensation, accrued leave and sick leave.  Provision of accurate and timely Payroll Services	Reports on Human Resources Issues submitted to Council monthly.  Templates for annual reviews distributed to General Manager /Directors by 28 <sup>th</sup> February 2012.  Completion of annual appraisal by the 30 <sup>th</sup> April 2012.  Document position tasks and procedures by 30 <sup>th</sup> June 2012.  Employees paid fortnightly.  No errors and omissions reported.	Three reports in quarter  Complete  Not complete due to work commitments. Completion date 31 <sup>st</sup> August 2012.  50% Complete  Time sheets processed fortnightly  Nil



OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<p><u>Fringe Benefits Tax</u> Monitor motor vehicle use to minimise Fringe Benefits Tax (FBT)</p> <p>Ensure compliance with FBT legislation.</p>	<p>Recommended changes to vehicles communicated to senior management.</p> <p>Adequate records maintained. No adverse report. FBT return lodged by 15<sup>th</sup> May 2012.</p>	<p>Motor vehicle change over minimizes FBT</p> <p>Accurate records maintained Nil reports received Complete</p>

**PRINCIPAL ACTIVITY – TOURISM & ECONOMIC DEVELOPMENT**

Responsible Officer:

Director Economic & Community Development

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<p>Workplace Health &amp; Safety Provide a safe workplace for Council staff, contractors, visitors, customers and volunteers</p>	<p>No reportable incidents</p>	<p>Achieved</p>
<p>Community recognition of activities undertaken in Tourism</p>	<p>At least five media releases on tourism activities</p>	<p>Achieved</p>
<p>Community recognition of activities undertaken in Economic Development</p>	<p>At least five media releases on economic development activities</p>	<p>Achieved</p>
<p>Council is effective in ensuring business focus groups commit to a consistent and agreed economic development strategy within an attainable Vision for the Shire and partner the Council in agreed actions that facilitate investment by new and existing businesses.</p>	<p>Continued relationship with RDA and State &amp; Commonwealth Depts. Make appropriate Council facilities available.</p> <p>Four funding applications.</p> <p>Determine interest level of towns and villages.</p>	<p>Ongoing</p> <p>7 Funding applications</p> <p>Ongoing consultation with village committees</p>
<p>Business Quirindi website.</p>	<p>Site updated every six months.</p> <p>Average of 3000 pages to site per annum.</p>	<p>Achieved</p> <p>7079 pages</p>
<p>Retiree Marketing</p>	<p>Distribution of information packages.</p> <p>At discretion of Sister City Committee</p>	<p>Ongoing</p> <p>Attended Blacktown Show 3<sup>rd</sup> Quarter</p> <p>Attended Blacktown City Festival</p>
<p>Sale of Residential</p>	<p>Dependent on market conditions</p>	<p>Enquiry made into purchase of Stage 2</p>
<p>Sale of Industrial and Residential Land</p>	<p>Lots sold as per Estimates.</p>	<p>Loder Street and Dewhurst St Werris Creek completed</p>
<p>Develop Industrial Land</p>	<p>In keeping with Council policy.</p>	<p>Ongoing</p>



PRINCIPAL ACTIVITY – TOURISM & ECONOMIC DEVELOPMENT

Responsible Officer: Director Economic & Community Development

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Tourism Development	Average of 50,000 page views per annum  Implement Man Plan for Quipolly Dam Rec area By December 2011	29,646 page views 2 <sup>nd</sup> Quarter 16,556 page views 3 <sup>rd</sup> Quarter 14251 page view 4 <sup>th</sup> quarter <b>Total 77004</b> DA approved EMP and detailed design completed. Construction commenced
Australian Railway Monument	Seek grant funding for disabled access.  Upstairs restoration work to be undertaken 2012	Achieved  Works delayed by Heritage Office
Willow Tree Visitor Information Centre	A minimum of 8,000 visitors per annum	2011 1 <sup>st</sup> Quarter 2452 2 <sup>nd</sup> Quarter 2761 3 <sup>rd</sup> Quarter 2486 4 <sup>th</sup> Quarter <b>9710 Total</b>
Tourism Marketing	At least 4 meetings p.a minimum  Attend & contribute to NENW Tourism Marketing Committee.  Bi-Annual familiarization by Tamworth volunteer staff  Attend Kamilaroi Highway Meetings  Member	Committee under review  DECD is Vice President  Next visit March 2013  DECD is Vice Chairman- iPad app launched  DECD Board Member



**PRINCIPAL ACTIVITY – LIBRARY SERVICES**

Responsible Officer: Director Economic & Community Development

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12																		
A high quality Library service is provided that meets the educational, recreational and information needs of the community.	<p>Council representation at meetings</p> <p>Submissions made</p> <p>Number of loans, computer usage and members increase compared to previous period</p> <p>Establish marketing program. Weekly article published in local paper.</p>	<p>Meetings attended</p> <p>Support CNRL position</p> <table> <tr> <td>Visitors</td><td>Loans</td><td>PAPC</td></tr> <tr> <td>9053</td><td>7862</td><td>2289 1st</td></tr> <tr> <td>9500</td><td>7263</td><td>2088 2<sup>nd</sup></td></tr> <tr> <td>9817</td><td>8215</td><td>2442 3<sup>rd</sup></td></tr> <tr> <td>9109</td><td>8136</td><td>2322 4<sup>th</sup></td></tr> <tr> <td><b>37479</b></td><td><b>31476</b></td><td><b>9141</b></td></tr> </table> <p>Ongoing Friends of the Library established in Werris Creek &amp; Quirindi Achieved</p>	Visitors	Loans	PAPC	9053	7862	2289 1st	9500	7263	2088 2 <sup>nd</sup>	9817	8215	2442 3 <sup>rd</sup>	9109	8136	2322 4 <sup>th</sup>	<b>37479</b>	<b>31476</b>	<b>9141</b>
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**PRINCIPAL ACTIVITY – AGED AND DISABLED SERVICES**

Responsible Officer: Director Economic & Community Development

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Wide range of services delivered at a standard which meets client needs	<p>Number of clients utilizing services and programs.</p> <p>Identify and access funding opportunities.</p> <p>Service maintained and no adverse comments from clients.</p> <p>Participation in Seniors Week Senior Citizens Week activities undertaken. Positive feedback from community.</p> <p>HACC Newsletter published in hard copy and on Councils web page.</p>	<p>2336 Services 1<sup>st</sup> 2468 Services 2<sup>nd</sup> 2247 Services 3<sup>rd</sup> 2230 Services 4<sup>th</sup></p> <p>Various applications for Seniors Week. International Women's Day</p> <p>1519 meals 1<sup>st</sup> 1632 meals 2<sup>nd</sup> 1590 meals 3<sup>rd</sup> 1417 meals 4<sup>th</sup></p> <p>Committee meeting regularly</p> <p>Ongoing</p>

**PRINCIPAL ACTIVITY – YOUTH & CHILDREN SERVICES**

Responsible Officer: Director Economic & Community Development

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Young people have access to opportunities that enhance their social well being	<p>Council maintains active youth program. Youth Forum conducted annually</p> <p>Participation in Youth Week. No. in attendance.</p> <p>Develop and deliver programs to meet identified needs in consultation with appropriate youth agencies.</p> <p>Positive feedback regarding the benefits of Scholarships given to youth.</p> <p>Committee meets and provides report to Council on activities</p>	<p>Activity at Quirindi Bowling Club</p> <p>As above 10</p> <p>Ongoing relationship with High School and volunteers at Royal Theatre</p> <p>Letters of thanks from participants</p> <p>Ongoing</p>

**PRINCIPAL ACTIVITY – CULTURAL & COMMUNITY SERVICES**

Responsible Officer: Director Economic & Community Development

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Arts	In conjunction with Currabubula Art Show & Blackville Art Show. At least two new events held during the year	Ongoing  Arts Council sponsored Waste to Art
Cultural and Social needs of the shire are identified, considered for service provision and met where funded.	Plans integrated by June 2012	Achieved
A range of medical services are locally available	Council owns and maintains facilities suitable for GP practice. Premier Medical centre staffed by Community Nurse. Support Hunter New England Health in the development of a MPS at Werris Creek.	Ongoing  Trainee  Under construction
Sports Council meets and represents the sporting interests of the shire	Sports Council meets quarterly and reviews the sporting and recreational needs of the shire. Sports Council provides recommendations on priority projects to Council for funding by Department of Sport and Rec. At least one sport exchange with Blacktown City Council undertaken	Ongoing  Ongoing  Seniors cricket game to be organised 4 <sup>th</sup> Quarter 2012
Quirindi Recreational Centre provides a range of activities.	User survey conducted annually to gauge satisfaction of level of service.	

**PRINCIPAL ACTIVITY – CHILDCARE SERVICES**

Responsible Officer: Director Economic & Community Development

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Adequate accessible and affordable child care services are provided which meet community needs.	Childcare Centre meets DOC's licensing and accreditation requirements.	Achieved
	Centre operates at capacity, reports presented on attendance and expenditure	Monthly reports completed
	Childcare Centre access to government assistance programs Positive feedback	Continuing
	Centre operates as a profit cost centre	Not Achieved
	Make submissions to State and Federal Government for capital and recurrent funding for additional preschool places.	Ongoing
	Beehive available for rent for children's activities	Ongoing

**PRINCIPAL ACTIVITY – ENVIRONMENTAL SERVICES - ADMINISTRATION**

Responsible Officer: Director Environmental Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Provide a safe workplace for Council staff, contractors, visitors, customers and volunteers	<p>Systems in place to identify and mitigate risk</p> <p>No reportable incidents</p> <p>Staff training undertaken by 31<sup>st</sup> December 2011</p> <p>Tool box talks completed (ongoing)</p> <p>Position descriptions reflect WH &amp; S responsibilities. Completion by 30<sup>th</sup> June 2012</p> <p>Complete risk assessments for high risk activities by 31<sup>st</sup> May 2012</p> <p>Complete risk assessments for volunteers by 30<sup>th</sup> June 2012</p>	<p>Permanent item on monthly staff meeting agenda.</p> <p>Two incidents, both reported.</p> <p>Completed 12<sup>th</sup> July 2012.</p> <p>Ongoing</p> <p>Achieved</p> <p>Ongoing</p> <p>Ongoing</p>
Provide the community with a comprehensive local environmental plan that reflects the intent of adopted land use strategies and facilitates sustainable development and growth of the shire	<p>Draft LEP submitted for gazettal by DoP</p> <p>Planning proposal formulated to address planning issues arising out of draft LEP exhibition stage and progressed to gazettal</p>	<p>Completed</p> <p>Achieved</p>
Timely and accurate processing of Certificates	<p>No mistakes and 75% Certificates processed within 5 working days</p> <p>No mistakes and 75% of fully documented certificates processed within 14 days</p>	<p>Achieved – Average 2 days</p> <p>Achieved</p>
Adopted planning strategies guide development of the Shire	<p>Draft DCP content advertised for public comment</p> <p>Research and prepare reports with recommendations on major planning issues impacting on the Shire. Make changes in line with Council determination</p> <p>Provide user friendly “fact sheets” relevant to the planning approvals process</p>	<p>Completed</p> <p>Ongoing</p> <p>Ongoing</p>



**PRINCIPAL ACTIVITY – PUBLIC HEALTH**

Responsible Officer: Director Environmental Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Health problems caused by unclean food handling and premises are minimized.	100% of food premises have an annual inspection. Undertake food handling education activities.  Distribute best practice material for the assistance of food handlers.  Maintain food handling training activities on Council website.	Ongoing – 91% complete  Ongoing  Ongoing  Achieved
Maintenance of a healthy environment.	Inspect registered installations in line with risk category.  Respond to reported incidents when necessary.  Maintain servicing arrangements of disposal units.	Ongoing  Nil reported  Achieved
Timely response to Public Health Nuisances.	Complaints responded to in keeping with severity of incident.  All complaints received entered in register and actions recorded.	Ongoing  Tracer Customer Action Requests

**PRINCIPAL ACTIVITY – BUILT ENVIRONMENT**

Responsible Officer: Director Environmental Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Timely and Efficient processing of applications for Construction / Compliance and Occupation Certificates.	Meet time constraints of EP&A Act for assessment and issuing of consents.	No assumed refusals due to time lapses
Buildings are safe and healthy.	Assessment of applications and conditions of approval meet regulatory requirements.  Review maintenance of essential fire safety service installations in commercial buildings.	Ongoing  Ongoing
Educate industry and the public regarding the built environment.	Conduct trade information night and/or newspaper releases as required.  Publicise changes to regulation or process as required.  Provide user friendly brochures (fact sheets) relevant to the building process.	Ongoing  Ongoing  Ongoing

**PRINCIPAL ACTIVITY – NATURAL RESOURCE MANAGEMENT**

Responsible Officer: Director Environmental Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
The quality of the environment and life of residents and visitors is enhanced by the provision of environmental control and education.	Comprehensive SOE Report completed and submitted to DLG by 30 November, 2012 and include objectives in corporate plans.  Local decisions reflect ESD principals.	Achieved  Ongoing
Council position is put on regional natural resource issues.	Council's view is put to various regional forums/committees.  Councillor and Staff participation as active representatives on regional committees.  Active Council participation on Namoi CMA Local Government Liaison Committee.  Council representation on Caroona Coal Consultative Committee, Werris Creek Coal Consultative Committee, Liverpool Plains Land Management Committee and Watermark Community Consultative Committee.	Ongoing  Ongoing  Ongoing  Ongoing
Council supports local environmental groups	Council provides support as requested.	None requested
Council undertakes environmental projects	Identify environmental conservation/ rehabilitation projects as funding opportunities arise.  Identification of energy saving initiatives in Council activities.  Council assists Quirindi Catchment Committee with Quirindi Creek rehabilitation project where possible.	Ongoing  Achieved through NTSF  Quirindi Creek project commenced through Env Trust funding
Council is an active partner with the community in Natural Resource activities.	Take part in National Tree Day, Water Week and Clean Up Australia Day in line with funding allocation.	Not Achieved

**PRINCIPAL ACTIVITY – NATURAL RESOURCE MANAGEMENT**

Responsible Officer: Director Environmental Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<b>Destruction of Noxious Weeds</b> Remove and destroy all Class 1 & 2 noxious weeds. Class to be notified to Department of Industry & Investment.	Report no outstanding infestations. Issue inspection Report to occupiers/Owner.	Reported monthly to Council
Fully and continuously suppress and destroy all Class 3 noxious weeds.	Weeds identified and control programs implemented.	Ongoing
Carry out a control program for Class 4 noxious weeds according to the adopted LPSC Management Control plan.	Contain and reduce infestations.	Ongoing
Maintain the health of staff and public who may come into contact with herbicides during the noxious weed spraying program.	Report of no herbicide related illnesses.	None reported
Undertake biological or agricultural activities which supplement recognised chemical and mechanical activities for fully integrated approach to weed management systems.	Maintain biodiversity in high conservation sites.	Ongoing

**PRINCIPAL ACTIVITY – NATURAL RESOURCE MANAGEMENT**

Responsible Officer: Director Environmental Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<b>Inspection of Properties</b> Inspect and report on non-complying occupiers and reinspect accordingly on a regular basis to ensure appropriate and effective weed control activities are undertaken in accordance with the provisions of the Noxious Weeds Act 1993.	Inspect properties and generate reports.  Upon reinspection issue Section 18 Notice for non –compliance.  Implement legal proceedings for non compliance.	Ongoing  Ongoing  Ongoing
<b>Community Education and Awareness</b> Develop community awareness and identification skills for weeds including noxious, potentially damaging, new or unknown weeds.	Community awareness and education program undertaken.	Ongoing e.g. Quirindi Show and Local Government Week
Identify environmental and invasive weed species.	Annual report provided. Identify and source funding to implement control programs in partnership with other agencies.	Ongoing

**PRINCIPAL ACTIVITY – WASTE MANAGEMENT**

Responsible Officer: Director Environmental Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Provision of accessible waste services to residents	<p>Provide a weekly garbage collection service to all owners/occupiers within the designated kerbside collection area, without breaches of any environmental legislation.</p> <p>Rural residents outside the designated collection area have access to disposal areas that provide opportunities for recycling and disposal of waste.</p> <p>Contract in place and operational for collection.</p> <p>Contract in place for processing of recyclables.</p> <p>Contractor meets contract requirements.</p> <p>75% complaints responded to within 2 days.</p> <p>No. of complaints received kept to a minimum.</p> <p>Annual household clean up day conducted in Quirindi, Werris Creek, Willow Tree and Currabubula.</p>	<p>Achieved</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved</p> <p>Achieved/Ongoing</p> <p>Achieved</p> <p>Complete– Green waste May 2012 Scheduled - Bulky household goods October 2012</p>
Waste depots are environmentally sustainable	<p>No justifiable adverse reports from OoHE on landfill operations.</p> <p>Willow Tree Landfill Management Plan developed and OoHE approval obtained.</p> <p>Annual Reports on recycling and waste stream submitted to DLG and OoHE.</p>	<p>Achieved</p> <p>Achieved</p> <p>Achieved</p>
Quantity of waste to landfill is reduced	<p>Participate in waste minimization, reuse recycling programs conducted by Northern Inland Regional Waste.</p> <p>Domestic recycling is maintained at current levels and expanded where possible.</p> <p>Monitor waste volumes going to all Council landfills.</p>	<p>Ongoing</p> <p>Achieved</p> <p>Achieved</p>
Provision of sustainable liquid waste disposal	<p>Finalise rehabilitation plan for Werris Creek Sanitary Depot.</p> <p>Finalise rehabilitation plan for Quirindi Sanitary Depot.</p> <p>Investigate septic sludge disposal options.</p>	<p>Nearing Completion</p> <p>Nearing Completion</p> <p>Investigations concluded.</p>



**PRINCIPAL ACTIVITY – EMERGENCY SERVICES**

Responsible Officer: Director Environmental Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Effective fire response capacity maintained by NSW Rural Fire Service	SLA in place and quarterly reviews conducted.  Participate in Liverpool Ranges Zone Management Committee  Respond to Emergency Support requests.	Achieved  Ongoing  None received
Effective fire response capacity maintained to urban areas of Quirindi and Werris Creek by NSW Fire Brigade.	Fire response capacity in place.  Annual statutory financial contributions made to NSW Fire Brigade.	Ongoing  Ongoing
Effective emergency response capacity maintained by S.E.S.	SES provided with Council support.  Operational capacity of unit available to respond to incidents.  Shire Flood Plan adopted	Ongoing  Achieved  Achieved
Effective emergency response capacity maintained by V.R.A.	Accommodation provided for VRA	Achieved
Local Emergency Management readiness maintained	Liverpool Plains Shire Council DISPlan reviewed annually.  Regular attendance by combat agencies.  LEMC Meetings held every 6 months.  Attend compulsory Regional DEMC Meetings  Conduct local disaster exercise in line with Committee determinations.	Ongoing  Ongoing  Ongoing  Ongoing  Ongoing

**PRINCIPAL ACTIVITY – ANIMAL CONTROL**

Responsible Officer: Director Environmental Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Residents display a high level of understanding of and compliance with the legislation in regard to the keeping of Companion Animals which results in a high level of satisfaction among owners of animals and a low level of complaint from the community ,	<p>85% of complaints responded to within 2 days</p> <p>All complaints recorded</p> <p>Increase in the number of animals registered under the Companion Animals Act.</p> <p>Surveillance program developed and implemented.</p> <p>Infringement Notices Issued.</p> <p>Data recorded as follows: Seizures/impounding Euthanised Dangerous dog orders Nuisance Orders Rehousing</p> <p>Press release Education information</p> <p>Plan reviewed Publicise proper use of leash free areas</p>	<p>Achieved</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Ongoing</p> <p>Reported monthly to Council</p> <p>Ongoing</p> <p>Ongoing Information Pamphlet in use</p>
Nuisance minimized to the public and residents from straying stock	<p>70% of complaints responded to within 4 hours during work hours</p> <p>Record following statistics: No. of complaints received No. of impoundings No. of Penalty Notices</p> <p>Publicity campaign undertaken</p>	<p>Achieved</p> <p>Reported monthly to Council</p> <p>Ongoing</p>

**PRINCIPAL ACTIVITY – BUILDINGS**

Responsible Officer: Director Environmental Services

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Council managed buildings are maintained to a satisfactory standard.	Asset maintenance program in place and actioned in line with budget allocations	Ongoing
Building construction program finalised	Works completed within agreed time frame and budget	No Major projects underway

**PRINCIPAL ACTIVITY – ENGINEERING ADMINISTRATION**

Responsible Officer: Director Works

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<u>Workplace Health &amp; Safety</u> Provide a safe workplace for Council staff, contractors, visitors, customers and volunteers	No reportable incidents.  Staff training undertaken by 31 <sup>st</sup> December 2011.  Tool box talks completed. (Ongoing).  Position descriptions reflect WH & S responsibilities. Completion by 30 <sup>th</sup> June 2012.  Complete risk assessments for high risk activities by 31 <sup>st</sup> May 2012  Complete risk assessments for volunteers by 30 <sup>th</sup> June 2012	One report incident in 1 <sup>st</sup> quarter.  Completed  Achieved & ongoing  Incomplete, approx 50% outstanding  Ongoing - completed as tasks undertaken  Ongoing – completed as tasks undertaken
Customer Service	Responsiveness < 10 days (written) Responsiveness < 3 days (telephone)	Generally achieved
Financial Management	No over expenditure of budget without approval	Generally achieved – variance approved in financial reviews
Training & Employee Development	On first day of commencement  100% of workforce to be provided with training subject to budget constraints  Annually	Achieved  Achieved & ongoing  Achieved
Teamwork, Communications & Employee Relations	Monthly  Annually	Achieved  Included in full staff survey
Timely survey and design for Council works.	Plans available 6 weeks in advance of scheduled works.	Generally achieved, plans available in advance of scheduled work.
Occupational Health & Safety.	Attend minimum 75% of meetings	Achieved

**PRINCIPAL ACTIVITY – DEPOTS**

Responsible Officer: Director - Works

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Secure storage of Council resources.	No loss of resources from Depot.	Achieved
Occupational Health & Safety	No accidents resulting from poor housekeeping or building and equipment maintenance.	One slip accident reported, not related to specific action or performance target
	WorkCover requirements met.	Achieved
Provide a safe workplace for Council staff, contractors and visitors	No injuries or accidents with depot conditions as primary cause	Achieved
Risk assessments will show a systematic approach to Council's commitment to OH & S	Quarterly safety inspection of Depot	Achieved
	Provide chemical handling training	Achieved
Economic viability	External rates to be commercially competitive and reviewed bi-annually.	Achieved
Statutory compliance.	No breach of OH & S, WorkCover, RTA and EPA requirements.	Achieved

**PRINCIPAL ACTIVITY – WORKS MAINTENANCE**

Responsible Officer: Director Works

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<u>Occupational Health &amp; Safety</u> Provide a safe workplace for Council staff, contractors, visitors and road users  Risk assessments will show a systematic approach to Council's commitment to OH & S	No injuries or accidents with road conditions as primary cause  Document toolbox talks  Provide manual handling training  Risk assessments demonstrate compliance with OHS Regulation 2001	Achieved   Achieved  Ongoing  Achieved
Customer Service	Responsiveness < 10 days (written) Responsiveness < 3 days (verbal)  18 hour response time and 7 day correction time to safety matters.	Generally achieved   Generally achieved
Financial Management	Operating Expenditure <= Budget	Achieved – variance reported & approved in financial review
Community awareness	Weekly major works program advertised in local newspaper.	Achieved
Traffic Facilities	All signs and pavement markings legible and <30% of face area damaged.	Generally achieved within budget constraints. Some signs >30%
Stormwater Drainage	Completion of Capital Works Plan	Achieved – alternate treatment completed in Premer, Fairbairn Street drainage deferred pending future downstream work.
Footpaths	Annual inspection of all paved footpaths & production of costed defect register	Achieved
Street Lighting	Main vehicular thoroughfares comply with Australian Standards.  Identify street lighting variances to Australian Standard and cost to upgrade	Subject to budget – new developments comply with AS  To be done subject to budget allocation – quotations requested for additional lighting 6 months ago, alternate services providers now contacted
Private Works – Profit	Annual operations to make a minimum return of 10% pa on expenditure.	Achieved



**PRINCIPAL ACTIVITY – ENGINEERING PLANT**

Responsible Officer: Director Works

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<u>Workplace Health &amp; Safety</u> Provide a safe workplace for Council staff, contractors, visitors, customers and volunteers	NOHSC:1010 (1994) requirements introduced into tender documents (due date – by Dec 2011)  Risk assessments completed for all plant operations	Achieved & ongoing.  Achieved & Ongoing
Fleet Management.	By February 2012  Annual replacement of plant in accordance with program.  Review of plant rates by March 2012	Achieved  Generally achieved, some delay due to extended sick leave of employee  Achieved
Plant efficiency.	Plant usage is accurately monitored and availability meets predetermined levels for each item.	Achieved

**PRINCIPAL ACTIVITY – PARKS & RESERVES**

Responsible Officer: Director Works

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
<u>Workplace Health &amp; Safety</u> Provide a safe workplace for Council staff, contractors, visitors and facility users	No injuries or accidents with asset conditions a primary cause	Six minor accidents reported with one incident a result of asset condition. Modification needed to garbage truck
Customer Service	Responsiveness < 10 days (written) Responsiveness < 3 days (verbal)	Generally achieved
Financial Management	Actual Net Position compared to budget <= 0	Achieved – variance approved in financial review
Well developed Racecourse/ Showground complex.	No reasonable complaint from user groups.	Generally achieved – one complaint regarding weeds around canteen area.
Streetscapes	All Council litter bins cleared weekly.  Regular sweeping.  Trees do not obscure signs or inhibit parking Lawn areas <200mm height. Roadsides <600mm height.  All bins, seats, etc. in a safe and presentable condition.	Achieved  Achieved  Generally achieved  Achieved
Well presented parks, reserves, sports grounds, cemeteries and open spaces	No reasonable complaint from user groups	Generally achieved – one complaint regarding subsidence, topdressing & turf at lawn cemetery.

**PRINCIPAL ACTIVITY – WORKS CONSTRUCTION**

Responsible Officer: Director Works

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Safety	Weekly inspections. No injury accidents due to negligence at the worksite.	Achieved
Customer Service	Responsiveness < 10 days (written) Responsiveness < 3 days (verbal)	Generally achieved
Financial Management	Net Capital Expenditure <= Budget Allocation	Generally achieved – variance approved in financial review
Capital Works Project Delivery.	Completion of all capital works in accordance with set timeframes.	Achieved for roadworks and footpaths, one drainage project deferred pending further funding.
	Program available for budget consideration.	Achieved
Quality	Statistically 100% of test results compliant with specifications.	Achieved
Gravel Pits	Material available when required.	Achieved
	No accidents. No prohibition / improvement notices issued.	Licensing of Warrah Ridge Pit required. Ongoing
	Annual operations to return a minimum of 10% profit. Extraction costs per tonne comparative to private enterprise	Achieved
Efficiency	Win and complete project under budget or achieve internal construction rates lower than tendered private rates.	Completed – HACCC car park project
Innovation	Number of new ideas implemented > 5.	Achieved – Power line distance and voltage measurement meter, Dustex gravel dust suppression, Polycon gravel stabilization, Geofabric & fibre reinforced bitumen seals, Recycled road pavement on Bundella Rd reconstruction.

**PRINCIPAL ACTIVITY – WATER SERVICES**

Responsible Officer: Director Works

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Safe drinking water	>= 98% compliance.	Total Coliforms – 98% last quarter E. Coli – 100% last quarter
Reliable supply to all customers	No reasonable complaints in regard to unscheduled supply interruptions. No scheduled interruptions > 6 hours.  Less than 2 hours	Achieved – some complaints with water turbidity and odour in Werris Creek.  Achieved.  Achieved
Supply effectiveness - head  - fire fighting  - system capacity	Maintain head > 12 m.  One fully operational hydrant within 120m. of all connections.  No reasonable instances of capacity not meeting demand.  Capital works carried out on time and within budget.	Achieved – some connections in Spring Ridge and Premer just achieving standard due to long standing supply limitations.  Achieved & Ongoing.  Achieved.  Progress on backlog projects occurring with to recent staff appointments.
Resource efficiency/water conservation	< 20% unaccounted for water due to leaks. Median residential consumption that is steady or falling, allowing for seasonal variations.	Estimated as Achieved  Achieved.

**PRINCIPAL ACTIVITY – SEWER SERVICES**

Responsible Officer: Director Works

OUTCOMES	PERFORMANCE TARGETS/ SERVICE LEVELS	STATUS REPORT 30.06.12
Safe, reliable transport of wastewater	Response time < 2hours.	Achieved.
System effectiveness	No surcharge due to mains or pump station failure.  No odour complaints relating to treatment plant.  Capital works carried out on time and within budget.	Achieved. Quirindi SPS8 refurbished recently  Achieved  Progress on backlog projects occurring with to recent staff appointments.
Environmental responsibility	Licence conditions complied with.	Achieved – with exception of suspended solids in both STP effluent discharges. Investigation into de-sludging options now underway.
System complies with statutory requirements and good practice	Operators qualified. No breach of statutory requirements. DPWS inspection reports satisfactory.	Achieved

## STATE OF ENVIRONMENT REPORT (SECTION 428 (2) (C))

Council's Supplementary State of the Environment Report is attached as Appendix "B".

## REPORT ON THE CONDITION OF PUBLIC WORKS [SECTION 428 (2) (d)]

### Condition of Public Roads and Drainage

Item	Condition at end of 2011/12	Estimate of cost to bring to satisfactory standard [2011/12 Values]	Estimate of annual cost of maintaining satisfactory std. [2011/12 values]	Total Expenditure for 2011/12
Regional Roads	FAIR – Rehabilitation of some pavement failures on the poorer sections in the past year and an aggressive resealing program with a polymer binder over the last three years to prevent water ingress.	620,000	575,000	2,078,290
Rural Roads Sealed & Unsealed	FAIR - Numerous sections of sealed network badly in need of rehabilitation. Considerable effort was again made to gravel re-sheet sections of the unsealed road network and a determined program to improve drainage continued. Quality gravel is proving difficult to obtain in some areas of the shire and the poor friable gravels compound the drainage problems.	1,800,000	2,895,600	4,025,714
Urban Streets	FAIR – Council's focus on bitumen reseals over the last three years and again in the 2011/2012 year, is beginning to show dividends with reduced incidence of potholes and pavement failures in urban streets. There are a number of streets that will not benefit from resealing and reconstruction is the only option in these areas.	180,000	338,300	235,297

## REPORT ON THE CONDITION OF PUBLIC WORKS [SECTION 428 (2) (d)] (Continued)

### Supplementary Notes

#### REGIONAL ROADS

Capital works were undertaken on MR 130, Werris Creek Road north of Gap Road \$338,202, MR 579 Gap Road \$577,156 and MR126 Loder Street \$359,790 under the Regional Road REPAIR program.

#### RURAL SHIRE ROADS

Capital works expenditure for the year totaled \$569,000 with the reconstruction of Bundella Road and the replacement of several culverts and causeways including Howes Hill Road and Quirindi Street Wallabadah. Gravel re-sheeting was undertaken on numerous gravel roads including Cattle Lane, Bloomfields Road, Brady's Lane, Brunskills Road, Waverly/Mystery Road and Dimby Lane.

#### URBAN STREETS

A study and assessment of the Quirindi town storm water drainage system continued with an adequacy assessment of the existing infrastructure and design of any necessary augmentation. Work was completed on stages 1 and 2 of the Werris Creek Storm Water Drainage Augmentation Project. Road construction and bitumen sealing was in Stanley Crescent Quirindi. New footpaths and shared pathways were constructed in Hawker Street Quirindi, Humble Street Willow Tree and Anzac Parade Werris Creek.

#### Condition of Bridges

Item	Condition at end of 2011/12	Estimate of cost to bring to satisfactory standard [2011/12 Values]	Estimate of annual cost to keep at satisfactory std. [2011/12 values]	Total Expenditure for 2011/12
Concrete/Steel	Satisfactory	0	178,920	37,242
Timber	Satisfactory	22,000	37,500	51,000

### Supplementary Notes

#### BRIDGES

Bridge inspections and routine maintenance was completed on Council's bridges which overall are assessed as being in a satisfactory condition.



## REPORT ON THE CONDITION OF PUBLIC WORKS [SECTION 428 (2) (d)] (Continued)

### Condition of Water Supplies

Item	Condition at end of 2011/12	Estimate of cost to bring to satisfactory standard [2011/12 Values]	Estimate of annual cost to keep at satisfactory std. [2011/12 values]	Total Expenditure for 2011/12
Quirindi Supply	Satisfactory	55,000	563,000	691,593
Werris Creek Supply	Fair	2,300,000	780,000	1,473,855
Villages Supplies	Satisfactory	120,000	320,000	254,940

### Supplementary Notes

#### WATER SUPPLIES

Continuation of the safety upgrade of Quipolly Dam dominated capital expenditure again in 2011/12, with the project going to construction tender in this period.

Planned water main replacements have had to be deferred due to resource availability and an inability to attract competitive contractors to undertake this work. However, expenditure on the replacement of the Pollock St main did occur due to its high breakage history and large leakage rate.

Replacement of water meters on a large scale occurred in all supplies during the period to maintain measurement accuracy for water billing.

### Condition of Sewerage System

Item	Condition at end of 2011/12	Estimate of cost to bring to satisfactory standard [2011/12 Values]	Estimate of annual cost to keep at satisfactory std. [2011/12 values]	Total Expenditure for 2011/12
Quirindi System	Satisfactory	70,000	456,000	413,127
Werris Creek System	Satisfactory	120,000	125,590	251,786

### Supplementary Notes

#### SEWERAGE SYSTEM

Operational improvements to bring electrical safety standards and reliability to sewer pump stations accounted for the majority of capital expenditure in the sewerage system for 2011/12. An improvement to Sewerage Treatment Plant equipment also was included to maintain treatment standards for compliance with licensing standards.

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## **PROGRAMS UNDERTAKEN DURING TO PROMOTE SERVICES AND ACCESS TO SERVICES FOR PEOPLE WITH DIVERSE CULTURAL AND LINGUISTIC BACKGROUNDS [SECTION 428 (2) (j)]**

Persons of Aboriginal and Torres Strait Island descent constitute 10.9% of the total Shire population, whilst persons from non-English speaking backgrounds make up a further 1.4% of the population.

Council maintains regular contact with the various local Aboriginal Lands Councils on indigenous issues. The joint venture project with the Quirindi Aboriginal Corporation for the provision of waste management and recycling services in Quirindi, Werris Creek and Willow Tree continues to operate.

Council has prepared a Disability Action Plan, Social Plan and Cultural Plan (Appendix "C").

## **ACTIVITIES UNDERTAKEN TO DEVELOP AND PROMOTE SERVICES AND PROGRAMS THAT PROVIDE FOR THE NEEDS OF CHILDREN [LOCAL GOVERNMENT (GENERAL) REGULATION 1993 (CLAUSE 7A (1) (c)]**

Council operates a 39 place Long Day Childcare Centre in East Street Quirindi.

Council provides a venue for Family Day Care to operate an outreach childcare service at the Quirindi Pavilion. The centre is also used to conduct a playgroup twice per week. Council advertises children's services and activities in its weekly newspaper column.

Council operates the Quirindi Recreation Centre and the following are provided - basketball court, squash courts, gymnasium and instructors for fitness classes. School groups attend weekly.

Council participates in Youth Week activities and held several successful youth events in association with the local High School and the Quirindi Interagency group.

## **ACTIVITIES UNDERTAKEN TO DEVELOP AND PROMOTE SERVICES AND PROGRAMS THAT PROVIDE FOR THE NEEDS OF CHILDREN [LOCAL GOVERNMENT (GENERAL) REGULATION 1993 (CLAUSE 7A (1) (c)]**

A vacation play centre is operated during the October and Christmas school holiday break at Quirindi which continues to attract participants from across the shire. Council utilises a bus to bring participants from the outlying villages to enable access.

Council provides funds to the Youth Scholarship Committee, which is managed by local citizen and Councillors, and its purpose is to support young people to undertake activities that enable personal development. Sponsorship during the period included sending several students on training courses.

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## **ACTIVITIES UNDERTAKEN TO DEVELOP AND PROMOTE SERVICES AND PROGRAMS THAT PROVIDE FOR THE NEEDS OF CHILDREN [LOCAL GOVERNMENT (GENERAL) REGULATION 1993 (CLAUSE 7A (1) (c) (Continued)]**

Council has provided support to the Life Education Van by underwriting the cost for every primary school student in the Shire to attend a session on drug education.

Swimming pools are provided during the warmer months for children, including learn to swim classes, at both Werris Creek and Quirindi. The many parks in the shire provide play equipment and shade covers are being progressively installed.

## **PROGRAMS UNDERTAKEN TO PROMOTE SERVICES AND ACCESS TO SERVICES FOR RESIDENTS AND OTHER USERS [LOCAL GOVERNMENT (GENERAL) REGULATION 2005 [SECTION 217 (1) (d) (i)]**

Council, in association with the Quirindi Advocate and the Werris Creek Flyer, publishes a Weekly Update column which sets out activities being undertaken by Council and forthcoming events. This is also available on Council's website. A quarterly newsletter is also mailed to all residents.

Council's HACC Service publishes a monthly newsletter which is distributed to clients and placed at various public locations. Council's libraries also publish a weekly column on events in the Quirindi Advocate. The Quirindi Recreation Centre provides a newsletter to its customers and the Royal Cinema provides fortnightly leaflets to various shopping outlets.

## **SUMMARY OF AMOUNTS INCURRED IN RELATION TO LEGAL PROCEEDINGS DURING 2011/12 [SECTION 428 (2) (e)]**

Legal costs for 2011/2012 totalled \$217,290 and the following is a dissection by activity:

- Ongoing - A total of \$195,409 was incurred in relation to legal action against ratepayers for recovery of overdue rates.
- Complete - \$2,380 – Legal advice on "Deed", termination of lease and rehabilitation of contaminated land.
- Continuing - \$897 - Compliance issues.
- Complete - \$590 – Legal advice regarding drainage easement.
- Ongoing - \$12,154. Legal advice Development application.
- Complete - \$348 – Preparation of licence.
- Complete - \$5,512 – Advice on LEP.

## FEES, EXPENSES AND FACILITIES PROVIDED TO THE MAYOR AND COUNCILLORS DURING 2011/12 [SECTION 428 (2) (f)]

The following fees were expended during the year 2011/2012:

Mayoral Fees	=	\$ 18,327
Deputy Mayor Fee	=	\$ 2,973
Councillors Fees	=	\$ 69,790

## POLICY IN RELATION TO THE PAYMENT OF EXPENSES AND THE PROVISION OF FACILITIES TO COUNCILLORS [SECTION 428 (2) (f)]

Council has adopted an amended "Payment of Expenses and Provision of Facilities to Councillors" policy in accordance with section 253 of the Local Government Act 1993. Council adopted the amended policy at its **28<sup>th</sup> November 2012** Ordinary Meeting after having given 28 days notice for public submissions.

Council will promote the policy on the payment of expenses and the provision of facilities to councillors to the community by placing the policy on their websites and making it readily accessible.

Council shall review the policy on an annual basis and submit this policy to the Chief Executive, Local Government, Division of the Department of Premier and Cabinet within 28 days of adoption by Council, even if it is proposed to adopt an unchanged policy.

Council reimburses all reasonable travelling expenses of Councillors while on Council business in accordance with the "Payment of Expenses and the Provision of Facilities to Councillors" policy. For details of expenses and facilities see Appendix "D".

The total cost associated with Councillor expenses for 2011/2012 was \$45,976. This comprised of:

Delegates' expenses for attendance at conferences/meetings, seminars and personal development.	\$18,972
Meals and sustenance associated with meetings	\$ 3,754

## POLICY IN RELATION TO THE PAYMENT OF EXPENSES AND THE PROVISION OF FACILITIES TO COUNCILLORS [SECTION 428 (2) (f) (Continued)]

Expense	Mayor	Councillors	Total
Mobile phone – Net of contributions	\$3,208	NIL	\$3,208
Facsimile/Internet	\$533	NIL	\$533
Travel – meetings	\$1,567	\$8,461	\$10,028
Interstate travel	NIL	NIL	NIL
Overseas Travel	NIL	NIL	NIL
Child care	NIL	NIL	NIL
Spouse / Partner expenses (Shires Conference)	\$88	\$352	\$440
Mayoral Motor Vehicle – Net of Contributions	\$5,277	NIL	\$5,277
Computer (capital)	\$662	\$3,102	\$3,764

The Mayor and four (4) Councillors attended the 2012 Shires Conference in Sydney.

## SENIOR STAFF EMPLOYED BY COUNCIL DURING 2011/12 [SECTION 428 (2) (g)]

At the 30th June, 2012 Council employed only one senior staff member in terms of the Local Government Act and that was the General Manager who is employed on a five year performance based contract.

The General Manager's total package of \$207,841.71 is made up of a salary component totalling \$182,677.90 with the remaining \$25,163.81 being made up as follows:

- Superannuation - \$17,161.24
- Motor Vehicle - \$ 8,002.57

## CONTRACTS IN EXCESS OF \$150,000 AWARDED BY COUNCIL DURING 2011/12 [SECTION 428 (2) (h)]

In 2011/2012 Council awarded four (4) contracts which exceeded \$150,000.

Contracts were awarded to:

Name	Amount	Purpose of contract
Westrac Equipment Pty Ltd	\$ 325,250	Purchase of 12M Grader
Leed Engineering and Construction Pty Ltd	\$4,343,900	Quipolly Dam Safety Upgrade
Fulton Hogan Industries	Schedule of Rates	Supply of Bitumen Emulsion
Rapid Construction P/L	\$ 542,571	Werris Creek Rail Journeys Museum hazardous Removal & Upgrade.

## CONTRACTS IN EXCESS OF \$150,000 AWARDED BY COUNCIL DURING 2011/12 [SECTION 428 (2) (h) (Continued)]

### Schedule of Rates Contracts

During the year Council purchased Bitumen Emulsion from Hogan Fulton under a Schedule of Rates Contract. These goods and services were purchased at the contracted rate and the total value of this contract will exceed \$150,000 over the life of the contract.

## SUMMARY OF RESOLUTIONS CONCERNING WORK CARRIED OUT ON PRIVATE LAND AND ANY SUBSIDIES RELATED TO THIS WORK [SECTION 428 (2) (k)]

Council undertook works on private land in 2011/2012 to the total of \$36,485.

Council's policy with regard to charging for these private rates is as follows:

<b>Plant Hire Rates</b>	Private Hire Rate
<b>Additional Labour</b>	Actual Cost + On Costs and Overheads
<b>Stores and Materials</b>	Cost + 9%

During 2011/2012 Council did not partly or fully subsidise any works carried out on private land.

## GRANTS UNDER SECTION 356 [General Regulation 2005, 217 (a5)]

During 2011/2012, Council made grants totalling \$22,394 to individuals and local community groups.

## HUMAN RESOURCES ACTIVITIES UNDERTAKEN BY COUNCIL DURING 2011/12 [SECTION 428 (2) (m)]

Training undertaken during the period included:

Aged Care Loss & Grief	2
Air Conditioning Training	1
Apprentices/Traineeships	7
Assets Training	2
Asthma/Anaphylaxis Training	5
Backhoe Training	1
AutoCad Training	3
Book Easy Training	3
Business Certificate Cert IV	1
Business Letter & Report Writing	3
Carbon Training	1
Central Northern Libraries Training	5



## HUMAN RESOURCES ACTIVITIES UNDERTAKEN BY COUNCIL DURING 2011/12 [SECTION 428 (2) (m)] (Continued)

Centrelink Training	4
Bridge Training Cert II	1
Chemical Certification	4
Companion Animal Management	1
Contract Law & Administration	1
DrumMuster Training	1
Early Childhood Education Workshop	3
Easy Moves Active Ageing	1
Employment Law Seminar – Sydney	2
Environmental Health Assoc Conference	2
End of Year Training – Payroll, Water Billing, Rates, Accounts Payable, etc	5
First Aid Training	4
Fleet Driver Training	46
General Grader Training	2
Gifts & Benefits Training	120
Grant Application Workshop	2
GST Changes	1
HACC Forum	2
HACC Orientation	2
Industry Briefing HACC Transition	1
Introduction to VB Net Programming	1
IPWEA Conference	1
IPWEA Fleet Management	1
Joblink Driver Training	1
Letter Writing Communication Workshop	6
Local Government Towards 2036 Conference	1
Local Government Shires Association – Tourism Conference	2
Local Government Shires Association – Water Managers Conference	2
Library Training	1
Munch & Move Workshop	2
NSW Revenue Professionals Conference	1
OH&S Induction – White Card	1
Overhead Powerline Training	12
Oxy Cutting & Bending Training	3
Power & Duties Training	2
Power Budget Training	26
Rangers Conference	1
Risk Management Conference	3
RMCC Peg Meeting – Inverell	1
RMCC Training – Coffs Harbour	1
RTA Workshop – Glen Innes	1
Safety Show – Sydney	1
SCX Training @ Serck – Cardiff	1

## HUMAN RESOURCES ACTIVITIES UNDERTAKEN BY COUNCIL DURING 2011/12 [SECTION 428 (2) (m)] (Continued)

Sewer Treatment Plant Operations	2
State Library Conference – Sydney	2
Statewide Seminar – Sydney	1
Stores Advanced Training	1
Stores Basic Training	1
Swimming Pool Training	5
Taxation & Payroll Seminar – Tamworth	1
The New Accreditation Workshop	2
Traffic Control – Blue Ticket	10
Traffic Control – Orange Ticket	2
Traffic Control – Red Ticket	6
Traffic Control – Yellow Ticket	14
Transportation of Cancer Patients	1
Weeds Conference – Coffs Harbour	2
WHS Act 2011	128
Working Safely at Heights	2
Workplace Assessor Training	1

## ACTIVITIES UNDERTAKEN DURING 2011/2012 TO IMPLEMENT COUNCIL'S EQUAL EMPLOYMENT OPPORTUNITY MANAGEMENT PLAN [SECTION 428 (2) (n)]

The Equal Employment Opportunity Management Committee comprises staff from across the organisation.

### *Key Equal Employment Strategies are:*

- Identify, develop and publicise training and development opportunities.
- Encourage participation in training courses and education support schemes which allow staff to reach their full potential.
- Review staff training and education policies to ensure that course participation encompasses merit and EEO.
- Review and monitor conditions of service to ensure that they conform to EEO principles and demonstrate fair practice.
- Consult with relevant employer groups, unions and staff through meetings related to EEO.

---

## ACTIVITIES UNDERTAKEN DURING 2011/2012 TO IMPLEMENT COUNCIL'S EQUAL EMPLOYMENT OPPORTUNITY MANAGEMENT PLAN [SECTION 428 (2) (n)] (Continued)

- Ensure formal guidelines for appointment, promotion and internal transfers which encompass EEO guidelines are followed.
- Ongoing review of job and performance appraisals to ensure they are non-discriminatory and conform with EEO principles.
- Ensure grievance mechanisms are available to all staff
- Conduct regular EEO surveys of all staff – The next bi-annual employee survey is to be undertaken by an independent Company - Micromex in March 2013.

**It is proposed to continue with the following actions in 2012/13 to be completed by 30<sup>th</sup> June 2013:**

- 1 The annual performance appraisal process clearly outlines the position description and duties of the position.
- 2 Regular meetings of staff teams occur across all sections of Council.
- 3 A review of available plant, equipment and other resources be undertaken to ensure staff can better perform their duties subject to cost benefit analysis.
- 4 A review of the organisational structure be undertaken (note required within 12 months of the September 2012 Election) to determine whether Council has the required workforce to carry out the operational plan at the service levels to be determined by the new Council.
- 5 A Bi-annual Employee Survey be undertaken in 2013 to determine any emerging trends and whether improvements have been made since the last employee survey.

## EXTERNAL BODIES EXERCISING FUNCTIONS DELEGATED BY COUNCIL DURING 2011/2012 [SECTION 428 (2) (o)]

Twenty Six (26) external bodies were delegated functions by Council during 2011/2012:

Body	Function
Mid North Weight of Loads	Control of Weight of Loads on Roads
Blackville Hall Committee	Management of Public Hall
Home & Community Care Committee	The provision of meal, transport and respite services for the aged and disabled
Premier Development Committee	Management of public Hall and Reserve
Sports Council	Advisory body providing support in the development of sport and recreational facilities
Central Northern Libraries	The provision of library services
Tourism & Promotion Committee	Assisting with the strategic planning of regional tourism
Australia Day Committee	Organisation of Australia Day Celebrations
Currabubula Hall & Reserve Committee	Management of Public Hall and reserve
Liverpool Plains Economic Development Committee	Advisory body providing support and advice in economic development
Sister City Committee	Management of Council's relations with its Sister City - Blacktown
Arts Council (Inc Wallaby Art Group)	Organisation of art functions.
Internal Audit Committee	Management of Council's internal audit function.
Mining Consultative Committee	Advisory body providing support and advice to Council on mining.
Quipolly Dam Recreation Area Committee	Management and development of the Quipolly Dam recreation area.
Royal Theatre Committee	Management of the Quirindi Royal Theatre.
Spring Ridge Development Committee	Management of Public Hall and reserve.
Youth Scholarship Committee	Advisory body providing support and advice on youth programs and activities.
Summerhill Lodge Management Committee	Management of residential units for low income earners
Wallabadah Development Committee	Management of Public Hall
Warrah Creek Hall Committee	Management of Public Hall
Werris Creek Horse & Rider Club	Management of recreational facility
Werris Creek Development Committee	Advisory body to Council for works and services in Werris Creek
Werris Creek Sporting Complex	Management of recreational facility
Werris Creek Railway Institute	Management of Public Hall
Willow Tree Harvesting for the Future Committee	Advisory body to Council for works and services in Willow Tree

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## **COMPANIES IN WHICH HELD A CONTROLLING INTEREST DURING 2011/12 [General Regulation 2005, 217 (a7)]**

Council did not hold a controlling interest in any companies during 2011/2012.

## **PARTNERSHIPS, CO-OPERATIVES OR OTHER JOINT VENTURES TO WHICH THE COUNCIL WAS A PARTY DURING 2011/12 [General Regulation 2005, 217 (a8)]**

Council was not a party to any partnerships, co-operatives or other joint ventures during 2011/2012.

## **AMOUNTS OR RATES AND CHARGES WRITTEN OFF DURING THE YEAR (LOCAL GOVERNMENT [RATES AND CHARGES] REGULATION 1993 [SECTION 428 (2) (r)]**

Pensioner rates abandoned under S.575 LGA 1993	\$277,924
Ordinary rates and charges abandoned	\$957
Postponed rates and charges abandoned	\$14,205
Total	\$293,086

### **Notes**

It is compulsory that Council write off rates in accordance with section 575 of the local Government Act, 1993. Other ordinary rates and charges are written off in accordance with Council's Economic Development Incentives policy.

## **OVERSEAS VISITS FUNDED BY COUNCIL [GENERAL REGULATION 7A(a)]**

No overseas visits funded by Council were taken by Council members or staff during 2011/2012.

## ANNUAL REPORT OF GOVERNMENT INFORMATION (PUBLIC ACCESS) FOR THE PERIOD 2011/2012

Total number of access applications received during the reporting year	2
--	---

\*During the reporting year two (2) applications were received and two (2) were determined.

Table A: Number of applications by type of applicant and outcome*								
	Access granted in full	Access granted in part	Access refused in full	Information not held	Information already available	Refuse to deal with application	Refuse to confirm/deny whether information is held	Application withdrawn
Media	0	0	0	0	0	0	0	0
Members of Parliament	0	0	0	0	0	0	0	0
Private sector business	0	0	0	0	0	0	0	0
Not for profit organisations or community groups	0	0	0	0	0	0	0	0
Members of the public (application by legal representative)	0	0	0	0	0	0	0	0
Members of the public (other)	2	0	0	0	0	0	0	0

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

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

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

The total number of decisions in Table B should be the same as Table A.



## ANNUAL REPORT OF GOVERNMENT INFORMATION (PUBLIC ACCESS) FOR THE PERIOD 2011/2012 (Continued)

Table C: Invalid applications	
Reason for invalidity	Number of applications
Application does not comply with formal requirements (section 41 of the Act)	0
Application is for excluded information of the agency (section 43 of the Act)	0
Application contravenes restraint order (section 110 of the Act)	0
Total number of invalid applications received	0
Invalid applications that subsequently became valid applications	0

Table D: Conclusive presumption of overriding public interest against disclosure: matters listed in Schedule 1 of the Act	
	Number of times consideration used*
Overriding secrecy laws	0
Cabinet information	0
Executive Council information	0
Contempt	0
Legal professional privilege	0
Excluded information	0
Documents affecting law enforcement and public safety	0
Transport safety	0
Adoption	0
Care and protection of children	0
Ministerial code of conduct	0
Aboriginal and environmental heritage	0

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

Table E: Other public interest considerations against disclosure: matters listed in table to section 14 of the Act	
	Number of occasions when application not successful
Responsible and effective government	0
Law enforcement and security	0
Individual rights, judicial processes and natural justice	0
Business interests of agencies and other persons	0
Environment, culture, economy and general matters	0
Secrecy provisions	0
Exempt documents under interstate Freedom of Information legislation	0

## ANNUAL REPORT OF GOVERNMENT INFORMATION (PUBLIC ACCESS) FOR THE PERIOD 2011/2012 (Continued)

Table F: Timeliness	
	Number of applications
Decided within the statutory timeframe (20 days plus any extensions)	2
Decided after 35 days (by agreement with applicant)	0
Not decided within time (deemed refusal)	0
<b>Total</b>	<b>2</b>

Table G: Number of applications reviewed under Part 5 of the Act (by type of review and outcome)			
	Decision varied	Decision upheld	Total
Internal review	0	0	0
Review by Information Commissioner*	0	0	0
Internal review following recommendation under section 93 of Act	0	0	0
Review by ADT	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

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

Table H: Applications for review under Part 5 of the Act (by type of applicant)	
	Number of applications for review
Applications by access applicants	0
Applications by persons to whom information the subject of access application relates (see section 54 of the Act)	0

## ADDITIONAL MATTERS [SECTION 428 (r)]

### National Competition Policy

A key component of the Government's economic reform has been the application of National Competition Policy to the public sector.

Under National Competition Policy, the principle of competitive neutrality is applied to certain significant business activities of Council in order that their operational costs and charges are brought more into line with those applying in the commercial sector (the level playing field concept).

Under competitive neutrality, Council businesses are classified as either category 1 (revenue in excess of \$2m) or category 2 (revenue less than \$2m). Council has no category 1 businesses, with the following businesses having revenues of less than \$2m and defined as category 2 businesses under National Competition Policy:

- 1) *Water Services*
- 2) *Sewer Services*

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## **ADDITIONAL MATTERS [SECTION 428 (r)] (Continued)**

The Department of Local Government's July 1999 guidelines "Pricing and Costing for Council Businesses: A Guide to Competitive Neutrality" outline the process for identifying and allocating costs to activities and provide a standard of disclosure requirements. These disclosures are reflected in Council's pricing and financial reporting systems and include taxation equivalents, Council subsidies, rate of return on investments in business units and dividends paid.

Council has adopted a Competitive Neutrality Complaints Policy which provides background to competitive neutrality procedures for lodging competitive neutrality complaints and other relevant information required for a complainant to effectively deal with this issue.

No competitive neutrality complaints were received during the 2011/2012 period.

*(See the attached financial statements for Council's Category 2 businesses Appendix "A")*

### **Privacy and Personal Information Protection Act 1998 (PPIA)**

The PPIA came into force on 1<sup>st</sup> July, 2000 and has a substantial effect on what information is collected by Council and how that information is used.

Council is committed to the information protection principles contained in the Act and has adopted a Privacy Management Plan to assist with the administration of privacy issues.

### **Stormwater Management Services**

Council did not levy an annual Stormwater Management charge in 2011/2012 and no provision was made for this charge in the Management Plan.

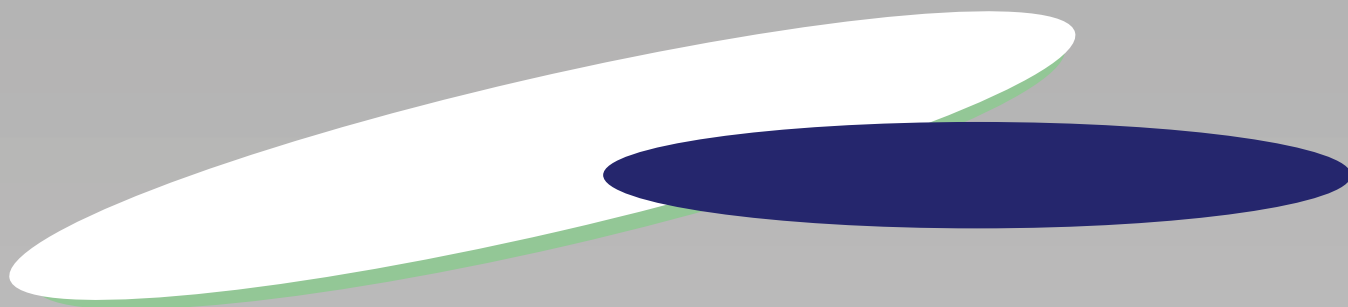
### **Environmental Planning & Assessment Act 1979 (Section 93 G (5))**

Council, during the period, had no planning agreements in force.

# *APPENDIX "A"*

## *2011 - 2012 FINANCIAL STATEMENTS*

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# FINANCIAL STATEMENTS 2011—2012

Liverpool Plains Shire Council

60 Station Street

Quirindi NSW 2343



# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **General Purpose Financial Reports for the year ended 30th June 2012**

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# LIVERPOOL PLAINS SHIRE COUNCIL

## General Purpose Financial Reports for the year ended 30<sup>th</sup> June 2012

### Statement by Councillors and Management made pursuant to Section 413(2)(c) of the Local Government Act 1993 (as amended)

The attached General Purpose Financial Report has been prepared in accordance with:

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

To the best of our knowledge and belief, this report:

- presents fairly the operating result and financial position for the year;
- accords with Council's accounting and other records.

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

Signed in accordance with a resolution of Council made on 24<sup>th</sup> October 2012.



Ian R Lobsey OAM  
Mayor



Colin W Stewart  
Deputy Mayor



Robert C Hunt  
General Manager



Michael J Urquhart  
Responsible Accounting Officer

# LIVERPOOL PLAINS SHIRE COUNCIL

## INCOME STATEMENT for the year ended 30th June 2012

Budget 2012 \$'000		Notes	Actual 2012 \$'000	Actual 2011 \$'000
	<b>INCOME</b>			
	<b>Revenue:</b>			
8560	Rates & Annual Charges	3	8760	8401
3471	User Charges & Fees	3	3633	3840
766	Investment Revenues	3	871	661
781	Other Revenues	3	751	437
5832	Grants & Contributions - Operating	3	5546	6470
6201	Grants & Contributions - Capital	3	3962	5470
	<b>Other Income:</b>			
0	Profit from Disposal of Assets	5	122	91
25611	<b>Total Income from Continuing Operations</b>		<b>23645</b>	<b>25370</b>
	<b>EXPENSES</b>			
7950	Employee Benefits and oncosts	4	8008	7714
8230	Materials & Contracts	4	6251	7087
425	Borrowing Costs	4	203	211
5241	Depreciation & Amortisation	4	8329	10585
1748	Other Expenses	4	1540	1993
23594	<b>Total expenses from continuing operations</b>		<b>24331</b>	<b>27590</b>
2017	<b>OPERATING RESULT FROM CONTINUING OPERATIONS</b>		<b>-686</b>	<b>-2220</b>
2017	<b>NET OPERATING RESULT FOR YEAR</b>		<b>-686</b>	<b>-2220</b>
2017	Attributable to:			
2017	LIVERPOOL PLAINS SHIRE COUNCIL		-686	-2220
2017			-686	-2220
-4184	<b>Net operating result before capital grants and contributions</b>		<b>-4648</b>	<b>-7690</b>

This Statement is to be read in conjunction with the attached Notes.

**LIVERPOOL PLAINS SHIRE COUNCIL**  
**STATEMENT OF COMPREHENSIVE INCOME**  
for the year ended 30th June 2012

	Notes	2012 \$'000	2011 \$'000
<b>Net operating result for year</b>		(686)	(2,220)
from Income Statement			
<b>Other comprehensive income</b>			
Revaluation of infrastructure, property, plant & equipment		22,949	2,630
Correction of errors in previous years		774	-
<b>Total other comprehensive income</b>		<u>23,723</u>	<u>2,630</u>
<b>TOTAL COMPREHENSIVE INCOME</b>		<u>23,037</u>	<u>410</u>
Attributable to:			
LIVERPOOL PLAINS SHIRE COUNCIL		23,037	410
Minority Interests	19	\$ <u>23,037</u>	\$ <u>410</u>

This Statement is to be read in conjunction with the attached Notes.

# LIVERPOOL PLAINS SHIRE COUNCIL

## BALANCE SHEET as at 30th June 2012

	Notes	2012 \$'000	2011 \$'000
<b>CURRENT ASSETS</b>			
Cash & cash equivalents	6	3,311	5,223
Investments	6	7,000	5,750
Receivables	7	3,788	3,753
Inventories	8	1,084	574
Other	8	30	-
Non-current assets held for sale	22		
<b>TOTAL CURRENT ASSETS</b>		<u>15,213</u>	<u>15,300</u>
<b>NON-CURRENT ASSETS</b>			
Investments	6	4,500	1,000
Receivables	7	-	56
Inventories	8	-	800
Infrastructure, Property, Plant & Equipment	9	528,437	507,017
<b>TOTAL NON-CURRENT ASSETS</b>		<u>532,937</u>	<u>508,873</u>
<b>TOTAL ASSETS</b>		<u>548,150</u>	<u>524,173</u>
<b>CURRENT LIABILITIES</b>			
Payables	10	875	1,319
Borrowings	10	276	284
Provisions	10	2,399	1,933
<b>TOTAL CURRENT LIABILITIES</b>		<u>3,550</u>	<u>3,536</u>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	10	3,287	1,561
Provisions	10	1,419	2,219
<b>TOTAL NON CURRENT LIABILITIES</b>		<u>4,706</u>	<u>3,780</u>
<b>TOTAL LIABILITIES</b>		<u>8,256</u>	<u>7,316</u>
<b>NET ASSETS</b>		<u>\$ 539,894</u>	<u>516,857</u>
<b>EQUITY</b>			
Accumulated Surplus	20	203,988	204,674
Revaluation Reserves	20	335,906	312,183
<b>Council Equity Interest</b>		<u>539,894</u>	<u>516,857</u>
Minority Equity Interest	19	-	-
<b>TOTAL EQUITY</b>		<u>\$ 539,894</u>	<u>516,857</u>

This Statement is to be read in conjunction with the attached Notes

# LIVERPOOL PLAINS SHIRE COUNCIL

## STATEMENT OF CHANGES IN EQUITY

for the year ended 30th June 2012

2012

Retained Earnings	Asset Reval. Reserve	Other Reserves	Council Equity Interest	Minority Interest	Total
-------------------	----------------------	----------------	-------------------------	-------------------	-------

Note \$'000

Balance at end of previous reporting period

204,674	312,183	-	516,857	-	516,857
---------	---------	---	---------	---	---------

Restated opening balance

204,674	312,183	-	516,857	-	516,857
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Net Operating Result for the year

(686)			(686)	-	(686)
-------	--	--	-------	---	-------

Other comprehensive income

Revaluation of infrastructure, property, plant & equipment

20	22,949		22,949	-	22,949
----	--------	--	--------	---	--------

Correction of errors in previous years

-	774		774		774
---	-----	--	-----	--	-----

Total other comprehensive income

-	23,723	-	23,723	-	23,723
---	--------	---	--------	---	--------

Balance at end of the reporting period

203,988	335,906	-	539,894	-	539,894
---------	---------	---	---------	---	---------

2011

Retained Earnings	Asset Reval. Reserve	Other Reserves	Council Equity Interest	Minority Interest	Total
-------------------	----------------------	----------------	-------------------------	-------------------	-------

Note \$'000

Balance at end of previous reporting period

206,894	309,553		516,447		516,447
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Restated opening balance

206,894	309,553	-	516,447	-	516,447
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Net Operating Result for the year

(2,220)	-		(2,220)	-	(2,220)
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Other comprehensive income

Revaluation of infrastructure, property, plant & equipment

20	2,630		2,630	-	2,630
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Total other comprehensive income

-	2,630	-	2,630	-	2,630
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Balance at end of the reporting period

204,674	312,183	-	516,857	-	516,857
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This Statement is to be read in conjunction with the attached Notes

# LIVERPOOL PLAINS SHIRE COUNCIL

## CASH FLOW STATEMENT for the year ended 30th June 2012

Budget 2012 \$'000		Actual 2012 \$'000	Actual 2011 \$'000
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b> <small>Notes</small>			
	<u>Receipts</u>		
8213	Rates & Annual Charges	8873	8193
3434	User Charges & Fees	4097	3425
540	Investment Income	603	537
13065	Grants & Contributions	12014	13066
598	Other operating receipts	653	597
	<u>Payments</u>		
-7750	Employee Benefits and oncosts	-7541	-7543
-7708	Materials & Contracts	-7528	-7520
-425	Borrowing Costs	-124	-142
-1338	Other operating payments	-3763	-2646
8629	<b>Net Cash provided by (or used in) Operating Activities</b>	7284	7967
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
	<u>Receipts</u>		
1102	Proceeds from sale of Infrastructure, Property, Plant & Equipment	375	712
200	Proceeds from sale of Real Estate	382	37
0	Repayments from Deferred Debtors	21	21
	<u>Payments</u>		
-15311	Purchase of Infrastructure, Property, Plant & Equipment	-6931	-6745
0	Purchase of Real Estate	1	280
2750	Purchase of Investment Securities	-4750	1000
-11259	<b>Net Cash provided by (or used in) Investing Activities</b>	-10902	-4695
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
	<u>Receipts</u>		
1450	Proceeds from Borrowings & Advances	2000	1100
	<u>Payments</u>		
-348	Repayments of Borrowings & Advances	-294	-282
1102	<b>Net Cash provided by (or used in) Financing Activities</b>	1706	818
-1528	<b>Net Increase (Decrease) in cash held</b>	-1912	4090
5223	Cash Assets at beginning of reporting period	5223	1133
0	Change in associated entities recognised	0	0
3695	<b>Cash Assets at end of reporting period</b>	3311	5223

This Statement is to be read in conjunction with the attached Notes



# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012**

### **Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **The Local Government Reporting Entity**

Liverpool Plains Shire Council is incorporated under the NSW Local Government Act 1993 (as amended) and has its principal place of business at 60 Station Street, Quirindi. These financial statements include the consolidated fund and other entities through which the Council controls resources to carry on its functions. In the process of reporting on the Council as a single unit, all transactions and balances between activity areas and controlled entities have been eliminated.

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

#### **(a) Basis of Preparation**

##### *Compliance with Australian equivalents to International Financial Reporting Standards (IFRS)*

This general purpose financial report has been prepared in accordance with Australian equivalents to International Financial Reporting Standards (AIFRSs), as they apply to not-for-profit entities, other authoritative pronouncements of the Australian Accounting Standards Board, Urgent Issues Group Interpretations, the NSW Local Government Act 1993 and regulations thereunder and the Local Government Code of Accounting Practice and Financial Reporting.

Accordingly in preparing this Financial Report and Accompanying Notes, Council has been unable to comply fully with International Accounting Standards, but it has complied fully with Australian Accounting Standards. Under the Local Government Act, Regulations and Local Government Code of Accounting Practice and Financial Reporting, it should be noted that Councils in NSW only have a requirement to comply with Australian Accounting Standards.

##### *Historical cost convention*

The financial report has been prepared under the historical cost convention, as modified by the revaluation of available-for-sale financial assets, financial assets and liabilities at fair value through profit or loss, certain classes of property, plant and equipment and investment property.

##### *Critical accounting estimates*

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

##### *Financial statement presentation*

The Council has applied the revised AASB 101 Presentation of Financial Statements which became effective on 1 January 2009. The revised standard requires the separate presentation of a statement of comprehensive income and a statement of changes in equity. All non-owner changes in equity must now be presented in the statement of comprehensive income. As a consequence, the Council had to change the presentation of its financial statements. Comparative information has been re-presented so that it is also in conformity with the revised standard.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **(b) Revenue Recognition**

Council recognises revenue when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow to the entity and specific criteria have been met for each of the Council's activities as described below. Council bases its estimates on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement.

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

#### *Rates, annual charges, grants and contributions*

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

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

A provision for doubtful debts on rates established on unpaid rates represent a difference between the rateable property value and what is expected to be recovered when the property is next sold.

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

Income is recognised when the Council obtains control of the contribution or the right to receive the contribution, it is probable that the economic benefits comprising the contribution will flow to the Council and the amount of the contribution can be measured reliably.

Where grants, contributions and donations recognised as revenues during the financial year were obtained on condition that they be expended in a particular manner or used over a particular period and those conditions were undischarged at balance date, the unused grant, contribution and donation in these notes as restricted assets. Also disclosed is the amount of unused grant, contribution and donations from prior years that was expended on Council's operations for the current reporting period.

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

#### *User charges and fees*

User charges and fees (including parking fees and fines) are recognised as revenue when the service has been provided, the payment is received, or when the penalty has been applied, whichever first occurs.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **(b) Revenue Recognition (cont'd)**

##### *User charges and fees (cont'd)*

A provision for doubtful debt is recognised when collection in full is no longer probable.

##### *Sale of plant, property, infrastructure and equipment*

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

##### *Interest and rents*

Interest and rents are recognised as revenue on a proportional basis when payment is due, the value of the payment is notified, or the payment is received, whichever first occurs.

#### **(c) Principles of Consolidation**

##### *(i) The Consolidated Fund*

In accordance with the provisions of Section 409(1) of the LGA 1993, all money and property received by Council is held in the Council's Consolidated Fund unless it is required to be held in the Council's Trust Fund. The consolidated fund and other entities through which the Council controls resources to carry on its functions have been included in the financial statements forming part of this report.

The following entities have been included as part of the Consolidated Fund:

- General Purpose Operations
- Quirindi Water Fund
- Werris Creek Water Fund
- Village Water Funds
- Quirindi Sewerage Fund
- Werris Creek Sewerage Fund
- Blackville Hall Committee
- Currabubula Hall & Reserve Committee
- Warrah Creek Hall Committee
- Werris Creek Sporting Complex Committee
- Wallabadah Hall Committee
- Werris Creek Festival Committee
- Werris Creek Railway Institute Committee

The net assets held by Committees is as follows:

Total net assets (Equity) held	\$65,645
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Note: Where actual figures are not known, best estimates have been applied

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **(c) Principles of consolidation (cont'd)**

##### *(ii) The Trust Fund*

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

Trust monies and property held by Council but subject to the control of other persons have been excluded from these reports. A separate statement of moneys held in the Trust Fund is available for inspection at the Council Office by any person free of charge.

##### *(iii) Joint venture entities*

Council is a partner in a regional library service - Central Northern Regional Library (CNRL) with four (4) other Councils. CNRL operates under a deed of agreement between the participating Councils for the purpose of providing library services. Council has not recognised its 9.5% CNRL joint venture interest in this financial report, however the service has advised that the total equity is \$803,401 of which Council's total equity as at the 30th June 2012 is \$76,323.

Council acknowledges that non disclosure of the assets and liabilities of CNRL is a departure from AAS128 - Investments in Associates.

##### *vi) Additional Information*

Note 19 provides more information in relation to Joint Venture Entities, Associated Entities and Joint Venture Operations where applicable.

#### **(d) Leases**

Leases in which a significant portion of the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases (net of any incentives received from the lessor) are charged to the income statement on a straight-line basis over the period of the lease.

Lease income from operating leases is recognised in income on a straight-line basis over the lease term.

#### **(e) Acquisition of assets**

The purchase method of accounting is used to account for all acquisitions of assets. Cost is measured as the fair value of the assets given, plus costs directly attributable to the acquisition.

Where settlement of any part of cash consideration is deferred, the amounts payable in the future are discounted to their present value as at the date of exchange. The discount rate used is the Council's incremental borrowing rate, being the rate at which a similar borrowing could be obtained from an independent financier under comparable terms and conditions.

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012**

### **Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **(f) Impairment of assets**

Assets that have an indefinite useful life are not subject to amortisation and are tested annually for impairment. Assets that are subject to amortisation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

For non-cash generating assets of the Council such as roads, drains, public buildings and the like-value in use is represented by the deprival value of the asset approximately by its written down replacement cost.

#### **(g) Cash and cash equivalents**

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

#### **(h) Receivables**

Receivables are recognised initially at fair value and subsequently measured at amortised cost, less provision for doubtful debts. Receivables are due for settlement no more than 30 days from the date of recognition.

Collectability of receivables is reviewed on an ongoing basis. Debts which are known to be uncollectible are written off. A provision for doubtful receivables is established when there is objective evidence that the Council will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate.

#### **(i) Inventories**

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

Inventories in respect of stores have been valued by using the weighted average material costs after adjusting for any loss of service potential. Inventories have been valued at the lower of cost or net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

##### ***(ii) Land held for resale/capitalisation of borrowing costs***

Land held for resale is stated at the lower of cost and net realisable value. Cost is assigned by specific identification and includes the cost of acquisition, and development cost.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **(j) Investments and other financial assets**

Council classifies its investments in the following categories: financial assets at fair value through profit or loss, loans and receivables, held-to-maturity investments, and available-for-sale financial assets. The classification depends on the purpose for which the investments were acquired. Management determines the classification of its investments at initial recognition and re-evaluates this designation at each reporting date.

##### *(i) Financial assets at fair value through profit or loss*

Financial assets at fair value through profit or loss are financial assets held for trading. A financial asset is classified in this category if acquired principally for the purpose of selling in the short term. Derivatives are classified as held for trading unless they are designated as hedges. Assets in this category are classified as current assets.

##### *(ii) Loans and receivables*

Loans and receivables are non derivative financial assets with fixed or determinable payments that are not quoted in an active market. They arise when the Council provides money, goods or services directly to a debtor with no intention of selling the receivable. They are included in current assets, except for those with maturities greater than 12 months after the balance sheet date which are classified as non-current assets. Loans and receivables are included in receivables in the balance sheet. Loans and receivables are carried at amortised cost using the effective interest method.

##### *(iii) Held-to-maturity investments*

Held-to-maturity investments are non-derivative financial assets with fixed or determinable payments and fixed maturities that the Council's management has the positive intention and ability to hold to maturity. If Council were to sell other than an insignificant amount of held-to-maturity financial assets, the whole category would be tainted and reclassified as available-for-sale. Held-to-maturity financial assets are included in noncurrent assets, except for those with maturities less than 12 months from the reporting date, which are classified as current assets. Held to maturity investments are carried at amortised cost using the effective interest method.

##### *(iv) Available-for-sale financial assets*

Available-for-sale financial assets are non-derivatives that are either designated in this category or not classified in any of the other categories. They are included in non-current assets unless management intends to dispose of the investment within 12 months of the balance sheet date. Investments are designated as available-for-sale if they do not have fixed maturities and fixed or determinable payments and management intends to hold them for the medium long term.

Purchases and sales of investments are recognised on trade-date - the date on which the Council commits to purchase or sell the asset. Investments are initially recognised at fair value plus transaction costs for all financial assets not carried at fair value through profit or loss. Financial assets are derecognised when the rights to receive cash flows from the financial assets have expired or have been transferred and the Council has transferred substantially all the risks and rewards of ownership.



# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### (j) Investments and other financial assets (cont'd)

##### (v) *Subsequent measurement*

Available-for-sale financial assets and financial assets at fair value through profit and loss are subsequently carried at fair value. Loans and receivables and held-to-maturity investments are carried at amortised cost using the effective interest method. Realised and unrealised gains and losses arising from changes in the fair value of the financial assets at fair value through profit or loss category are included in the income statement in the period in which they arise. Unrealised gains and losses arising from changes in the fair value of non monetary securities classified as available-for-sale are recognised in equity in the available-for-sale investments revaluation reserve. When securities classified as available-for-sale are sold or impaired, the accumulated fair value adjustments are included in the income statement as gains and losses from investment securities.

The **fair values** of quoted investments are based on current bid prices. If the market for a financial asset is not active (and for unlisted securities), the Council establishes fair value by using valuation techniques. These include reference to the fair values of recent arm's length transactions, involving the same instruments or other instruments that are substantially the same, discounted cash flow analysis, and option pricing models refined to reflect the issuer's specific circumstances.

##### (i) *Impairment*

Council assesses at each balance date whether there is objective evidence that a financial asset or group of financial assets is impaired. In the case of equity securities classified as available-for-sale, a significant or prolonged decline in the fair value of a security below its cost is considered in determining whether the security is **impaired**. If any such evidence exists for available-for-sale financial assets, the cumulative loss - measured as the difference between the acquisition cost and the current fair value, less any impairment loss on that financial asset previously recognised in profit and loss - is removed from equity and recognised in the income statement. Impairment losses recognised in the income statement on equity instruments are not reversed through the income statement.

##### (ii) *Policy*

Council has an approved investment policy complying with Section 625 of the Local Government Act. Investments are placed and managed in accordance with that policy and having particular regard to authorised investments prescribed under the Local Government Investment Order. Council maintains an investment policy that complies with the Act and ensures that it or its representatives exercise care, diligence and skill that a prudent person would exercise in investing Council funds.

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012**

### **Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **(k) Fair value estimation**

The fair value of financial assets and financial liabilities must be estimated for recognition and measurement or for disclosure purposes. The fair value of financial instruments traded in active markets is based on quoted market prices at the balance sheet date.

The fair value of financial instruments that are not traded in an active market is determined using valuation techniques. Council uses a variety of methods and makes assumptions that are based on market conditions existing at each balance date. Quoted market prices or dealer quotes for similar instruments are used for long-term debt instruments held. Other techniques, such as estimated discounted cash flows, are used to determine fair value for the remaining financial instruments.

The nominal value less estimated credit adjustments of trade receivables and payables are assumed to approximate their fair values. The fair value of financial liabilities for disclosure purposes is estimated by discounting the future contractual cash flows at the current market interest rate that is available to the Council for similar financial instruments.

#### **(l) Infrastructure, property, plant and equipment**

Council's assets are being progressively revalued to fair value in accordance with a staged implementation advised by the Division of Local Government. At balance date the following classes of IPPE were stated at their fair value:

- Investment Properties,
- Water and Sewerage Networks which are carried at Fair Value (generally based upon Depreciated Replacement Cost).
- Operational Land (External Valuation)
- Buildings - Specialised/Non Specialised (External Valuation)
- Plant and Equipment (as approximated by depreciated historical cost)
- Road assets – roads, bridges and footpaths (Internal Valuation)
- Drainage assets – (Internal Valuation)
- Bulk earthworks – (Internal Valuation)
- Community Land (VG Valuation), Land Improvements, Other Structures and Other Assets – (as approximated by depreciated historical cost).

Increases in the carrying amounts arising on revaluation are credited to the assets revaluation reserve. To the extent that the increase reverses a decrease previously recognising profit or loss, the increase is first recognised in profit or loss. Decrease that reverse previous increases of the same asset are first charged against revaluation reserves directly in equity to the extent of the remaining reserve attributable to the asset, all other decreases are charged to the income statement.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to Council and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the income statement during the financial period in which they are incurred.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### **(l) Infrastructure, property, plant and equipment (cont'd)**

Water and sewerage network assets are indexed annually between full revaluations in accordance with the latest indices provided in the NSW Office of Water Rates Reference Manual. Roads, Bridges, Footpaths and Drainage assets have been revalued within the 2009/10 Annual Financial Statements.

For all other assets, Council assesses at each reporting date whether there is any indication that a revalued asset's carrying amount may differ materially from that which would be determined if the asset were revalued at the reporting date. If any such indication exists, Council determines the asset's fair value and revalues the asset to that amount. Full revaluations are undertaken for all assets on a 5 year cycle.

Until these designated future reporting periods, the above remaining asset classes are stated at cost (or deemed cost) less accumulated depreciation and any accumulated impairment losses.

#### ***Depreciation***

Land is not depreciated.

The fair values of water and sewer assets have been calculated using a depreciated method that reflects the pattern in which the asset's future economic benefits are expected to be consumed. For each class of water and sewer asset a prediction model (depreciation curve) was derived to best indicate how the asset was consumed over its useful life. Generally, each class of asset has an expected life and the way this asset decays throughout its lifecycle has been used to provide an estimate of its depreciation or its current depreciated value.

The depreciation curves for each asset class have been modified to better reflect the asset's economic life and assist with the identification of times when real replacement/ augmentation options are likely to ensue. Assets, in providing their function to the community, would not be fully consumed, but rather be augmented or replaced at some economic point in time to maintain a level of service that meets Liverpool Plains Shire Council's charter.

The prediction models are based on the straight line method and provide a more accurate approach to calculate the fair value.

Some asset classes do include components that may have very different lifecycles. For example, pumping stations have civil components that may last up to 70 years while their mechanical and electrical counterparts may have a shorter life of 20 years. Parts of these asset classes have been depreciated at different rates to best reflect their fair value.

Depreciation on other assets is calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Major asset depreciation periods and capitalisation thresholds are shown in the table below.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### (I) Infrastructure, property, plant and equipment (cont'd)

<b>Plant &amp; Equipment, Office Equipment, Furniture &amp; Fittings, Leased Plant &amp; Equipment</b>	<b>Depreciation Period</b>	<b>Capitalisation Threshold</b>
<i>Office Equipment</i>	5 to 10 years	1,000
<i>Office Furniture</i>	10 to 20 years	1,000
<i>Computer Equipment</i>	3 to 5 years	1,000
<i>Vehicles &amp; Road-Making Equipment</i>	5 to 8 years	1,000
<i>Other Plant &amp; Equipment</i>	5 to 15 years	1,000
<b>Buildings</b>	<b>Depreciation Period</b>	<b>Capitalisation Threshold</b>
<i>Buildings - Masonry</i>	50 to 100 years	10,000
<i>Buildings - Other Construction</i>	20 to 40 years	10,000
<b>Land Improvements, Other Structures &amp; Infrastructure</b>	<b>Depreciation Period</b>	<b>Capitalisation Threshold</b>
<i>Park Structures - Masonry</i>	50 to 100 years	1,000
<i>Park Structures - Other Construction</i>	20 to 40 years	1,000
<i>Playground Equipment</i>	5 to 15 years	1,000
<i>Benches, Seats, etc</i>	10 to 20 years	1,000
<b>Water, Sewer and Stormwater Drainage Infrastructure</b>	<b>Depreciation Period</b>	<b>Capitalisation Threshold</b>
<i>Dams &amp; Reservoirs</i>	80 to 100 years	1,000
<i>Bores</i>	20 to 40 years	1,000
<i>Reticulation Pipes - PVC</i>	70 to 80 years	1,000
<i>Reticulation Pipes - Other</i>	25 to 100 years	1,000
<i>Culverts</i>	50 to 80 years	1,000
<i>Pumps &amp; Telemetry</i>	15 to 20 years	1,000
<b>Transportation Assets</b>	<b>Depreciation Period</b>	<b>Capitalisation Threshold</b>
<i>Sealed Roads - Surface</i>	20 to 50 years	10,000
<i>Sealed Roads - Structure</i>	30 to 60 years	10,000
<i>Unsealed Roads</i>	20 to 65 years	10,000
<i>Bridges - Concrete</i>	60 to 100 years	10,000
<i>Bulk Earthworks</i>	Infinite	

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each balance sheet date. An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with carrying amount. These are included in the income statement.

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012**

### **Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **(m) Land under roads**

Council has elected not to recognise land under roads acquired before 1 July 2008 in accordance with the deferral arrangements available under AASB 1051.

#### **(n) Payables**

These amounts represent liabilities for goods and services provided to the Council prior to the end of financial year which are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

#### **(o) Borrowings**

Borrowings are initially recognised at fair value, net of transaction costs incurred. Borrowings are subsequently measured at amortised cost. Any difference between the proceeds (net of transaction costs) and the redemption amount is recognised in the income statement over the period of the borrowings using the effective interest method.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

#### **(p) Borrowing costs**

Borrowing costs are expensed when incurred.

#### **(q) Provisions**

Provisions for legal claims and service warranties are recognised when: the Council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognized for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

#### **(r) Employee benefits**

Liabilities for wages and salaries and compensated absences expected to be paid or settled within 12 months of reporting date are accrued at nominal amounts (including payroll based oncosts) measured in accordance with AASB 119 *Employee Benefits*. Liabilities for employee benefits not expected to be paid or settled within 12 months are measured as the present value of the estimated future cash outflows (including payroll based oncosts) to be made in respect of services provided by employees up to the reporting date. Present values are calculated using government guaranteed securities rates with similar maturity terms. No accrual is made for sick leave as Council experience indicates that, on average, sick leave taken in each reporting period is less than the entitlement accruing in that period, and this experience is expected to recur in future reporting periods. Council does not make payment for untaken sick leave.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### (r) Employee benefits (cont'd)

##### (i) *Wages and salaries, annual leave and sick leave*

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulating sick leave expected to be settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employees' services up to the reporting date and are measured at the amounts expected to be paid when the liabilities are settled. Liabilities for non-accumulating sick leave are recognized when the leave is taken and measured at the rates paid or payable.

##### (ii) *Long service leave*

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

##### (iii) *Retirement benefit obligations and Superannuation*

The Council makes employer superannuation contributions in respect of its employees to the Local Government Superannuation Scheme. The Scheme has two types of membership, each of which is funded differently.

##### *Accumulation Fund Members*

The accumulation fund receives both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings in accordance with Superannuation Guarantee Legislation (9% in 2010/2012). No further liability accrues to the employer as the superannuation benefits accruing to employees are represented by their share of the net assets of the Fund.

##### *Defined Benefit Members*

Council makes employer contributions to the defined benefits categories of the Scheme at rates determined by the Scheme's Trustee. The rate is currently 1.9 times members' contributions plus 2.5% of gross salary (3.8 times members' contributions in 2011/12). Employees also make member contributions to the Fund. As such, assets accumulate in the Fund to meet the member's benefits, as defined in the Trust Deed, as they accrue.

The Fund's Defined Benefit Plan is a multi-employer sponsored plan. As the Fund's assets and liabilities are pooled and are not allocated by employer, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided by AASB 119.32(b), Council does not use defined benefit accounting for these contributions.

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012**

### **Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **(r) Employee benefits (cont'd)**

##### *Defined Benefit Members (cont'd)*

The Trustees have advised that, as a result of the global financial crisis, an unrealised deficiency of assets over liabilities of some \$286 million exists at 30 June 2010 in relation to all Councils involved in the Fund. The Trustees have also required additional contributions to negate this deficiency (ie \$83,522 for 2012/2013).

#### **(s) Construction Contracts**

Construction works undertaken by Council for third parties (principally the Roads & Traffic Authority for works on national and state highways) are generally on an agency basis where the third party reimburses Council for actual costs incurred, and usually do not extend beyond the reporting period. As there is no profit component, such works are treated as 100% completed. Reimbursements not received are recognised as receivables and reimbursements received in advance are recognised as "payments received in advance".

#### **(t) Provisions for close down and restoration and for environmental clean up costs – Tips and Quarries**

Close down and restoration costs include the dismantling and demolition of infrastructure and the removal of residual materials and remediation of disturbed areas. Estimated close down and restoration costs are provided for in the accounting period when the obligation arising from the related disturbance occurs, whether this occurs during the development or during the operation phase, based on the net present value of estimated future costs. Provisions for close down and restoration costs do not include any additional obligations which are expected to arise from future disturbance. The costs are estimated on the basis of a closure plan. The cost estimates are calculated annually during the life of the operation to reflect known developments, eg updated cost estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

Close down and restoration costs are a normal consequence of tip and quarry operations, and the majority of close down and restoration expenditure is incurred at the end of the life of the operations. Although the ultimate cost to be incurred is uncertain, Council estimates the respective costs based on feasibility and engineering studies using current restoration standards and techniques.

The amortisation or 'unwinding' of the discount applied in establishing the net present value of provisions is charged to the income statement in each accounting period. The amortisation of the discount is shown as a borrowing cost.

Other movements in the provisions for close down and restoration costs, including those resulting from new disturbance, updated cost estimates, changes to the estimated lives of operations and revisions to discount rates are capitalised within property, plant and equipment. These costs are then depreciated over the lives of the assets to which they relate.



# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012**

### **Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **(t) Provisions for close down and restoration and for environmental clean up costs – Tips and Quarries (cont'd)**

Where rehabilitation is conducted systematically over the life of the operation, rather than at the time of closure, provision is made for the estimated outstanding continuous rehabilitation work at each balance sheet date and the cost is charged to the income statement.

Provision is made for the estimated present value of the costs of environmental clean up obligations outstanding at the balance sheet date. These costs are charged to the income statement. Movements in the environmental clean up provisions are presented as an operating cost, except for the unwinding of the discount which is shown as a borrowing cost. Remediation procedures generally commence soon after the time the damage, remediation process and estimated remediation costs become known, but may continue for many years depending on the nature of the disturbance and the remediation techniques.

As noted above, the ultimate cost of environmental remediation is uncertain and cost estimates can vary in response to many factors including changes to the relevant legal requirements, the emergence of new restoration techniques or experience at other locations. The expected timing of expenditure can also change, for example in response to changes in quarry reserves or production rates. As a result there could be significant adjustments to the provision for close down and restoration and environmental clean up, which would affect future financial results.

#### **(u) Allocation between current and non-current**

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### (v) Pending Accounting Standards and Interpretations

Certain new accounting standards and interpretations have been published that are not mandatory for 30 June 2012 reporting periods. NSW Council's assessment of the impact of these new standards and interpretations is set out below.

- (i) AASB 9 *Financial Instruments*, AASB 2009 11 *Amendments to Australian Accounting Standards arising from AASB 9* and AASB 2010-7 *Amendments to Australian Accounting Standards arising from AASB 9 (December 2010)* (effective from 1 January 2013\*)

AASB 9 *Financial Instruments* addresses the classification, measurement and derecognition of financial assets and financial liabilities. The standard is not applicable until 1 January 2013\* but is available for early adoption. When adopted, the standard will affect in particular Council's accounting for its available-for-sale financial assets, since AASB 9 only permits the recognition of fair value gains and losses in other comprehensive income if they relate to equity investments that are not held for trading. Fair value gains and losses on available-for-sale debt investments, for example, will therefore have to be recognised directly in profit or loss.

There will be no impact on Council's accounting for financial liabilities, as the new requirements only affect the accounting for financial liabilities that are designated at fair value through profit or loss and Council does not have any such liabilities. The derecognition rules have been transferred from AASB 139 *Financial Instruments: Recognition and Measurement* and have not been changed.

\* In December 2011, the IASB delayed the application date of IFRS 9 to 1 January 2015. The AASB is expected to make an equivalent amendment to AASB 9 shortly.

- (ii) AASB 10 *Consolidated Financial Statements*, AASB 11 *Joint Arrangements*, AASB 12 *Disclosure of Interests in Other Entities*, revised AASB 127 *Separate Financial Statements* and AASB 128 *Investments in Associates and Joint Ventures* and AASB 2011-7 *Amendments to Australian Accounting Standards arising from the Consolidation and Joint Arrangements Standards* (effective 1 January 2013)

In August 2011, the AASB issued a suite of five new and amended standards which address the accounting for joint arrangements, consolidated financial statements and associated disclosures.

AASB 10 replaces all of the guidance on control and consolidation in AASB 127 *Consolidated and Separate Financial Statements*, and Interpretation 12 *Consolidation – Special Purpose Entities*. The core principle that a consolidated entity presents a parent and its subsidiaries as if they are a single economic entity remains unchanged, as do the mechanics of consolidation. However, the standard introduces a single definition of control that applies to all entities. It focuses on the need to have both power and rights or exposure to variable returns. Power is the current ability to direct the activities that significantly influence returns. Returns must vary and can be positive, negative or both. Control exists when the investor can use its power to affect the amount of its returns. There is also new guidance on participating and protective rights and on agent/principal relationships. Council does not expect the new standard to have a significant impact on its composition.

AASB 11 introduces a principles based approach to accounting for joint arrangements. The focus is no longer on the legal structure of joint arrangements, but rather on how rights and obligations are shared by the parties to the joint arrangement. Based on the assessment of rights and obligations, a joint arrangement will be classified as either a joint operation or a joint venture. Joint ventures are accounted for using the equity method, and the choice to proportionately consolidate will no longer be permitted. Parties to a joint operation will account their share of

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

revenues, expenses, assets and liabilities in much the same way as under the previous standard. AASB 11 also provides guidance for parties that participate in joint arrangements but do not share joint control.

Council's investment in the joint venture partnership will be classified as a joint venture under the new rules. As Council already applies the equity method in accounting for this investment, AASB 11 will not have any impact on the amounts recognised in its financial statements.

AASB 12 sets out the required disclosures for entities reporting under the two new standards, AASB 10 and AASB 11, and replaces the disclosure requirements currently found in AASB 127 and AASB 128. Application of this standard by Council will not affect any of the amounts recognised in the financial statements, but will impact the type of information disclosed in relation to Council's investments.

Amendments to AASB 128 provide clarification that an entity continues to apply the equity method and does not remeasure its retained interest as part of ownership changes where a joint venture becomes an associate, and vice versa. The amendments also introduce a "partial disposal" concept. Council is still assessing the impact of these amendments.

Council does not expect to adopt the new standards before their operative date. They would therefore be first applied in the financial statements for the annual reporting period ending 30 June 2014.

(iii) *AASB 13 Fair Value Measurement and AASB 2011-8 Amendments to Australian Accounting Standards arising from AASB 13* (effective 1 January 2013) AASB 13 was released in September 2011. It explains how to measure fair value and aims to enhance fair value disclosures. Council has yet to determine which, if any, of its current measurement techniques will have to change as a result of the new guidance. It is therefore not possible to state the impact, if any, of the new rules on any of the amounts recognised in the financial statements. However, application of the new standard will impact the type of information disclosed in the notes to the financial statements. Council does not intend to adopt the new standard before its operative date, which means that it would be first applied in the annual reporting period ending 30 June 2014.

(iv) *Revised AASB 119 Employee Benefits, AASB 2011-10 Amendments to Australian Accounting Standards arising from AASB 119 (September 2011) and AASB 2011-11 Amendments to AASB 119 (September 2011) arising from Reduced Disclosure Requirements* (effective 1 January 2013)

In September 2011, the AASB released a revised standard on accounting for employee benefits. It requires the recognition of all remeasurements of defined benefit liabilities/assets immediately in other comprehensive income (removal of the so-called 'corridor' method) and the calculation of a net interest expense or income by applying the discount rate to the net defined benefit liability or asset. This replaces the expected return on plan assets that is currently included in profit or loss. The standard also introduces a number of additional disclosures for defined benefit liabilities/assets and could affect the timing of the recognition of termination benefits. The amendments will have to be implemented retrospectively. Council does not recognise defined benefit assets and liabilities for the reasons set out in note 1 (s) (iii) and so these changes will not have an impact on its reported results.

There are no other standards that are not yet effective and that are expected to have a material impact on the entity in the current or future reporting periods and on foreseeable future transactions.

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012**

### **Note 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

#### **(w) Land**

Land is classified as either operational or community in accordance with Part 2 of Chapter 6 of the Local Government Act (1993). This is disclosed in Note 9(a).

#### **(x) Crown reserves**

Crown reserves under Council care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated. Improvements on Crown Reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating the reserves are recognised within Councils Income Statement. A working party of interested representatives from both State and Local Government is being formed to consider the accounting issues related to the crown reserves, with the intention of developing a consistent approach to their recognition and future accounting treatment across both tiers of government.

#### **(x) Goods and Services Tax (GST)**

Revenues, expenses and assets are recognized net of the amount associated GST, unless the GST incurred is not recoverable from the taxation authority. In the case it is recognized as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the taxation authority is included with other receivables or payables in the balance sheet.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to the taxation authority, are presented as operating cash flows.

#### **(y) Rural Fire Service Assets**

Under section 119 of the Rural Fire Services Act 1997, all the fire fighting equipment purchased or constructed wholly or from money to the credit of the Fund is to be vested in the Council of the area for and on behalf of which the fire fighting equipment has been purchased or constructed. Until such time as discussions on this matter have concluded and the legislation changed, Councils will continue to account for these assets as they have been doing in previous years.

#### **(z) Rounding of amounts**

Unless otherwise indicated, amounts in the financial report have been rounded off to the nearest thousand dollars.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 2 - FUNCTIONS

REVENUES, EXPENSES AND ASSETS HAVE BEEN DIRECTLY ATTRIBUTED TO THE FOLLOWING FUNCTIONS & ACTIVITIES												
Income from continuing operations				Expenses from continuing operations				Operating result from continuing operations				TOTAL ASSETS HELD (CURRENT & NON-CURRENT)
ORIGINAL BUDGET	ACTUAL	ACTUAL	ACTUAL	ORIGINAL BUDGET	ACTUAL	ACTUAL	ACTUAL	ORIGINAL BUDGET	ACTUAL	ACTUAL	ACTUAL	
2,012 \$'000	2,012 \$'000	2,011 \$'000	2,012 \$'000	2,012 \$'000	2,011 \$'000	2,012 \$'000	2,011 \$'000	2,012 \$'000	2,011 \$'000	2,012 \$'000	2,011 \$'000	2,011 \$'000
0	0	0	358	358	485	531	-485	-531	0	0	0	0
507	278	317	2,473	2,473	1,723	1,862	-1,966	-1,584	22	11,009	14,521	14,521
750	637	769	810	810	956	1,039	-60	-402	614	3,331	3,222	3,222
15	0	8	55	55	33	0	-25	0	0	927	837	837
1,465	1,436	3,042	2,104	2,104	2,839	2,781	-639	-1,345	84	1,398	0	0
906	712	778	1,013	1,013	882	858	-107	-146	258	1,326	921	921
127	157	372	321	321	527	520	-194	-363	49	19,678	19,109	19,109
5,496	2,424	3,522	2,337	2,337	1,873	1,959	3,159	465	161	40,689	31,386	31,386
949	1,089	889	1,075	1,075	802	956	-126	133	24	29,598	13,762	13,762
336	309	404	1,848	1,848	1,965	1,982	-1,512	-1,673	73	23,405	23,367	23,367
0	0	0	0	0	0	0	0	0	0	0	0	0
831	805	621	642	642	667	701	189	104	0	666	652	652
4,709	6,858	6,269	8,641	8,641	13,930	10,267	-3,932	-3,409	5,879	412,257	412,231	412,231
207	528	511	579	579	908	875	-372	-347	0	3,866	4,165	4,165
16,298	15,233	17,502	22,256	22,256	27,590	24,331	-5,958	-9,098	7,164	548,150	524,173	524,173
0	0	0	0	0	0	0	0	0	0	0	0	0
7,975	8,412	7,868					7,975	8,412	2,022	0	0	0
24,273	23,645	25,370	22,256	22,256	27,590	24,331	2,017	-686	9,186	548,150	524,173	524,173

The above functions conform to those used by the Australian Bureau of Statistics and provide a basis for comparison with other Councils.

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30 June 2012**

### **Note 2 (cont) - COMPONENTS OF FUNCTIONS**

The activities relating to Council functions are as follows:

#### **Governance**

Costs relating to Council's role as a component of democratic government, including elections, meetings and associated activities, area representation, and public disclosure and compliance, together with related administration costs.

#### **Administration**

Costs not otherwise attributed to functions.

#### **Public Order & Safety**

Fire protection, animal control, enforcement of local government regulations, emergency services, other.

#### **Health**

Administration and inspection, immunisations, food control, insect & vermin control, noxious plants, health centres, other.

#### **Environment, Community Services & Education**

Administration, family day care, child-care, youth services, other services to families and children, aged and disabled, migrant services, Aboriginal services, other community services, education.

#### **Housing & Community Amenities**

Housing, town planning, domestic waste management services, other waste management services, street cleaning, other sanitation and garbage, urban stormwater drainage, environmental protection, public cemeteries, public conveniences, other community amenities.

#### **Water Supplies**

#### **Sewerage Services**

#### **Recreation & Culture**

Public libraries, museums, art galleries, community centres, public halls, other cultural services, swimming pools, sporting grounds, parks and gardens, lakes, other sport and recreation.

#### **Fuel & Energy - Gas Supplies.**

#### **Mining, Manufacturing & Construction**

Building control, abattoirs, quarries and pits, other.

#### **Transport & Communication**

Roads and streets, bridges, footpaths, aerodromes, parking areas, bus shelters and services, water transport, works undertaken for Roads & Transport Authority, street lighting, other.

#### **Economic Affairs**

Camping areas, caravan parks, tourism and area promotion, industrial development promotion, saleyards and markets, real estate development, commercial nurseries, private works, other business undertakings.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 3 - INCOME

<b>RATES &amp; ANNUAL CHARGES</b>	<b>2012 \$'000</b>	<b>2011 \$'000</b>
<u>Ordinary Rates</u>		
Residential	1442	1495
Farmland	3443	3361
Business	482	380
Mining	230	224
	<u>5597</u>	<u>5460</u>
<u>Annual Charges</u>		
Domestic Waste Management	723	627
Water Supply	1208	1105
Sewerage Services	897	752
Other Waste Management	335	457
	<u>3163</u>	<u>2941</u>
<b>Total Rates &amp; Annual Charges</b>	<b><u>8760</u></b>	<b><u>8401</u></b>
 <b>USER CHARGES &amp; FEES</b>		
<u>User Charges</u>		
Water Supply	881	631
Other Waste Management	80	20
	<u>961</u>	<u>651</u>
<u>Fees</u>		
Private Works	35	153
RTA Claims - State Roads	682	1457
Child Care	365	203
Planning & Building - regulatory	156	128
Cemeteries	117	129
Leaseback vehicles	78	47
Community Services	4	43
Sporting and Recreation	112	114
Corporate	43	42
Septic Tanks	4	2
Sewer Connections	0	1
Water Connections	0	10
Halls	5	14
Swimming Centre	43	47
Rent & Hire of Council Property	251	221
Quarry & Pits	757	565
Building Services	0	13
Other	20	0
	<u>2672</u>	<u>3189</u>
<b>Total User Charges &amp; Fees</b>	<b><u>3633</u></b>	<b><u>3840</u></b>



# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 3 - REVENUES (cont)

	2012 \$'000	2011 \$'000
<b>INVESTMENT REVENUES</b>		
Interest receivable		
- overdue rates & charges	103	78
- cash & investments	768	583
<b>Gross Investment Revenues</b>	<u>871</u>	<u>661</u>
Less: Interest deducted from capitalised borrowing costs	0	0
<b>Total Investment Revenues</b>	<u>871</u>	<u>661</u>
 <b>OTHER REVENUES</b>		
Theatre Sponsorship	3	5
Other fines	10	10
Insurance Discount	113	73
Insurance Claims	106	69
Commissions & Agency Fees	127	123
Legal Fees Recovery (Rates)	185	23
Miscellaneous sales	207	132
Other	0	2
<b>Total Other Revenues</b>	<u>751</u>	<u>437</u>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 3 - INCOME (cont)

		OPERATING		CAPITAL	
	Notes	2012 \$'000	2011 \$'000	2012 \$'000	2011 \$'000
<b>GRANTS</b>					
General Purpose (Untied)					
Financial Assistance		998	1067	0	0
Individually significant item	see below	1553	756	0	0
- additional Grants Commission payment					
Pensioner Rates Subsidies (General)		62	69		
Specific Purpose					
Pensioner Rates Subsidies					
Water Supplies		30	34	0	0
Sewerage Services		24	27	0	0
Domestic Waste Management		36	41	0	0
Water Supplies		0	263	131	1344
Sewerage Services		0	49	0	0
Street Lighting		20	20	0	0
Roads & Bridges		1789	1806	3443	2840
Employment & Training Programs		22	13	0	0
Recreation, Heritage & Cultural Services		41	38	32	97
Community Care Services		258	183	0	104
Housing & Amenities		49	1014	0	550
Bushfire & Emergency Services		454	430	160	325
Noxious Plants		84	89	0	0
Economic		0	25	0	0
<b>Total Grants &amp; Subsidies</b>		<b>5420</b>	<b>5924</b>	<b>3766</b>	<b>5260</b>
<b>Comprising:</b>					
- Commonwealth funding		2613	4819	1798	1075
- State funding		2807	1105	1968	4185
- Other funding		0	0	0	0
		<b>5420</b>	<b>5924</b>	<b>3766</b>	<b>5260</b>
<b>Individually significant item</b>					
On 28 June 2011 Council received payment of the first quarter instalment of the 2011/12 Grant Commission (FAG) grant. Similarly, on 28 June 2012 Council received payment of the first <b>two</b> instalments of the 2012/13 grant. It is not known when the timing of these grant payments will return to normal schedule, but this will materially adversely affect Council's operating results as these amounts are recognised as income upon receipt.		1553	756	0	0
<b>CONTRIBUTIONS &amp; DONATIONS</b>					
Developer Contributions					
Section 94	17	0	0	29	21
Section 94A levies	17	0	0	36	51
Roads, Bridges & Other Communication		70	40	34	32
Section 64					
Water	17	0	0	72	71
Sewer	17	0	0	25	3
Community Care Services		56	246	0	0
Housing & Amenities		0	246	0	0
Bushfire & Emergency Services		0	4	0	0
Recreation & Cultural		0	3	0	32
Other		0	7	0	0
<b>Total Contributions &amp; Donations</b>		<b>126</b>	<b>546</b>	<b>196</b>	<b>210</b>
<b>TOTAL GRANTS &amp; CONTRIBUTIONS</b>		<b>5546</b>	<b>6470</b>	<b>3962</b>	<b>5470</b>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 3 - INCOME (cont)

#### CONDITIONS OVER GRANTS & CONTRIBUTIONS

Grants and contributions which were obtained on the condition that they be expended for specified purposes or in a future period, but which are not yet expended in accordance with those conditions, are as follows:

	2012 \$'000		2011 \$'000	
	<u>Grants</u>	<u>Contrib</u>	<u>Grants</u>	<u>Contrib</u>
Unexpended at the close of the previous reporting period	1586	441	1475	777
Less: expended during the current period from revenues recognised in previous reporting periods				
Other	1085	0	1413	504
Subtotal	1085	0	1413	504
Plus: amounts recognised as revenues in this reporting period but not yet expended in accordance with the conditions				
Section 94/64 Developer Contributions	0	164	0	168
Roads Infrastructure	0	0	169	0
Other	1623	0	1355	0
Subtotal	1623	164	1524	168
Unexpended at the close of this reporting period and held as restricted assets	2124	605	1586	441
Net increase (decrease) in restricted assets in the current	538	164	111	-336

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 4 - EXPENSES

	2012 \$'000	2011 \$'000
<b>EMPLOYEE BENEFITS AND ONCOSTS</b>		
Salaries and Wages	6854	6659
Travelling	369	389
Employee Leave Entitlements	269	187
Superannuation - defined contribution plan contributions	484	447
Superannuation - defined benefit plan contributions	268	342
Workers' Compensation Insurance	189	327
Fringe Benefits Tax	26	19
Training Costs (excluding Salaries)	74	77
Other	0	143
Less: Capitalised and distributed costs	-525	-876
<b>Total Operating Employee Costs</b>	<b>8008</b>	<b>7714</b>
 <b>Total Number of Employees</b>	 <b>124</b>	 <b>131</b>
<i>(Full time equivalent at end of reporting period)</i>		
 <b>BORROWING COSTS</b>		
Interest on Loans	124	122
Unwinding of present value discounts & premiums	79	89
<b>Gross Interest Charges</b>	<b>203</b>	<b>211</b>
Less: Borrowing Costs capitalised	0	0
<b>Total Interest Charges</b>	<b>203</b>	<b>211</b>
 <b>MATERIALS &amp; CONTRACTS</b>		
Raw materials & consumables	5602	6618
Contractor and consultancy costs	425	385
Auditor's Remuneration		
- Audit Services	4	34
Legal Expenses		
- Planning & Development	29	2
- Other Legal Expenses	191	48
<b>Total Materials &amp; Contracts</b>	<b>6251</b>	<b>7087</b>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

Note 4 - EXPENSES (cont)	2012 \$'000	2011 \$'000
<b>DEPRECIATION &amp; AMORTISATION</b>		
Intangible Assets (Note 25)	0	0
Plant and Equipment	995	1012
Office Equipment	96	103
Furniture & Fittings	35	32
Land Improvements	46	47
Buildings - non-specialised	432	424
Other Structures	46	38
Infrastructure		
- roads, bridges & footpaths	5233	7642
- stormwater drainage	226	211
- water supply network not elsewhere included	632	605
- sewerage network not elsewhere included	441	422
Other assets		
- other	103	103
Future Reinstatement Costs		
- Tips	16	53
- Quarries	28	97
- Other remediation assets	0	0
Less: Capitalised and distributed costs	0	-204
<b>Total Depreciation &amp; Amortisation</b>	<b>8329</b>	<b>10585</b>
<b>OTHER EXPENSES</b>		
Bad and Doubtful Debts	0	27
Mayoral fee	19	19
Councillors' Fees & Allowances	72	70
Councillors' (incl. Mayor) Expenses	14	59
Insurances	177	264
Street Lighting	106	96
Light, Power & Heating	289	300
Telephone & Communications	152	156
Donations & Contributions to Local & Regional Bodies	6	64
Other levies	409	433
Advertising	66	60
Bank Charges	5	4
Printing and Stationery	44	39
Promotions	23	60
Security Services	5	9
Carbon Project Contribution	0	115
Insured Item Writeoffs	0	54
Rents	0	11
Subscriptions & Publications	57	78
Valuation Fees	33	28
Adjust interest in associated entities	0	0
Other	63	47
<b>Total Other Expenses</b>	<b>1540</b>	<b>1993</b>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 5 - GAIN OR LOSS ON DISPOSAL OF ASSETS

	2012 \$'000	2011 \$'000
<b>DISPOSAL OF PROPERTY</b>		
Proceeds from disposal	112	220
Less: Carrying amount of assets sold	43	210
<b>Gain (Loss) on disposal</b>	<u>69</u>	<u>10</u>
<b>DISPOSAL OF INFRASTRUCTURE, PLANT &amp; EQUIPMENT</b>		
Proceeds from disposal	263	492
Less: Carrying amount of assets sold	248	426
<b>Gain (Loss) on disposal</b>	<u>15</u>	<u>66</u>
<b>DISPOSAL OF REAL ESTATE DEVELOPMENT ASSETS</b>		
Proceeds from disposal	382	37
Less: Carrying amount of assets sold	344	22
<b>Gain (Loss) on disposal</b>	<u>38</u>	<u>15</u>
<b>TOTAL GAIN (LOSS) ON DISPOSAL OF ASSETS</b>	<u>122</u>	<u>91</u>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 6 - CASH ASSETS & INVESTMENT SECURITIES

	2012 \$'000		2011 \$'000	
	Current	Non-Current	Current	Non-Current
<b>CASH ASSETS</b>				
Cash on Hand and at Bank	3311		5223	
<b>Total Cash Assets</b>	<u>3311</u>		<u>5223</u>	

*Cash Assets comprise short-term, highly liquid investments readily convertible to known amounts of cash that are subject to insignificant risk of changes of value.*

#### INVESTMENT SECURITIES

##### Summary

Held to maturity investments	7000	4500	5750	1000
<b>Total</b>	<u>7000</u>	<u>4500</u>	<u>5750</u>	<u>1000</u>

*Fair values for financial assets at fair value through profit or loss -held for trading are determined by quoted prices in active markets for identical investments.*

##### Held to Maturity Investments

At beginning of year	5750	1000	7750	0
Additions	1250	3500	0	0
Disposals	0	0	-1000	0
Transfers Current/Non-current	0	0	-1000	1000
<b>At end of year</b>	<u>7000</u>	<u>4500</u>	<u>5750</u>	<u>1000</u>

##### Comprising:

- Term Deposits	7000	4500	5750	1000
	<u>7000</u>	<u>4500</u>	<u>5750</u>	<u>1000</u>



# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 6 - CASH ASSETS & INVESTMENT SECURITIES (cont)

#### RESTRICTED CASH ASSETS & INVESTMENT SECURITIES

	2012 \$'000		2011 \$'000	
	Current	Non-Current	Current	Non-Current
Cash & Cash Equivalent Assets	3311		5223	
Investment Securities	7000	4500	5750	1000
<b>TOTAL CASH &amp; INVESTMENT SECURITIES</b>	<b>10311</b>	<b>4500</b>	<b>10973</b>	<b>1000</b>
External Restrictions	5611	4500	7357	0
Internal Restrictions	3865	0	3608	1000
Unrestricted	835	0	8	0
	<b>10311</b>	<b>4500</b>	<b>10973</b>	<b>1000</b>

#### DETAILS OF MOVEMENTS OF RESTRICTED CASH ASSETS & INVESTMENT SECURITIES

	Notes	Opening Balance 30 June 2011 \$'000	Movements		Closing Balance 30 June 2012 \$'000
			Transfers To Restriction \$'000	Transfers From Restriction \$'000	
<b>External Restrictions</b>					
<b>Included in liabilities</b>					
Unexpended Loans		373	0	373	0
		<b>373</b>	<b>0</b>	<b>373</b>	<b>0</b>
<b>Other</b>					
Developer Contributions	17	442	162	0	604
RTA Contributions		0	0	0	0
Unexpended Grants		1586	518	0	2104
Water Supply funds		2212	1996	0	4208
Sewerage funds		2744	451	0	3195
		<b>6984</b>	<b>3127</b>	<b>0</b>	<b>10111</b>
<b>Total External Restrictions</b>		<b>7357</b>	<b>3127</b>	<b>373</b>	<b>10111</b>

External Restrictions arise pursuant to section 409(3) of the Local Government Act, the Local Government (General) Regulation 2005 and other applicable legislation. Further information relating to Developer Contributions is provided in Note 17 and Unexpended Grants in Note 3. Amounts raised by special rates (eg. Water & Sewer) and certain annual charges may only be used for those purposes.

#### Internal Restrictions

Employee Leave Entitlements	660	170	0	830
Plant replacement	68	70	0	138
Office Equipment	122	12	0	134
Construction of Buildings	1100	0	789	311
Environmental	792	28	0	820
Transport & Road Infrastructure	841	5	0	846
Economic Development & Tourism	83	0	29	54
Other	942	0	210	732
<b>Total Internal Restrictions</b>	<b>4608</b>	<b>285</b>	<b>1028</b>	<b>3865</b>

Internal Restrictions arise pursuant to resolutions of Council to set aside reserves of cash resources either relating to liabilities recognised in these reports or to fund future expenditure for the stated purpose. Such reserves are not permitted to exceed the amounts of cash assets and cash investments not otherwise restricted.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 7 - RECEIVABLES

	2012 \$'000		2011 \$'000	
	Current	Non-Current	Current	Non-Current
Rates & Annual Charges	648	0	761	0
Interest & Extra Charges	196	0	177	0
User Charges & Fees	1335	0	1532	0
Accrued Revenues	373	0	124	0
Deferred Debtors	55	0	20	56
Other levels of Government	1224	0	1176	0
Other	0	0	6	0
Total	3831	0	3796	56
Less: Allowance for Doubtful Debts				
Rates & Annual Charges	43	0	43	0
	3788	0	3753	56

#### **Rates, Annual Charges, Interest & Extra Charges**

Overdue rates and annual charges (being amounts not paid on or before the due date determined in accordance with the Local Government Act) are secured over the relevant land and are subject to simple interest at a rate of 11.00% (2011: 9.00%). Although Council is not materially exposed to any individual ratepayer, credit risk exposure is concentrated within the Council boundaries in the State of New South Wales.

#### **Other levels of Government**

Amounts due have been calculated in accordance with the terms and conditions of the respective programs following advice of approvals, and do not bear interest. All amounts are due by Departments and Agencies of the Government of New South Wales and the Government of Australia.

#### **Other Receivables**

Amounts due (other than User Charges which are secured over the relevant land) are unsecured and do not bear interest. Although Council is not materially exposed to any individual debtor, credit risk exposure is concentrated within the Council's boundaries in the State of New South Wales.

#### **AGGREGATE ASSET ARISING FROM EMPLOYEE BENEFITS**

0	0	0	0
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#### **RESTRICTED RECEIVABLES**

Water Supply	702	0	701	0
Sewerage Services	161	0	154	0
Domestic Waste Management	154	0	157	0
Total Restrictions	1017	0	1012	0
Unrestricted Receivables	2771	0	2741	56
<b>Total Receivables</b>	<b>3788</b>	<b>0</b>	<b>3753</b>	<b>56</b>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 8 - INVENTORIES & OTHER ASSETS

	2012 \$'000		2011 \$'000	
	<u>Current</u>	<u>Non-Current</u>	<u>Current</u>	<u>Non-Current</u>

#### INVENTORIES

Stores & Materials	255	0	200	0
Real Estate Developments	829	0	374	800
Other	0	0	0	0
<b>Total Inventories</b>	<b>1084</b>	<b>0</b>	<b>574</b>	<b>800</b>

*Inventories not expected to be realised within the next 12 months.*

	0	0	0	800
--	---	---	---	-----

*Aggregate write-downs and other losses recognised as an expense, and reversals of these, were not material in amount in either year. All such reversals occurred principally as a result of clerical inaccuracies during stores operations.*

#### OTHER ASSETS

Prepayments	30	0	0	0
<b>Total Other Assets</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>

#### Real Estate Developments

*(Valued at the lower of cost and net realisable value)*

Residential	829	0	107	800
Industrial & Commercial	0	0	267	0
<b>Total Real Estate for Resale</b>	<b>829</b>	<b>0</b>	<b>374</b>	<b>800</b>

*Represented by:*

Acquisition Costs	829	0	265	800
Development Costs	0	0	109	0
	<b>829</b>	<b>0</b>	<b>374</b>	<b>800</b>
<i>Less: Allowance for Under-Recovery</i>	<i>0</i>	<i>0</i>		
<b>Total Real Estate for Resale</b>	<b>829</b>	<b>0</b>	<b>374</b>	<b>800</b>

#### RESTRICTIONS EXIST IN RESPECT OF THE FOLLOWING:

##### Other Assets

Water Supplies	0	0	20	20
	<b>0</b>	<b>0</b>	<b>20</b>	<b>20</b>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 9 - INFRASTRUCTURE, PROPERTY, PLANT & EQUIPMENT

	2011 \$'000					CARRYING AMOUNT MOVEMENTS DURING YEAR \$'000					2012 \$'000			
	AT COST	FAIR VALUE	ACCUM DEPN	CARRYING AMOUNT	Asset Purchases	Asset Disposals	Depreciation	Impairment	Transfers, etc.	Net Revaluation	AT COST	FAIR VALUE	ACCUM DEPN	CARRYING AMOUNT
Capital Work-in-progress	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Plant & Equipment	-	12,931	(6,402)	6,529	1,179	(274)	(995)	-	-	-	-	13,726	(7,287)	6,439
Office Equipment	-	1,499	(1,116)	383	45	-	(96)	-	-	-	-	1,544	(1,212)	332
Furniture & Fittings	-	364	(175)	189	27	-	(35)	-	-	-	-	391	(210)	181
Leased Plant & Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land	301	5,840	-	6,141	23	(43)	-	-	-	-	324	5,840	-	6,164
- Operational Land	-	2,108	-	2,108	-	-	-	-	-	-	-	2,065	-	2,065
- Community Land	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land under roads	-	-	-	-	-	-	-	-	-	-	-	-	-	-
- pre 1 July 2008	-	-	-	-	-	-	-	-	-	-	-	-	-	-
- post 1 July 2008	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land Improvements - non-depreciable	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Land Improvements - depreciable	7	5,120	(3,953)	1,174	52	-	(46)	-	-	-	59	5,120	(3,999)	1,180
Buildings - non-specialised	386	33,783	(5,776)	28,393	164	-	(432)	-	-	-	550	33,783	(6,208)	28,125
Buildings - specialised	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Structures	214	2,975	(1,757)	1,432	292	-	(46)	-	-	-	506	2,975	(1,803)	1,678
Infrastructure	2,339	426,800	(90,019)	339,120	3,367	-	(5,233)	-	-	-	5,706	426,800	(95,252)	337,254
- Roads, bridges, footpaths	23	66,607	-	66,630	-	-	-	-	-	-	-	66,630	-	66,630
- Bulk earthworks (non-deprec.)	1,609	16,183	(2,526)	15,266	764	-	(226)	-	-	-	2,373	16,183	(2,752)	15,804
- Stormwater drainage	566	47,903	(21,364)	27,105	1,025	-	(632)	-	-	6,922	-	47,279	(12,859)	34,420
- Water Supply Network	48	28,459	(17,984)	10,523	157	-	(441)	-	-	15,704	-	27,521	(1,578)	25,943
- Sewerage Network	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-
- Heritage Collections	-	-	-	-	-	-	-	-	-	-	-	-	-	-
- Library Books	-	-	-	-	-	-	-	-	-	-	-	-	-	-
- Other	29	3,510	(1,959)	1,580	22	-	(103)	-	-	-	51	3,510	(2,062)	1,499
Future Reinstatement Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
- Tips	843	-	(399)	444	-	-	(16)	-	-	56	618	-	(134)	484
- Quarries	828	-	(828)	-	-	-	(28)	-	-	267	465	-	(226)	239
- Other remediation assets	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Totals</b>	<b>7,193</b>	<b>654,082</b>	<b>(154,258)</b>	<b>507,017</b>	<b>7,117</b>	<b>(317)</b>	<b>(8,329)</b>	<b>-</b>	<b>-</b>	<b>22,949</b>	<b>10,652</b>	<b>653,367</b>	<b>(135,582)</b>	<b>528,437</b>

Asset acquisitions were apportioned between:

Building & Infrastructure Renewals	5,047
Building & Infrastructure New Assets	430
Other Assets	1,640

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 9 (cont) - RESTRICTED PROPERTY, PLANT & EQUIPMENT

	2012 \$'000				2011 \$'000			
	AT COST	AT VALUATION	ACCUM DEPN	CARRYING AMOUNT	AT COST	AT VALUATION	ACCUM DEPN	CARRYING AMOUNT
<b>Water Supply</b>								
Plant & Equipment		5,411	919	4,492	77	5,260	1,891	3,446
Office Equipment		170	118	52	166	-	107	59
Land								
- Operational	142	268		410	97	268	-	365
Buildings		1,143	195	948		1,144	181	963
Other Structures		20,572	5,581	14,991				
Water Supply Infrastructure		21,126	6,240	14,886	487	42,479	19,366	23,600
- Other								
<b>Total Water Supply</b>	<b>142</b>	<b>48,690</b>	<b>13,053</b>	<b>35,779</b>	<b>827</b>	<b>49,151</b>	<b>21,545</b>	<b>28,433</b>
<b>Sewerage Services</b>								
Plant & Equipment		344	32	312	21	1,891	1,027	885
Land								
- Operational		299		299		299		299
Buildings						77	13	64
Other Structures		11,042	1,057	9,985	-	-	-	-
Sewerage Infrastructure		16,135	489	15,646	27	26,491	16,945	9,573
<b>Total Sewerage Services</b>	<b>-</b>	<b>27,820</b>	<b>1,578</b>	<b>26,242</b>	<b>48</b>	<b>28,758</b>	<b>17,985</b>	<b>10,821</b>
<b>Domestic Waste Management</b>								
Plant & Equipment		62	38	24		62	33	29
Office Equipment		6	5	1	6	-	5	1
- Operational		685		685		685		685
Land Improvements - depreciab	611		412	199	573		402	171
Buildings	12	219	45	186	12	219	42	189
Other Structures	139		26	113	139	-	23	116
- Other	104		49	55	104		41	63
Tip Assets	843		399	444	843	-	399	444
<b>Total Domestic Waste</b>	<b>1,709</b>	<b>972</b>	<b>974</b>	<b>1,707</b>	<b>1,677</b>	<b>966</b>	<b>945</b>	<b>1,698</b>
<b>Stormwater Drainage</b>								
Other Structures		15,429	2,243	13,186	1,525	13,140	2,064	12,601
- Other Kerb & Guttering	83	3,044	509	2,618	83	3,043	461	2,665
<b>Total Stormwater Drainage</b>	<b>83</b>	<b>18,473</b>	<b>2,752</b>	<b>15,804</b>	<b>1,608</b>	<b>16,183</b>	<b>2,525</b>	<b>15,266</b>
<b>TOTAL RESTRICTIONS</b>	<b>1,934</b>	<b>95,955</b>	<b>18,357</b>	<b>79,532</b>	<b>4,160</b>	<b>95,058</b>	<b>43,000</b>	<b>56,218</b>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 10 - LIABILITIES

	2012 \$'000		2011 \$'000	
	Current	Non-Current	Current	Non-Current
<b>PAYABLES</b>				
Goods & Services	542	0	1045	0
Payments received in advance	35	0	0	0
Accrued salaries & wages	197	0	0	0
Accrued expenses - other	101	0	274	0
<b>Total Payables</b>	<b>875</b>	<b>0</b>	<b>1319</b>	<b>0</b>

*Current payables not expected to be settled within the next 12 months.*

0

0

### BORROWINGS

Bank Overdraft	0		0	
Loans				
- Secured	276	3287	282	1561
Government Advances	0	0	2	0
<b>Total Borrowings</b>	<b>276</b>	<b>3287</b>	<b>284</b>	<b>1561</b>

*All interest bearing liabilities are secured over the future revenues of the Council.*

### PROVISIONS

Employee benefits - annual leave	767	0	680	0
- sick leave	13	0	12	0
- long service leave	1249	79	952	194
- oncosts	291	11	200	11
Reinstatement, Remediation, etc. (see also Note 22)	79	1329	89	2014
<b>Total Provisions</b>	<b>2399</b>	<b>1419</b>	<b>1933</b>	<b>2219</b>

*Current payables not expected to be settled within the next 12 months.*

1243

1069

Movements in Provisions	Employee Benefits 2012 \$'000	Self Insurance 2012 \$'000	Reinstatement, etc. 2012 \$'000	Other 2012 \$'000
Opening Balance	2049	0	2103	0
Add Additional amounts recognised	769	0	-774	0
Unwinding of present value discounts	97	0	79	0
(Less) Payments	-505	0	0	0
Add (Less) Remeasurement Adjustments	0	0	0	0
Add (Less) Transfer on Council restructure	0	0	0	0
Closing Balance	2410	0	1408	0

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### NOTE 10 - LIABILITIES (cont)

#### Provision for Self Insurance

In accordance with the relevant licences, Council makes provision for the actuarial estimate of the probable costs it will incur relating to unpaid reported claims, claims incurred but not reported (IBNR), claims incurred but not enough reported (IBNER) and direct and indirect claims settlement costs.

#### Provision for Reinstatement, rehabilitation & restoration liabilities

Council is required by law to reinstate/ rehabilitate the areas of certain tips and quarries for roadmaking materials when it ceases to use each facility. Engineering estimates have been made based on current reinstatement standards and discounted to its present value over the estimated remaining life of each facility at the rates applicable to government securities.

	2012 \$'000		2011 \$'000	
	<u>Current</u>	<u>Non-Current</u>	<u>Current</u>	<u>Non-Current</u>
<b>AGGREGATE LIABILITY ARISING FROM EMPLOYEE BENEFITS</b>				
	<b>2517</b>	<b>90</b>	<b>1844</b>	<b>205</b>
<b>LIABILITIES relating to RESTRICTED ASSETS</b>				
<u>Domestic Waste Management</u>				
<u>Payables</u>	<u>0</u>	<u>0</u>	<u>39</u>	<u>888</u>
Subtotal	0	0	39	888
<u>Water Supplies</u>				
<u>Interest Bearing Liabilities</u>	<u>63</u>	<u>1949</u>	<u>83</u>	<u>12</u>
Subtotal	63	1949	83	12
<b>TOTAL</b>	<b>63</b>	<b>1949</b>	<b>122</b>	<b>900</b>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 11 - RECONCILIATION TO CASH FLOW STATEMENT

#### (a) Reconciliation of Cash

Cash Assets comprise short-term, highly liquid investments readily convertible to known amounts of cash that are subject to insignificant risk of changes of value. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Balance Sheet as follows:

	2012 \$'000	2011 \$'000
Total Cash Assets (Note 6)	3311	5223
Less: Bank Overdraft (Note 10)	0	0
Balances per Statement of Cash Flows	<u>3311</u>	<u>5223</u>

#### (b) Reconciliation of Change in Net Assets to Cash from Operating Activities

Net Operating Result from Income Statement	-686	-2220
Add: Depreciation, Amortisation & Impairment	8329	10585
Unwinding of present value discounts & premiums	188	105
Increase in provision for doubtful debts	0	26
Increase in employee benefits provisions	264	171
Decrease in inventories	0	259
Increase in other payables	6	0
	<u>8101</u>	<u>8926</u>
Less: Decrease in provision for doubtful debts	0	0
Decrease in other provisions	774	0
Increase in receivables	6	529
Increase in inventories	55	0
Increase in other assets	30	19
Decrease in trade creditors & other accruals	444	0
Gain on Sale of Assets	122	91
Non-cash Capital Grants and Contributions	-614	320
Gain on Council restructure	0	0
Net Cash provided by (or used in) operations	<u>7284</u>	<u>7967</u>



# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 11 (cont) - RECONCILIATION TO CASH FLOW STATEMENT

	2012 \$'000	2011 \$'000
<b>(c) Non-Cash Financing and Investing Activities</b>		
Acquisition of assets by means of:		
- Bushfire Grants	160	320
	<u>160</u>	<u>320</u>
	<u>160</u>	<u>320</u>

### **(d) Financing Arrangements**

Unrestricted access was available at balance date to the following lines of credit:

Bank Overdrafts		
Total Facilities	150	150
Corporate Credit Cards	29	29

The bank overdraft facilities may be drawn at any time and may be terminated by the bank without notice. Interest rates on overdrafts are variable while the rates for loans are fixed for the period of the loan.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 12 - COMMITMENTS FOR EXPENDITURE

	2012 \$'000	2011 \$'000
<b>(a) Capital Commitments</b>		
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
Bridges	0	214
Water Infrastructure	4996	1400
	<u>4996</u>	<u>1614</u>

Commitments for Capital Expenditures relating to Joint Ventures and Partnerships are set out in Note 19.

#### (b) Other Expenditure Commitments

Other expenditure committed for (excluding inventories) at the reporting date but not recognised in the financial statements as liabilities:

Audit Services	75	99
Waste Management Services	3557	3453
	<u>3632</u>	<u>3552</u>
These expenditures are payable:		
Not later than one year	424	412
Later than one year and not later than 5 years	1775	1749
Later than 5 years	1433	1391
Net Lease Liability	<u>3632</u>	<u>3552</u>

Commitments for other Expenditures relating to Joint Ventures and Partnerships are set out in Note 19.

#### (c) Operating Lease Commitments (Non-Cancellable)

Commitments under non-cancellable operating leases at the reporting date but not recognised in the financial statements are payable as follows:

<u>Total Future Minimum Lease Payments</u>		
Not later than one year	13	14
Later than one year and not later than 5 years	0	13
Later than 5 years	0	0
	<u>13</u>	<u>27</u>

Council has entered into non-cancellable operating leases for various items of computer and other plant and equipment.

No lease imposes any additional restrictions on Council in relation to additional debt or further leasing.

Leases in relation to computer and office equipment permit Council, at expiry of the lease, to elect to re-lease, return or acquire the equipment leased.

No lease contains any escalation clause.

#### (d) Remuneration Commitments

Commitments for the payment of salaries and other remuneration under long-term employment contracts in existence at reporting date but not recognised as liabilities, payable:

Not later than one year	650	764
Later than one year and not later than 5 years	537	1,242
	<u>1,187</u>	<u>2,006</u>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 13 - STATEMENT OF PERFORMANCE MEASUREMENT

INDICATORS - CONSOLIDATED				
	Amounts	2012 Indicators	2011	2010
<b>Unrestricted Current Ratio</b>				
<u>Unrestricted Current Assets*</u>	\$4,085	1.82:1	2.02:1	2.42:1
Current Liabilities not relating to Restricted Assets	\$2,244			
<b>Debt Service Ratio</b>				
<u>Net Debt Service Cost*</u>	\$388	0.02:1	0.02:1	0.03:1
Operating Revenue*	\$16,750			
<b>Rate &amp; Annual Charges Coverage Ratio</b>				
<u>Rates &amp; Annual Charges Revenues</u>	\$8,760	0.37:1	0.33:1	0.35:1
Revenue from continuing operations	\$23,645			
<b>Rates &amp; Annual Charges Outstanding Percentage</b>				
<u>Rates &amp; Annual Charges Outstanding</u>	\$801	8.21%	9.77%	8.67%
Rates & Annual Charges Collectible	\$9,758			
<b>Building &amp; Infrastructure Renewals Ratio</b>				
<u>Asset renewals*</u>	\$5,047	0.72:1	0.24:1	1.2:1
Depreciation, Amortisation, Impairment	\$6,964			

INDICATORS - BY FUND			
	Current Year Indicators		
	General	Water	Sewer
<b>Unrestricted Current Ratio</b>			
<u>Unrestricted Current Assets*</u>	2.27:1	27.11:1	0.00
Current Liabilities not relating to Restricted Assets			
<b>Debt Service Ratio</b>			
<u>Net Debt Service Cost*</u>	0.02:1	0.04:1	0:1
Operating Revenue*			
<b>Rate &amp; Annual Charges Coverage Ratio</b>			
<u>Rates &amp; Annual Charges Revenues</u>	0.29:1	0.86:1	0.82:1
Revenue from continuing operations			
<b>Rates &amp; Annual Charges Outstanding Percentage</b>			
<u>Rates &amp; Annual Charges Outstanding</u>	8.48%	6.18%	10.93%
Rates & Annual Charges Collectible			
<b>Building &amp; Infrastructure Renewals Ratio</b>			
<u>Asset renewals*</u>	0.65:1	1.78:1	0.45:1
Depreciation, Amortisation, Impairment			

\* Detailed methods of calculation of these indicators is defined in the Code.

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012**

### **Note 14 - INVESTMENT PROPERTY**

Council does not have any investment properties for 2011 or 2012

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 15 - FINANCIAL RISK MANAGEMENT

Council's activities expose it to a variety of financial risks including price risk, credit risk, liquidity risk and interest rate risk. All financial instruments are denominated in Australian dollars, and hence currency risk does not apply.

Financial risk management is carried out by Finance section in accordance with policies approved by Council and in accordance with statutory requirements, and seeks to maximise revenue while protecting the corpus of the funds invested.

Council held the following financial instruments at balance date:

	Carrying Value		Fair Value	
	2012 \$'000	2011 \$'000	2012 \$'000	2011 \$'000
<b>Financial Assets</b>				
Cash and Cash Equivalents	3311	5223	3311	5223
Receivables	3788	3809	3788	3809
Available-for-sale financial assets	11500	6750	11500	6750
	<b>18599</b>	<b>15782</b>	<b>18599</b>	<b>15782</b>
<b>Financial Liabilities</b>				
Payables	875	1319	875	1319
Borrowings	3563	1845	3563	1845
	<b>4438</b>	<b>3164</b>	<b>4438</b>	<b>3164</b>

Fair value is estimated as follows:

\* Cash & equivalents, receivables & payables - due to the short-term nature, face value (carrying value) approximates fair value.

\* Held-to-maturity investments and borrowings - anticipated future cash flows discounted by current market interest rates applicable to assets and liabilities with similar risk profiles.

\* Financial assets at fair value through profit & loss, and available-for-sale - based on quoted market prices (where a liquid market exists) or independent valuation. Particular difficulties were experienced in assessing fair value of CDOs, and these have been reported in Note 1.

#### Cash and cash equivalents

#### Financial assets at fair value through profit & loss

#### Available-for-sale financial assets

#### Held-to-maturity investments

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital.

The investment portfolio is managed in accordance with Council's policy (which complies with the *Local Government Act & Regulations*), and the Minister's Order. The investment policy is reviewed regularly, and a report in accordance with section 625 of the Act provided to Council monthly.

The investment portfolio is managed so as to provide adequate liquidity at all times, particularly during the periods between the quarterly receipt of rates instalments and grants. In addition, Council has access to overdraft facilities set out in Note 12.

The remainder of Council's investment portfolio consists of deposits at fixed and variable interest rates, generally for periods of less than 120 days. Whilst these are subject to interest rate risk, this is minimised by the short term of the financial assets held.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 15 - FINANCIAL RISK MANAGEMENT (cont)

Interest Sensitivity Analysis	2012 \$'000	2011 \$'000
Impact of a 1% change in interest rates on cash & investments		
- Equity	146	119
- Income Statement	146	119

#### Receivables

Credit risk on receivables for rates, annual charges and service charges made under section 502 is minimised as these are secured over the subject land. The security extends to interest levied for late payment.

Other receivables are subject to a range of credit risk minimisation procedures as appropriate, varying from credit checks to specific security pledges. Council is not materially exposed to any individual debtor, and credit risk exposure is concentrated within the Council boundaries in the State of New South Wales. There are no material receivables that have been subject to re-negotiation of repayment terms.

Council receives regular summary reports of receivables due, and detailed reports where appropriate.

At reporting date, all amounts receivable were reviewed, and adequate allowance made for amounts considered doubtful.

	2012 \$'000	2011 \$'000
Percentage of Rates & Annual Charges		
- Current	0	0
- Overdue	100%	100%

#### Payables

#### Borrowings

Payables and borrowings are subject to liquidity risk - the risk that insufficient funds may be on hand to meet payment obligations as they fall due. The investment portfolio is managed so as to provide adequate liquidity at all times, particularly during the periods between the quarterly receipt of rates instalments and grants. In addition, Council has access to overdraft facilities set out in Note 12.

#### Liquidity Sensitivity Table

The contractual undiscounted cash flows of Council's payables and borrowings are shown below:

	2012 '000	Due			Total Contractual I	Carrying Value
		≤ 1 year	2 - 5 years	> 5 years		
Payables		875	0		875	875
Borrowings		275	764	2524	3563	3563
		1150	764	2524	4438	4438
	2011 '000	Due			Total Contractual Cash Flows	Carrying Value
		≤ 1 year	2 - 5 years	> 5 years		
Payables		1319	0		1319	1319
Borrowings		284	898	663	1845	1845
		1603	898	663	3164	3164

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 15 - FINANCIAL RISK MANAGEMENT (cont)

Borrowings are also subject to interest rate risk - the risk that changes in interest rates could adversely affect funding costs. Council manages this risk by generally borrowing long term, commonly at rates fixed for the duration of the loan. Bank overdraft and less than 10% of borrowings are at variable rates; the associated interest rate risk is not considered material.

The following interest rates were applicable to Council's borrowings at balance date:

	2012		2011	
	Wtd ave interest rate	Balance	Wtd ave interest rate	Balance
Overdraft	0.00%	0	0.00%	0
Loans - fixed interest rate	6.45%	3032	6.67%	1305
Loans - variable interest rate	6.35%	531	6.35%	540
		<u>3563</u>		<u>1845</u>

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS** for the year ended 30 June 2012

### **Note 16 - SIGNIFICANT VARIATIONS FROM ORIGINAL BUDGET**

Council's original budget comprised part of the Management Plan adopted by Council on 29th June 2011. The original projections on which the budget was based have been affected by decisions and new grant programs initiated by State and Federal Governments, by the weather, and by decisions made by the Council.

This Note sets out the principal variations between the original Budget and Actual results for the Income Statement. These variations do not take into account any re-votes from the previous year or any adjustments made through Council's quarterly budget reviews.

Further information of the nature and amount of all variations is available from the Council office upon request.

### **INCOME STATEMENT**

#### **1 Investment Revenues – Variation favourable – 13.7% \$105,000**

An increase in long-term interest rates coupled with increased invested funds has resulted in additional investment revenue.

#### **2 Grants & Contributions - Capital – Variation unfavourable – 56.5% \$2,239,000**

Actual capital grants and contributions for the 2011/2012 year were less than the original budget estimates, as capital grants works and the water supply upgrade were not forthcoming as the works did not proceed in 2011/2012.

#### **3 Profit from disposal of Assets - Variation favourable – 100% \$122,000**

The original budget estimates did not provide an allocation for the profit on sale of assets.

#### **4 Material & Contracts - Variation favourable – 31.6% \$1,979,000**

Actual expenditure on road resealing, gravel re-sheeting and heavy patching has been classified as capital expenditure, where as the original budget made provision for these expenses as "materials & contracts".

#### **5 Borrowing Costs - Variation favourable – 109% \$222,000**

Original budget estimates made provision for loan borrowings to complete Water Supply infrastructure, however the loan funds were not taken up in early 2011/2012 as the works were not carried out in 2011/2012.

#### **6 Depreciation & Amortisation – Variation unfavourable – 58.9% \$3,088,000**

The original budget did not make provision for increased depreciation of the roads asset following their revaluation as at 30th June 2010.

#### **7 Other Expenses – Variation favourable – 13.5% \$208,000**

Actual cost of insurance premiums and other expenditures were less than original estimates.



**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS**  
for the year ended 30 June 2012

**Note 1 - Significant Variations from Original Budget (cont)**

**CASH FLOW STATEMENT**

**1 User Charges & Fees – Favourable – 19.3% \$663,000**

Water usage charges and gravel income for the year was greater than original estimates

**2 Investments Income – Favourable – 11.6% \$63,000**

The Investments Income was up on original budget estimates due to an increase in interest rates coupled with increased invested funds.

**3 Borrowing Costs – Variation Favourable – 342% \$301,000**

Council incurred less loan interest costs as the proposed loan funds for the Water Supply infrastructure upgrades were not taken up during the 2011/2012 financial year.

**4 Other operating payments – Variation Unfavourable – 281% \$2,425,000**

The change in costs is a consequence of restructuring works as new projects commenced during the year.

**5 Proceeds from sale of Infrastructure, Property, Plant & Equipment – Variation Unfavourable – 66% \$727,000**

Sales of plant & equipment were less than original budget estimates as not all plant item changeovers were affected.

**6 Proceeds from the sale of Real Estate – Variation Favourable – 191% \$182,000**

Land sales for 2011/2012 were greater than expected, as the sale of land at North Street Werris Creek was not allowed for in the original budget estimates.

**7 Repayments from Deferred Debtors – Variation Favourable – 100% \$21,000**

Repayment of deferred debtors not provided for in original cash flow estimates.

**8 Purchase of Infrastructure Property Plant & Equipment/ Real Estate – Variation Favourable – 54.7% \$8,380,000**

Essentially, a number of water supply infrastructure projects were deferred to next financial year, 2012/2013.

**9 Purchase of Investment Securities – Variation Unfavourable – 172% \$2,000,000**

Original budget estimates made no provision for the purchase of additional long-term investments.

**10 Proceeds from Borrowings & Advances – Variation Favourable – 37.9% \$550,000**

Additional funds were borrowed during the year to finance the dam safety upgrade at the Quipolly dam.

**11 Repayment of Borrowings & Advances – Variation Favourable – 18% \$54,000**

Council incurred less principal repayments as the loan for Quipolly dam upgrade was drawn down at the end of the financial year.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 17 - STATEMENT OF CONTRIBUTION PLANS

#### SUMMARY OF CONTRIBUTIONS

PURPOSE	OPENING BALANCE	CONTRIBUTIONS RECEIVED DURING YEAR		INTEREST EARNED DURING YEAR	EXPENSE DURING YEAR	INTERNAL BORROW- INGS (to)/from	HELD AS RESTR- ICTED ASSET	EST. FUTURE CONTRIBS	EST. WORKS OUT- STANDING	EST. OVER/ (UNDER) FUNDING	BALANCE INTERNAL BORROW- INGS
		CASH	NON-CASH								
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Waste	1	0	0	0	0	0	1	0	0	1	0
Roads	38	16	0	3	0	0	57	0	0	57	0
Bushfire	8	0	0	1	0	0	9	0	0	9	0
Youth Services	15	0	0	1	0	0	16	0	0	16	0
Open Space	29	0	0	2	0	0	31	0	0	31	0
Community facilities	17	0	0	1	0	0	18	0	0	18	0
Other	70	0	0	4	0	0	74	0	0	74	0
Subtotal S94 under plans	178	16	0	12	0	0	206	0	0	206	0
Sec 94 not under plans	15	0	0	1	0	0	16				0
Sec 94A levies	107	28		8			143				0
Sec 64 Contributions	141	85	0	13	0	0	239				0
<b>Total Contributions</b>	<b>441</b>	<b>129</b>	<b>0</b>	<b>34</b>	<b>0</b>	<b>0</b>	<b>604</b>				<b>0</b>

**Note:** The above summary of contribution plans represents the total of Council's individual contribution plans. Individual plan details are shown below.

#### CONTRIBUTION PLAN - Quirindi

PURPOSE	OPENING BALANCE	CONTRIBUTIONS RECEIVED DURING YEAR		INTEREST EARNED DURING YEAR	EXPENSE DURING YEAR	INTERNAL BORROW- INGS (to)/from	HELD AS RESTR- ICTED ASSET	EST. FUTURE CONTRIBS	EST. WORKS OUT- STANDING	EST. OVER/ (UNDER) FUNDING	BALANCE INTERNAL BORROW- INGS
		CASH	NON-CASH								
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Roads	20	0	0	1	0	0	21	0	0	21	0
Youth Services	15	0	0	1	0	0	16	0	0	16	0
Open Space	20	0	0	1	0	0	21	0	0	21	0
Community facilities	17	0	0	1	0	0	18	0	0	18	0
<b>Total</b>	<b>72</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>76</b>	<b>0</b>	<b>0</b>	<b>76</b>	<b>0</b>

#### CONTRIBUTION PLAN - Willow Tree

PURPOSE	OPENING BALANCE	CONTRIBUTIONS RECEIVED DURING YEAR		INTEREST EARNED DURING YEAR	EXPENSE DURING YEAR	INTERNAL BORROW- INGS (to)/from	HELD AS RESTR- ICTED ASSET	EST. FUTURE CONTRIBS	EST. WORKS OUT- STANDING	EST. OVER/ (UNDER) FUNDING	BALANCE INTERNAL BORROW- INGS
		CASH	NON-CASH								
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Waste	1	0	0	0	0	0	1				0
Roads	18	16	0	2	0	0	36			36	0
Bushfire	8	0	0	1	0	0	9			9	0
Open Space	9	0	0	1	0	0	10			10	0
<b>Total</b>	<b>36</b>	<b>16</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>56</b>	<b>0</b>	<b>0</b>	<b>56</b>	<b>0</b>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 17 - STATEMENT OF CONTRIBUTION PLANS (cont)

#### CONTRIBUTION PLAN - Werris Creek

PURPOSE	OPENING BALANCE \$'000	CONTRIBUTIONS RECEIVED DURING YEAR		INTEREST EARNED DURING YEAR \$'000	EXPENSE DURING YEAR \$'000	INTERNAL BORROW- INGS (to)/from \$'000	HELD AS RESTR- ICTED ASSET \$'000	EST. FUTURE CONTRIBS \$'000	EST. WORKS OUT- STANDING \$'000	EST. OVER/ (UNDER) FUNDING \$'000	BALANCE INTERNAL BORROW- INGS \$'000
		CASH \$'000	NON-CASH \$'000								
Other	70	0	0	4	0	0	74	0	0	74	0
<b>Total</b>	<b>70</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>74</b>	<b>0</b>	<b>0</b>	<b>74</b>	<b>0</b>

#### CONTRIBUTIONS NOT UNDER PLANS

PURPOSE	OPENING BALANCE \$'000	CONTRIBUTIONS RECEIVED DURING YEAR		INTEREST EARNED DURING YEAR \$'000	EXPENSE DURING YEAR \$'000	INTERNAL BORROW- INGS (to)/from \$'000	HELD AS RESTR- ICTED ASSET \$'000	EST. FUTURE CONTRIBS \$'000	EST. WORKS OUT- STANDING \$'000	EST. OVER/ (UNDER) FUNDING \$'000	BALANCE INTERNAL BORROW- INGS \$'000
		CASH \$'000	NON-CASH \$'000								
Open Space	15	0	0	1	0	0	16	0	0	16	0
<b>Total</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>0</b>

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012**

### **Note 18 - CONTINGENCIES & ASSETS & LIABILITIES NOT RECOGNISED IN THE STATEMENT OF FINANCIAL POSITION**

The following assets and liabilities do not qualify for recognition in the Balance Sheet but knowledge of those items is considered relevant to user of the financial report in making and evaluating decisions about the allocation of scarce resources.

#### **DEFINED BENEFIT SUPERANNUATION PLAN**

"The Local Government Superannuation Scheme - Pool B (the Scheme) is a defined benefit plan that has been deemed to be a "multi-employer fund" for purposes of AASB119. Sufficient information under AASB119 is not available to account for the scheme as a defined benefit plan, because the assets to the scheme are pooled together from all employers.

The amount of employer contributions (currently 1.9 times members contributions plus 2.5% of gross salary (3.8 times members contributions in 2010/2011) to the defined benefits section of the Local Government Superannuation Scheme and recognized as an expense for the year ending 30th June 2011 was \$447,000. The last valuation of the Scheme was performed by Mr. Martin Stevenson BSc, FIA, FIAA on the 16th February 2010 and covers the period ended 30th June 2009. However, the position is monitored annually and the Actuary has estimated that as at the 30th June 2012 a deficit still exists.

Effective from the 1st July 2011, employers are required to contribute additional amounts for a period of up to ten (10) years in order to rectify this deficit (ie \$83,522 for 2012/2013).

#### **POTENTIAL INSURANCE LOSSES**

Council is a multi-purpose organisation providing a large range of building, parks infrastructure, playgrounds and other facilities accessible to the public. At any time, it is likely that claims will have been made against Council that remain unsettled.

Council insures against all known insurable risks using a range of insurance policies, each of which is subject to a deductible "insurance excess", the amount of which varies according to the class of insurance.

Council has recognised the potential losses arising from claims known at reporting date based on average historical net cost (including insurance excess) of similar types of claims. Other potential claims not reported to Council may have existed at reporting date.

#### **HIH Insurance**

During the period 1995-1997 portion of Council's public risk insurance cover was insured or re-insured with a member of the HIH insurance group of companies.

At the reporting date, there are no known claims outstanding from that period.

#### **Statewide Mutual**

Council is a member of Statewide Mutual, an organisation formed for the purchase and management of certain insurances on behalf of its members. Council is liable to contribute its proportionate share of any shortfall arising through the scheme.

Statewide Mutual Directors report that the scheme has accumulated surpluses under the liability scheme of \$38,666,810 as at 30th June 2012.

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012**

### **Note 19 - JOINT VENTURES & ASSOCIATED ENTITIES**

#### **(d) - Joint venture operations not recognised**

Council is a partner in a regional library service - Central Northern Regional Library (CNRL) with four (4) other Councils. CNRL operates under a deed of agreement between the participating Councils for the purpose of providing library services. Council has not recognised its 9.5% CNRL joint venture interest in this financial report, however the service has advised that the total equity is \$803,401 of which Council's total equity as at the 30th June 2012 is \$76,323.

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 20 - RETAINED EARNINGS & REVALUATION RESERVES

<b>RETAINED EARNINGS</b>	<b>2012</b>	<b>2011</b>
	<b>\$'000</b>	<b>\$'000</b>
Balance at end of previous reporting period	<b>204674</b>	206894
Effect of correction of errors in previous years (see below)	<b>0</b>	0
Effect of accounting policy changes	<b>0</b>	0
Change in associated entities recognised	<b>0</b>	0
Restated opening balance	<b>204674</b>	206894
<b>Net operating result for the year</b>	<b>-686</b>	-2220
<b>Balance at end of the reporting period</b>	<b>203988</b>	204674
<b>REVALUATION RESERVES</b>		
<i>Infrastructure, Property, Plant &amp; Equipment</i>		
Balance at end of previous reporting period	<b>312183</b>	309553
Revaluation of infrastructure, property, plant & equipment	<b>22949</b>	2630
Correct of errors in previous years	<b>774</b>	0
Impairment (expense) / recoupments offset to asset revaluation reserve	<b>0</b>	0
Transfer to retained earnings on sale of revalued infrastructure, property, plant & equipment	<b>0</b>	0
<b>Balance at end of reporting period</b>	<b>335906</b>	312183

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### NOTE 21 - RESULTS BY FUND

Moneys raised pursuant to certain sections of the Local Government Act, and of certain other Acts, may not be used for the general purposes of the Council, or must be held as cash or authorised investments until expended for the purposes they were raised. This Note identifies the operating result and net assets of the general purposes operations of the Council, and of the principal special purpose operations.

Amounts are shown on a gross basis - before consolidation eliminations - and do NOT reconcile to the principal statements, and are shown for the current year only.

	GENERAL FUND \$'000	WATER SUPPLY \$'000	SEWER \$'000
<b>INCOME STATEMENT</b>			
<b>INCOME</b>			
Rates & Annual Charges	6,655	1,208	897
User Charges & Fees	2,752	881	0
Investment Revenues	614	113	144
Other Revenues	751	0	0
Grants & Contributions - Operating	5,492	30	24
Grants & Contributions - Capital	3,746	192	24
Profit from Disposal of Assets	122	0	0
<b>Total Income from Continuing Operations</b>	<b>20,132</b>	<b>2,424</b>	<b>1,089</b>
<b>EXPENSES</b>			
Employee Costs	6,990	728	290
Materials & Contracts	5,456	569	226
Borrowing Costs	196	7	0
Depreciation & Amortisation	7,235	654	440
Other Expenses	1,540	0	0
<b>Total expenses from Continuing Operations</b>	<b>21,417</b>	<b>1,958</b>	<b>956</b>
<b>OPERATING RESULT FROM CONTINUING OPERATIONS</b>	<b>(1,285 )</b>	<b>466</b>	<b>133</b>
<b>NET OPERATING RESULT FOR YEAR</b>	<b>(1,285 )</b>	<b>466</b>	<b>133</b>
Attributable to:			
Liverpool Plains Shire Council	(1,285 )	466	133
Minority Interests	0	0	0
	<b>(1,285 )</b>	<b>466</b>	<b>133</b>
<i>Net operating result before capital grants and contributions</i>	<i>(5,031 )</i>	<i>274</i>	<i>109</i>

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 21 - Results by Fund (cont)

	GENERAL FUND \$'000	WATER SUPPLY \$'000	SEWER \$'000
<b>BALANCE SHEET</b>			
<b>CURRENT ASSETS</b>			
Cash & cash equivalents	408	1,708	1,195
Investments	7,000	0	0
Receivables	2,925	702	161
Inventories	1,084	0	0
Other	30	0	0
<b>TOTAL CURRENT ASSETS</b>	<u>11,447</u>	<u>2,410</u>	<u>1,356</u>
<b>NON-CURRENT ASSETS</b>			
Investments	0	2,500	2,000
Infrastructure, Property, Plant & Equipment	466,416	35,779	26,242
<b>TOTAL NON-CURRENT ASSETS</b>	<u>466,416</u>	<u>38,279</u>	<u>28,242</u>
<b>TOTAL ASSETS</b>	<u>477,863</u>	<u>40,689</u>	<u>29,598</u>
<b>CURRENT LIABILITIES</b>			
Payables	875	0	0
Borrowings	213	63	0
Provisions	2,399	0	0
<b>TOTAL CURRENT LIABILITIES</b>	<u>3,487</u>	<u>63</u>	<u>0</u>
<b>NON-CURRENT LIABILITIES</b>			
Borrowings	1,338	1,949	0
Provisions	1,419	0	0
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>2,757</u>	<u>1,949</u>	<u>0</u>
<b>TOTAL LIABILITIES</b>	<u>6,244</u>	<u>2,012</u>	<u>0</u>
<b>NET ASSETS</b>	<u>471,619</u>	<u>38,677</u>	<u>29,598</u>
<b>EQUITY</b>			
Accumulated Surplus	184,288	14,580	5,120
Revaluation Reserves	287,331	24,097	24,478
Council Equity Interest	471,619	38,677	29,598
Minority Equity Interest	0	0	0
<b>TOTAL EQUITY</b>	<u>471,619</u>	<u>38,677</u>	<u>29,598</u>



# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS for the year ended 30th June 2012

### Note 22 - REINSTATEMENT, REHABILITATION & RESTORATION LIABILITIES

<b>Tip Remediation</b>	<b>2012</b>	<b>2011</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>At beginning of year</b>	<b>932</b>	<b>892</b>
Amounts capitalised to Tip asset		
Revised life	<b>-303</b>	<b>0</b>
Amortisation of discount - expensed to borrowing costs	<b>37</b>	<b>40</b>
<b>At end of year</b>	<b><u>666</u></b>	<b><u>932</u></b>

<b>Quarry Remediation</b>	<b>2012</b>	<b>2011</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>At beginning of year</b>	<b>1171</b>	<b>1122</b>
Amounts capitalised to Tip asset		
Revised life	<b>-471</b>	<b>0</b>
Amortisation of discount - expensed to borrowing costs	<b>42</b>	<b>49</b>
<b>At end of year</b>	<b><u>742</u></b>	<b><u>1171</u></b>



**FARROW WYATT**  
CHARTERED ACCOUNTANTS

**Liverpool Plains Shire Council**

**Independent auditor's report to the Council – s417(2)  
Report on the general purpose financial statements**

**Report on the financial statements**

We have audited the accompanying financial statements of Liverpool Plains Shire Council (the council), which comprise the balance sheet as at 30 June 2012, and the income statement, statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, accompanying notes to the financial statements, and the Statement by Councillors and Management in the approved form as required by Section 413 (2) of the Local Government Act 1993.

**Councillor's responsibility for the financial statements**

The councillors of the Council are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the Local Government Act 1993. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

**Auditor's Responsibility**

Our responsibility is to express an opinion on the financial statements based on our audit. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the council's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Councillors or management, as well as evaluating the overall presentation of the financial statements.

When this audit is included in an Annual Report, our procedures include reading the other information in the Annual Report to determine whether it contains any material inconsistencies with the financial statements.

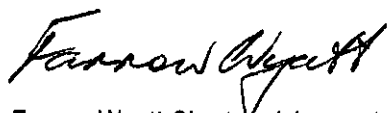
Our audit did not involve an analysis of the prudence of business decisions made by Councillors or management.

Our audit responsibility does not extend to the Original Budget Figures included in the Income Statement, Cash Flow Statement and the Original Budget disclosures in Notes 2(a) and 16 and the Projections disclosed in Note 17 to the financial statements, nor the attached Special Schedules and accordingly, we express no opinion on them.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Auditor's opinion

- a) the Council's accounting records have been kept in accordance with the requirements of the Local Government Act 1993, Chapter 13 Part Division 2; and
- b) the financial statements:
  - i. have been presented in accordance with the requirements of this Division;
  - ii. are consistent with the Council's accounting records;
  - iii. present fairly the Council's financial position as at 30 June 2012 and the results of operations and its cash flows for the year then ended in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations); and
- c) all information relevant to the conduct of the audit has been obtained; and
- d) there are no material deficiencies in the accounting records or financial statements that have come to light during the course of the audit.



Farrow Wyatt Chartered Accountants



Wayne Russell

Partner

Maitland

5 November 2012



**FARROW WYATT**  
CHARTERED ACCOUNTANTS

**Liverpool Plains Shire Council**

**Independent Audit Report  
S417(3) - Report on the conduct of the audit**

The Mayor  
Councillor Ian Lobsey  
Liverpool Plains Shire Council  
60 Station Street  
QUIRINDI NSW 2343

Dear Councillor Lobsey

**Report on the Conduct of the Audit for the year ended 30 June 2012 - Section 417(3)**

We have completed our audit of the financial statements for Liverpool Plains Shire Council for the year ended 30 June 2012, in accordance with Section 415 of the Local Government Act, 1993. Our audit opinion under Section 417(2) has been issued to Council.

The Council is responsible for the preparation and true and fair presentation of the financial statements in accordance with the Local Government Act 1993. This includes responsibility for the maintenance of adequate accounting records and internal controls that are designed to prevent and detect fraud and error, and for the accounting policies and accounting estimates inherent in the financial statements.

We conducted an independent audit of the financial statements in order to express an opinion on them to the Council. Our audit was conducted in accordance with Australian Auditing Standards, in order to provide reasonable assurance as to whether the financial statements are free of material misstatement. Our audit responsibility does not extend to the Original Budget figures included in the Income Statement, Cash Flow Statement and the Original Budget disclosures in Notes 2(a) and 16 and the Projections disclosed in Note 17 to the financial statements, nor the attached Special Schedules and accordingly, we express no opinion on them. The nature of an audit is influenced by factors such as the use of professional judgement, selective testing, the inherent limitations of internal control, and the availability of persuasive rather than conclusive evidence. Therefore, an audit cannot guarantee that all material misstatements have been detected.

We performed procedures to assess whether in all material respects the financial report presents fairly, in accordance with the Local Government Act 1993, Accounting Standards and other mandatory financial reporting requirements in Australia, a view which is consistent with our understanding of the Council's financial position, and its performance as represented by the results of its operations and cash flows.

We formed our audit opinion on the basis of these procedures, which included:

- examining, on a test basis, information to provide evidence supporting the amounts and disclosures in the financial report, and
- Assessing the appropriateness of the accounting policies and disclosures used and the reasonableness of significant accounting estimates made by the Council.

When this audit report is included in an Annual Report, our procedures include reading the other information in the Annual Report to determine whether it contains any material inconsistencies with the financial statements.

While we considered the effectiveness of management's internal controls over financial reporting when determining the nature and extent of our procedures, our audit was not designed to provide assurance on internal controls.

Our audit did not involve an analysis of the prudence of business decisions made by Councillors or management.

As a result of our audit there are a number of comments we wish to raise concerning the trends in Council's finances. These comments are set out below.

### **Income Statement**

These financial statements incorporate Council's consolidated accounts for the year ended 30 June 2012.

#### **a) Net Operating Result for the year before Capital Grants and Contributions**

Council's Net Operating Result before capital grants and contributions for the year ended 30 June 2012 shows a deficit \$4,648,000 compared with a deficit of \$7,690,000 for the year ended 30 June 2011.

The movement in the result is mainly attributable to increases in rates and annual charges revenue of \$359,000, an increase in other revenues of \$314,000, and an increase in investment revenues of \$210,000, along with a decrease in materials and contracts of \$836,000, and depreciation & amortisation of \$2,256,000.

Offsetting the above have been an increase in employee costs of \$294,000 and a decrease in user charges and fees of \$207,000.

Factors that have contributed to the movement noted above are as follows:

#### **Rates and Annual Charges**

Rates and annual charges have increased by \$137,000 and \$222,000 respectively. The increase in rate income is largely attributable to the permissible general increase.

Increases in annual charges are largely attributable to an increase of \$50 per property for water supply.

### **User Charges and Fees**

User charges and fees decreased by \$207,000. The movement is largely attributable to decrease in RTA fees of \$775,000 for work done by Council on State Roads, offset by increases in water supply usage charges due to more water being consumed of \$310,000.

### **Interest and Investment Income**

There was an increase in interest and investment income mainly due to an increase in the amount of funds invested.

### **Grants & Contributions Provided for Operating Purposes**

Grants & contributions provided for operating purposes have decreased overall by \$924,000. The decrease is mainly due to a decrease in housing & amenities grants and contributions of \$1,211,000, offset by an increase on Grant Commission income of \$728,000 due to the timing of instalments.

### **Employee Costs**

The increase in employee costs of \$327,000 is primarily due to an award increase of 3.5%.

### **Materials and Contracts**

The decrease of \$836,000 primarily relates to reduction in grants received in relation to capital. .

### **Depreciation & Amortisation**

The reduction in depreciation expense is largely attributable to a reduction in roads, bridges and footpaths depreciation of \$2,409,000 which is a consequence of council re-assessing the residual values and useful lives of certain asset classes e.g. unsealed roads which have impacted on the depreciation expense in the current year.

### **b) Net Operating Result for the Year**

After allowing for items of a capital nature, Council's net operating result for the year ended 30 June 2012 was deficit of \$686,000 compared to a deficit of \$2,220,000 for the year ended 30 June 2011.

The improved result is largely due to the improvement in the net operating result for the year before capital grants and contributions, as the total level of capital grants and contributions received by Council has reduced by \$1,508,000 in the current year.

### **Asset Recognition**

Except for land under roads, infrastructure assets acquired or constructed prior to 1 January 1993 have been capitalised in the accounts on a staged basis since June 1995, in accordance with the provisions of the Local Government Code of Accounting Practice and Financial Reporting.

In July 2006, the Department of Local Government determined that all infrastructure, property, plant and equipment will be valued at fair value in a staged approach recognising water and sewerage assets in the year ended 30 June 2007; plant and equipment, land and buildings, and other assets in the year ended 30 June 2008; roads, bridges, footpaths and drainage in the year ending 30 June 2009 (which was subsequently deferred to 30 June 2010), and Community land, land improvements, other structures and other assets by 30 June 2010 (subsequently deferred to 30 June 2011).

The fair value of plant and equipment, land and buildings and other assets was ascertained and based on the following methods:

- plant and equipment - approximated by depreciated historical cost
- buildings - fair value as determined by independent external valuation
- operational land - fair value as determined by independent external valuation

The fair value of the water and sewerage assets is based on the written down replacement cost. The written down replacement cost was based on the concept of modern engineering equivalents. In this regard, data published by the Department of Energy, Utilities and Sustainability was referred to.

The fair value of roads, bridges, footpaths and drainage assets was based on the method of written down replacement cost.

The fair value of Community land, land improvements and other structures was based on the following methods:

- land improvements and other structures - approximated by depreciated historical cost
- community land - on the following bases
  - the NSW Valuer General's valuations may be used to initially recognise community land acquired at no cost or nominal cost. It is considered that the valuations represent the fair value of such land in lieu of actual cost.
  - Community land acquired at market price should be recorded initially at cost.
  - the NSW Valuer General's valuations may be used under the revaluation model to represent fair value for the revaluation of community land.

In line with the Division of Local Government requirements, Council revalued the roads, bridges, footpaths and drainage assets to fair value based on written down replacement cost at 30 June 2010. This resulted in a \$268,853,000 revaluation increment to revaluation reserves and a \$91,789,000 adjustment to retained earnings due to prior period over depreciation. Revaluation of water and sewerage and other assets in the 2010 year resulted in a further revaluation increment of \$1,128,000.

In line with Division of Local Government requirements, Community land and land improvements, and other structures were revalued as at 30 June 2011. This resulted in a revaluation increment of \$1,483,000. Revaluation of water and sewerage assets as at 30 June 2011 resulted in a further revaluation increment of \$1,147,000.

Council revalued water and sewerage assets as at 30 June 2012. This was in accordance with Division of Local Government requirements that a "full" revaluation of water and sewerage assets was required as at 30 June 2012 rather than a revaluation based on an "indexation" of carrying amount in the year between each "full" revaluation.

The revaluation increment of \$22,949,000 was primarily related to an increase in the water supply network of \$6,922,000 and an increase in the sewerage network of \$15,704,000.

The revaluation increment is a combination of factors in council reconciling its engineering and finance department asset records. In this regard while part of the revaluation increment relates to re-assessment of asset condition, useful lives and asset construction unit rates, other variations between finance and engineering records have also been taken through the revaluation reserve. Some of these

variations may relate to adjustments that should have been more properly taken through retained earnings.

While we acknowledge the impact of the variations are not material to the financial statements as a whole, we recommend that council conduct a detail reconciliation of engineering and finance assets records to identify whether further adjustments may be required.

### **Performance Indicators**

Our comments in regard to Council's performance for the 2012 year are based on those performance indicators and areas that are considered meaningful.

The indicators we have reviewed are as follows:

#### **a) Liquidity**

At 30 June 2012, Council's net current assets stood at \$11,663,000 compared to \$11,764,000 at 30 June 2011. In other words, the total current assets that Council is expected to realise in the coming year exceeded the total current liabilities that will need to be met by this amount. This is referred to as the current asset ratio and is a measure of the liquidity of Council. Prima facie, this places Council in a sound financial position however, it must be remembered that this balance includes items which are restricted in their use. The unrestricted current ratio also shows that prima facie Council is in a sound position, with unrestricted current assets outweighing current liabilities (excluding specific purpose liabilities) by 1.82: 1 on a consolidated basis (although the ratio has declined over the last two years – see below).

#### *Net Current Assets*

Included in Council's net current assets, are cash and investments of \$10,973,000 which are subject to restrictions as follows:

	30 June 2012 \$'000	30 June 2011 \$'000
Total cash and investments	10,311	10,973
Less: Items specifically restricted by external regulation	<u>(5,611)</u>	<u>(7,357)</u>
	4,700	3,616
Less: Amounts subject to restrictions made by Council to cover long term projects and commitments - Internal restrictions	<u>(3,865)</u>	<u>(3,608)</u>
Unrestricted cash and investments	<u>835</u>	<u>8</u>

#### *Unrestricted Current Ratio*

The unrestricted current ratio for the last three years on a consolidated basis is as follows:

2012	2011	2010
------	------	------



1.82:1

2.02:1

2.42:1

As noted above, whilst the ratio indicates prima facie that Council is in a sound position at 30 June 2012, it should be noted that the ratio is deteriorating. Moreover the ratios noted above are on a consolidated basis.

An analysis of the ratio for the year ended 30 June 2012 on a "by fund" basis indicates the following:

General	Water	Sewer
2.27:1	27.11:1	-

#### **b) Debt Service Ratio**

At 30 June 2012 Council had outstanding loans of \$3,563,000 compared with \$1,845,000 at 30 June 2011. The debt service ratio has been used to give some indication of the cost of meeting loan and interest repayments and is often expressed as a percentage of revenue from ordinary activities, excluding specific purpose grants and contributions. It represents 2% for the year ended 30 June 2012 compared to 2% for the year ended 30 June 2011 and 3% for the year ended 30 June 2010.

The debt service ratio has remained relatively consistent over the last three years, however the ratio would be expected to increase as additional loans are raised.

#### **c) Rates and Annual Charges Coverage Ratio**

This ratio is essentially a measure of the extent to which Council is dependent upon revenue from rates and annual charges as compared to its total revenue. For the year ended 30 June 2012, Council's rate and annual charges coverage ratio was approximately 37% compared to 33% in 2011. Accordingly Council's rates and annual charges revenue as a proportion of its total revenue increased slightly compared to the previous year.

#### **d) Rates and Annual Charges Outstanding**

The rates and annual charges outstanding percentage is used to assess the impact of uncollected rates and annual charges on liquidity and the adequacy of debt recovery efforts.

The percentage of rates and annual charges outstanding has decreased to 8.21% in 2012 compared to 9.77% in 2011 and 8.67% in 2010.

#### **e) Building & Infrastructure Renewal Ratio**

The building & infrastructure renewal is used to assess the rate at which assets are being renewed against the rate at which they are depreciating.

A ratio of less than one is prima facie indicative that Council's asset base is depreciating at a faster rate than which it is being renewed. However, care needs to be taken in interpreting this ratio.

The asset renewal ratio was 0.72 in the current year compared with 0.24:1 in 2011 and 1.2:1 in 2010. The increase (improvement) is mainly due to the impact of the decrease in depreciation following the revaluation of roads, bridges, footpaths and drainage assets in 2010. However notwithstanding the improvement in the ratio, it is still indicative of an infrastructure base being consumed at a rate greater than which it is being renewed.

### **Internally Restricted Assets**

Council sets aside in the form of specific cash or investments amounts to cover future expenditure that is considered necessary for efficient long term operations. This cash is restricted for use only on the specific purposes designated. It does not include restrictions on unexpended grant income or section 94 contributions, as these are provided for separately in external restrictions. Internal restrictions relate to expenditure on such items as leave entitlements, asset replacement and property development and acquisition. At 30 June 2012, Council had internally restricted assets totalling \$3,865,000 compared to \$3,608,000 at 30 June 2011. However whilst prima facie the amount of internal restrictions has increased, Council should consider whether the level of cash and investments it has available for future projects and operations is appropriate compared to the desired level.

### **Statement of Cash Flows**

#### *Cash flows from operating activities*

Net cash provided from operating activities amounted to \$7,284,000 in 2012 compared to \$7,967,000 for the previous year.

The decrease in cash flows from operating activities is mainly attributable to an increase in payments for other operating payments of \$1,117,000, along with a decrease in receipts from grants and contributions of \$1,052,000. This is partially offset by higher receipts from rates and annual charges of \$680,000 and user charges & fees of \$672,000. The factors impacting on the movements are outlined in the commentary on the Income Statement.

#### *Cash flows from investing activities*

Net cash used in investing activities amounted to \$10,902,000 for the year ended 30 June 2012, compared to \$4,695,000 for the previous year.

The movement is primarily attributable to the payments for infrastructure, property, plant and equipment of \$6,931,000 and purchase of investments of \$4,750,000.

#### *Cash flows from financing activities*

Net cash provided from financing activities amounted to \$1,706,000 for the year ended 30 June 2012 compared to \$818,000 in the previous year. The increase in cash flows from financing activities is primarily due to an increase in loans taken out during the year.

### **Management Letter**

A management letter highlighting matters arising from our audit covering internal controls and other accounting matters will be prepared where it is considered necessary or appropriate and issued to the General Manager in due course. Should a letter be issued any matters raised are not of a nature that is significant in arriving at our audit opinion.

We thank the General Manager, Director of Corporate Services, Finance Manager and their staff for the co-operation and courtesy extended to us during the course of our visit to Council's office.



Farrow Wyatt



Wayne Russell  
Partner

Maitland  
5 November 2012

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **Special Purpose Financial Reports**

**for the year ended 30th June 2012**

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# LIVERPOOL PLAINS SHIRE COUNCIL

## Special Purpose Financial Reports for the year ended 30<sup>th</sup> June 2012

### Statement by Councillors and Management made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Reports have been prepared in accordance with:

- NSW Government Policy Statement "Application of National Competition Policy to Local Government."
- Department of Local Government Code of Accounting Practice and Financial Reporting.
- The Department of Energy, Utilities and Sustainability Best Practice Management of Water Supply and Sewerage Guidelines.

To the best of our knowledge and belief, these Reports:

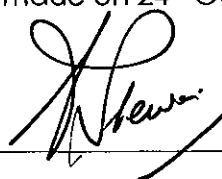
- present fairly the operating result and financial position for each of Council's declared business activities for the year; and
- accord with Council's accounting and other records.

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

Signed in accordance with a resolution of Council made on 24<sup>th</sup> October 2012.



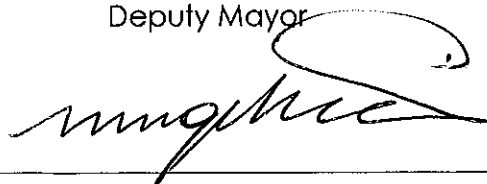
Ian R Lobsey OAM  
Mayor



Colin W Stewart  
Deputy Mayor



Robert C Hunt  
General Manager



Michael J Urquhart  
Responsible Accounting Officer

## LIVERPOOL PLAINS SHIRE COUNCIL

**INCOME STATEMENT**  
**WATER SUPPLY BUSINESS ACTIVITY**  
for the year ended 30th June 2012

	Notes	2012 '000	2011 '000	2010 '000
<b>INCOME FROM CONTINUING OPERATIONS</b>				
Access Charges	A4	1,208	1,105	764
User Charges	A4	881	642	899
Fees	A4	-	2	6
Interest Received	A4	113	60	37
Grants & Contributions - Operating	A4	30	297	35
Gain on Disposal of Assets	A5	-		
Other Operating Revenues	A4			
<b>TOTAL</b>		<b>2,232</b>	<b>2,106</b>	<b>1,741</b>
<b>EXPENSES FROM CONTINUING OPERATIONS</b>				
Employee Costs	A3	728	649	571
Materials & Contracts	A3	569	596	402
Borrowing Costs	A3	7	8	24
Depreciation & Amortisation	A3	654	620	685
Water Purchase Charges		-		
Loss on Disposal of Assets	A5	-		
NCP Tax Equivalents	1			
Debt Guarantee Fee		-		5
Other Operating Expenses	A3	-		(5)
<b>TOTAL</b>		<b>1,958</b>	<b>1,873</b>	<b>1,682</b>
<b>CONTINUING OPERATIONS RESULT BEFORE CAPITAL AMOUNTS</b>		<b>274</b>	<b>233</b>	<b>59</b>
Grants & Contributions - Capital	A4	192	1,416	731
<b>RESULT FROM CONTINUING OPERATIONS</b>		<b>466</b>	<b>1,649</b>	<b>790</b>
Discontinued Operations				
<b>SURPLUS (DEFICIT) BEFORE TAX</b>		<b>466</b>	<b>1,649</b>	<b>790</b>
Corporate Taxation Equivalent	1	-	-	-
<b>SURPLUS (DEFICIT) FOR YEAR</b>		<b>466</b>	<b>1,649</b>	<b>790</b>
Add: Accumulated Surplus brought forward		14,114	12,465	11,555
Adjustments for amounts unpaid				
NCP Tax Equivalents retained	1			
Debt Guarantee Fee retained	1			
Corporate Tax Equivalent retained	1	-	-	18
Less: Dividends Paid	1			
<b>ACCUMULATED SURPLUS</b>		<b>14,580</b>	<b>14,114</b>	<b>12,363</b>
<b>RATE OF RETURN ON CAPITAL</b>	1	<b>0.79%</b>	<b>0.87%</b>	<b>0.30%</b>
<b>NOTIONAL SUBSIDY FROM COUNCIL</b>	1	<b>N/A</b>	<b>N/A</b>	<b>1,300</b>
<i>Calculation of Dividend Payable during next financial year</i>				
Surplus after tax		466	1,649	772
Less: Capital grants & contribs from LWUs		161	1,642	764
Surplus for dividend calculation purposes		305	7	8
Dividend calculated from surplus		153	4	4

This Statement is to be read in conjunction with the attached Notes.

## LIVERPOOL PLAINS SHIRE COUNCIL

**INCOME STATEMENT**  
**SEWERAGE BUSINESS ACTIVITY**  
for the year ended 30th June 2012

	Notes	2012 '000	2011 '000	2010 '000
<b>INCOME FROM CONTINUING OPERATIONS</b>				
Access Charges	A4	897	752	704
User Charges	A4	-		
Liquid Trade Waste Charges	A4	-		
Fees	A4	-		
Interest Received	A4	144	107	74
Grants & Contributions - Operating	A4	24	27	26
Gain on Disposal of Assets	A5	-		
Other Operating Revenues	A4	-	1	3
<b>TOTAL</b>		<b>1,065</b>	<b>887</b>	<b>807</b>
<b>EXPENSES FROM CONTINUING OPERATIONS</b>				
Employee Costs	A3	290	198	286
Materials & Contracts	A3	226	182	202
Borrowing Costs	A3	-		
Depreciation & Amortisation	A3	440	423	341
Loss on Disposal of Assets	A5	-		
NCP Tax Equivalents	1	-		
Debt Guarantee Fee		-		
Other Operating Expenses	A3	-		
<b>TOTAL</b>		<b>956</b>	<b>803</b>	<b>829</b>
<b>CONTINUING OPERATIONS RESULT BEFORE CAPITAL AMOUNTS</b>		<b>109</b>	<b>84</b>	<b>(22)</b>
Grants & Contributions - Capital	A4	24	3	2
<b>RESULT FROM CONTINUING OPERATIONS</b>		<b>133</b>	<b>87</b>	<b>(20)</b>
Discontinued Operations				
<b>SURPLUS (DEFICIT) BEFORE TAX</b>		<b>133</b>	<b>87</b>	<b>(20)</b>
Corporate Taxation Equivalent	1	-	-	-
<b>SURPLUS (DEFICIT) FOR YEAR</b>		<b>133</b>	<b>87</b>	<b>(20)</b>
Add: Accumulated Profits brought forward		4,987	4,900	4,920
Adjustments for amounts unpaid				
NCP Tax Equivalents retained	1	-		
Debt Guarantee Fee retained		-		
Corporate Tax Equivalent retained		-		
Less: Dividends Paid	1			
<b>ACCUMULATED SURPLUS</b>		<b>5,120</b>	<b>4,987</b>	<b>4,900</b>
<b>RATE OF RETURN ON CAPITAL</b>	1	<b>0.42%</b>	<b>0.80%</b>	
<b>NOTIONAL SUBSIDY FROM COUNCIL</b>	1	<b>N/A</b>	<b>N/A</b>	
<i>Calculation of Dividend Payable during next financial year</i>				
Surplus after tax		133	87	-20
Less: Capital grants & contribs from LWUs		24	27	28
Surplus for dividend calculation purposes		109	60	0
Dividend calculated from surplus		55	30	0

This Statement is to be read in conjunction with the attached Notes.

## LIVERPOOL PLAINS SHIRE COUNCIL

**BALANCE SHEET**  
**WATER SUPPLY BUSINESS ACTIVITY**  
for the year ended 30th June 2012

	Notes	2012 '000	2011 '000
<b>CURRENT ASSETS</b>			
Cash & cash equivalents	A6	1,708	2,212
Investments	A6		
Receivables	A7	702	701
Inventories	A8		
Other	A8		20
Non-current assets held for sale			
<b>TOTAL CURRENT ASSETS</b>		<b>2,410</b>	<b>2,933</b>
<b>NON-CURRENT ASSETS</b>			
Investments	A6	2,500	
Receivables	A7		
Inventories	A8		
Infrastructure, Property, Plant & Equipment	A9	35,779	27,610
Investment Property			
Other	A8		20
<b>TOTAL NON-CURRENT ASSETS</b>		<b>38,279</b>	<b>27,630</b>
<b>TOTAL ASSETS</b>		<b>40,689</b>	<b>30,563</b>
<b>CURRENT LIABILITIES</b>			
Payables	A10		
Interest bearing liabilities	A10	63	83
Provisions	A10		
<b>TOTAL CURRENT LIABILITIES</b>		<b>63</b>	<b>83</b>
<b>NON-CURRENT LIABILITIES</b>			
Payables	A10		
Interest bearing liabilities	A10	1,949	12
Provisions	A10		
<b>TOTAL NON CURRENT LIABILITIES</b>		<b>1,949</b>	<b>12</b>
<b>TOTAL LIABILITIES</b>		<b>2,012</b>	<b>95</b>
<b>NET ASSETS</b>		<b>\$ 38,677</b>	<b>30,468</b>
<b>EQUITY</b>			
Accumulated Surplus		14,580	14,114
Asset Revaluation Reserve		24,097	16,354
<b>TOTAL EQUITY</b>		<b>\$ 38,677</b>	<b>30,468</b>

This Statement is to be read in conjunction with the attached Notes



## LIVERPOOL PLAINS SHIRE COUNCIL

**BALANCE SHEET**  
**SEWERAGE BUSINESS ACTIVITY**  
for the year ended 30th June 2012

	Notes	2012 '000	2011 '000
<b>CURRENT ASSETS</b>			
Cash & cash equivalents	A6	1,195	2,787
Investments	A6		
Receivables	A7	161	154
Inventories	A8		
Other	A8		
Non-current assets held for sale			
<b>TOTAL CURRENT ASSETS</b>		<b>1,356</b>	<b>2,941</b>
<b>NON-CURRENT ASSETS</b>			
Investments	A6	2,000	
Receivables	A7		
Inventories	A8		
Infrastructure, Property, Plant & Equipment	A9	26,242	10,496
Investment Property			
Other	A8		
<b>TOTAL NON-CURRENT ASSETS</b>		<b>28,242</b>	<b>10,496</b>
<b>TOTAL ASSETS</b>		<b>29,598</b>	<b>13,437</b>
<b>CURRENT LIABILITIES</b>			
Payables	A10		
Interest bearing liabilities	A10		
Provisions	A10		
<b>TOTAL CURRENT LIABILITIES</b>			
<b>NON-CURRENT LIABILITIES</b>			
Payables	A10		
Interest bearing liabilities	A10		
Provisions	A10		
<b>TOTAL NON CURRENT LIABILITIES</b>			
<b>TOTAL LIABILITIES</b>			
<b>NET ASSETS</b>		<b>\$ 29,598</b>	<b>13,437</b>
<b>EQUITY</b>			
Accumulated Surplus		5,120	4,987
Asset Revaluation Reserve		24,478	8,450
<b>TOTAL EQUITY</b>		<b>\$ 29,598</b>	<b>13,437</b>

This Statement is to be read in conjunction with the attached Notes

## LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE SPECIAL PURPOSE FINANCIAL REPORTS

NOTE 1 Table - NATIONAL COMPETITION POLICY NOTIONAL PAYMENTS  
for the year ended 30th June 2012

BUSINESS ACTIVITIES			
WATER		SEWER	
2012	2011	2012	2011

Category 

--	--	--	--

## TAXATION EQUIVALENT PAYMENTS

Land Tax  
Stamp Duty  
Payroll Tax  
Fringe Benefits Tax

Rate	Rate	Rate	Rate
2%	2%	2%	2%
Applies	Applies	Applies	Applies
Applies	Applies	Applies	Applies

## COUNCIL RATES, CHARGES &amp; FEES

See Note 1, Item 3.2

## LOAN &amp; DEBT GUARANTEE FEES

0.00%	0.00%	0.00%	0.00%
-------	-------	-------	-------

## CORPORATE TAXATION EQUIVALENT

0%	0%	0%	0%
----	----	----	----

## DIVIDENDS PAID

N/A	N/A	N/A	N/A
-----	-----	-----	-----

## RATE OF RETURN ON CAPITAL

Required Rate of Return  
Actual Rate of Return

0.00%	0.00%	0.00%	0.00%
0.79%	0.87%	0.42%	0.00%

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE SPECIAL PURPOSE STATEMENTS for the year ended 30th June 2012

### Note 2 - BEST PRACTICE MANAGEMENT DISCLOSURES - WATER SUPPLY

	2012
	\$
<i>Values shown in this Note are expressed in WHOLE DOLLARS</i>	
<b>Calculation and Payment of Tax-Equivalents</b>	
(i) Calculated Tax Equivalents	0
(ii) No of assessments multiplied by \$3/assessment	8,472
(iii) Amounts payable for Tax Equivalents	0
(iv) Tax Equivalents paid	0
<b>Dividend from Surplus</b>	
(i) 50% of Surplus before Dividends	233
<i>(Calculated in accordance with Best Practice Management for Water Supply and Sewerage guidelines.)</i>	
(ii) No of assessments multiplied by \$30/assessment, less tax equivalent charges/assessment	84,720
(iii) Cumulative Surplus before Dividends for 3 years to 30 June 2010, less cumulative dividends paid for 2 years to 30 June 2009	
(iv) Maximum Dividend from Surplus	233
<i>(least of (i), (ii) and (iii) )</i>	
(v) Dividend paid from Surplus	
<b>Required Outcomes for 6 Criteria</b>	
(i) Completion of Strategic Business Plan (including Financial Plan)	Yes
(ii) Pricing with full cost-recovery, without significant cross subsidies	Yes
<i>(Item 2(a) in Table 1 on page 22 of Best Practice guidelines)</i>	
Complying charges (Item 2(b) in Table 1)	Yes
DSP with Commercial Developer Charges (Item 2(e) in Table 1)	Yes
If Dual Water Supplies, Complying Charges (Item 2(g) in Table 1)	Yes
(iii) Sound Water Conservation & Demand Management Implemented	Yes
(iv) Sound Drought Management implemented	Yes
(v) Complete Performance Reporting Form (by 15 September each year)	No
(vi) Complete Integrated Water Cycle Management Evaluation	No
(vii) Complete and implement Integrated Water Cycle Management Strategy	No
<b>National Water Initiative (NWI) Financial Performance Indicators</b>	
NWI F1 Total Revenue (Water)	\$'000 2,180
NWI F4 Residential Revenue from Usage Charges (Water)	% 42.17
NWI F9 Written Down Replacement Cost of Fixed Assets (Water)	\$'000 35,779
NWI F1' Operating Cost (OMA) (Water)	\$'000 1,297
NWI F1' Capital Expenditure (Water)	\$'000 1,026
NWI F1' Economic Real Rate of Return (Water)	% 0.64
NWI F2' Capital Works Grants (Water)	\$'000 131

# LIVERPOOL PLAINS SHIRE COUNCIL

## NOTES TO AND FORMING PART OF THE SPECIAL PURPOSE STATEMENTS for the year ended 30th June 2012

### Note 3 - BEST PRACTICE MANAGEMENT DISCLOSURES - SEWERAGE

2012  
\$

Values shown in this Note are expressed in WHOLE DOLLARS

#### Calculation and Payment of Tax-Equivalents

(i)	Calculated Tax Equivalents	0
(ii)	No of assessments multiplied by \$3/assessment	6,330
(iii)	Amounts payable for Tax Equivalents (lesser of (i) and (ii) )	0
(iv)	Tax Equivalents paid	0

#### Dividend from Surplus

(i)	50% of Surplus before Dividends (Calculated in accordance with Best Practice Management for Water Supply and Sewerage guidelines.)	66
(ii)	No of assessments multiplied by \$30/assessment, less tax equivalent charges/assessment	63,300
(iii)	Cumulative Surplus before Dividends for 3 years to 30 June 2010, less cumulative dividends paid for 2 years to 30 June 2009	
(iv)	Maximum Dividend from Surplus (least of (i), (ii) and (iii) )	66
(v)	Dividend paid from Surplus	

#### Required Outcomes for 4 Criteria

(i)	Complete current Strategic Business Plan (including Financial Plan)	Yes
(ii)	Pricing with full cost-recovery, without significant cross subsidies (Item 2(a) in Table 1 on page 18 of Best practice guidelines)	Yes
	Complying charges (a) Residential (Item 2(c) in Table 1)	Yes
	(b) Non-Residential (Item 2(c) in Table 1)	Yes
	(c) Trade Waste (Item 2(d) in Table 1)	Yes
	DSP with Commercial Developer Charges (Item 2(e) in Table 1)	Yes
	Liquid Trade Waste Approvals & Policy (Item 2(f) in Table 1)	Yes
(iii)	Complete Performance Reporting Form (by 15 September each year)	No
(iv) a.	Complete Integrated Water Cycle Management Evaluation	No
(iv) b.	Complete and implement Integrated Water Cycle Management Strategy	No

#### National Water Initiative (NWI) Financial Performance Indicators

NWI F2 Total Revenue (Sewerage)	\$'000	945
NWI F1C Written Down Replacement Cost of Fixed Assets (Sewerage)	\$'000	26,242
NWI F12 Operating Cost (Sewerage)	\$'000	516
NWI F1E Capital Expenditure (Sewerage)	\$'000	157
NWI F1E Economic Real Rate of Return (Sewerage)	%	-0
NWI F27 Capital Works Grants (Sewer)	\$'000	0
NWI F3 Total Income (Water & Sewerage)	\$'000	3,125
NWI F5 Revenue from Community Service Obligations (Water & Sewerage)	%	2
NWI F1E Capital Expenditure (Water & Sewerage)	\$'000	1,183
NWI F1E Economic Real Rate of Return (Water & Sewerage)	%	0
NWI F2C Dividend (Water & Sewerage)	\$'000	0
NWI F21 Dividend Payout Ratio (Water & Sewerage)	%	0
NWI F22 Net Debt to Equity (Water & Sewerage)	%	-8
NWI F2C Interest Cover (Water & Sewerage)	times	>100
NWI F24 Net Profit after Tax (Water & Sewerage)	\$'000	468
NWI F2E Community Service Obligations (Water & Sewerage)	\$'000	54



**FARROW WYATT**  
CHARTERED ACCOUNTANTS

## **Liverpool Plains Shire Council**

### **Independent auditor's report - Report on the Special Purpose Financial Statements**

#### Report on the financial statements

We have audited the accompanying financial statements, which comprises the Income Statements by Business Activity, Balance Sheet by Business Activity, Notes to the financial statements for the business activities identified by Council and the Statement by Councillors and Management for Council for the year ended 30 June 2012.

#### The responsibility of Councillor's for the financial statements

The councillors of the Council are responsible for the preparation and fair presentation of the financial statements and have determined that the accounting policies described in Note 1 to the financial statements, which form part of the financial statements, are appropriate to meet the requirements of the Local Government Code of Accounting Practice and Financial Reporting. The responsibility of the Councillors of the council also includes establishing and maintaining internal control relevant to the preparation and fair presentation of the financial statements that is free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

#### Auditor's Responsibility

Our responsibility is to express an opinion on the financial statements based on our audit. No opinion is expressed as to whether the accounting policies used, as described in Note 1, are appropriate to meet the needs of the Council or the Division of Local Government. We conducted our audit in accordance with Australian Auditing Standards. These Auditing Standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance about whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Council's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Councillors or management, as well as evaluating the overall presentation of the financial statements.

The financial statements have been prepared for distribution to Council for the purpose of fulfilling the financial statements reporting obligations of the Councillors under the Local Government Code of Accounting Practice and Financial Reporting. We disclaim any assumption of responsibility for any reliance on this audit report or on the financial statements to which it relates to any person other than the Council or Division of Local Government or for any purpose other than that for which they were prepared.

Our audit did not involve an analysis of the prudence of business decisions made by Councillors or management.

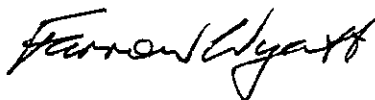
We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### Auditor's opinion


In our opinion, the financial statements of Liverpool Plains Shire Council present fairly, in accordance with the requirements of those applicable Accounting Standards detailed in Note 1 to the financial statements, and the Local Government Code of Practice and Financial Reporting

#### Basis of Accounting and Restriction on Distribution

Without modifying our opinion, we draw attention to the Accounting Policies in Note 1 which describes the basis of accounting. The financial statements are prepared to assist Liverpool Plains Shire Council to meet the requirements of the Division of Local Government, Department of Premier and Cabinet. As a result, the financial statements may not be suitable for another purpose. Our report is intended solely for Liverpool Plains Shire Council and the Division of Local Government, Department of Premier and Cabinet.



Farrow Wyatt Chartered Accountants



Wayne Russell

Partner

Maitland

5 November 2012

# LIVERPOOL PLAINS SHIRE COUNCIL

## Special Schedules

for the year ended 30th June 2012

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# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 1 NET COST OF SERVICES for the year ended 30th June 2012

\$'000

Function or Activity	Expenses from continuing operations	Income from continuing operations (non-capital)	Income from continuing operations (capital)	NET COST OF SERVICES
<b>GOVERNANCE</b>	531	0	0	531
<b>ADMINISTRATION</b>	1,862	278	0	1,584
<b>PUBLIC ORDER &amp; SAFETY</b>				
Fire Service Levy, Fire Protection, Emergency Services	915	459	160	296
Enforcement of Local Govt Regulations	0	8	0	-8
Animal Control	124	10	0	114
<b>Total Public Order &amp; Safety</b>	1,039	477	160	402
<b>HEALTH</b>	0	0	0	0
<b>ENVIRONMENT</b>				
Noxious Plants and Insect / Vermin Control	261	85	0	176
Other Environmental Protection	856	126	45	685
Solid Waste Management	1,179	1,180	0	-1
Street Cleaning	128	0	0	128
Stormwater Management	357	0	0	357
<b>Total Environment</b>	2,781	1,391	45	1,345
<b>COMMUNITY SERVICES &amp; EDUCATION</b>				
Administration & Education	115	0	0	115
Aged Persons & Disabled	307	338	0	-31
Childrens Services	436	374	0	62
<b>Total Community Services &amp; Education</b>	858	712	0	146
<b>HOUSING &amp; COMMUNITY AMENITIES</b>				
Public Cemeteries	92	117	0	-25
Public Conveniences	134	0	0	134
Street Lighting	106	20	0	86
Town Planning	148	0	0	148
Other Community Amenities	40	20	0	20
<b>Total Housing &amp; Community Amenities</b>	520	157	0	363
<b>WATER SUPPLIES</b>	1,959	2,424	0	-465
<b>SEWERAGE SERVICES</b>	956	1,089	0	-133



# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 1 - NET COST OF SERVICES (cont) for the year ended 30th June 2012

\$'000

Function or Activity	Expenses from continuing operations	Income from continuing operations (non-capital)	Income from continuing operations (capital)	NET COST OF SERVICES
<b>RECREATION &amp; CULTURE</b>				
Public Libraries	403	57	0	346
Museums	33	5	28	0
Community Centres and Halls	233	0	0	233
Other Cultural Services	27	12	0	15
Sporting Grounds	507	93	24	390
Swimming Pools	268	43	0	225
Parks & Gardens, Lakes	372	0	0	372
Other Sport & Recreation	139	47	0	92
<b>Total Recreation &amp; Culture</b>	<b>1,982</b>	<b>257</b>	<b>52</b>	<b>1,673</b>
<b>FUEL &amp; ENERGY</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>AGRICULTURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>MINING, MANUFACTURING &amp; CONSTRUCTION</b>				
Building Control	85	48	0	37
Other Mining Manufacturing & Construction	616	757	0	-141
<b>Total Mining Manufacturing &amp; Construction</b>	<b>701</b>	<b>805</b>	<b>0</b>	<b>-104</b>
<b>TRANSPORT &amp; COMMUNICATION</b>				
Urban Roads: Local	293	0	0	293
Sealed Rural Roads: Local	3,517	0	0	3,517
Sealed Rural Roads: Regional	1,287	1,203	944	-860
Unsealed Rural Roads: Local	3,517	1,318	2,424	-225
Bridges - Sealed Rural Roads: Local	7	0	0	7
Bridges - Unsealed Rural Roads: Local	541	0	0	541
Parking Areas	9	0	0	9
Footpaths	21	0	14	7
Aerodromes	114	89	0	25
Other Transport & Communication	961	787	79	95
<b>Total Transport &amp; Communication</b>	<b>10,267</b>	<b>3,397</b>	<b>3,461</b>	<b>3,409</b>
<b>ECONOMIC AFFAIRS</b>				
Camping Areas & Caravan Parks	22	14	0	8
Other Economic Affairs	853	407	107	339
<b>Total Economic Affairs</b>	<b>875</b>	<b>421</b>	<b>107</b>	<b>347</b>
<b>TOTALS - FUNCTIONS</b>	<b>24,331</b>	<b>11,408</b>	<b>3,825</b>	<b>9,098</b>
<b>General Purpose Revenues</b>				<b>8,412</b>
<b>Equity accounted income (loss)</b>				<b>0</b>
				<b>8,412</b>
<b>NET OPERATING RESULT FOR YEAR</b>				<b>-686</b>

# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 2 (1) STATEMENT OF LONG TERM DEBT (ALL PURPOSE) for the year ended 30th June 2012

\$'000

Classification of Debt	Principal Outstanding at beginning of year		New Loans Raised	Debt Redemption		Tfrs to Sinking Funds	Interest applicable for year	Principal outstanding at end of year	
	Current	Non-Current		From Revenue	Sinking Funds			Current	Non-Current
<b>LOANS (by source)</b>									
Commonwealth Government	0	0	0	0	0	0	0	0	0
Treasury Corporation	0	0	0	0	0	0	0	0	0
Other State Government	0	0	0	0	0	0	0	0	0
Public Subscription	0	0	0	0	0	0	0	0	0
Financial Institutions	0	0	0	0	0	0	0	0	0
Other	152	1487	2000	153		0	113	214	3272
<b>Total Loans</b>	110	54	164	109		0	11	40	15
	282	1561	1803	262	0	0	124	254	3287
<b>OTHER LONG TERM DEBT</b>									
Ratepayers' Advances	0	0	0	0	0	0			0
Government Advances	2	0	2	2	0	0			0
Finance Leases	0	0	0	0	0	0			0
Deferred Payment	0	0	0	0	0	0			0
Other	0	0	0	0	0	0			0
<b>Total Other Long Term Debt</b>	2	0	2	2	0	0	0	0	0
<b>TOTAL LONG TERM DEBT</b>	284	1561	1805	264	0	0	124	254	3287
									3541

This Schedule excludes Internal Loans and refinancing of existing borrowings.

# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 2 (2) STATEMENT OF INTERNAL LOANS for the year ended 30th June 2012

\$'000

### SUMMARY OF INTERNAL LOANS

Borrower (by purpose)	Amount Originally Raised	Total Repaid During Year Principal & Interest	Principal Outstanding at End of Year
General	200	22	20
Water	0	0	0
Sewerage	0	0	0
Domestic Waste Management	0	0	0
Gas	0	0	0
Other	0	0	0
<b>Totals</b>	<b>200</b>	<b>22</b>	<b>20</b>

The above summary of internal loans represents the total of Council's internal loans categorised according to the purpose of the borrower. Details of individual internal loans are set out below.

Borrower (by purpose)	Lender (by purpose)	Date of Minister's Approval	Date Raised	Term (years)	Maturity Date	Rate of Interest	Amount Originally Raised	Paid During Year - Princ and Interest	Principal Outstanding End of Year
General Fund - Community Services	Quirindi Water Fund		37802	10	41455	0	200	22	20
<b>Totals</b>							<b>200</b>	<b>22</b>	<b>20</b>

# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 3 WATER SUPPLY OPERATIONS (Gross including Internal Transactions) for the year ended 30th June 2012

<b>A. EXPENSES &amp; REVENUES</b>	<b>2012</b>	<b>2011</b>
<b>EXPENSES</b>	<b>\$'000</b>	<b>\$'000</b>
1.a. Management - Administration	148	261
b. - Engineering & Supervision	375	393
2 Operations		
a. - Dams & Weirs - Operation Expenses	15	12
b. - Maintenance Expenses	44	41
c. - Mains - Operation Expenses	0	52
d. -Maintenance Expenses	207	163
e. - Reservoirs - Operation Expenses	0	0
f. - Maintenance Expenses	35	9
g. - Pumping Stations - Operation Expenses	3	3
h. - Energy Costs	100	79
i. - Maintenance Expenses	114	68
j. - Treatment - Operation Expenses	37	150
k. - Chemical Costs	26	13
l. - Maintenance Expenses	146	0
m. - Other - Operation Expenses	47	1
n. - Maintenance Expenses	0	0
o. - Purchase of Water	0	0
3.a. Depreciation - System Assets	524	497
b. - Plant & Equipment	130	123
4.a. Miscellaneous - Interest	7	8
b. - Revaluation decrements	0	0
c. - Other	0	0
c. - NCP Tax & Other Equivalents	0	0
<b>5 Total Expenses</b>	<b>1958</b>	<b>1873</b>
<b>REVENUE</b>		
6 Residential Charges		
a. - Access (including rates)	1208	1105
b. - User Charges	881	642
7 Non-Residential Charges		
a. - Access (including rates)	0	0
b. - User Charges	0	0
8 Extra Charges	0	0
9 Interest	113	60
10 Other Income	0	2
11.a. Grants - Acquisition of Assets	131	1345
b. - Pensioner Rebates	30	34
c. - Other	0	263
12.a. Contributions - Developer Charges	61	71
b. - Developer Provided Assets	0	0
c. - Other Contributions	0	0
<b>13 Total Revenues</b>	<b>2424</b>	<b>3522</b>
14 Gain (Loss) on Disposal of Assets	0	0
<b>15 OPERATING RESULT</b>	<b>466</b>	<b>1649</b>
15a. Operating Result before Grants for Acquisition of Assets	335	304

# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 3 - WATER SUPPLY OPERATIONS (cont)

	2012 \$'000	2011 \$'000
<b>B. CAPITAL TRANSACTIONS</b>		
<b><u>Non - Operating Expenditure</u></b>		
16 Acquisition of Fixed Assets		
a. - New assets for improved standards	77	463
b. - New assets for growth	4	5
c. - Renewals	933	21
d. - Plant & Equipment	12	77
17 Repayment of Debt		
a. - Loans	83	98
b. - Advances	0	0
c. - Finance Leases	0	0
18 Transfers to Sinking Funds	0	0
19 <b>Total Non-Operating Expenditure</b>	<b>1109</b>	<b>664</b>
<b><u>Non-Operating Funds Employed</u></b>		
20 Proceeds from Disposal of Assets	0	0
21 Borrowings Utilised		
a. - Loans	2000	0
b. - Advances	0	0
c. - Finance Leases	0	0
22 Transfers from Sinking Funds	0	0
23 <b>Total Non-Operating Funds Employed</b>	<b>2000</b>	<b>0</b>
<b>C. RATES &amp; CHARGES</b>		
24 Number of Assessments		
a. - Residential (occupied)	2660	
b. - Residential (unoccupied - vacant land)	57	
c. - Non-Residential (occupied)	86	
d. - Non -Residential (unoccupied - vacant land)	21	
25 Number of ETs for which Developer Charges were	0 ET	
26 Total Amount of Pensioner Rebates	54 \$'000	
<b>D. BEST PRACTICE ANNUAL CHARGES &amp; DEVELOPER CHARGES</b>		
27 <b>Annual Charges</b>		
a Does Council have best-practice water supply annual charges and usage charges? <input checked="" type="checkbox"/> yes		
If Yes, go to 28a.		
If No, has Council removed <u>land value</u> from access charges (i.e. rates) <input checked="" type="checkbox"/> yes		
b Cross subsidy <u>from</u> residential customers using less than allowance		0
c Cross subsidy <u>to</u> non-residential customers		0
d Cross subsidy <u>to</u> large connections in unmetered supplies		0
28 <b>Developer Charges</b>		
a Has Council completed a water supply Development Servicing Plan? <input checked="" type="checkbox"/> yes		
b Total cross-subsidy in water supply developer charges		0
29 <b>TOTAL OF CROSS SUBSIDIES</b>		<b>0</b>

Councils which have not yet implemented best practice water supply pricing should disclose cross subsidies in items 27b, 27c and 27d above. However, disclosure of cross-subsidies is NOT required where a Council has implemented best practice pricing and is phasing in such pricing over a period of 3 years.

# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 4 WATER SUPPLY - NET ASSETS COMMITTED (Gross including Internal Transactions) for the year ended 30th June 2012

	<u>Current</u> \$'000	<u>Non-Current</u> \$'000	<u>Total</u> \$'000
<b><u>ASSETS</u></b>			
30 Cash and Investments			
a. - Developer Charges	0	0	0
b. - Specific Purpose Grants	0	0	0
c. - Accrued Leave	0	0	0
d. - Unexpended Loans	0	0	0
e. - Sinking Funds	0	0	0
f. - Other	1708	2500	4208
31 Receivables			
a. - Specific Purpose Grants	0	0	0
b. - Rates & Availability Charges	129	0	129
c. - Other	573	0	573
32 Inventories	0	0	0
33 Property, Plant & Equipment			
a. - System Assets		35779	35779
b. - Plant & Equipment		0	0
34 Other	0	0	0
35 <b>Total Assets</b>	<u>2410</u>	<u>38279</u>	<u>40689</u>
<b><u>LIABILITIES</u></b>			
36 Bank Overdraft	0		0
37 Creditors	0	0	0
38 Borrowings			
a. - Loans	63	1949	2012
b. - Advances	0	0	0
c. - Finance Leases	0	0	0
39 Provisions			
- Tax Equivalents	0		0
a. - Dividend	0		0
b. - Other	0	0	0
40 <b>Total Liabilities</b>	<u>63</u>	<u>1949</u>	<u>2012</u>
41 <b>NET ASSETS COMMITTED</b>	<u>2347</u>	<u>36330</u>	<u>38677</u>
<b><u>EQUITY</u></b>			
42 Accumulated Surplus			14580
43 Asset Revaluation Reserve			24097
44 <b>Total Equity</b>			<u>38677</u>
45 Current Replacement Cost of System Assets			48833
46 Accumulated Current Cost Depreciation of System Assets			<u>13054</u>
47 Written Down Current Cost of System Assets			<u>35779</u>

# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 5 SEWERAGE SERVICE OPERATIONS (Gross including Internal Transactions) for the year ended 30th June 2012

<b>A. EXPENSES &amp; REVENUES</b>	2012	2011
<b>EXPENSES</b>	<b>\$'000</b>	<b>\$'000</b>
1.a. Management - Administration	131	120
b. - Engineering & Supervision	31	23
2 Operations & Maintenance Expenses		
a. -Mains - Operation Expenses	0	3
b. -Maintenance Expenses	37	8
c. - Pumping Stations - Operation Expenses	1	1
d. - Energy Costs	9	7
e. - Maintenance Expenses	50	41
f. - Treatment - Operation Expenses	6	6
g. - Chemical Costs	0	0
h. - Energy Costs	21	18
i. - Effluent Management	0	0
j. - Biosolids Management	0	0
k. - Maintenance Expenses	192	130
l. - Other - Operation Expenses	38	23
m. - Maintenance Expenses	0	0
3.a. Depreciation - System Assets	347	336
b. - Plant & Equipment	93	87
4.a. Miscellaneous - Interest	0	0
b. - Revaluation decrements	0	0
c. - Other	0	0
c. - NCP Tax & Other Equivalents	0	0
<b>5 Total Expenses</b>	<b>956</b>	<b>803</b>
<b>REVENUE</b>		
6 Residential Charges (including rates)	746	695
7 Non-Residential Charges		
a Access (including rates)	151	57
b User Charges	0	0
8 Trade Waste Charges		
a Annual Fees	0	0
b User Charges	0	0
c. Excess Mass Charges	0	0
Re-inspection charges	0	0
9 Extra Charges	0	0
10 Interest	144	107
11 Other Income	0	1
12.a. Grants - Acquisition of Assets	0	0
b. - Pensioner Rebates	24	27
c. - Other	0	0
13.a Contributions - Developer Charges	24	3
b. - Developer Provided Assets	0	0
c. - Other Contributions	0	0
<b>14 Total Revenues</b>	<b>1089</b>	<b>890</b>
15 Gain (Loss) on Disposal of Assets	0	0
<b>16 OPERATING RESULT</b>	<b>133</b>	<b>87</b>
16.a. Operating Result before Grants for Acquisition of Assets	133	87

# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 5 - SEWERAGE SERVICE OPERATIONS (cont)

	2012 \$'000	2011 \$'000
<b>B. CAPITAL TRANSACTIONS</b>		
<b><u>Non - Operating Expenditure</u></b>		
17 Acquisition of Fixed Assets		
a. - New assets for improved standards	0	0
b. - New assets for growth	0	2
c. - Renewals	157	25
d. - Plant & Equipment	0	21
18 Repayment of Debt		
a. - Loans	0	0
b. - Advances	0	0
c. - Finance Leases	0	0
19 Transfers to Sinking Funds	0	0
20 <b>Total Non-Operating Expenditure</b>	157	48
<b><u>Non-Operating Funds Employed</u></b>		
21 Proceeds of Disposal of Assets	0	0
22 Borrowings Utilised		
a. - Loans	0	0
b. - Advances	0	0
c. - Finance Leases	0	0
23 Transfers from Sinking Funds	0	0
24 <b>Total Non-Operating Funds Employed</b>	0	0
<b>C. RATES AND CHARGES</b>		
25 Number of Assessments		
a. - Residential (occupied)	1899	
b. - Residential (unoccupied - vacant land)	13	
c. - Non-Residential (occupied)	196	
d. - Non-Residential (unoccupied - vacant land)	2	
26 Number of ETs for which Developer Charges were	0 ET	
27 Total Amount of Pensioner Rebates	43 \$'000	
<b>D. BEST PRACTICE ANNUAL CHARGES &amp; DEVELOPER CHARGES</b>		
28 <b>Annual Charges</b>		
Does Council have best-practice sewerage annual charges, usage	<input type="checkbox"/> Yes	
a charges and trade waste fees and charges?		
If Yes, go to 29a.		
If No, has Council removed <u>land value</u> from access charges (i.e. rates)	<input type="checkbox"/>	
b Cross subsidy <u>to</u> non-residential customers		0
c Cross subsidy <u>to</u> trade waste dischargers		0
29 <b>Developer Charges</b>		
a Has Council completed a sewerage Development Servicing Plan?	<input type="checkbox"/> Yes	
b Total cross-subsidy in sewerage developer charges		0
30 <b>TOTAL OF CROSS SUBSIDIES</b>		0

Councils which have not yet implemented best practice sewerage pricing and trade waste pricing should disclose cross subsidies in items 28b and 28c above. However, disclosure of cross-subsidies is NOT required where a Council has implemented best practice sewerage and liquid trade waste pricing and is phasing in such pricing over a period of 3 years



# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 6 SEWERAGE SERVICES - NET ASSETS COMMITTED (Gross including Internal Transactions) for the year ended 30th June 2012

	<u>Current</u> \$'000	<u>Non-Current</u> \$'000	<u>Total</u> \$'000
<b><u>ASSETS</u></b>			
31 Cash and Investments			
a. - Developer Charges	0	0	0
b. - Specific Purpose Grants	0	0	0
c. - Accrued Leave	0	0	0
d. - Unexpended Loans	0	0	0
e. - Sinking Funds	0	0	0
f. - Other	1195	2000	3195
32 Receivables			
a. - Specific Purpose Grants	0	0	0
b. - Rates & Availability Charges	98	0	98
c. - Other	63	0	63
33 Inventories	0	0	0
34 Property, Plant & Equipment			
a. - System Assets		26242	26242
b. - Plant & Equipment		0	0
35 Other	0	0	0
36 <b>Total Assets</b>	<u>1356</u>	<u>28242</u>	<u>29598</u>
<b><u>LIABILITIES</u></b>			
37 Bank Overdraft	0		0
38 Creditors	0	0	0
39 Borrowings			
a. - Loans	0	0	0
b. - Advances	0	0	0
c. - Finance Leases	0	0	0
40 Provisions			
- Tax Equivalents	0		0
a. - Dividend	0		0
b. - Other	0	0	0
41 <b>Total Liabilities</b>	<u>0</u>	<u>0</u>	<u>0</u>
42 <b>NET ASSETS COMMITTED</b>	<u>1356</u>	<u>28242</u>	<u>29598</u>
<b><u>EQUITY</u></b>			
43 Accumulated Surplus			5120
44 Asset Revaluation Reserve			24478
45 <b>Total Equity</b>			<u>29598</u>
46 Current Replacement Cost of System Assets			27820
47 Accumulated Current Cost Depreciation of System Assets			1578
48 Written Down Current Cost of System Assets			<u>26242</u>

# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 7 - CONDITION OF PUBLIC WORKS (cont) as at 30th June 2012

Asset Class	Asset Category	Depreciation Rate (%)	Depreciation Expense '000	Cost '000	Valuation '000	Accumulated Depreciation '000	Carrying Value '000	Asset Condition (see Notes attached)	Estimated Cost to bring to a Satisfactory Standard '000	Estimated Annual Maintenance Expense '000	Program Maintenance Works for current year '000
<i>Local Govt. Act 1993, Section 428 (2d)</i>											
Water	References	Note 9	Note 4		Note 9						
	Treatment Plants		632		47,279	12,859	34,420	2			54
	Water Connections							2		50	55
	Bores							3		28	30
	Reservoirs							2	15	9	11
	Dams							3	2,300	41	40
	Pipelines							4	160	103	136
	Pump Stations							2		40	46
	<b>Subtotal</b>		632	-	47,279	12,859	34,420		2,475	271	372
Sewerage	Pump Stations		226		27,521	1,578	25,943	2		41	30
	Pipelines							3	190	8	12
	Manholes									130	130
	Treatment Works							2			
	<b>Subtotal</b>		226	-	27,521	1,578	25,943		190	179	172
Drainage Works	Retarding Basins										
	Outfalls										
	Conduits		15	2,289				4	36	50	50
	Inlet & Junction Pits		164		13,140	2,228	10,912	3	54	22	17
	<b>Subtotal</b>		179	2,289	13,140	2,243	13,186		90	72	67
<b>Total Classes - All Assets</b>			6,767	12,522	614,859	119,443	507,938		7,672	5,251	4,804

This Schedule is to be read in conjunction with the explanatory notes following.

# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 7 CONDITION OF PUBLIC WORKS as at 30th June 2012

Asset Class	Asset Category	Depreciation Rate (%)	Depreciation Expense '000	Cost '000	Valuation '000	Accumulated Depreciation '000	Carrying Value '000	Asset Condition (see Notes attached)	Estimated Cost to bring to a Satisfactory Standard '000	Estimated Annual Maintenance Expense '000	Program Maintenance Works for current year '000
Public Buildings	<i>References</i>	<i>Note 9</i>	<i>Note 4</i>		<i>Note 9</i>				<i>Local Govt. Act 1993, Section 428 (2d)</i>		
	Council Offices		29	131	2,263	452	1,942	2	30	15	15
	Works Depot		54	839	3,518	810	3,547	2	45	10	12
	Halls		150	881	10,440	2,255	9,066	2	50	23	10
	Houses		38	224	2,453	466	2,211	2	15	13	17
	Library		23	458	1,406	338	1,526	2	-	6	9
	Childcare Centres		6	-	487	36	451	2	-	5	5
	Health Cents/Shops		19	481	1,041	330	1,192	2	-	5	4
	Amenities/Toilets		105	1,366	7,006	1,885	6,487	2	50	4	11
	Showground		24	28	1,854	431	1,451	3	30	3	6
	<b>Subtotal</b>		448	4,408	30,468	7,003	27,873		220	84	89
	Public Roads		3,083	4,256	192,599	37,928	158,927	4	2,600	1,783	2,002
	Unsealed Roads		1,638	712	162,446	40,470	122,688	3	320	43	51
Public Roads	Sealed Roads							3	1,700	2,736	1,955
	Structure			85	66,630		66,715				
	Bridges		501	335	70,116	16,593	53,858	2	22	24	24
	Footpaths/Cycleways		13	354	1,616	260	1,710	3	55	59	72
	Kerb & Gutter		47	83	3,044	509	2,618				
	<b>Subtotal</b>		5,282	5,825	496,451	95,760	406,516		4,697	4,645	4,104

This Schedule is to be read in conjunction with the explanatory notes following.

## **LIVERPOOL PLAINS SHIRE COUNCIL**

### **SPECIAL SCHEDULE NO 7 - CONDITION OF PUBLIC WORKS (cont) as at 30th June 2012**

#### **"SATISFACTORY" CONDITION OF PUBLIC ASSETS**

In assessing the condition of Public Assets Council has had regard to the condition, function and location of each asset, based on the original design standard. Changes in standards or proposed or potential enhancements to the existing asset design standard have been ignored. Assets within each Asset Category have been assessed on an overall basis, recognising that an average standard of "satisfactory" may be achieved even though certain assets may be above or below that standard on an individual basis.

Council recognises that the standard that it considers to be "satisfactory" may be different from that adopted by other Councils.

The information contained in this Schedule comprises accounting estimates formulated in accordance with the NSW Local Government Code of Accounting Practice and Financial Reporting. Nothing contained within this Schedule may be taken to be an admission of any liability to any person under any circumstance.

#### **ASSET CONDITION**

The following condition codes have been used in this Schedule.

- |   |   |
|---|---|
| 1 | Newly constructed   |
| 2 | Over 5 years old but fully maintained in "as new" condition |
| 3 | Good condition  |
| 4 | Average condition   |
| 5 | Partly worn - beyond 50% of economic life.                  |
| 6 | Worn but serviceable  |
| 7 | Poor - replacement required                                 |

# LIVERPOOL PLAINS SHIRE COUNCIL

## SPECIAL SCHEDULE NO 8 - FINANCIAL PROJECTIONS as at 30th June 2012

	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
	\$'m	\$'m	\$'m	\$'m	\$'m	\$'m	\$'m	\$'m	\$'m	\$'m	\$'m
<b>Recurrent Budget</b>											
Income from continuing operations	24	23	23	24	24	26	26	26	27	28	29
Expenses from continuing operations	24	24	24	24	25	26	26	27	28	29	29
Operating result from continuing operations	0	-1	-1	0	-1	0	0	-1	-1	-1	0
<b>Capital Budget</b>											
New Works	2	3	2	1	1	2	3	1	1	1	1
Replacement of existing assets	13	6	7	10	8	10	8	9	8	8	8
	15	9	9	11	9	12	11	10	9	9	9
<b>Funded by</b>											
- Loans	2	1	1	2	1	3	2	1	1	1	0
- Asset Sales	1	1	1	1	1	1	1	1	1	2	2
- Reserves	4	3	3	1	1	1	1	1	1	1	2
- Grants/Contributions	6	3	3	4	3	4	2	1	2	2	2
- Recurrent revenue	2	1	1	3	3	3	5	6	4	2	2
- Other	0	0	0	0	0	0	0	0	0	0	0
	15	9	9	11	9	12	11	10	9	8	8

## *APPENDIX "B"*

# *SUPPLEMENTARY STATE OF ENVIRONMENT REPORT*

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LIVERPOOL PLAINS  
SHIRE COUNCIL



# SUPPLEMENTARY STATE OF THE ENVIRONMENT REPORT

2011/2012



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## 1 Introduction

Every four years all local governments in New South Wales are required under the *Local Government Act 1993* to produce a comprehensive State of the Environment (SoE) report, preferably on a regional basis. In the intervening period local governments are required to produce an annual supplementary SoE report which provides up to date and accurate information on environmental trends and impacts occurring since the last comprehensive report. The last supplementary report for the Liverpool Plains Shire Council (LPSC) addressed environmental impacts and trends occurring during the financial year 2009 to 2010. This report will refer to the previous report while addressing environmental issues for the 2011 to 2012 financial period, being 1 July 2011 to 30 June 2012.

This supplementary report considers the vision and commitments undertaken by Council in partnership with the Liverpool Plains community as outlined in the Community Strategic Plan, as well as Council's ongoing special projects and annual Management Plan projections and responsibilities.

The *Local Government Act 1993* requires Councils in NSW to produce their annual SoE Report with specific consideration of the following:

1. Land;
2. Air;
3. Water;
4. Biodiversity;
5. Waste;
6. Noise;
7. Aboriginal heritage; and
8. Non-aboriginal heritage.

The aims and objectives of the Supplementary Liverpool Plains Shire Council (LPSC) State of the Environment Report are to:

- Compile and present new data and trends of the current state of the environment for LPSC;
- Identify changes in the environment from the previous years' SoE Report;
- Satisfy the requirements of the *Local Government Act 1993*;
- Identify information gaps and new data trends;
- Link the SoE Report to Council's existing Management Plans; and
- Identify new initiatives by Council responding to trends across LPSC.

## 2 SoE Framework Requirements

SoE Reports are guided by Section 428 of the *Local Government Act* 1993 and Part 5 Division 2 of the *Local Government (General) Regulation* 2005.

The SoE framework is constructed around the Pressure-State-Response Model (OECD 1993). Monitoring and evaluation of the Pressure-State-Response Model is gauged via Environmental indicators. Environmental indicators provided accurate and best available data on:-

1. **Pressure** – human induced impacts (negative and positive) on the environment ascertained from socio economic and environmental indicators.
2. **State** – reflect the impact of the above pressures by quantifying the condition of the environment or effects on the environment whilst measuring outcomes of strategies and responses.
3. **Response** – specifically highlights planned collective or individual action by the community in response to indicator outcomes. Actions may include; regulatory action, environmental or research expenditure, public opinion and consumer preference, changes in management strategies, and the provision of environmental information.

Indicators used to assess Regional, State and National **Pressure – State – Responses** need to be consistent over the long term and applicable to higher reporting requirements of National and State based authorities, i.e., Catchment Management Authorities seeking to help address State and National issues.

Indicators used to ascertain data must comply with specific technical criteria. Usefulness, reliability and reproducible indicators are essential for timeless availability and utility to link policies based on strategic goals and inherent mechanisms to synthesise outcomes for Regional, State and National issues. Collective data adoption and strategy development is reviewed for performance against various indicators that may highlight significant gaps in the pre-planning and implementation phases of various planning processes.

### 3 Methodology

Environmental indicator outcomes allow assessment to be made in reference to environmental conditions where indicators are reliable and repeatable across the Pressure – State – Response model. Data of the highest integrity was sourced from Liverpool Plains Shire Council, other Government Departments, agencies and community organisations by direct approach, phone enquiries or meetings with staff. Additionally, relevant government and non-government internet sites were accessed in order to obtain data relevant to the Liverpool Plains Shire Council Local Government Area (LGA).

Identification has been provided where various organisations have not supplied reliable data due to various constraints outside the control of Liverpool Plains Shire Council. Where reliable data has been available the Supplementary SoE seeks to illustrate:-

- The current state of the environment within the Liverpool Plains Shire Council boundary; and
- Environmental changes assessed from indicators across the LPSC LGA.

Incomplete or inappropriate data was reviewed or clarified to ascertain the nature of information/data gaps.

### 4 Background

The Liverpool Plains Shire is home to the Kamilaroi people and many small towns spread throughout the shire such as; Premer, Spring Ridge, Currabubula, Wallabadah, Pine Ridge, Mount Parry, Ardglenn, Caroona, Walhallow, Tamarang, Colly Blue, Bundella, Yarraman, Blackville, Old Warrah and Piallaway. Quirindi is the largest population centre providing the majority of the region's administrative, commercial, industrial and retail functions. Werris Creek and Willow Tree are smaller settlements providing for the basic needs of local and surrounding populations.

The shire is located within the foothills of the Great Dividing Range and features a wide range of topographical variety. The region is one of the most productive agricultural regions in Australia due to the rich volcanic soils prevalent throughout the plains which support seasonal rotations of sunflowers, sorghum, canola, corn, lucerne and wheat. Portions of the region are also located within the Sydney-Gunnedah coal basin, which is currently NSW's largest coal resource.

## **4.1 Population**

Liverpool Plains Shire features three major urban settlements, Quirindi, Werris Creek and Willow Tree with an estimated total regional population of 7,480 (ABS Census of Population 2011). This estimate is a reduction on the previous year's estimate of 7,540 indicating a small reduction in population numbers. However, with recent developments in the mining industry and ongoing growth in the regional agricultural industry it is anticipated that population levels will be maintained and experience modest increases in the short to medium term (5 to 10 years). Furthermore, it is anticipated that increased mining activity will foster demand for temporary or permanent accommodation, mining-related goods and services and encourage new development. However, this expected development / demand will be constrained by issues such as accommodation availability, land available for development and water supply.

## **4.2 Climate**

The Liverpool Plains Shire enjoys a temperate climate with summer dominant rainfall. The average daily maximum temperature is 24.6°C. The average daily minimum temperature is 8.9°C. The region is prone to drought, bushfire and flooding; however, losses to life, property and/or livestock are relatively rare. The potential impacts of climate change and future predictions of changes to average temperatures, rainfall and biodiversity are not explored in depth in this report. The Namoi Catchment Management Authority (Namoi CMA) has recently undertaken both research and symposium aimed at identifying trends in relation to warming/cooling and rainfall/drought across the Namoi region (which encompasses the Liverpool Plains). The CMA identifies climate change as potential driver of change throughout the region from an environmental, social and economic perspective.

## **4.3 Rainfall**

The annual rainfall recorded for 2011 was 556.8mm, generally falling between the summer months of December and February (Bureau of Meteorology 2012 online). This figure is somewhat less than the figure for 2010 of 883.7mm. However, as demonstrated overleaf in Figures 1. and 2., winter falls were heavier during 2010, with large falls again recorded in summer 2010/2011. Winter 2011 proved to be much drier than the previous year with good spring and summer falls compensating for reduced falls in the cooler months.

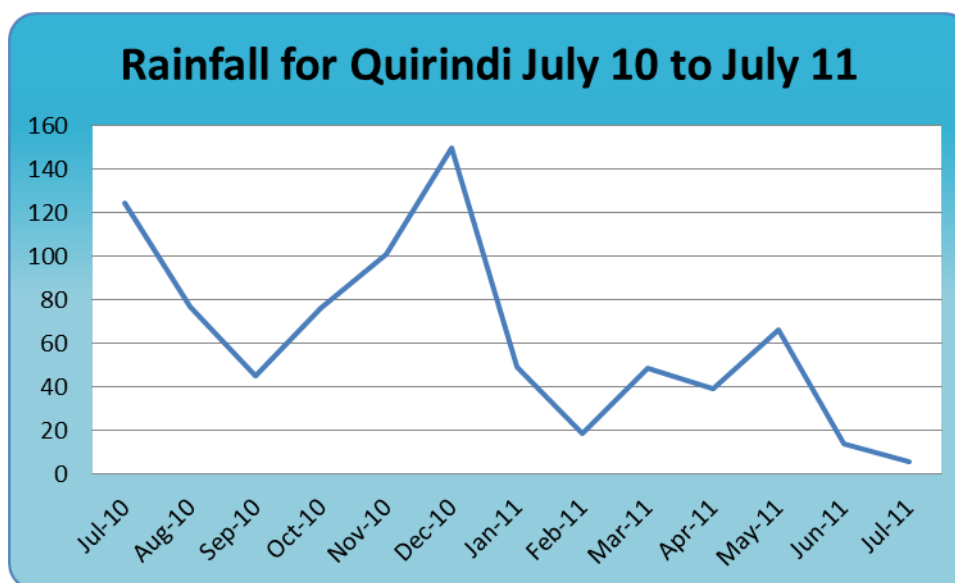


Figure 1 - Mean monthly rainfall for Quirindi (2010 – 2011)

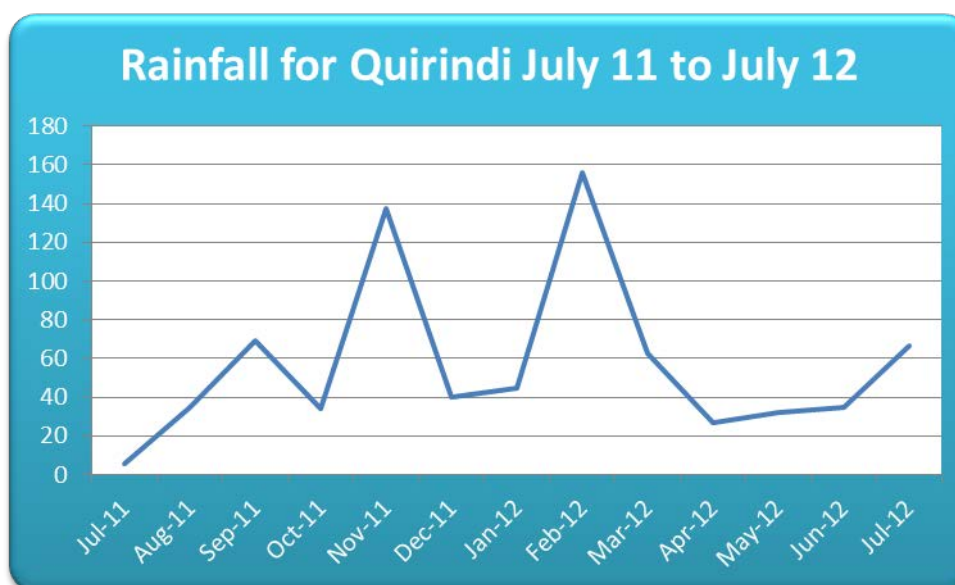


Figure 2 - Mean monthly rainfall for Quirindi (2011 – 2012)

#### 4.4 Drought and Floods

The New South Wales Department of Industry and Investment produces monthly drought maps based on information provided by 14 Livestock Health and Pest Authorities around the state, rainfall details from the Bureau of Meteorology and reports from the Department of Primary Industries regional staff.

Drought classification of an area takes into account the following factors:

- A review of historic rainfall events in the area;
- Pasture availability;
- Climate events such as frosts; and
- Seasonal factors such as pasture growing seasons.

The drought maps presented below [refer Figures 3 and 4] show the significant easing of drought conditions from July 2011 to July 2012. The Central North area was drought declared in November 2009 and has gradually moved to a satisfactory/marginal condition in October 2010, remaining satisfactory into 2012.

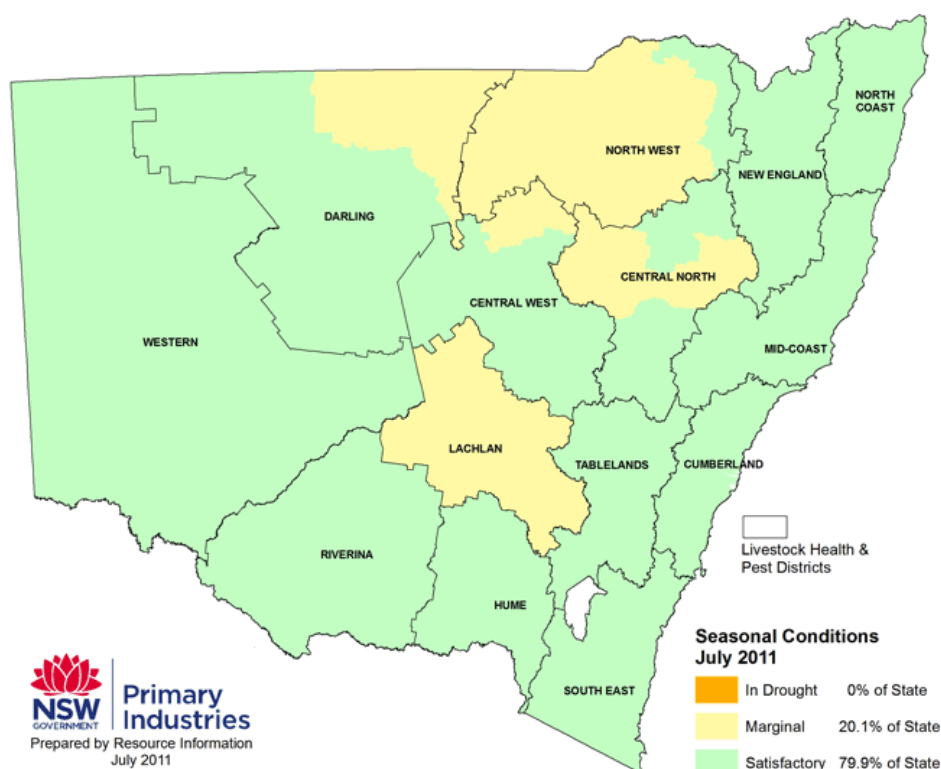


Figure 3 - Drought Map July 2011



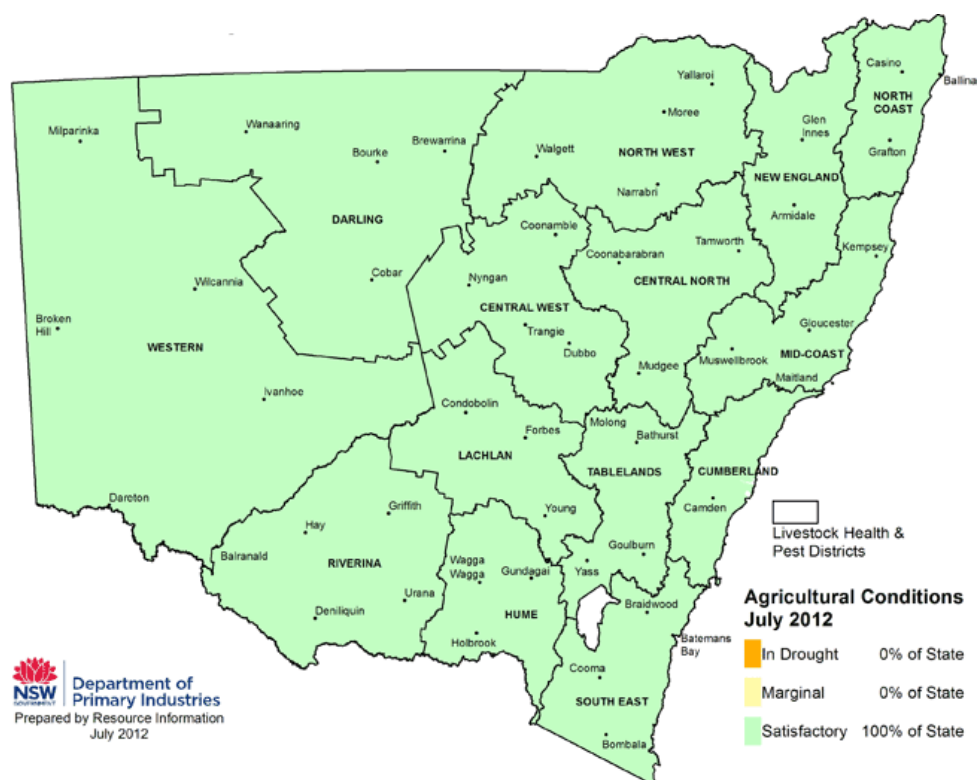


Figure 4 - Drought Map July 2012



PLATE 1 - Lake Goran



Consistently healthy rainfall in the last two to three years has encouraged the revitalisation of catchments such as Lake Goran, pictured in plate 1. Lake Goran is now attracting significant numbers of Australian Pelicans and other water birds such as red necked avocets.

## **4.5 Geology**

The Liverpool Plains Shire is composed of various landforms from rugged country on the ranges to rolling hills, sedimentary slopes and open flood plains with each aspect of the landform supporting a unique ecosystem such as the grassland ecosystem associated with the major lava field of the Liverpool Range. Weathering of the Tertiary Basalt forming the ranges has created the highly fertile black cracking clays of the Liverpool Plains which supports valuable dry / irrigated cropping and pasture grazing agricultural related activities.

## **5 Environmental Themes – Pressure/State/Response**

### **5.1 Land**

#### **5.1.1 Land – Environmental Pressure**

Land management is one of the most important issues concerning the Liverpool Plains Shire. The key issues impacting land resources in the Liverpool Plains Shire are associated with:-

- The development and extraction of coal resources of the Liverpool Plains and Gunnedah local government areas;
- Competition between agricultural development and coal resources development on the fringes of the fertile Liverpool Plains;
- Soil degradation, erosion and salinity due to inefficient farming practices and environmental factors;
- Soil contamination from competing land uses; and
- Supply of lands for various uses such as housing, farming, commercial activities and industrial development.

## **5.1.2 Land – Environmental State**

### **5.1.2.1 Salinity**

The economic and environmental impacts of salinity are not limited to agricultural lands. Salt also affects infrastructure such as roads and buildings. Furthermore, salinity in rivers and creeks has a potentially devastating impact on ecological systems and biodiversity.

According to the Namoi CMA the Liverpool Plains region is somewhat exposed to issues arising from salinity, however, they are not significant. Recent developments with regard to the introduction of drip irrigation systems have greatly improved soil condition in the region and combined with ongoing monitoring the long term impacts of salinity have been reduced.

### **5.1.2.2 Erosion**

The impacts of erosion, which occurs when land has been disturbed or where water has concentrated over time, can be far reaching. Decreased water quality, biodiversity decline and reduced land use potential are just some of the potential effects of erosion, if left unchecked.

Liverpool Plains Shire Council undertakes erosion mitigation activities at gully heads and roadside areas as required in order to limit potential erosion impacts.

### **5.1.2.3 Contamination**

Land contamination can occur as the result of activities such as landfill, fuel depots, sheep dips, agri-chemical dumps and mining. Both surface water and groundwater sources are at risk from land contamination. The NSW Office of Environment and Heritage (OEH) maintain a register of contaminated sites. Councils are also required to maintain a list of potentially contaminated sites based on past land use.

#### 5.1.2.4 Mining

In 2006, the State Government awarded BHP Billiton the grant of a 5 year exploration license to explore coal resources over ELA 6505, which embraces an area of about 344 square kilometers surrounding the township of Caroonah. The ELA sits over the boundary of the Gunnedah and Liverpool Plains Shires. This exploration license was renewed, under strict conditions, in 2011.

Subject to proving the resource, the company has indicated that it will proceed to lodge a development application to develop a mine for assessment by the NSW State Government under the *Environmental Planning and Assessment Act 1979*.

Residents and landholders within the ELA have raised social and environmental concerns, namely:-

- Impact on aquifers;
- Impacts on flooding;
- Loss of prime agricultural land;
- Social impacts;
- Impact on infrastructure;
- Climate change;
- The sustainability of mining;
- Mining on a floodplain; and
- Impact of any mining subsidence on the natural surface flows.

The Minister for Primary Industries has established the Caroonah Coal Consultative Committee ([www.caroonahcoalccc.com.au](http://www.caroonahcoalccc.com.au)) whose purpose is to provide a forum for open discussion between the BHP Billiton ([www.bhpbilliton.com.au](http://www.bhpbilliton.com.au)), the appointed community representatives, other interested stakeholders and relevant Government stakeholders.

Any application for development must be subject to a comprehensive and rigorous Environmental Assessment process that identifies impacts so as to achieve the Namoi Catchment Management Plan Target "*Vibrant Communities and Landscapes for the Future*", being:

- A healthy resources base capable of providing ecologically sustainability and productive outcomes.
- A viable regional community sharing growth and access to services; and

- Socially satisfied communities with minimal conflict and providing opportunities for people of all backgrounds.
- Consultation is continuing via the Caroon Coal Consultative Committee and recent updates of new developments and information releases can be obtained from ([www.caroonacoalccc.com.au](http://www.caroonacoalccc.com.au)).

#### 5.1.2.5 Land Supply

Council's recent activities in the Liverpool Plains LGA were aimed at converting the previous four (4) Local Environmental Plans (LEPs) into one modern comprehensive document, the Liverpool Plains Local Environmental Plan. The purpose of a comprehensive LEP is to provide coordinated direction and guidance for growth and development throughout the Shire.

The Liverpool Plains Local Environmental Plan 2011 (LPLEP 2011) was approved by the Department of Planning in late 2011. Therefore, the vision for controlled future development of the Shire has been adopted by Council and is now the primary land use planning tool guiding development in the region. Subsequent to the completion of the LPLEP 2011 Council developed a comprehensive development control instrument, the Liverpool Plains Development Control Plan 2012 (LPDCP 2012), which provides an additional level of detail in relation to the various standards, policies and guidelines contained within the LPLEP 2011. The LPDCP 2012 provides guidelines for development in accordance with standards developed in consultation with the community.

### 5.1.3 Land – Council Response

**Local Environmental Plans** - Through the system of development approvals, certification of developments and compliance inspections, all developments that have been subject to an application have been assessed to comply with the various applicable LEPs, DCPs, the Building Code of Australia, Planning for Bushfire Protection requirements and other related legislation.

Council has also fulfilled its other statutory obligations by issuing various certificates under the Environmental Planning & Assessment Act 1979 such as s149 (Planning Certificates) and s149 (D) (Building Certificates).

Activities undertaken during the reporting period include:

- Receipt of 67 Development Applications to the value of: \$60,221,908;
- Approval of 63 Development Applications; and
- Issue of 304 section 149 zoning certificates.

**Soil Conservation** – Flood plain management is the most significant soil conservation issue affecting the Liverpool Plains region. Council has been proactive in undertaking flood plain management studies (in partnership with the Namoi CMA and Soil Conservation Service) aimed at reducing the impact of flooding on the region. Furthermore, the Quirindi Creek Riparian Program has made a significant impact on improving the riparian areas surrounding the creek and encouraging new native growth with the aim of minimising future flood impacts.

## **5.2 Air**

### **5.2.1 Air – Environmental Pressure**

Air quality and the condition of the atmosphere are issues which have the potential to impact quality of life for plants, animals and humans. Moreover, changes in atmospheric conditions, due to human generated pollutants, have the potential to contribute to climate change. The state of the atmosphere affects how humans and animals breathe. The key issues impacting air quality in the Liverpool Plains Shire are associated with:

- Regional air quality and the particulates generated by human activities such as agriculture, industry, hazard reduction burning, cooking and heating;
- Air quality complaints. Liverpool Plains Shire Council regularly receives complaints related to air pollution and air quality; and
- Odour. Complaints related to odour are less common than air quality complaints; however, such complaints are recorded and investigated in accordance with Council's internal policy guidelines.

### **5.2.2 Air – Environmental State**

Liverpool Plains is subject to various intensive agricultural and mining activities which have the potential to generate large amounts of dust and other forms of air pollution.

In the past Liverpool Plains Shire Council has received complaints in relation to air borne particulates generated by various activities in the region. For example, Werris Creek Coal operates an open cut mine for the extraction of coal on a 679 hectare site 4km south of Werris Creek. Management of the dust generated from this facility is directed by the 'Werris Creek Air Quality Monitoring Program', which details the controls required for reducing dust emissions and the ongoing monitoring required for improving dust generating practices.

Werris Creek Coal prepares quarterly environmental monitoring reports detailing data results and discussions of compliance and non-compliance in relation to air quality, noise, blast and water. The results regarding air quality for 1 July 2011 – 30 June 2012 are summarised below:

**Period 1 May 2011 – 31 July 2011**

<b>Type of Dust</b>	<b>Frequency of Monitoring</b>	<b>Results</b>
High Volume Air Sampler (HVAS) monitors particulate matter less than 10 micron in size (PM10) and Total Suspended Particulate (TSP) matter and is conducted at five (5) sites.	Sampling is scheduled for 24 hours every 6 days in accordance with Department of Environment, Climate Change and Water (DECCW) guidelines.	While the monthly averages for May and July were below the compliance limit, there were elevated results on 20 May and 7 July. However, all results were below the PM10 24 hour limit. Twice during June the PM10 24 hour limit was exceeded potentially due to WCC dust emissions. However, as the properties affected are owned by WCC there were little adverse impacts experienced.
Werris Creek Mine Deposited Dust	Sampling is scheduled monthly in accordance with DECCW guidelines.	All dust deposition gauge results were below the monthly amenity criteria.

**Period 1 August 2011 – 31 October 2011**

<b>Type of Dust</b>	<b>Frequency of Monitoring</b>	<b>Results</b>
High Volume Air Sampler (HVAS) monitors particulate matter less than 10 micron in size (PM10) and Total Suspended Particulate (TSP) matter and is conducted at five (5) sites.	Sampling is scheduled for 24 hours every 6 days in accordance with Department of Environment, Climate Change and Water (DECCW) guidelines.	The daily and monthly averages for August, September and October were all within the compliance limit.
Werris Creek Mine Deposited Dust	Sampling is scheduled monthly in accordance with DECCW guidelines.	All dust deposition gauge results were within the monthly criteria.

### Additional Air Monitoring

Werris Creek Coal committed to monitoring the dust emissions from trains on the line that runs through Quirindi as part of the Life of Mine Project. The train dust monitoring commenced in October 2011 with the installation of dust gauges located on either side of the train line near Galbraith's IGA in Quirindi. The gauges are spaced at 13m, 20m and 30m from the train line.

#### Period 1 November 2011 – 31 January 2012

Type of Dust	Frequency of Monitoring	Results
High Volume Air Sampler (HVAS) monitors particulate matter less than 10 micron in size (PM10) and Total Suspended Particulate (TSP) matter and is conducted at five (5) sites.	Sampling is scheduled for 24 hours every 6 days in accordance with Department of Environment, Climate Change and Water (DECCW) guidelines.	The daily and monthly averages for November, December and January were all within the compliance limits.
Werris Creek Mine Deposited Dust	Sampling is scheduled monthly in accordance with DECCW guidelines.	All dust deposition gauge results were within the monthly criteria.
Quirindi Train Dust Deposition	Continual	To date, there is no clear pattern of train dust deposition adjacent to the railway line in Quirindi.

#### Period 1 February 2012 – 30 April 2012

Type of Dust	Frequency of Monitoring	Results
High Volume Air Sampler (HVAS) monitors particulate matter less than 10 micron in size (PM10) and Total Suspended Particulate (TSP) matter and is conducted at five (5) sites.	Sampling is scheduled for 24 hours every 6 days in accordance with Environment Protection Authority (EPA) guidelines.	The daily results and monthly averages for February, March and April were all below the air quality criteria.
Werris Creek Mine Deposited Dust	Sampling is scheduled monthly in accordance with EPA guidelines.	All dust deposition gauge results were within the monthly criteria.

Quirindi Train Dust Deposition	Continual	To date, there is no clear pattern of train dust deposition adjacent to the railway line in Quirindi.
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**Period 1 May 2012 – 31 July 2012**

Type of Dust	Frequency of Monitoring	Results
High Volume Air Sampler (HVAS) monitors particulate matter less than 10 micron in size (PM10) and Total Suspended Particulate (TSP) matter and is conducted at five (5) sites.	Sampling is scheduled for 24 hours every 6 days in accordance with Environment Protection Authority (EPA) guidelines.	The daily results, monthly and annual averages for May, June and July were all below the air quality criteria except for the daily result on 8 May 2012 at the “Railway View” PM10 and TSP. However, as this property is owned by WCC, there were little adverse impacts experienced.
Werris Creek Mine Deposited Dust	Sampling is scheduled monthly in accordance with EPA guidelines.	All monthly dust deposition gauge results were within the air quality criteria. The exception was for “Glenara’s” July result which was clearly contaminated with dust from a non-Werris Creek Coal source as the level recorded was excessive and not possible to be generated by WCC.
Quirindi Train Dust Deposition	Continual	Overall the dust fall out levels adjacent to the train line was low (well below the impact assessment criteria nominated by the EPA) and comparable to the levels monitored around WCC.



### 5.2.3 Air – Council Response

Liverpool Plains Shire Council, along with the appropriate regulatory authority Environment Protection Authority (EPA), will continue to monitor the impacts of the Werris Creek mine and other activities influencing air quality.

The Werris Creek mine has established a 24 hour hotline for complaints to be lodged. All complaints are recorded as part of the company's annual environmental reporting.



PLATE 2 - Werris Creek Coal Mine Aerial View

## 5.3 Water

### 5.3.1 Water – Environmental Pressure

Water quality and water quantity are the two main issues in relation to water in the Liverpool Plains shire. Firstly, the quantity of water is often variable due to periodic issues such as flood and drought. Secondly, the quality of water existing within the river, dam and groundwater systems is important due to threats from industrial, urban, agricultural and mining related activities as well as from treated wastewater and storm water.

### 5.3.2 Water – Environmental State

As a supply authority Liverpool Plains Shire Council recently adopted a long term strategy for urban water supply for Quirindi and Werris Creek as part of its Local Environmental Plan review.



**PLATE 3 - Quipolly Dam**

Liverpool Plains Shire Council retrieved the following data (Table 1) relating to water usage, availability and cost across the region during the July 2011 to June 2012 period:

**Table 1 - Water Statistics – LPSC**

Water Consumption		
Sector	Water usage	No. of connections
Residential	575	2187
Commercial/Industrial	202	249
Rural	29	66
Institutional	126	91
TOTAL	932	2593
Total water treated at treatment plants		
Plant Name	Volume of water treated (ML)	
Werris Creek	232	
Cost of water (\$/ML)		
Residential	\$0.00106	
Commercial/Industrial	\$0.00106	
Number of water demand management programs		1
Number of households/persons targeted in program		2200
Water availability in dams (Quipolly)		
Month	Monthly dam volumes (ML)	
July 2011	4995	
August 2011	4955	
September 2011	4950	
October 2011	4945	
November 2011	4935	
December 2011	5250	
January 2012	5220	
February 2012	5350	
March 2012	5230	
April 2012	5100	
May 2012	4800	
June 2012	4700	
Maximum Dam Capacity	5228	

### 5.3.3 Water – Council Response

**Dams** - Plans to expand Quipolly Dam, which supplies water to the town of Werris Creek are well advanced. Planned upgrades to infrastructure include:-

- Revitalisation of the treatment plant;
- Replacement supply pipeline; and
- Upgrade of the dam wall for a 1: 100,000 year flood event.

Upgrade of the Quipolly Dam will enable the dam to supply water to Quirindi and Werris Creek if needed. Conversely a pipeline constructed to Quirindi could also be used to pipe Quirindi's groundwater to Werris Creek should the dam be contaminated or be at low levels.

In this strategy both towns would have alternative water supplies either of which could adequately cope with supplying the two towns in an emergency.



**PLATE 4 - Lake Goran Avocets**

**Stormwater Management** – Council renewed/augmented 3600 metres of storm water drainage in Werris Creek in 2011 which included the installation of 3 gross pollutant traps at a cost of approximately \$2.212m. This was initiated under the Regional and Local Communities Infrastructure Program with \$1.1m in grant funding from the federal government and the balance from Council. Key activities included the replacement of old and undersized storm water drainage pipes, the construction of new larger kerb inlet pits and the 3 gross pollutant traps.



## 5.4 Biodiversity

### 5.4.1 Biodiversity – Environmental Pressure

Due to the unique location of the Liverpool Plains with flat open plains to the west and north extending to steep and undulating foothills to the east and south, there are a wide range of landscapes, soils, geological formations and habitats present in the region. These ecosystems are under constant threat from activities such as farming and development. For example, there are currently no plans to allow powerboats access to Quipolly Dam for recreational purposes. However, should this occur the current prevalence of bird life (both temporary and permanent) may be substantially reduced.

Threatened habitat is also increasingly under pressure from pest and weed invasion as well as damage from non-indigenous and feral animals.

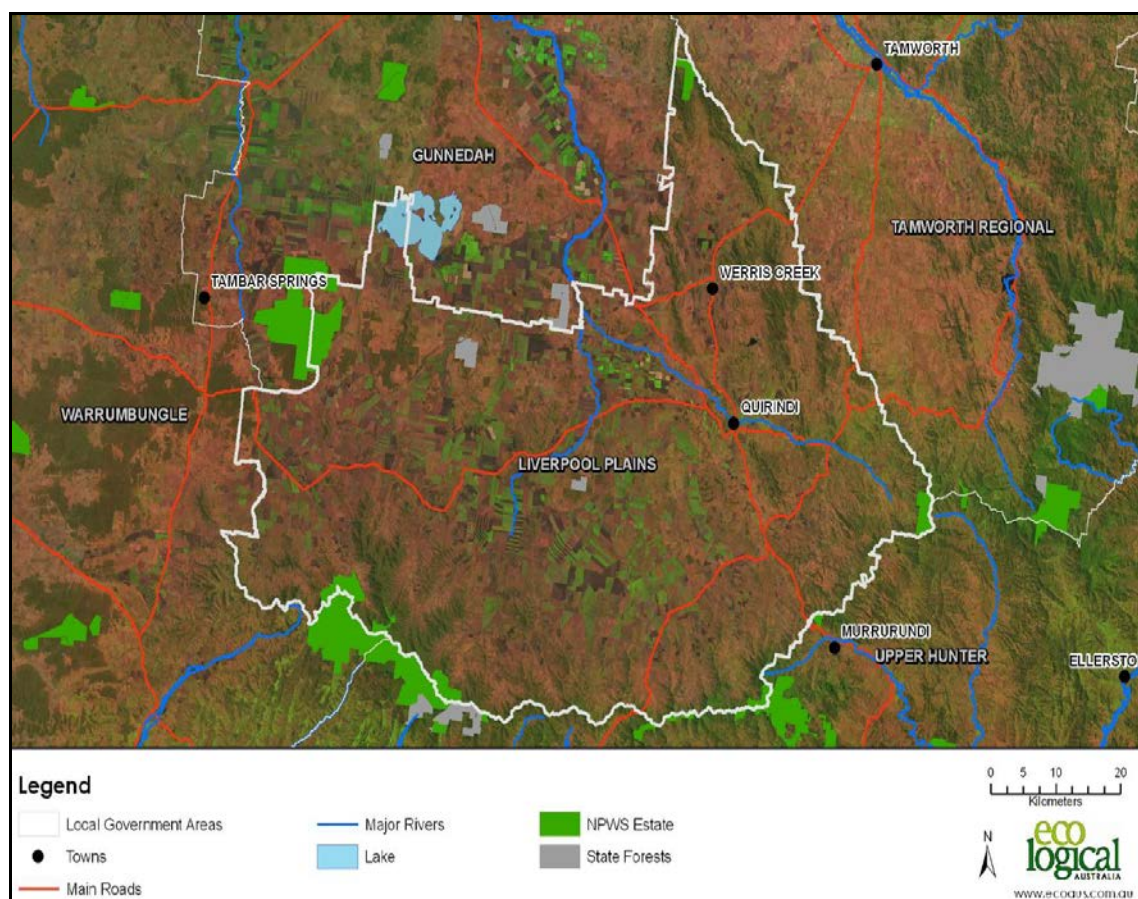


Figure 5 - Liverpool Plains LGA

“Biodiversity is valuable for a number of reasons. It provides for the critical ‘ecosystem services’ that make life on earth possible, such as maintaining clean air and water, the formation of soil, and in the pollination of plants that produce oxygen. Biodiversity is also responsible for food, as well as many medicines and industrial products. It provides opportunities for recreation, tourism, scientific research and education. Biodiversity is also considered a source of cultural identity for many Australians. It has been recognised that areas of high biodiversity are more easily able to withstand significant environmental changes and disturbances than areas of lower diversity”. (*LPSC Biodiversity Strategy*, Eco Logical Australia Pty Ltd 2010)



**PLATE 5 - Eucalyptus woodland with terrestrial timber habitat**

### **5.4.2 Biodiversity – Environmental State**

The Liverpool Plains Biodiversity Strategy completed by Eco Logical Pty Ltd in 2010 outlines the biodiversity assets present in the Liverpool Plains region. The following table provides a summary of those key assets:

**Table 2 - Summary of Flora and Fauna in the Liverpool Plains region**

Ecosystems	There is a variety of ecosystems within the Liverpool Plains LGA ranging from river floodplain and aquatic ecosystems to the forested foothills of the Great Dividing Range. The landscape is often photographed with grasslands and open woodlands that typify the area.
Vegetation Communities	25 distinct vegetation communities have been classified, 8 of which are classified as Endangered under the NSW Threatened Species Conservation Act 1995 (TSC Act).
Flora	Two species of vascular plants are present in the Liverpool Plains LGA are listed under the NSW Legislation (TSC Act). There are three species that are matters of National Environmental Significance under Commonwealth legislation along with 7 other threatened species that may or are likely to occur in the LGA.
Fauna	<p>Nineteen NSW-listed threatened bird species have been recorded in Liverpool Plains, one of which is also listed as Threatened and one listed as Migratory under Commonwealth legislation (EPBC Act).</p> <p>There have been 20 NSW-listed mammal species recorded in the Liverpool Plains LGA; three of these are listed as Threatened under the EPBC Act. Three other nationally Threatened mammal species may or are also likely to occur in the area.</p> <p>Under the EPBC Act there is also 1 threatened frog, 1 threatened fish and 2 threatened reptile species that may or are likely to occur in the Liverpool Plains LGA. One of the reptile species has been recorded and is also listed as threatened under NSW legislation.</p>

(Source: Eco Logical Pty Ltd)



According to the research undertaken by Eco Logical, the Liverpool Plains LGA features a rich diversity of flora and fauna spread throughout the region in corridors, catchments and habitat pockets. However, the area also features a number of threatened species and endangered ecological communities.

The Liverpool Plains Shire is contained within the Namoi Catchment. The Namoi Catchment Management Authority (Namoi CMA) is responsible for preparing a Catchment Action Plan (CAP) that establishes catchment and management targets for natural resources management. In addition, the Namoi CMA has developed the Namoi Conservation Strategy (NCS) in order to guide future conservation management in the catchment. The NCS contains four reference maps on conservation priorities; restoration priorities; corridor and landscape degradation. The methods of the NCS apply to the Liverpool Plains LGA and informed the development of the LPSC Biodiversity Strategy.



**PLATE 6 - Swamp Wallaby enjoying native pasture and early morning sun**





**PLATE 7 - Acacia blossoms**

### **5.4.3 Biodiversity – Council Response**

**Carbon Sequestration** - Project “Regenesis” was a \$2 million joint carbon sequestration project focused on planting trees and shrubs throughout the region on both council and private lands to sequester carbon from the atmosphere and produce carbon credits for future resale. The Regenesis project team have planted approximately 23 hectares of native trees and shrubs on council land in addition to another 3 hectares on private land through the help of funding from Regenesis. Due to cessation of funding in relation to this program it is no longer actively administered.

**NGGAS (NSW Greenhouse Gas Abatement Scheme)** - NGGAS had been operational since 1 January 2003 with the intention of facilitating a carbon emissions trading program. However, the NSW Government has announced that the Greenhouse Gas Reduction Scheme (GGAS) has closed upon the commencement of the Commonwealth’s carbon tax on 1 July 2012. In the announcement the Government stated that the decision to close GGAS is to remove duplication and to minimise costs to NSW consumers.

**Woodland Management Plans** - Liverpool Plains Shire Council is endeavoring through management plans and on-ground action to manage and protect the Grassy White Box Woodland at Wallabadah and Currabubula. Many small projects have recently been completed or are still underway within the Shire boundaries or within Quirindi, such as the Whittaker Street Bridge area and the First Fleet rest area, Wallabadah.

**Weed Control** - Liverpool Plains Shire Council Weed Officers continue to provide an essential service under the *Noxious Weeds Act* 1993, together with a general environmental weed awareness campaign that is underpinned by support from NSW Department of Primary Industries. The Liverpool Plains Shire Council is the nominated Local Control Authority (LCA) which oversees the control of noxious weeds for this area. Council employs full time weeds officers who undertake Property Inspections, control work on Crown Land and the land for which Council has responsibility.

In line with *Liverpool Plains Noxious Weed Control Policy* 2006, the strategic priority for weeds officers is early detection and containment of declared noxious weeds. The collection and mapping of initial base line data is required on infestations and subsequent control work is undertaken, specifically on high risk sites and along high risk pathways such as transport links, rivers, roadsides and stock routes.

Council's responsibility is to ensure owner/occupiers fulfill their obligations to control noxious weeds. An occupier who fails to comply with obligations under a weed control order may have those obligations enforced against the owner of the land as well as the occupier by a weed control notice issued under Section 18 of The Act. Failure to comply with Section 18 Notices carries on the spot fines and penalties.

For the period July 2011 to June 2012 seven (7) Section 18 Notices were issued. Five (5) remain current and two (2) have been resolved due to landowners meeting their obligations.

The roadside Noxious Weeds Control program for the Liverpool Plains Shire Council area has targeted and treated Blackberry, Sweet Briar, Green Cestrum, Bridal Creeper, Rope Pear, African boxthorn, Lippia, Noogoora and Bathurst Burrs.

Council is a member of the *Northern Inland Weed Advisory Committee* (NIWAC) and through Council's Weeds Officers, contributed to the development and publication of the NIWAC's *Weed Action Plan (WAP)* 2010-2015 which includes:

- (1) NIWAC Weeds Action Business Plan 2010-2015;
- (2) NIWAC Monitoring, Evaluation, Reporting and Improvement (MERI) Plan 2010-2015;
- (3) NIWAC Communications Strategy 2010-2015;

- (4) NIWAC Weeds Incursion Plan 2010-2015;
- (5) NIWAC Rapid Response Plan 2010-2015;
- (6) NIWAC High Risk Pathways & Sites Management Plan 2010-2015;
- (7) NIWAC Regional Inspection Plan 2010-2015; and
- (8) NIWAC Weeds Officer's Educational Pathway Plan 2010-2015.

Council's NIWAC Weed Action Plan (WAP) inspection targets were met and are as follows for the 2011-2012 period:

- 450 Private Properties including High Risk Properties;
- 28 high Risk sites;
- 158 Roads inspected, involving 1440 kilometers, and 7000 hectares; and
- 10 High Risk Waterways.

## **5.5 Waste**

### **5.5.1 Waste – Environmental Pressure**

Liverpool Plains Shire Council measured approximately 470 tonnes of recyclable waste in 2011 which is expected to increase with population growth driven by the mining industry across the region. With increased supply and demand of goods and services Council has implemented strategies, contracts and actions to ensure public amenity is maintained to a high level as demand increases across the region on all resources.

### **5.5.2 Waste – Environmental State**

Liverpool Plains Shire Council promotes recycling and waste minimisation. Council encourages residents to compost food scraps and other decomposable materials for use in their gardens.

Recently Council entered into agreement with contractor JR Richards's upgrading kerb side collection of general refuse and recycling of co-mingles using 240ltr mobile bins. In addition the Quirindi Aboriginal Corporation has undertaken site management at the Quirindi landfill in order to optimise recycling of materials such as glass and cardboard, as well as the reuse of scrap metal and other materials which can be used in landscaping projects (e.g. concrete). The Quirindi Aboriginal Corporation also provides a modern separation and resale business.

Council's waste management activities and programs are listed in the following tables, for the financial year July 2011 to June 2012:

Table 3 - Waste generation Liverpool Plains Shire Council

<i>Waste Category</i>	<i>Total Waste (tonnes)</i>
Municipal solid waste (MSW)	3149.37
Commercial and industrial waste	0
Construction and demolition waste	1334
<b>TOTAL</b>	<b>4483.37</b>

Table 4 - Waste reduction programs for Liverpool Plains Shire Council

<i>Details of program</i>	<i>Households/Persons</i>
Kerb-side collection of co-mingled recyclables	2,711
Annual bulky household waste collection	2,609
Annual green waste collection	2,609
Drum MUSTER (chemical storage recycling)	Shire-wide
Chemical collection	Shire-wide
Used oil collection	Shire-wide

Table 5 - Waste recycling figures for Liverpool Plains Shire Council

<i>Category</i>	<i>Kerb-side (tonnes)</i>	<i>Drop-off (tonnes)</i>
Cardboard and paper	193.65	15.13
Glass	205.51	16.05
Plastic (other)	24.75	1.93
Aluminium	11.63	0.91
Steel	12	202.52
Contamination	23.55	1.84
Other	0.0	0.0
<b>TOTAL</b>	<b>471.09</b>	<b>238.38</b>

### 5.5.3 Waste – Council Response

A kerb-side recycling service is provided within the urban areas and is available to rural residents living on the truck route. Each residence is supplied with a special recycling bin with a yellow lid. Lost bins will be replaced, subject to a charge. There is also a free recycling deposit area for ratepayers at the Quirindi, Willow Tree and Werris Creek landfill sites. Recycling is as much a way of thinking as of doing. By incorporating the 4 “R’s of rubbish” (i.e. Reduce, Reuse, Recycle and Responsible disposal) into our everyday lives, we can help contribute to a sustainable environment which has considerable economic and social benefits for our community.

**Rehabilitation in Action** – Significant landfill site rehabilitation at Blackville, Werris Creek and Willow Tree sites.

**Annual Collections in Force** – The upgraded waste collection contract provides for annual collection of green waste and bulky goods waste from residential properties.

**Sharp Health Management** – Public health and amenity safety is of top concern to Liverpool Plains Shire Council. The Council monitors and regulates food handling and sale of foods at a variety of premises across the region. Public health complaints require inspection and investigation which is underpinned by legislative guidelines.

**Slip Stream** - Recently, dedicated sharps bins were installed in Quirindi and Werris Creek to alleviate the careless disposal of sharps into the general waste stream. Not only does careless disposal of sharps put workers at risk but it impacts general amenity and public health safety. The bins are bright yellow in color and clearly marked as a Sharps Only Bin.

## **5.6 Noise**

### **5.6.1 Noise – Environmental Pressure**

Unwanted or excessive noise has the ability to severely impact quality of life and health. Prolonged periods of persistent low level noise can create as much disruption to wellbeing as short periods of excessive noise. Barking dogs, truck and heavy vehicle movements, industrial motors and farm machinery are just some of the sources of noise pollution and noise irritants. In the Liverpool Plains Shire, domestic noise nuisance from barking dogs and social events are the most common noise complaint received by Council.

### **5.6.2 Noise – Environmental State**

In the period 1<sup>st</sup> July 2011 to 30<sup>th</sup> June 2012 Council received only two complaints in relation to noise. One complaint was in relation to an alarm system sporadically activating throughout the night at the Quirindi Municipal Pool. The second complaint was in relation to noise generated from a party. Appropriate measures were undertaken to follow up on these complaints.

### **5.6.3 Noise – Council Response**

The *Protection of the Environment Operations Act 1997* (POEO Act) and the *Protection of the Environment Operations (Noise Control) Regulation 2008* (Noise Control Regulation) provide the legal framework and basis for managing unacceptable noise.

The POEO Act:

- Identifies responsibility for regulating noise;
- Defines offensive noise;
- Provides a range of tools to manage noise, including a Noise Control Notice, Prevention Notice, Noise Abatement Direction and Noise Abatement Order; and
- Makes it an offence to do various things that cause the emission of noise and to breach the conditions of a notice or order.

The POEO Act defines the appropriate regulatory authority (ARA) responsible for regulating various activities.

Essentially Councils have powers to control:

- Noise from commercial and industrial operations that are not required to hold a licence from the Department of Environment, Climate Change and Water (DECCW) – Environment Protection Authority (EPA) and that are not carried out by a State or local public authority; and
- Neighbourhood noise from residences, vehicles used off-road, vehicle alarms, and sound systems.

*The Noise Guide for Local Government* provides practical advice to council officers to assist them in the day-to-day management of local noise problems and the interpretation of existing policy and legislation. The Guide focuses on how to assess and manage the noise issues dealt with by council officers, such as neighbour-to-neighbour problems and those resulting from commercial or small industrial premises. Importantly, the Guide is also aimed at planners. It outlines planning considerations that can have a significant bearing on the prevention of future noise problems.

Police also have powers to deal with neighbourhood noise and are typically the main agencies for control of noise from late-night parties or where safety may be a concern or where council officers are not available.

The EPA, Police and NSW Roads and Maritime Services (RMS) all have a role in controlling noise from motor vehicles. The EPA, Police and RMS periodically conduct joint campaigns against noisy motor vehicles. The RMS tests heavy vehicles for noise. The Pollution Line accepts public complaints about noisy motor vehicles. Councils can also deal with offensive noise from motor vehicle sound systems.

Commonwealth agencies have the primary responsibility for managing noise from airports and aircraft. The main Commonwealth agency is Air Services Australia, which runs a noise enquiry and complaint line. Councils that operate airports also have a role in managing aircraft noise.

## 5.7 Aboriginal Heritage

### 5.7.1 Aboriginal Heritage – Environmental Pressure

Under section 86(4) of the *National Parks and Wildlife Act 1974*, it is an offence to harm or desecrate a declared Aboriginal Place. Many thousands of other Aboriginal heritage sites also receive protection under this Act. Harm includes destroying, defacing or damaging an Aboriginal Place. If development is proposed in the vicinity of an Aboriginal Place, the potential impacts of the development on an Aboriginal Place must be assessed.

The Aboriginal Heritage Information Management System (AHIMS) register of Aboriginal sites is managed by the Office of Environment and Heritage (OEH). At the time of reporting Liverpool Plains Shire Council did not have a license to access this register.

### 5.7.2 Aboriginal Heritage – Environmental State

Development which occurs on sites listed being of Aboriginal Heritage has the potential to be permanently harmed, thus deteriorating the indigenous heritage of the region. In 2009 the total number of artifacts or significant places recorded numbered 65 across the Liverpool Plains Shire. Table 2 details stakeholder responsibilities of Aboriginal Heritage management.

**Table 6 - Aboriginal Heritage Management Responsibilities**

Stakeholder	Role	Responsibility
Office of the Environment and Heritage (NSW)	Legislative MER & information management	Manage NPW Act Maintains site register
Local government	Survey and document	LEP, DCP, EP&A Act
Developers & community	Identify & consider Aboriginal heritage likely to be impacted by development	EP&A Act
CMA	Consider Aboriginal heritage in property vegetation plans (PVP) Engagement with local Aboriginal communities in CAP process	



### **5.7.3 Aboriginal Heritage – Council Response**

Liverpool Plains Shire Council recognises that the management of Aboriginal heritage includes the following activities:-

- Correct identification of relevant artifacts, sites and places;
- The protection of relevant sites and artifacts; and
- The conservation of relevant sites and artifacts.

Effective management can be implemented via a number of options promoting:-

- Timely and effective management;
- Development of a management plan or strategy;
- Initiating surveys;
- Recognising heritage issues in planning instruments such as LEPs and DCPs;
- Initiate and promote community education; and
- Create and maintain an up-to-date database.

Liverpool Plains Shire Council has mapped heritage items and sites as part of the Liverpool Plains Local Environment Plan 2011 process.

## **5.8 Non-Aboriginal Heritage**

### **5.8.1 Non-Aboriginal Heritage – Environmental Pressure**

Both indigenous and non-indigenous heritage may be threatened by development and/or a lack of appropriate management and awareness. The key threats to non-indigenous heritage in the Liverpool Plains shire are as follows:

- Land use conflict;
- Development;
- Road and other infrastructure upgrades; and
- Community awareness.

### **5.8.2 Non-Aboriginal Heritage – Environmental State**

In 2011 the total number of non-indigenous heritage items recorded numbered 104 across the Liverpool Plains Shire. Table 3 details stakeholder responsibilities of non-indigenous heritage management.



**Table 7 - Non indigenous Heritage Management Responsibilities**

Stakeholder	Role	Responsibility
Heritage Council NSW	Establishes Heritage Orders	Heritage Act 1977
Local Government	Identify & list items of local heritage significance in LEP	EP&A Act
Developers & community	Compliance with legislation	Heritage Act 1977 EP&A Act/ LEP

### 5.8.3 Non-Aboriginal Heritage – Council Response

Increasingly Liverpool Plains Shire Council directly and indirectly influences the management of non-aboriginal heritage issues which are measured by performance indicators.

A Heritage Register was completed and appropriate mapping undertaken during the preparation of the LPLEP 2011. Clause 5.10 of the LEP states the objectives of heritage conservation and the requirements for consent in relation to development which may impact heritage buildings or localities.

#### Heritage Strategy

Every three years Council updates and maintains its ‘Heritage Strategy’ which defines the heritage conservation objectives for the region for the period. This strategy aims to identify historical properties/places which may require funding in order to maintain, protect or enhance their heritage features. The strategy is limited to non-aboriginal heritage items.

#### Heritage Projects

Heritage conservation projects are regularly undertaken by Council. Examples of recent activities (during the reporting period) are listed as follows:

- *Heritage Main Street Study of Werris Creek* - this project will record and assess all of the buildings in the Werris Creek Heritage Conservation Zone. This zone covers Single Street from North Street to Poole Street and includes almost all of the town’s commercial premises. The study will include recommendations regarding the future management of the study area and buildings within it.

- *Local Heritage Fund* - in 2011 Council instigated its first Local Heritage Fund. During 2011-2012 four projects were funded. In 2012 Council expanded the Fund to include premises in the Quirindi and Werris Creek Heritage Conservation Zones. Fifteen (15) applications were received and funding has been recommended for thirteen (13) projects.

## 6 Summary of Environmental Trends

Table 8 - Environmental Trend Summary

Environmental Issue	Trend	Position Comment
Land	Increasing	As development continues within the region across many sectors of industry pressure will continue to mount on demand and supply of resources. Assessment of current and future potential impacts in relation to mining is required.
Air	Increasing	Air quality within the region is relatively steady but requires ongoing monitoring in respect to industry development and seasonal conditions.
Water	Increasing	Although recent rains have eased immediate pressures with water quantity, pressure remains on the long term sustainability and quality of water, dependent on industry, environmental and infrastructure conditions.
Biodiversity	Increasing	Although many programs are in place to manage and conserve biodiversity within the region pressure continues to mount from development, exotic species and environmental conditions over the long term.
Waste	Increasing	Waste recycling is paramount to the long term waste sustainability needs of the Shire which has the potential to increase population over the medium to long term.
Heritage	Steady	Increasing vigilance and recognition of heritage items through planning instruments is increasing the surety of long term protection and management.

## 7 Conclusion

Due to the limited timeframe and resources Liverpool Plains Shire Council has prepared this Supplementary SoE 2011/2012 with resources and data available at the time. Absent data has been noted for inclusion in future SoE Reports, enabling Council to detail environmental trends occurring within the Shire through various environmental indicators.

Further strengthening of strategic partnerships and management plans to deal with short and long term environmental issues such as biodiversity decline, climate change and development pressures will place Council in a better position to act on such issues in a strategic and coordinated manner.

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## *APPENDIX "C"*

# *SOCIAL PLAN CULTURAL PLAN AND DISABILITY ACTION PLAN*



# Liverpool Plains Shire Council Social Plan

2010-15



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## **EXECUTIVE SUMMARY – KEY ISSUES AND RECOMMENDED ACTIONS**

### **HOW WELL ARE THE SOCIAL NEEDS OF THE COMMUNITY BEING MET?**

The social needs of people living in the Liverpool Plains Shire are being well met. Long-term residents are generally happy with the services and facilities available across the Shire. People are positive about the towns and villages and believe in their future. Families are being drawn to the Shire because it offers an affordable alternative to city living. Many self funded retirees are making the area their home, bypassing the lure of the more expensive coastal regions. The prospect of new industry and jobs is also expected to bring workers and their families to the area. The Shires proximity to the major regional centre of Tamworth, and access to specialist medical services, schools, shopping centres and employment are providing further incentives for people to locate to the Shire. Overall, existing and new residents are recognizing the benefits of living in the Liverpool Plains Local Government Area.

Liverpool Plains Shire Council and the local community need to plan for the future. The people of the Shire must continue to strive towards achieving their vision of higher levels of growth, quality of life and expanded opportunities for economic and social development within the framework of ecological sustainability. Access, equity and social issues are integral to this vision.

### **PRIORITY NEEDS**

Many of the needs identified in this plan are not strictly social issues. Rural communities have many economic and environmental challenges to overcome. It would be short sighted and counter productive to isolate any one of these issues from the other.

Similarly, some of the actions and needs identified in this report are not strictly a Council responsibility. However, Council is committed to act as a facilitator for the provision of new and expanded services. This will involve exploring new funding opportunities, lobbying for appropriate legislation, developing new networks, and stimulating economic growth and prosperity in the Shire.

The action plans in Section 5 of this report details the role Council can take and highlights the respective community and government partnerships required to facilitate change.

### **KEY STRATEGIES**

#### **Provide Recreational Opportunities**

Meeting the needs of younger people is a high priority. Council is aware that keeping younger people engaged and involved in the community can help them to develop into caring and responsible adults.

Opportunities afforded from facilities such as the Quirindi Recreation Centre continue to provide new social and recreational activities for younger people, particularly those less than 18 years of age.

Council is committed to developing sporting/recreational facilities across the Shire. The development of a walking path, cycleway and skate park are all initiatives that will improve the amenities available for youth to pursue leisure activities. Council is endeavouring to construct shade sails in all parks and sporting ovals throughout the Shire.

### **Indigenous Access to the Community**

The Aboriginal community must have access to the economic resources and services essential to meeting their basic needs and improving quality of life. The employment of a Community Liaison Officer (CLO) is one way the Aboriginal Community can increase opportunities for participation and consultation on local issues. This will ensure that cultural considerations are integrated into the broader community. Walhallow's inclusion into the Liverpool Plains Local Government Area as a result of amalgamation has magnified the need for this role.

Council can facilitate the employment of a Community Liaison Officer by the Aboriginal Community.

### **Community Development & Participation**

Community development requires the engagement and participation of all sectors of the population. Liverpool Plains Shire Council has continued to engage the community through facilitation and the provision of scholarships, grants, information resources and various employment opportunities.

There is a need for stronger volunteer participation within the community. Too few individuals currently maintain the many voluntary roles that are available. The majority of volunteers within the community generally belong to the 'older persons' demographic and very little recruitment of younger people is occurring.

Stronger community-driven leadership will encourage participation from organisations and individuals to contribute to the Shire in a more positive and productive way.

### **Maintain Health Care Services at current levels**

Liverpool Plains Shire has continued to maintain a high level of Health Care Services, whilst many other communities throughout the State have experienced a gradual decline. Quirindi is well served by three (3) Doctors and three (3) Dentists.. The hospital has a 24-hour Emergency Department.

The Community is continuing to build on the current level of services whilst building partnerships with Hunter New England Health and other health agencies, to provide opportunities for improved Health Care. Construction of HealthOne in Quirindi will commence in February 2010.

The construction of the Werris Creeks Multi Purpose Centre has been initiated and this will have very positive benefits to Werris Creek people.

### **Maintain Home & Community Care Services (HACC)**

Liverpool Plains Shire Council has proudly supported the HACC program over a number of years, a service that provides social support for the less independent within the community. The HACC Program is a joint Commonwealth/State program that provides help to frail aged people, younger people with disabilities and their carers so they can remain at home and avoid inappropriate or premature admission to residential care. Council will continue to promote, maintain and build on the services currently provided by HACC. Council's commitment to the expansion of HACC services has resulted in the opening of the Willow Tree HACC Outreach Centre three days per week. Willow Tree HACC will eventually be housed in the new Interpretive Centre which will be in operation early in 2010. It is hoped that the Community of Currabubula will be the next centre to benefit from the presence of a HACC service in their community. Council has also purchased the former ambulance house which will be refurbished and converted to the new HACC office for the residents of Quirindi.

### **Increase cultural opportunities**

While the Shires sporting needs are extremely well met and various cultural activities exist, there is room for improvement. Two specific examples include:

- (1) The Royal Theatre is currently undergoing extensive renovation and will be an important cultural centre for the community. This will be the major venue for community celebrations, presentations, live performance as well as a cinema.
- (2) Promoting multicultural events and multiculturalism in the community. Council will carefully monitor new settlers to identify any emerging population sub-groups requiring particular recognition.

### **Promote natural resource management and build on the Shire's environmental record**

Liverpool Plains Shire Council has implemented progressive natural resource management projects, standing up as a regional leader in the promotion of Landcare and river restoration projects. Given the rural nature of the shire, and the close links between the natural environment, economic prosperity and social well being, Council will continue to strengthen these existing initiatives, through ongoing and active partnerships with the Namoi Catchment Management Authority.

Regenesis is a joint initiative of Sister Cities, Blacktown City Council and Liverpool Plains Shire Council. The NSW Environmental trust has granted this alliance \$2 million to establish the Regenesis project. The partnership will allow for large tracts of public and privately owned land to be utilized for biodiversity plantings and carbon storage. Regenesis revegetation projects are planted in accordance with accredited carbon trading requirements. Through the Regenesis project, those with the carbon sequestration rights on the planted land will receive carbon certificates that have a dollar value and are tradable. Regenesis will operate through the Carbon Pollution Reduction Scheme once that scheme is operational. Regenesis funding has also allowed Liverpool Plains Shire Council to develop a biodiversity strategy to assist Council's planning functions.

Liverpool Plains Shire Council will work closely with BHP, landholders and relevant Government bodies to ensure that all mining exploration is carried out without any disruption to farming practices or to the detriment of the land or the water tables beneath the land.

BHP is currently contributing towards a water study to look at the interconnectivity of the aquifers. Landholders and community members are also concerned about mining effects on dust levels and subsidence.

Chinese mining company Shenhua will also have an impact on the Liverpool Plains although it is not within the shire. Shenhua has been granted an exploration licence to search for coal however the company will be dealing with Gunnedah Shire Council.

Santos has commenced coal seam gas exploration in the Shire.

The Green is the New Black project will engage auditors for waste water and electricity and then implement measures to reduce the amounts generated

### **Maintain 'Aged Care' facilities and Services**

Quirindi Retirement Homes Ltd has constructed the "Eloura" Aged Care facility. This is a 90 bed retirement home with a dedicated dementia wing. The home is constructed in the Quirindi Hospital grounds.

The community must ensure that a range of Aged Care facilities and services are provided for the aging population, particularly a choice of residential living opportunities.

Home & Community Care (HACC) will continue to provide a range of services to the aged population including:

- Transport services via a car to Tamworth or Newcastle for medical appointments;
- Medical bus to Tamworth;
- Bus to Tamworth Hydrotherapy pool;
- Shopping access transport; and
- Monthly shopping/medical access bus from Premer to Tamworth.
- Respite to carers.

## **FUTURE OPPORTUNITIES**

### **Release new land to meet future demands associated with the town's growth**

Quirindi and Werris Creek, like many other regional centres, are experiencing a boom with demand far outweighing supply. There is a critical shortage of rental accommodation and this is an issue for potential new residents. Council is reviewing the Liverpool Plains Shire Local Environmental Plan (LEP) which will allow for the release of new land for residential and industrial expansion however this is possibly two years away. The residential streetscape in Quirindi and Werris Creek are both important initiatives that will continue over the next five years.

Commercial accommodation within the Shire is particularly limited and there is a pressing need for the development of at least one new motel.

### **Promotion of local produce**

Quirindi has had a marked increase in the number of restaurants opening. A new café and pizzeria has recently opened and several of the hotels have engaged chefs who are providing good quality meals at a reasonable price. Council encourages all new enterprises and hopes that locals support these new businesses.

### **Promote Quirindi as a centre of equine sporting excellence**

The Liverpool Plains Shire is recognised as a place of sporting excellence, offering a range of high quality sporting grounds and facilities. The Shire is in a good position to market the regions sporting lifestyle opportunities. For example, many of the traditional horse areas of the Upper Hunter have increased in popularity, making it difficult for newcomers to purchase land due to inflated real estate prices. Quirindi's close proximity to the Hunter, its sensible real estate prices, and the Shires generous provision of equine facilities, make it a sound alternative to the latter.

The Shires' reputation for equine and sporting excellence has the potential to attract new people with new skills, ideas, professions and social interests.

### **Maintain position of Community Services Coordinator**

A Community Services Coordinator (CSO) is required by LPSC to facilitate the further expansion of services in the Shire.

The CSO is involved in ensuring issues of Access & Equity, coordinating the HACC program and working with other agencies to manage and coordinate Council's community initiatives.

### **Promote local shopping opportunities**

Economic growth will drive local demand for goods and services. Currently many consumers within the community are purchasing goods and services from Tamworth and other centres. Council's role in promoting retail and service delivery in Quirindi will strengthen consumer demand for 'home' product, and encourage the community to shop locally. The opening of Carlo's IGA has given Quirindi a much needed retail boost. The store has given customers a much wider variety of goods at reasonably competitive prices.

Additionally, the opportunities associated with local shopping will be enhanced through increased competition and a broadening of the range of goods and services available to the consumer. Council is aware of the need for improved visual amenity and retail ambience within the Central Business District, and has continued to improve town facilities through the Streetscape initiative.

### **Insulate the Community from agricultural downturn**

Council is continuing to promote new industry and investment within the Shire, not aligned to the regional rural economy. The agricultural sector will continue to be an integral part of the Shires cultural, social and economic future. However, Council is aware that by supporting non-agricultural investment, the Shire will be buffered from rural downturns brought about by variable climatic conditions and/or rural commodity fluctuations. The opening of McVicar's sawmill and possible expansion of Coalmines in the region are examples of economic diversification to protect existing businesses from fluctuations.

## REVIEW OF ISSUES BY TARGET GROUPS

	TRANSPORT	EMPLOYMENT	COMMUNITY FACILITIES	SAFETY/CRIME PREVENTION	HEALTH	EDUCATION	RECREATION	CULTURE	ENVIRONMENT
<b>Children</b>  <b>0-11 years</b>	<p>Affordable access to pre-school.</p> <p>It is expensive for volunteers to obtain a bus licence.</p> <p>To provide for Walhallow children to access services</p> <p>Access to Quirindi Services from outlying areas</p>		<p>Many of the volunteer groups have limited support and funding</p> <p>Interagency support for children's community groups, eg Birth to Beyond-voluntary groups with limited funding and support, eg Inability to use main street for Book Parade.</p> <p>There is no group to help young mothers connect to gain support. Those that are new to town have difficulty finding out about available services as they have no extended networks.</p>		<p>Access to health services.</p> <p>There is no local breastfeeding support group eg ABA.</p> <p>No public funded dental services locally. As referrals are prioritised and needs based the waiting list is very long.</p>	<p>There is a shortage of after school care in Werris Creek, Willow Tree, Wallabadah, Spring Ridge.</p> <p>Continue NW Life Education</p> <p>Affordable access to Preschool-not eligible for childcare benefit subsidy</p> <p>Assist preschool to maintain services</p>	<p>Sun protection on play equipment</p>		

<b>Young People</b>  <b>12-25 years</b>	<p>Transport to access holiday activities &amp; promote paths and cycleways</p>	<p>Apprenticeships are very hard to come by.</p>	<p>There is no forum for youth to have their say and the formation of a Youth Council would be advantageous.</p>	<p>Street lights are not sufficient in some areas.</p>	<p>Access to health services – limited advertising of services in the places that people attend.</p>	<p>Continue to provide scholarships.</p>	<p>Recreational facilities at Recreational Centre. Increase activities ie Big Day In</p>	<p>There is no recognition of different culture within schools or Council.</p>	<p>Concern of the impact of coal mines on the environment eg impact on aquifers, dust, farming and subsidence.</p>
	<p>Access to Quirindi services from outlying areas- limited transport options, limited options on weekends, after hours transport, limited footpaths.</p> <p>Outlying villages such as Willow Tree, Wallabadah, Werris Creek and Spring Ridge find it difficult to access entertainment if parents are unable to help out.</p> <p>Representative sport is hard to attend as travelling costs are so expensive.</p>	<p>Increase the number of school based traineeships.</p> <p>There needs to be more liaison between High Schools and large employers like BHP so that students are choosing electives that will be beneficial in obtaining employment.</p>	<p>There is no Youth Officer available to represent youth and their concerns.</p>	<p>Counselling services and Social Workers need to be available and courses on anger management need to be accessible.</p>	<p>Poor access to sexual health and lifestyle health services eg quit smoking.</p> <p>Young people need to be better informed about what services are available and there is often a lack of knowledge about health issues.</p> <p>There is no way for youth to access information on sexual health.</p> <p>There is no female doctor in town and they need incentives to stay.</p> <p>The ambulance service is very expensive and therefore not always accessible to all.</p>	<p>Council Youth Committee formed &amp; provides programs for youth development.</p> <p>There needs to be more access to computers and tutoring available to those who cannot afford it.</p> <p>The local High School has a high staff turnover making it difficult for students to develop successful study habits especially in Year 11 and 12.</p> <p>School uniforms are outdated and a strict uniform policy is not enforced.</p> <p>There are very few national or international excursions..</p>	<p>Sporting facilities to promote general exercise- walking/cycling track, pool hours earlier/later, cover pool to allow full year access.</p> <p>Exorbitant cost of sporting activities/groups preclude the disadvantaged</p> <p>There are not many activities for youth later at night.</p> <p>Facilities such as the Recreation Centre and the picture theatre are not being fully utilised for youth activities.</p>	<p>Visitors from overseas need to be encouraged and initiatives like an International Sister City. need to be encouraged.</p>	<p>There has been a lack of community consultation for and against the development of coal mining in the shire.</p>



<p><b>Women</b></p>	<p>Limited transport options</p> <p>Limited options on the weekends and after hours transport.</p> <p>People are not always fully aware of transport options eg taxi vouchers, community transport, transport for Health.</p> <p>Access to Quirindi Services from outlying areas</p>		<p>Dept of Women visits.</p> <p>Encourage participation on boards &amp; committees.</p> <p>There are limited options for short term childcare especially High School aged children with special needs.</p> <p>There is only one baby shopping=trolley at Carlo's IGA.</p> <p>Any parent with twins or several toddlers and a baby would find shopping difficult.</p> <p>Many young women are socially isolated</p> <p>The close proximity of Tamworth means there is no full time Family Support office, Centre Care or access to the women's refuge.</p> <p>Provide increased access to child care</p>	<p>Active campaign against domestic violence &amp; support women's programs</p> <p>Increased levels of domestic violence.</p> <p>Under reporting of domestic violence.</p> <p>Access to services, eg Women's Refuge, support services, Police, "Safe Home"</p> <p>Oxley area command are concerned that Liverpool Plains Shire has been poorly funded in the area of Family Services.</p>	<p>Limited advertising of services in the places that people attend.</p> <p>Sexual health and mental health.</p> <p>There are no female doctors in the district and the women's Health Nurse position at Community Health is vacant.</p>		<p>Poor access to social activities ie limited availability of restaurants, entertainment options after hours</p>	<p>Explore new cultural opportunities</p>	
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<p><b>Older People</b></p>	<p>Maintain community transport options.</p> <p>Transport is limited on weekends.</p> <p>Footpaths are not always present.</p> <p>Target group needs to be made more aware of transport options.</p> <p>The only community bus is the Community Health bus which is often not available and its size limits the number of people that can attend activities.</p>		<p>Promote HACC Services</p> <p>Recruit volunteers for HACC Services</p> <p>Expand HACC Services into Currabubula.</p> <p>There needs to be more support for carers when client transitioning to residential aged care services.</p> <p>Older people are continuing to drive when they are not always safe to do so.</p> <p>Aged Care services are not communicating with each other and they are missing opportunities where referrals could be made to better meet the needs of clients.</p> <p>The cost of residential care is immense so it is important that people be made aware of services that will allow them to remain in their homes for longer periods.</p>		<p>There are no counselling/grief services for clients and or carers at aged care facilities.</p> <p>Clients need to be more aware services that are available through the Anglican Counselling services and Hunter New England Health.</p> <p>There is limited utilisation of Health Services by clients in residential aged care services.</p>		<p>Clients are not aware of the HACC shopping bus, taxi vouchers and transport for Health. The private town bus does not pick up or drop off in the main street or near Shaw's or Carlos.</p> <p>There is a certain stigma attached to attending Day Centres with both carers and clients. Clients in the general community need to be encouraged to use these services as well as clients from the Aged Care facilities as they are an excellent opportunity for social interaction.</p> <p>A lot of clients are not accessing trips because of lack of facilities at a lot of the venues.</p>	<p>Support Seniors Week &amp; continue to support services of HACC in the community Support given</p>	
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<b>People with disabilities</b>	<p>Declining numbers of volunteers are making it more difficult for people with disabilities to remain in their home.</p>		<p>The Quirindi Library disabled toilets are unable to be accessed by someone in a powered wheelchair.</p>	<p>Provide opportunities for short term respite care and carers for disabled</p>	<p>Community Health, HACC, Transport for Health and similar need to promote services they have available to ensure that as many residents as possible have access.</p>	<p>There is no after school or holiday funding for children with a disability over 12 years.</p>	<p>There are no recreational activities that can be accessed at present especially for youth. Clients are too young to even want to attend Day Centres and too severely physically disabled to access HACC services easily.</p>	<p>Support access issues through LPSC Disability Access Committee</p>	
	<p>Maintain and expand disabled parking services.</p> <p>Access to the Florist, NAB, Paper Shop, Hotels, Courthouse and Police Station.</p> <p>There is no designated Disabled parking between the Courthouse and IGA. Motorists are often parked in front of ramps. Even small steps are difficult to negotiate for people using a powered wheelchair.</p> <p>There is no disabled symbol on the road at disabled parking spaces.</p> <p>At present disabled passengers are forced to go in front of their vehicles and into the line of traffic to access the disabled ramp.</p>		<p>There are a lack of disabled facilities at Bell Park and Golland Fields. There are not enough picnic tables at Golland Fields and Bell Park. Both of these sites are flat and ideal for activities for people with a disability.</p> <p>There is no after school or respite centres for carers of children over the age of 12 years who have a disability.</p> <p>Some form of respite is needed urgently within the Shire.</p>		<p>There is a large gap in service from independent living to Low Care facilities.</p>	<p>Long Day Care and Family Day Care can only manage children up to 12 years as the safety of younger children must be considered especially when behavioural problems are indicated.</p> <p>Funding and facilities are geared more towards community members with intellectual disabilities rather than physical disabilities and their carers are left in the mainstream.</p>			

<b>Aboriginal &amp; Torres Strait Is.</b>	<p>Improve and provide a range of transport options</p> <p>Access to Quirindi services from outlying areas- Limited transport options, limited options on weekends, after hours transport, limited footpaths (Walhallow to Caroonna shops)</p> <p>Access to driver training.</p> <p>There needs to be provision made for a check in station for child restraints.</p>	<p>The CDEP local apprenticeship initiative has been discontinued.</p> <p>An indigenous administered housing initiative could include builders, plumbers etc.</p> <p>There is not enough focus on female employment.</p>	<p>Include in Community Directory</p> <p>Develop partnership agreement</p> <p>Poor access/visibility to Social &amp; Wellbeing Centre-flights of steps precludes disabled access</p> <p>Acknowledgement to traditional people of the land eg plaque in council reception and other significant public areas-self determination of local Aboriginal population.</p> <p>There is no community Shop at Walhallow any more. Shop needs to reopen so that residents can have more healthy choices.</p>	<p>Employ Indigenous Liaison Officer.</p> <p>It is very difficult to access the Women's Refuge and there is no Safe house in the Shire.</p>	<p>Investigate Outreach Services</p> <p>Access to services- limited advertising of services in the places that people attend.</p> <p>Limited access to sexual health and lifestyle health services, eg Quit Smoking-no local services for these issues.</p> <p>Oral Health Services-no public funded dental services locally.</p>	<p>Promote pre school participation &amp; occasional care</p>	<p>There are not enough subsidies available for sporting groups making membership expensive and difficult to access for many families.</p>	<p>Need to establish a Keeping Place and mentoring program.</p> <p>There is no suitable venue for meetings of parenting groups . Funding for these groups is limited and they cannot always afford Council's fees and charges.</p> <p>Investigate opportunity for Aboriginal Cultural Centre</p> <p>Aboriginal craft gallery and activity centre- limited access to services that promote self esteem, cultural awareness</p>	
	<b>Cultural &amp; linguistically diverse</b>						<p>Instigate a multicultural festival or celebration</p>	<p>Recognise in Community Directory</p>	
	<b>General</b>	<p>Provide appropriate community transport</p>	<p>Info package for new residents</p> <p>Update community directory</p> <p>Facilitate communication between service providers</p>		<p>Promote the role of HNEHS &amp; provision of services at local level</p>	<p>Provide leadership training</p>		<p>Explore new cultural activities</p>	

# CHAPTER 1: Introduction

## 1.1 BACKGROUND

The Liverpool Plains Shire has a long and productive agricultural history in the Namoi Valley catchment and it is experiencing a new era of industrial expansion and population growth.

Liverpool Plains Shire Council's proactive approach to local economic development, lifestyle migration away from Sydney and the coastal areas, coupled with the regional real estate investment market, is already realising the potential for population increase in the Shire.

Quirindi and Werris Creek's convenient proximity and strong agricultural sector is providing opportunities for commercial investment and lifestyle in the Shire. Situated between the New England and Kamilaroi Highways, and on a main railway corridor, the Shire is central to both Sydney and Brisbane. The regional city of Tamworth is located 65 kilometres north of the township of Quirindi.

The Local Government (General) Regulation 2005, has given Liverpool Plains Shire Council the opportunity to formally develop this Social/Community Plan.

Social plans aim to:

- a) Identify the community's social needs;
- b) Assess how those needs are being met; and
- c) Identify strategies to ensure that those needs are met.

These plans and recommendations must then be incorporated into other Council planning (i.e. management plans), budgeted for and reported on annually.

The rural settlement patterns of the area have a major influence on how Local Government Areas such as the Liverpool Plains Shire addresses its social issues. Quirindi is a sub-regional service centre servicing Willow Tree, Werris Creek, Currabubula, Wallabadah, Blackville, Pine Ridge, Premer, Spring Ridge, Carroona and Walhallow. The Shire caters for many people who, technically, live outside the Liverpool Plains Local Government Area, but socially, consider themselves to be part of the Shire.

This plan considers social needs under the following broad categories:

- Transport
- Housing
- Employment
- Safety/Crime prevention
- Recreation
- Education
- Culture

- Community Facilities
- Economy
- Families
- Communication
- Environment

## **1.2 What is a social plan?**

Under the Local Government (General) Regulation 2005 all councils in NSW must develop a social plan and report on identified access and equity activities annually.

A social plan examines the needs of the local community, including groups that may be disadvantaged, and develops activities that council and/or other agencies could implement to address these needs.

Access and equity activities aim to promote social justice and enhance community well being. They include: a council's social/community welfare, health, cultural and recreation activities as well as aspects of council activities such as providing infrastructure/services, planning/regulation and providing information.

## **1.3 How is it developed?**

The Department of Local Government has prepared Social/Community Planning and Reporting Guidelines to help councils meet their compulsory requirements. These guidelines were a valuable resource in preparing this plan.

## **1.4 How does the social plan fit in?**

This plan will become part of the Liverpool Plains Shire Council annual Management Plan. The Management Plan is the main planning document for Council – it provides the budget, and sets service delivery levels for activities across all areas of operation. The social plan will be attached to the Management Plan and council will need to consider it together with other plans. The plan is updated each year to reflect Council's Management Plan and community trends.

## **1.5 Who will use the plan and how?**

Liverpool Plains Shire Council has a legal responsibility to develop and report on this plan, however, they will not be responsible for implementing all the recommendations. Council can use this plan to influence the activities and initiatives of government and non-government agencies to ensure that community needs are best met. The plan is based on community input through public consultation and therefore is a valuable reference for council, providing insight into community concerns.

Similarly, the community can use this plan as a bargaining tool. By being familiar with what this plan is trying to achieve, the community can work with council to ensure that resources are fairly distributed, rights are recognised and promoted and that people have fair access to resources and services to meet their basic needs and improve their quality of life. The planning process also gives people opportunities for genuine participation and consultation about decisions that affect their lives.

## **1.6 How often will the plan be reviewed?**

Local government must submit new social plans by 30 November, every five years, from November 2004. Each year, Councils must also review and update their social plans as part of the annual review of their management plans. This includes comparing what they said they would do with what they actually achieved. This process means that councils are accountable and gives them an opportunity to improve how they address social needs.

## CHAPTER 2: Liverpool Plains Shire Council

### About the Social Plan

*The Social Plan fits under the umbrella of the Liverpool Plains Shire Management Plan. That means that both plans should work towards a common direction. The information in this section is taken directly from the Quirindi Shire Council 2009/10-2019/20 Community Strategic Plan. It gives an overview of Council's values and what they are trying to achieve for everyone who lives in the Shire.*

#### 2.1 Council's Vision

That the Liverpool Plains Shire area achieves higher levels of growth and generates improved quality of life through expanded opportunities for economic and social development being realised within an environmentally and financially sustainable framework.

#### 2.2 Council's Mission

To achieve the Liverpool Plains Shire vision through a pro-active community focus delivering best value and practice services that are recognised by the community and our peers for their quality and positive impact on development.

#### 2.3 Council's Values

The elected members, management and staff of Liverpool Plains Shire Council are committed to Council's vision and mission and through mutual trust and respect will strive:

#### 2.4 For our Residents

- To provide professional, friendly and innovative service;
- To apply principles of access and equity with facilities and services; and
- To encourage and promote a strong sense of Community.

#### 2.5 For our Community

- To maintain principles of democracy, public participation and fairness in decision making;
- To have a positive influence on community attitudes;
- To promote, provide and plan for the needs of all ages;
- To encourage and stimulate economic growth and prosperity in the Shire;
- To establish a safe, caring and clean community environment;



- To create a dynamic area sustaining its agricultural and natural heritage.

## **2.6 For our Staff and Volunteers**

- To promote a working environment that fosters innovation, equal opportunity, job satisfaction and performance;
- To encourage strong community partnership in the provision of services and facilities;
- To seek continuous improvement in the way that Council does business;
- To encourage and appreciate the contribution of community volunteers.

## **2.7 For our Environment**

- To maintain and enhance the reputation of the built environment;
- To protect and enjoy the natural, built and cultural environment;
- To promote economic sustainability and technological advantage for agriculture and industry;
- To develop effective road, transport and infrastructure networks.

## **2.8 For our Customers and Suppliers**

- To conduct business with integrity and respect;
- To ensure consistency and accountability in Service relationships;
- To communicate requirements accurately and precisely;
- To exercise and expect honesty in business dealings.

## **2.9 Principal objective for Community Services**

To provide a fair and equitable distribution of social and community services that are developed in consultation with the stakeholders and to act as a facilitator in the provision of new and expanded service.

To facilitate, support and provide opportunities for our community to participate in activities that will assist in maintaining and improving their well-being.

## **2.10 Role of Council**

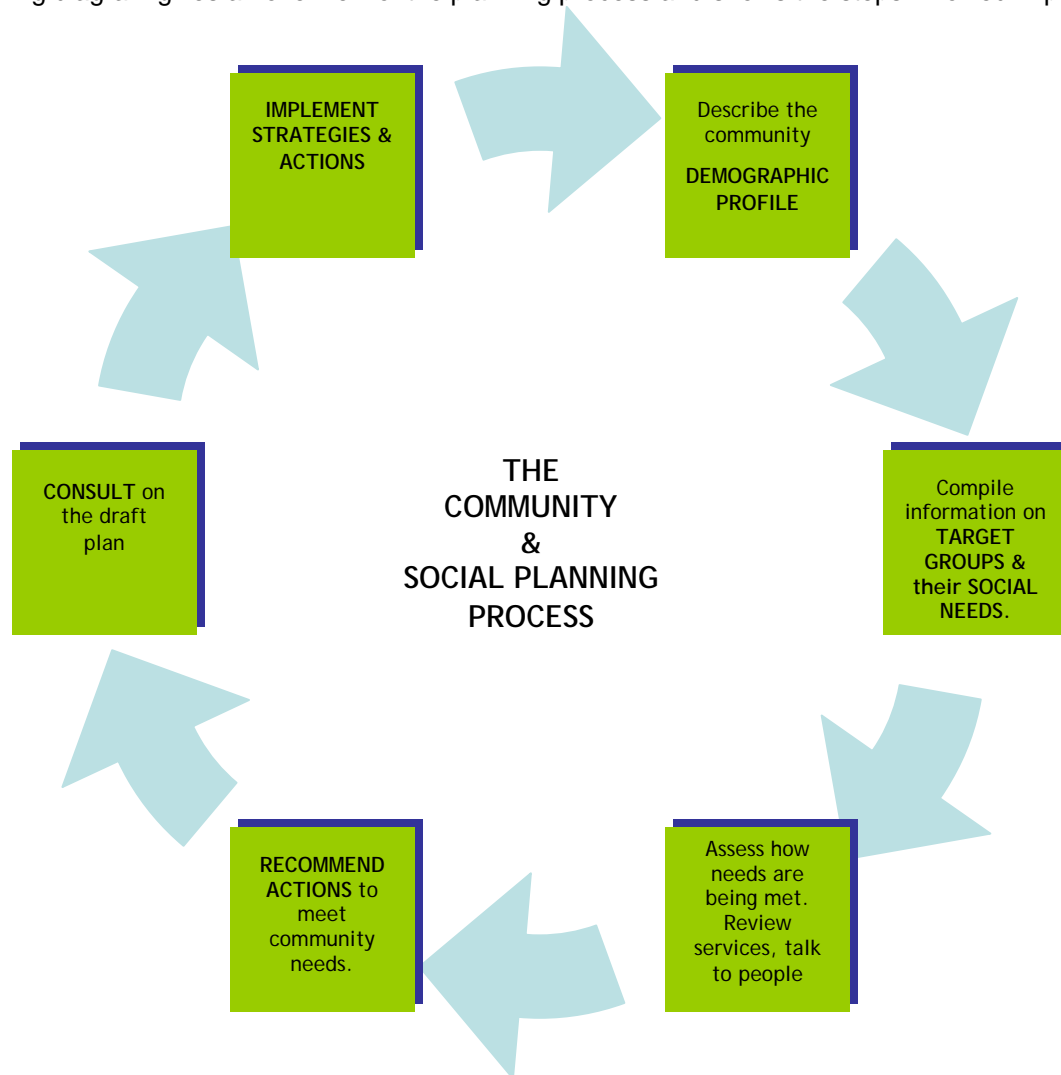
The Local Government Act 1993 defines the role of Council under Section 8(1). This role is explained through a set of principles to guide Council in carrying out its functions:

- To provide directly or on behalf of other levels of government, after due consultation, adequate, equitable and appropriate services and facilities for the community and to ensure that those services and facilities are managed efficiently and effectively;
- To exercise community leadership;
- To exercise its function in a manner that is consistent with and actively promotes the principles of multiculturalism;
- To promote and provide and plan for the needs of children;

- To properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development;
- To have regard to the long term and cumulative effects of its decisions;
- To bear in mind that it is the custodian and trustee of public assets and to effectively account for and manage the assets for which it is responsible;
- To facilitate the involvement of Councillors, members of the public, users of facilities and services and Council staff in the development, improvement and co-ordination of local government;
- To raise funds for local purposes by the fair imposition of rates, charges and fees, by income earned from investments and, when appropriate, by borrowing and grants;
- To keep the local community and the State Government (and through it, the wider community) informed about its activities;
- To ensure that, in the exercise of its regulatory functions, it is consistent and without bias, particularly where an activity of the Council is affected; and
- To be a responsible employer.
- To engage in long-term strategic planning on behalf of the local community.
- To exercise its functions in a manner that is consistent with and promotes social justice principles of equity, access, participation and rights.

## CHAPTER 3: The Planning Process

The following diagram gives an overview of the planning process and shows the steps involved in preparing a community social plan:



### **3.1 What is a target group?**

A target group is a discrete and definable section of the community that has special needs. For the purpose of this plan there are two types of target groups – mandatory and optional.

A social plan must include information about the needs of the 7 mandatory target groups. These groups are: children (aged between 0 and 11 years), young people (between 12 and 24 years of age), women, older people, people with disabilities, Aboriginal or Torres Strait Islander people and people from culturally and linguistically diverse backgrounds. These groups, however, are not homogenous i.e. people may belong to more than one group.

### **3.2 Developing the demographic profile**

The demographic profile shows the current makeup of the community in Liverpool Plains Shire, including changes in population over time. This information is based on figures from the 2006 Census and other relevant documents from the State and Federal government and Liverpool Plains Shire Council.

### **3.3 Identifying social needs**

The needs of the various target groups were identified by:

- A discussion paper was sent to community groups throughout the shire informing them of the Social planning process and asking them what their perception of social needs in the Shire were. Groups were given a table to complete and return to council.
- Focus group meetings were organised with representatives from each of the target groups. At these meetings issues were identified and appropriate strategies to help solve these issues were put forward.
- Reviewing various local and regional plans to help understand issues commonly experienced by members of the community or the target group, that could negatively impact on quality of life. Some issues from the 2006 Social Plan were also included in the issues section of this document. These plans are listed under references:

### **3.4 How did we assess how well the needs were being met?**

Target groups identified existing services available in the shire and successful programs and initiatives that are currently available.

The Community Plan prepared for Liverpool Plains Shire Council in 2006 was also reviewed to determine if recommendations from that plan were adopted.

### **3.5 Who recommended actions and how?**

Recommendations in this plan were based on discussions with various stakeholders/target groups and an assessment of the 2006 Social Plan. Any recommendations from the previous plan that were not implemented are carried forward to this document.

### **3.6 Who will implement actions?**

While this plan is mainly aimed at Liverpool Plains Shire Council, they are not necessarily responsible for implementing all the recommendations in the plan. The primary role of the Liverpool Plains Shire Council is to act as a facilitator, providing an impetus for community leadership and participation. Further,

some recommendations will require action by State and Federal governments, community groups, service providers and/or individuals. The action plan section of this plan identifies who should be responsible for specific activities and initiatives.

## CHAPTER 4: Understanding the Community – A Demographic Profile

### WHAT IS A DEMOGRAPHIC PROFILE AND WHY IS IT PART OF A SOCIAL PLAN?

*A demographic profile is a set of statistics that shows the characteristics of the community – in this case, a local government area. This information can help to better understand the features and needs of the general community and specific groups.*

#### 4.1 Population profile

	Males	Females	TOTALS
Total persons	3761	3799	7540
Aged 15 years and over			6066
Aged 65 years and over			1430
Aboriginal and Torres Strait Islander			715
Born in Australia			7224
Born overseas			316
Speaks English only			6976
Speaks other languages			34
Indigenous persons aged 18 years and over	200	222	422
Australia citizen			6827
Employed	1715	1309	3024
Unemployed	116	74	190
Unemployment rate			5.9%

**Table1: Overview of the Liverpool Plains Shire community.**

*Source: AUSTRALIAN BUREAU OF STATISTICS 2006 Census of Population and Housing.*

### **How has the LPSC community changed since 2001?**

- Despite the impacts of drought, traditional industries of agriculture, forestry and fisheries still account for the majority of employment but has declined from 935 jobs to 814;
- The total number of people unemployed in 2006 was at an all time low (5.9% of labour force). Total unemployed peaked in 1991 at 9.8% of the labour force;
- Growing employment sectors include mining, manufacturing, retail and health services
- The median age of the population has risen from 41 to 43
- The overall population has risen by 9%

### **4.2 What does the future hold for the Shire and what are the social implications?**

Rural communities in NSW are struggling under the combined impacts of drought, varying commodity prices and a loss of services. However, the future for the Shire is extremely positive compared to some rural communities.

Liverpool Plains Shire Council has been actively implementing economic development initiatives to strengthen and promote a positive future for the town and community. This includes employing an Economic Development Director and a Community Economic Development Officer and commissioning an 'Economic Development Strategy', Business Retention and Expansion Programme, 'Economic / Social Impact Study on the Retail Sector' and actively promoting new industry in the Shire.

A plantation softwood processing plant valued at \$10 million has been established in the town's industrial area and currently employs up to 50 people, and other new businesses will provide further employment. Council has upgraded the Main Street of Quirindi including infrastructure streetscape/landscaping works and in 2008 Council issued a final occupation certificate for a new supermarket which has given our community a much wider variety and selection of goods making it unnecessary for residents to travel to larger regional centres to shop. The development is worth over \$5.7 million.

Werris Creek Coal Pty Ltd commenced operations of a two Mt per annum open cut mine, which employs approximately 50 persons.

The NSW Government announced the awarding of an Exploration Licence to BHP Billiton to explore for coal about the Caroon area. Preliminary estimates suggest a world-class underground mine of 10Mt/annum with a life expectancy of 30 years and employment in the order of 300 persons. BHP is coming towards the end of this exploration period. BHP is currently contributing towards a water study to look at the inter-connectiveness of the underground water. The presence of BHP has caused a lot of concern and trepidation among landholders and some community members who feel that mining will have a negative impact on the environment and will affect the social and economic development of the community. There is also a group who feel that the mining industry will bring economic growth and prosperity to Quirindi and outlying villages.

Although the town is closely linked to the agricultural sector, it is expected that the introduction of new industry and non-agricultural services will provide an economic buffer in times of rural and climatic difficulty.

While some of these new businesses may employ current residents from within the shire, they could also attract new employees and their families to the area. Irrespective of where these new people fit into the demographic profile, they will have social needs which could include child care, school facilities, recreation or any number of health services.

The Shire's geographic situation offers a number of advantages yet to be fully realised. The town's relatively close proximity to the eastern seaboard and to major population growth areas such as Newcastle and Tamworth, offers a unique opportunity for trade, tourism and housing. The town's location between two major highways and its access to major inland rail corridors further highlight these opportunities.

The Shire is also situated within two hours of major regional universities, namely Newcastle and the University of New England in Armidale. A public hospital, affordable housing, a retirement village, nursing home, three doctors and three dentists make Quirindi an attractive proposition to many retirees looking for a 'tree change' to regional NSW. The real estate market in Sydney and along the coastal fringe is making towns like Quirindi an attractive prospect for many people. These people will also have certain social expectations and needs.

These new residents in the community will inject new skills and social interests - this can only help in making the Shire a more vibrant and progressive community in which to live.

#### **4.3 Some questions to consider:**

- WHAT IS THE LIKELY IMPACT OF THE AGEING POPULATION?
- WHAT WILL BE THE FUTURE EDUCATION NEEDS?
- HOW WILL FUTURE ECONOMIC DEVELOPMENT PARTICULARLY MINING IMPACT ON SOCIAL ISSUES?

## CHAPTER 5: Target Group Descriptions and Strategies

### CHILDREN: THIS GROUP INCLUDES BOYS AND GIRLS LESS THAN 12 YEARS OF AGE

*Children and young people participate in society in many different ways. They live in families, go to school, play sport and belong to organisations. Children and young people who develop strong, caring relationships in their communities are more likely to grow up safe and healthy, participate in education, culture and employment and not become involved in violence and crime. Strong communities encourage and value the participation of children and young people.*

#### 5.1

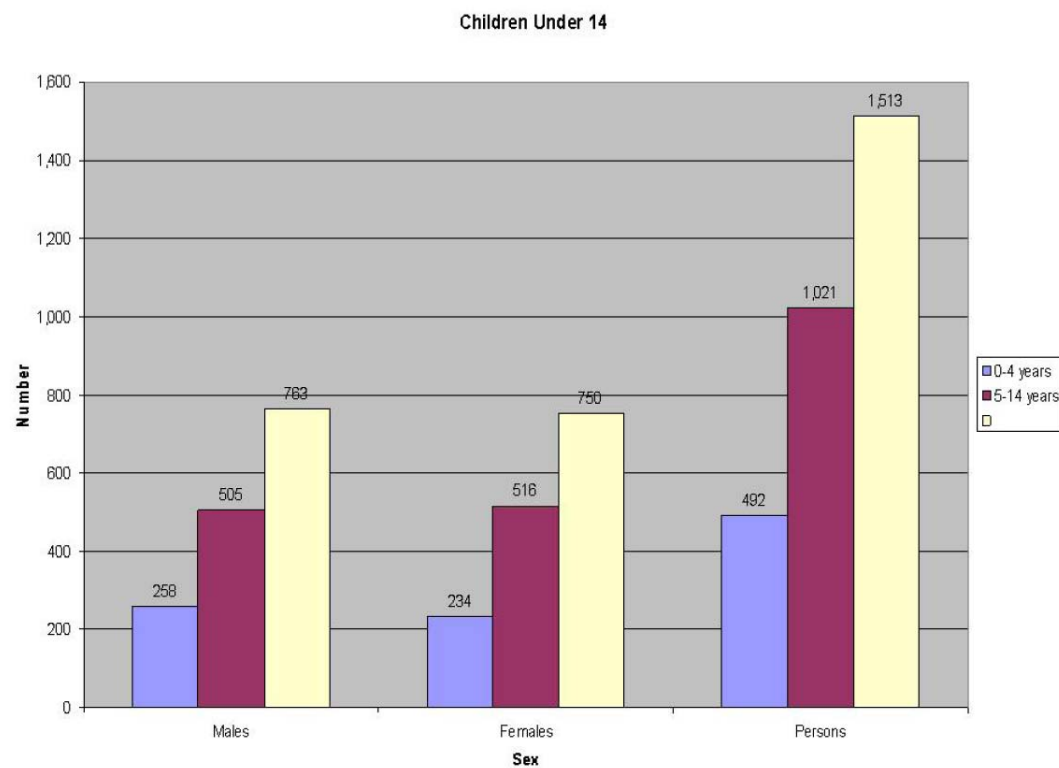
## Target group Children





### Characteristics:

- In 2006, 1513 children under the age of 14 years were living in Liverpool Plains Shire. This is just over 19% of the population;
- The number of children under 14, as a % of the population, is returning to levels experienced in the mid 90's;



**FIGURE 1: Number of males and females under 14 years of age.**

*Source: AUSTRALIAN BUREAU OF STATISTICS 2001 Census of Population and Housing.*

## What are the main **SOCIAL NEEDS** of this age group?

NEED	INCLUDING
<b>TRANSPORT</b>	Outlying areas may require transport to facilities.
<b>COMMUNITY FACILITIES</b>	Mainly recreational, including sporting groups and library services.
<b>HEALTH</b>	Early intervention to identify existing and potential health problems
<b>EDUCATION</b>	Mental stimulation and development of social skills prior to formal schooling.
<b>RECREATION</b>	Young children need opportunities to participate in sport and other recreational activities.
<b>FAMILY</b>	Adult support for youth and children's sporting and community organisations.

The needs of this group vary considerably and need to be viewed in light of babies and toddlers (under 2 years), pre school (aged 3 to 4 years) and school aged children (5 to 12 years).

## How well are these needs being met?

### **EDUCATION – Under 5 years**

The Quirindi Pre School operates 5 days per week and is licensed for 30 children/day.

The Werris Creek District Pre-School is opened weekdays and is licensed for 20 children/day.

Willow Tree Pre-School is opened Monday to Wednesday and is licensed for 14 children/day.

Currabubula Pre-School is opened Fridays and is licensed for 10 children/day.

Pre School plays a very important role in the community. It helps children to develop social skills and is the first opportunity for many in a structured environment. This is important preparation for school, smoothing the transition from home to school.

In many cases, Pre School is also the first formal setting for parents. It is a place to meet other parents and many friendships established through this first contact are carried through life. It is also the first place that many parents are on committees and many then become involved in other community organisations.

The pre school environment is also important from a health perspective as it provides a forum for all the specialists who come together to “case manage” children with special needs.

Beehive Occasional Day Care Centre also provides a 2-day per week occasional care service. Liverpool Plains Shire Council has developed and licensed a 45 place Long Day Care Centre which is operating at capacity.

### **PRE SCHOOL – ABORIGINAL STUDENTS**

The % of Aboriginal children attending Quirindi Pre School are at low rates. A recent survey showed that cost and transport are the major issues preventing more aboriginal children from attending the Pre School (pers. comm. Alison Thompson). Children are not using the community bus to access play group and preschool even though it is available. A possible solution to this could be that community workers and family services may need to go to Walhallow. A discussion with the parents of preschool aged children at Walhallow may reveal why the Community Bus is not being used.

### **EDUCATION – SCHOOL AGED CHILDREN**

There are several Public schools in the Shire catering for Infants and Primary age children. These include: Quirindi, Willow Tree, Werris Creek, Walhallow, Currabubula, Spring Ridge, Wallabadah, Blackville and Premer Public School and St Joseph’s Quirindi. Tamworth bus lines also provide a service to transport children to schools in Tamworth.

### **HEALTH**

Health Services are provided by Hunter New England Area Health Service, operating from the Quirindi Hospital, Werris Creek Hospital and the Community Health Centre. The Medical Liaison Committee generally considers current services adequate. A Nurse Practitioner is operating at Premer.

Liverpool Plains Shire Council facilitated the recruitment of two new doctors who have established practices in the refurbished offices of the CWA Hall and the George Street Surgery in Quirindi. Council continues to work with Hunter New England Area Health Service and local GPs to establish a HealthOne Medical Centre in Quirindi. Council is also involved in establishing a Multi Purpose Health Centre in Werris Creek.

### **RECREATION**

The sporting needs of children in Quirindi are reasonably well met through a huge range of sporting organisations.

While there are many recreational activities available, participation could potentially be limited if overheads are increased because of the rising cost of public liability insurance. This could mean that lower socio economic groups miss out.

The Quirindi Recreation Centre has the services of a full-time fitness instructor and is being well utilized by the squash and basketball clubs. School groups are also using the facility for sporting activities.

Council has obtained access to the Railway Institute Building in Werris Creek and is working with an active local Committee to develop this facility so that it may provide a range of community activities. S.94 funding from the Werris Creek Coal Mine has been used to undertake works and provide equipment.

The Liverpool Plains Shire Library at Quirindi is open 5.5 days a week with story time, for younger children, once a week. The Library also has public access computers for e-mail, internet and other computer based applications. All libraries in the Central Northern Libraries network are now on line. This

will improve access, particularly for outlying areas. Liverpool Plains Shire Council has also established a Library branch at Premer and monthly exchanges are taking place.

In 2009 Council completed construction of the new Werris Creek Library building. The main street location and modern and inviting interior have seen large increases in library usage in Werris Creek. The Library is also used for community promotions and events and is a welcoming place for the community to meet.

The International School of Music caters for children from pre school age upwards and there is a Youth Band in Quirindi.

The Holiday Fun Centre, coordinated by Liverpool Plains Shire Council, offers children a safe, fun and educational environment for youth during the September/October and Christmas school holidays. This facility gives working parents access to affordable child care during these times.

### Strategies including those carried forward from the 2006/07 Social Plan.

Issue	Why?	Strategy to overcome Issue.	Who is responsible?	Time Frame
<b>Transport</b>  <b>Access to local Pre-Schools</b>	<p>Pre-School is very expensive to access. It is very expensive for volunteers to obtain a bus licence making it difficult for children in outlying villages to access services.</p> <p>Many families are ineligible for the Child Care subsidy and Pre-Schools are only partially funded. Declining numbers attending mean that smaller Pre-Schools may lose funding and are at risk of closing.</p>	<p>-Pre-Schools may have to look at increasing fees and boost fundraising efforts.</p> <p>-Arrange transport between towns so that spaces in the smaller Preschool can be filled.</p> <p>-Purchase a community bus to be used to pick up children around the district.</p> <p>-Lobby local MP's for further funding.</p>	<p>Community groups, Pre-School Directors and Local Council.</p>	<p>This is something that needs to be addressed within the next five years as Werris Creek pre-School is at risk of closing.</p> <p>Ongoing</p>
<b>Health</b>				

Support for breastfeeding mothers	There is no local breastfeeding support group eg ABA.	-Approach Tamworth ABA to see if they are happy to organise a branch in Liverpool Plains Shire.	Child and Family Health nurse.	
Sun protection on play equipment.	Many of the parks in the shire have little or know shade protection. Equipment becomes too hot to use in summer months.	-Continue to apply for funding from the department of Sport and Recreation. -Develop Council Policy to eventually cover all playground equipment throughout the shire. Possible use of village funds to do this.	Community groups and Liverpool Plains Shire Council.	Ongoing
<b>Oral Health Services</b>	There are no public funded dental services locally.	This service is accessible through the Tamworth service, however referrals are prioritised and needs based making the waiting list very long.	Child and Family Health Nurse need to ensure clients are aware of the available services and make sure that they have appropriate information re accessing these services.	Ongoing
<b>Education</b>				
Interagency support for children's groups such as Birth to	Many voluntary groups are working with limited funding and support and this makes it difficult to organise	More support from Council with cheaper hire fees and funding more available.	Community Service Coordinator	Ongoing

Beyond.	fundraising and promotional events.		-Business holders need to be more flexible regarding street closures.	
<b>After School Care and Family Day Care.</b>	Shortage of after school care in Werris Creek, Willow Tree, Wallabadah and Spring Ridge. There is no Family Day Care in all of these areas except Spring Ridge which has one carer.	-Encourage and advertise for more carers in the community. -Expand Long Day Care services.  Make sure that newcomers are aware of after school care at local primary schools.-		
<b>Recreation</b>				
<b>Social Isolation of young families with no extended networks</b>	-Young mothers that are new to the area find socializing difficult as there is no family support. It can also be hard to find out about available services.	-Establish a "New mums" group which could meet on the first day of each month. -Promote all services available on Council website. -Develop a children's services webpage. -Establish a family support office in Quirindi, Werris Creek, Willow Tree, Spring Ridge and Wallabadah.	Child and Family Health Nurse to help promote services to new mums.  Councils IT staff and Councils Community Services Coordinator	This is something that needs immediate action.

## YOUNG PEOPLE – THIS GROUP INCLUDES MALES AND FEMALES 12 TO 24 YEARS OF AGE

*It is important that young people are valued in society and the community as a whole can benefit from their contribution, ideas and energies (AYF, 1995). Involving younger people is essential for youth development and social change – younger people provide the future social fabric of rural communities.*



### Characteristics:

- In 2006, 736 young people aged 15-24 were living in Liverpool Plains Shire. This is 9% of the total population.
- This group is underrepresented compared to the NSW and Australian averages

### What are some of the SOCIAL ISSUES for this group?

- Employment – what do they do after school? Are there enough jobs if they want to stay in the local area?
- Recreation – some not old enough to go to hotels but want entertainment – under age drinking;
- Changes of going from Primary School to High School – loss of friends and support network;
- Boredom;
- Unrealistic expectations from parents and unhappy home environment; and
- Lack of self esteem.

### What are the main SOCIAL NEEDS of this group?

NEED	INCLUDING
TRANSPORT	To have access to safe reliable transport to attend social, cultural and recreational activities around the shire.
EMPLOYMENT	To have the opportunity to obtain work locally through apprenticeship schemes and the development of new businesses in the community.
COMMUNITY FACILITIES	To participate in the community and be involved in decisions that affects their lives. To have a variety of facilities available to enjoy a happier and more worthwhile life.
SAFETY/CRIME PREVENTION	Including appropriate support to prevent social problems from developing.
HEALTH	Information and advice to help them to lead healthy lives. This might include issues



	such as suicide, contraception, alcohol, illicit drugs and sexual health.
<b>EDUCATION</b>	Information, advice and support to achieve education and employment goals.
<b>RECREATION</b>	Opportunities to participate in sport, recreation and developmental activities.
<b>ENVIRONMENT</b>	The desire for a healthy and sustainable environment that can be enjoyed by future generations.

## HOW WELL ARE THESE NEEDS BEING MET?

### EDUCATIONAL

Secondary educational needs are met through Quirindi High School and other private and public schools in Tamworth. A number of young people attend private boarding schools in the Sydney and New England regions.

The Quirindi TAFE also offers an extensive range of vocational education and training courses to diploma level while Adult and Community Education provides courses of community interest. The University of New England Access Centre, on the Quirindi TAFE campus, provides a direct link to University level education.

### QUIRINDI RECREATIONAL CENTRE

Young people are well catered for with numerous sporting and cultural activities. The Quirindi Recreational Centre building provides an important recreation facility for the entire community. Many people travel to Tamworth for more extensive sporting opportunities and stronger competition.

Younger people that are not sport oriented can become involved with the Quirindi Youth Band.

### SUPPORT AND SAFE ENVIRONMENT

Discussions with students from the Quirindi High School at the Liverpool Plains Shire Council Youth Forum revealed that some young people don't feel that they are valued in the community. There were examples of High School students that have done particularly well in sporting and academic pursuits but received little community recognition. Liverpool Plains Shire Council is aware of these issues and is endeavoring to facilitate promotion of individual excellence within the community. The participants felt that they did not have the opportunity to vocalize their concerns or issues they felt needed attention. It was suggested a Youth Council be formed as a means of getting their message across.

### OPPORTUNITY

Council and community groups offer several youth scholarships. Council funds the Shire Youth Scholarship scheme to help young people pursue educational and training opportunities as well as interests in art, music, the sciences, sport and similar fields. The scholarship is available to people between 16 and 23 years of age.

The Local Rotary Club supports the Rotary Youth Leadership Award, a week long, intense personal development program which is committed to developing the interpersonal and professional skills of young adults. Participants have the opportunity to improve various communication skills and to practice decision making and leadership in practical situations.

**AIM: Ensure that the younger people in the community have access and opportunities to enhance their social well being, and pursue their interests related to career, education, health, accommodation and recreational activities.**

**NEW STRATEGIES – These strategies have been identified through community consultation**

Issue	Why?	Strategy to overcome issue.	Who is responsible?	Time Frame
<b>Transport</b>  <b>Outlying villages such as Willow Tree, Wallabadah, Werris Creek and Spring Ridge find it difficult to access entertainment.</b>	-Unless parents are able to transport children there is no other way for youth to attend functions as travelling costs are expensive.  -The bus to Tamworth for school and work is very crowded.	-Council provide a subsidised bus service on weekends and school holidays. Approach Tamworth Bus Companies to provide subsidised bus service. -Council purchase a community bus.  -Make information more widely known regarding Youth Scholarships or subsidised transport costs	-Council and community groups.	-This is an immediate concern.
<b>Recreation</b>  <b>Lack of Recreational facilities.</b>	Youth do not have anywhere to go in after school hours or on the weekend. This is especially the case for the 18-25 year demographic.	Reopening of the Royal Picture Theatre for general viewing-or at least Saturday and Sunday afternoons.  -Introduce self defence classes at the Quirindi	Community groups, parent volunteers, Liverpool Plains Shire	These are all things that need to be started immediately or within the next 12 months.

		<p>Recreation Centre.</p> <ul style="list-style-type: none"> <li>-Hold socials at the Recreation Centre at least once a term.</li> <li>-Form a Liverpool Plains Shire Youth Council. A public meeting would be held regarding this to discuss the format the Council would take.</li> <li>-Start a girl's Rugby Union Club. A delegation could approach Quirindi Lions to help organise this with the comp to be run alongside the existing competition.</li> <li>-Open the Quipolly Dam for recreational use.</li> <li>-Longer pool opening hours as the pool is currently used between 4.00 and 6.00pm making it inaccessible to the general public. Opening the pool until 7.00pm, an extra hour per day would make a difference.</li> </ul>		
<p><b>Education</b></p> <p>High staff turnover.</p>	<p>Large staff turnover at the High School make it difficult for students to</p>	<p>-P&amp;F to raise concerns with the school community. Lobby state and Federal MPs to change</p>	<p>P&amp;F, Staff and students</p>	<p>A uniform change can be phased in over the next five</p>

<p>Affordability of tutoring and access to computers.</p> <p>Uniforms are out dated and do not look neat and tidy.</p> <p>School excursions are limited and expensive for a lot of children.</p>	<p>develop successful study habits especially in Year 11 and 12. Why are staff leaving? Are enough full-time placements being offered?</p> <p>Uniforms are outdated.</p>	<p>Department policy re regional placements.</p> <p>Students can lobby P&amp;F and staff to make this a priority.</p> <p>Schools need to organise fund raisers for particular excursions.</p>		<p>years.</p>
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**WOMEN – THIS GROUP INCLUDES WOMEN OF ALL AGES. THIS GROUP ALSO OVERLAPS WITH MANY OTHER TARGET GROUPS. FOR EXAMPLE, SOME WOMEN ALSO FIT INTO THE CATEGORIES OF OLDER PEOPLE , INDIGENOUS AND/OR YOUNG PEOPLE.**

*Women make an important social, cultural and economic contribution to society. They are mothers, business leaders, wives, friends and community members. Age, ethnicity, location and social and economic circumstances affect their needs and opinions.*



## 5.3 Target Group Women

## CHARACTERISTICS

- In 2006, 3799 women were living in Liverpool Plains.
- 984 (26%) were 60 years of age or older.
- The % of females employed in part time work has gradually increased since 2001;
- The % of females employed full time (as a % of the labour force) has increased by 8% since 2001;
- 344 women identified themselves as Indigenous.
- The majority of females were born in Australia with only 175 born overseas; and
- The majority of females speak English only with a small minority speaking a language other than English.

Figure 3 below shows the break up of the female population by age. The number on each column refers to the number of women in that age group.

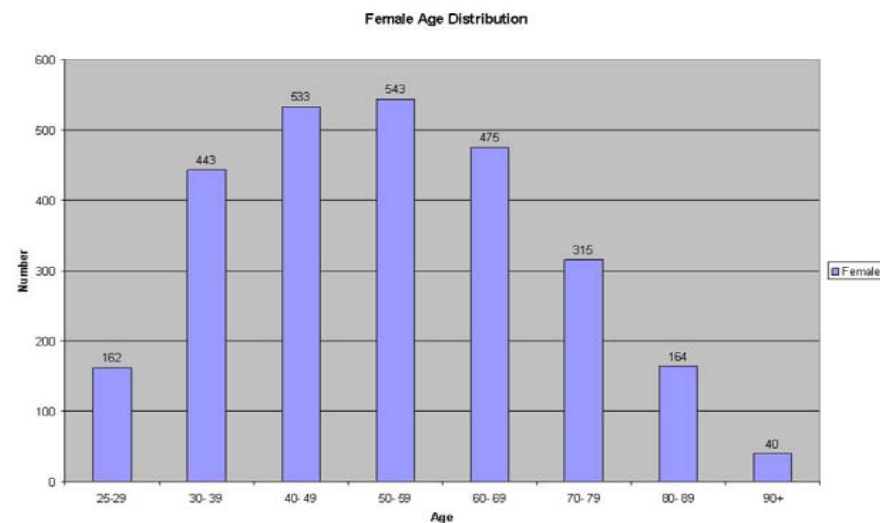


Figure 3: – Women living in Quirindi by age group

### What are the **SOCIAL ISSUES** for this group?

- Motherhood and raising a family;
- Balancing work and family;
- Geographic isolation from being part of a rural shire;
- Women's health issues – including depression and self esteem;
- Domestic violence;
- Mental stimulation and
- Lack of extended family for new families moving to the shire.

### What are the **SOCIAL NEEDS** of this target group?

NEED	INCLUDING
<b>HEALTH</b>	Initiatives that improve their health and quality of life by providing appropriate housing, sanitation, physical activity and nutrition, media and body image message.
<b>TRANSPORT</b>	Safe and reasonably priced transport.
<b>COMMUNITY FACILITIES</b>	Safe streets and shopping areas, accessible buildings, transport and recreational areas. Women at risk from domestic violence may need refuge to reduce violence against them. Supportive social networks and social contact with other women in similar situations. Effective and responsive services to help families and individuals including the provision of childcare services
<b>CRIME/PERSONAL SAFETY</b>	Recognising that Domestic Violence is occurring especially in the case of verbal and psychological abuse.
<b>EDUCATION</b>	Information on education and training opportunities.
<b>RECREATION</b>	Opportunities to participate in sport, recreation and developmental activities.

*Reference: Issues of Importance for Women in NSW – a document produced by the Department for Women based on the NSW Government Action Plan for Women.*

## **HOW WELL ARE THESE NEEDS BEING MET?**

### **FAMILY SERVICES**

Family services and support are provided by various organisations including Home and Community Care (HACC), HNEAHS, Tamworth Family Support and State Government Departments.

Council has built the Eastside Long Day Care Centre. Part of the motivation for building this facility was to support the younger, single mothers in the community by providing them with short term care so they could pursue further education through the local College of TAFE.

The Community Health Centre also provides early childhood clinics and immunisation. However, there is no breast feeding support group and this has been identified as an area of need.

### **HEALTH**

Women's health needs are reasonably well met through Hunter New England Area Health Service. The hospital provides obstetrics, pediatrics – a major advantage for women who wish to have a family. The town does not have a female doctor and the Women's Health Nurse position at Community Health is currently vacant.

Under the DoCs Family First program every new mother is visited by the Family and Child Nurse within 2 weeks of birth.

### **EDUCATION**

Education is available through the TAFE and Adult Education. The availability of child care is a limiting factor for some women wishing to pursue further education.

### **RECREATION**

As with all age groups, there is a huge range of sporting and recreation facilities for women.

### **SAFETY/CRIME PREVENTION**

Domestic violence is an issue in just about any community and Quirindi is no exception. The Regional Violence Prevention Specialist (RVPS) says that many of these issues are compounded in rural areas.

While the NEAHS provided sexual assault services, unfortunately, the nearest women's refuge is in Tamworth. The RVPS identifies poor access to counseling services for women in smaller communities as a major issue.

Tamworth Women's Refuge says that transport is a major problem for women trying to escape domestic violence, especially outside of working hours. They provide Outreach services, including a group for women experiencing domestic violence. The Butterflies group (established for women victims of domestic



violence) runs a course over a 6-week period addressing issues such as self-esteem and confidence. HNEAHS and the RVPS recently joined forces to conduct education on this issue.

Council, in 2006, in conjunction with Quirindi Police launched a Domestic Violence Information Kit which the Police can distribute to victims.

The emotional needs of young mothers is also considered a huge issue and getting mothers to feel good about themselves is critical for the development of their children. Addressing these needs is also a key focus for Family First.

## OPPORTUNITY

One of the groups at most risk from accessing opportunities is women from lower socio economic backgrounds, particularly those who don't work. The HNEAHS Family and Child Care Nurse believes that this may be the greatest area of need.

## STRATEGIES – Including those carried forward from the 2006/07 Social Plan

Issue	Why?	Strategy to Overcome Issue	Who is responsible?	Time Frame
<b>Health</b>  <b>Sexual Health, Drug harm minimization and mental health.</b>	<p>There are no female doctors in the district &amp; Women's Health Nurse position at Community Health is vacant.</p> <p>Chlamydia and syphilis are becoming more common in communities as are mental health issues.</p>	<p>Hunter New England Health need to advertise and actively recruit women for these positions. Council could offer incentives in the form of rent assistance.</p> <p>Investigate education programs focusing on safe sex and ensure there are adequate needle dispensers in public toilets and hospitals. Start the process of establishing a satellite service accessing staff and expertise from the Bligh Street clinic.</p>	Health Service Manager, Liverpool Plains Shire Council.	<p>This is an issue that needs addressing.</p> <p>Although there is some mental health support available through community health there are a lot of community members that do not have access to this.</p>
<b>Transport</b>	. It is often difficult accessing services from outlying areas.	Ensure that target group is made aware of transport	Community nurse, Community Services	This sort of information can be passed on immediately

	There are limited transport options on weekends and after hours. Limited advertising of health services available	options eg taxi vouchers, Community Transport and Transport for Health.	Coordinator, HACC Services from Willow Tree, Werris Creek and Quirindi.	
<b>Community Facilities</b>	Shortage of shopping trolleys at IGA. Poor hygiene of trolleys that are available.	Approach IGA management to install new trolleys and make them aware of the state of the existing ones.	IGA management	As soon as possible. Customers could start lobbying immediately.
<b>There is a lack of family based services in the Shire.</b>	<p>There are limited options for short term childcare especially High School aged and children with special needs. The close proximity of Tamworth means there is no full time Family Support Office, Centre Care or access to the Women's Refuge.</p> <p>There is no safe house for women who are victims of domestic violence to go to in an emergency. The nearest Women's Refuge is in Tamworth which means long waits for victims until transport can be organised.</p>	<p>Local Government, Community groups and individuals need to lobby Government agencies to try to establish these services in our community.</p> <p>Education is an important solution and identifying high risk areas and times would be beneficial. The perpetrators needed to be part of the solution and programs such as the "Men's Shed", parenting groups, behaviour management and mentoring could help to implement appropriate behaviour. Advertise available services in places where women are more likely to frequent eg Doctors Surgery, supermarket and chemist.</p>	Community groups, members of the community, Community Health Nurse and Liverpool Plains Shire Council	This is an issue that is of immediate concern and needs to be looked at urgently.

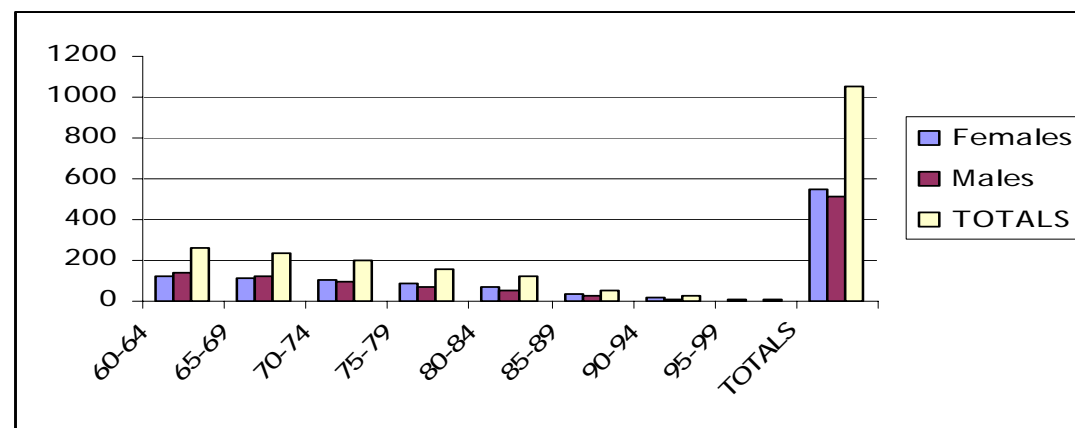
<b>Crime/ Personal Safety</b>	<p>There has been an increase in the incidence of domestic violence being reported. As domestic violence is more likely to be reported to family and friends it is highly unlikely that these are the only instances occurring.</p> <p>With the birth of a child young mothers find themselves socially isolated, there is sleep deprivation and dealing with the change in status of relationships can trigger an incidence of domestic violence.</p>	<p>Establish an adopt-a-grandparent program so that families with no connections can have some chance of social interaction. There needs to be strategies in place to ensure that new comers to town are made aware of the different services available.</p>	<p>Friends, family and community groups play a vital role in encouraging a victim to come forward and report Domestic Violence. Recently changed laws mean that if police do not report an instance they must explain why the incident was not reported</p>	<p>This is an ongoing issue that is often culturally based making it very difficult to have an impact on occurrences.</p>
<b>Recreation</b>	<p>There is limited availability of restaurants and after hour's entertainment.</p> <p>Young mothers who are new to the district do not have extended networks of support and often no family members to call on to help with child minding.</p>		<p>Community Nurse, Liverpool Plains Shire Council Community Service Coordinator. Community groups that may have volunteers available to do this.</p>	

OLDER PEOPLE - THIS GROUP INCLUDES INDIGENOUS PEOPLE OVER 45 YEARS OF AGE AND NON - INDIGENOUS PEOPLE OVER 60 YEARS OF AGE.

***Older people make a great contribution to society. They offer skills, knowledge and wisdom that come with maturity and contribute to the social capital of a community by volunteering their time and experience. By 2021, nearly 18% of people in NSW will be over the age of 65.***



## CHARACTERISTICS



**Figure4** : Number of older people living in the Liverpool Plains Shire by age and sex.

### What are the potential **SOCIAL ISSUES** for this group?

- Loneliness & depression – particularly for those with no family and/or family who may live elsewhere;
- Failing health – including eyesight and hearing which limits their mobility and ability to look after themselves;
- Loss of basis skills such as being able to drive motor vehicles; and
- Discrimination because of their age.
- Inability to access services
- Early or unnecessary admittance into a medium to high level care facility.

### What are the main social **NEEDS** of this group?

NEED	INCLUDING
<b>HEALTH</b>	Health, accommodation, care and support to promote independence, well being and health.
<b>TRANSPORT</b>	Public transport, often to larger centres that can provide specialist needs e.g. medical
<b>COMMUNITY</b>	Accessible and supportive living environments that allow them to live as independently as

<b>FACILITIES</b>	possible. Depending on physical and mental health, this might involve various options.
<b>SAFETY/CRIME PREVENTION</b>	Feeling safe and supported in their homes especially the elderly that are living on their own.
<b>RECREATION</b>	Social interaction and friendly support, opportunities to participate in leisure and volunteering.

*References: NSW Healthy Ageing Framework 1998-2003 Department of Ageing, Disability and Home Care.*

## HOW WELL ARE THESE NEEDS BEING MET?

Older people basically fall into three key groups. Firstly, there are older people who still retain their independence and may be working or are self-funded retirees. A second group relies on some support in the form of Day Care or home assistance. This group may suffer from some type of disability. The third group includes older people who need a higher level of outside care. Some of these people live in the Retirement Home.

Many of the needs of the elderly are met through the time given by volunteers. Unfortunately many of the volunteers are aging and probably only have a few years of active volunteering left. The future of services provided by HACC such as Meals on Wheels and Community Transport are in jeopardy of disappearing or being greatly reduced as the number of able bodied volunteers declines. It is up to community groups to actively recruit volunteers and continually try to attract new members.

Social support and services for the less independent are largely provided through the Home and Community Care (HACC). The HACC Program is a joint Commonwealth/State program that provides support to frail aged people, younger people with disabilities and their carers so they can remain at home and avoid inappropriate or premature admission to residential care. Quirindi, Willow Tree and Werris Creek HACC offers an enormous range of services including:

- Transport services via a car to Tamworth or Newcastle for medical appointments.
- Medical bus to Tamworth (once/month);
- Bus to Tamworth Hydrotherapy pool (once/week);
- Shopping access transport (once/week); and
- Monthly shopping/medical access bus from Premer to Tamworth

## **HEALTH**

Community Health supplies a number of services that are accessed by the elderly of the community. These services include podiatrist, physiotherapist, occupational therapist, mental health worker, community nurse and dietician.

The HACC Centre serves as a drop-in for people, 5 days a week and plays a huge role in overcoming loneliness and depression. The centre provides services for about 100 clients, with the use of the various services being sporadic. HACC provides transport for clients to attend medical appointments in Quirindi, Tamworth and beyond.

## **TRANSPORT**

Transport is a major issue for older people and more is required. There is also a shortage of volunteers for meals on wheels and community transport. The increased emphasis on public liability has also had a huge impact on volunteer organisations. It is also becoming increasingly difficult for volunteers to obtain their bus licence due to the large number of driving hours that are needed before a licence is issued.

## **COMMUNITY FACILITIES**

The Liverpool Plains Shire Council has a wide range of Aged Care facilities ranging from in home care to a high care facility. After an enormous fundraising effort the local community has raised the funds to build a new aged care facility that caters for medium to high care residents. Werris Creek and Quirindi hospitals both host day centres where the elderly from the aged care facilities and the general public can come together for social interaction and activities such as craft, bingo and social outings.

## **CRIME/PERSONAL SAFETY**

Quirindi has a very low crime rate and home invasion and assault is rare however older people would not go out at night alone or not secure their homes when they leave it.

## **RECREATION**

- Men's Day (once/month) – this involves a day trip somewhere;
- Ladies' lunch at the local RSL Club (once/month);
- Craft day at the Ingall Centre and HACC Centre(once/month);
- Carer's meetings for spouses and partners of aged and disabled within the community;
- 4 day holiday for carers (annually);
- Seniors Week – held over 4 days; and

- Weekly gentle exercise – to help balance and prevent falls.
- Older people in the community are very active in various community service groups including CWA, Quota, Lions, Rotary, Probus (a social group only) and Red Cross. These groups provide the more active seniors with a rich social life.

**STRATEGIES - Including those carried forward from the 2006/07 Social Plan**

ISSUE	WHY?	STRATEGIES	WHO IS RESPONSIBLE	TIME FRAME
<b>Transport Access to Quirindi from outlying areas.</b>	<p>There are limited transport options, limited options on weekends and after hours. Many older people are choosing to retire in Quirindi and it is often difficult to access information on services on first arriving in town.</p> <p>There is limited advertising of services in the places people attend.</p> <p>A full time podiatrist is a major need for the elderly and adequate foot health is a major factor in fall prevention.</p>	Target group needs to be made more aware of available transport options.	HACC, LPSC, Hunter New England Area Health.	This is an ongoing concern.
<b>Access to services.</b>	<p>It is often a very difficult time for family members and carers when an elderly person makes the transition to residential aged care services e.g. Nursing Home.</p> <p>Clients are often aware of services and what are funding arrangements for high level care.</p> <p>The various aged care groups are not communicating and there are opportunities where referrals could</p>	<p>Advertise in HACC newsletter and community services article in the Advocate. Hunter New England Health needs to update their brochures and distribute to HACC offices Library, St Vincent De Paul and Doctors surgeries.</p>	HACC, Hunter New England Area Health, LPSC, Community Services Coordinator.	ASAP
<b>Support for Carers.</b>		Letting clients know	Liaise with Retirement	ASAP



<p>Quirindi Retirement Homes do not have grief counseling services for clients and or carers.</p> <p>Limited utilisation of health services by clients in residential aged care services.</p> <p>All aged services need to work together</p>	<p>be made by one group for another.</p>	<p>what services are available and at least giving them a choice. Access Anglican Counseling Service or refer client to Hunter New England Area Health Social Worker and Mental Health Worker.</p> <p>When first entering care carers and clients could be given a brief description of available services, how to access these services and a contact list.</p> <p>Organise an aged care forum to inform services of other services available.</p>	<p>Homes staff to ensure choices are known to carers or if necessary referrals made.</p> <p>Staff at Quirindi Retirement Homes</p> <p>Community Services Coordinator.</p>	<p>ASAP</p> <p>Every two years</p>
<p><b>Transport</b> Access to main street shopping and social facilities.</p>	<p>Clients are often not aware of the HACC shopping bus, taxi vouchers and Transport for Health. The private town bus does not pick up/drop off in the main street or near Shaws/IGA.</p>	<p>Service flyer to include contact details for all services. Disabled area at Carlo's IGA is in a difficult spot for people traveling by bus to access and special arrangements must be made for the HACC shopping bus.</p>	<p>All service providers, LPSC.</p>	<p>ASAP</p>

<p><b>Older people continuing to drive when not functionally able.</b></p>	<p>Increase local awareness of RTA processes for older drivers. GP accountability to initiate driving assessments.</p>	<p>Road safety lessons for Gofer Drivers possibly participate in an annual road safety event.</p>	<p>RTA, LPSSC, community groups such as CWA and Quota.</p>	<p>ASAP</p> <p>Annually</p>
<p><b>No access to publicly funded transport.</b> This type of transport needs volunteers and carers to have the necessary training in handling clients and their aids. Volunteers must be able to correctly lift a client and have expertise in managing mental illness and physical disabilities.</p>	<p>Although the Community Health Bus provides a wonderful service it is not always available and limits the number of people that can attend an outing. This is a major concern for HACC clients especially. With this type of transport</p>	<p>If Council is unable to purchase a bus due to funding restrictions groups could possibly come to some arrangement with Howard's Bus Service in conjunction with Oxley Transport. There is a growing need for this service and at present not all clients are able to access day trips due to the constrictions of a small bus that needs a wheel chair ramp.</p>	<p>LPSC, HACC</p>	<p>The bus could be something that community groups can fundraise for over the next five years. There does need to be provision made by Council for depreciation and ongoing maintenance and upkeep of the vehicle.</p>
<p><b>Recreation</b></p> <p><b>Making full use of Day Centres</b></p>	<p>Older people in the community are not attending Day Centre activities. There seems to be a stigma attached to these places and clients feel the service is not appropriate even when their years are quite advanced.</p>	<p>Clients need to be encouraged to attend these centres on a couple of occasions. Clients are giving up after just one visit and often this is not giving the service a chance. Clients need to be informed of the days the</p>	<p>LPSC, Quirindi Retirement Homes need to promote their services in the wider community.</p>	<p>Ongoing</p>

		centre is opened and the activities available. Clients from the general community need to be encouraged to use these services as well as clients from Elmswood and the Retirement Homes.		
<b>Community Facilities</b>	The cost of residential care is so immense it is important that people be made aware of services that will allow them to remain in their homes for longer periods.	Council, Health and community organizations need to constantly lobby Government Organisations to increase HACC funding to keep people in their homes. Volunteers need to be encouraged and recruited to enable services to continue.	Hunter New England Area Health, LPSC, HACC Services, Community groups.	Ongoing

## PEOPLE WITH DISABILITIES - COVERING ALL DISABILITIES INCLUDING PEOPLE WITH HIV/AIDS

*Councils are encouraged to understand and analyse disability using a social model, rather than a medical one. This approach values the abilities and skills of people with disabilities and focuses on social, political or economic barriers that limit or prevent the person with a disability from taking part in community life.*

# 5.5

## Target Group

# PEOPLE WITH DISABILITIES



## Characteristics

No detailed information was available for people with a disability in Liverpool Plains Shire.

### What are the main **SOCIAL NEEDS** of this target group?

NEED	INCLUDING
HEALTH	Access to health services and advice specifically relating to their disability. This may include a range of options from in-home care to occasional day care. On council and local services that are accessible to people with disabilities.
COMMUNITY FACILITIES	Access to buildings used to provide services, including communication.
TRANSPORT	Specifically designed to meet their needs. Parking for disabled passengers is a major problem.
EDUCATION	Access to educational opportunities.
RECREATION	Access to recreational opportunities. To participate in community events and access services and facilities that is available to able bodied people.

### HOW ARE THESE NEEDS BEING MET?

The needs of disabled people in Liverpool Plains Shire are largely met through the Home and Community Care (HACC) Day Options Program, Oxley Community Transport and Day Care.

The Carer Respite Service is based in Tamworth and operates as a brokerage service. They have 29 clients in Quirindi, including aged and/or people with a disability. The Northern Carer's Respite Service, based in Glen Innes, offers a similar service and is often the first port of call before being referred to other local services. At present the nearest respite that is offered is in Armidale which means a considerable amount of traveling to access the service for our Shire residents.

Respite care demands are not being fully met - Community Options have limited funding for home based respite.

Some disabled people participate in HACC activities organised for older people. This type of service is not appropriate for younger people with a disability as they are not interacting with people of their own age and many of the activities they are taking part in are not suitable or of interest to them. There is no post School Options Program in Liverpool Plains Shire.

Kalorama Farm and Quirindi Day Options have been taken over by the Challenge Foundation which is based in Tamworth. The service still provides living skills and community access programs for people with intellectual disabilities.

Similarly, "Milpara" is a group home catering for 5 residents. Group homes provide quality, small-group supported accommodation in a community setting. They support and assist people with intellectual disabilities who cannot live independently or with their family, even with support. People wishing to use "Milpara" must join a waiting list.

Group Home staff helps clients to access day programs, holidays and recreation programs. However, there is an urgent need for short-term respite for carers of disabled people in Liverpool Plains Shire. This is important to provide planned short-term and time-limited breaks for families and other unpaid carers of children with a developmental delay and adults with an intellectual disability.

Short term, affordable respite care for disabled people is a huge issue Australia wide. Although this may not be realistic in the short term this should be flagged as a long-term goal for the Shire.

Council also has a strong commitment to improving access for disabled people and is increasing disabled parking, upgrading toilets for wheel chair access and providing ramps. They also investigate all reports relating to footpath access and address problems whenever possible.

#### **STRATEGIES – Including those carried forward from the 2006/07 Social Plan**

<b>Issue</b>	<b>Why?</b>	<b>Strategy to overcome issue</b>	<b>Who is responsible</b>	<b>Time frame</b>
<b>Health</b> Gap from independent to low care facility.	With the decline in volunteers people with disabilities who wish to remain in their home will find services more difficult to access.	Promoting volunteering and encourage new volunteers. Services will become increasingly dependent on paid staff performing duties once done by volunteers. Community Health, HACC, Transport for Health and similar need to promote the services they have available and ensure that as many residents as possible have access.	Council, Community Health and HACC.	Ongoing
<b>Recreation</b>	Disabled youth of the district do not have access to recreational facilities. It was noted that lack of recreational facilities was also an issue for non disabled youth as well. Some clients are too young	This is a serious issue for disabled residents especially the younger age groups. Tenpin Bowling is an option however Tamworth is a considerable distance away. The Royal Picture Theatre will be accessible to the	Council	Ongoing

	or so severely handicapped to access Day Centres and HACC Services.	disabled of our community and was appreciated by all present at the group meeting.		
<b>Community Facilities</b>	The Quirindi Library disabled toilets are unable to be accessed by someone in a powered wheelchair.	Disabled toilets at the library will need to be upgraded in the future. The Mothers change room is being used at present and is a satisfactory solution in the short term.	Council.	Long term
<b>Lack of picnic facilities at Bell Park and Golland Fields.</b>	Quirindi Day Options has recently been taken over by the Challenge Foundation and intertown visits will be a regular occurrence. As there will be up to 20 visitors at present there are not enough tables available. It is extremely difficult for a person with a disability to eat off their lap. Golland Fields and Bell Park are ideal locations to hold functions as they are both quite level and the toilets have disabled access.	Community groups will be approached for donations and fundraising opportunities. Various community grants i.e. "Healthy Communities" will also be accessed.	Challenge Foundation, Council and all community groups.	This is something that needs looking into in the short term.

<p><b>Access to respite/after school care.</b></p>	<p>There is no after school care or holiday funding for children with a disability over 12 years. Long Day Care and Family day Care can only manage children up to 12 years as the safety of the younger children must be considered especially when behavioural problems are indicated. Funding and facilities are geared more towards community members with intellectual disabilities rather than physical disabilities. People with physical disabilities are left in the mainstream,</p> <p>It was noted that access to the following shops was difficult: Florist, NAB, Newsagent, all hotels the Courthouse and the Police Station.</p>	<p>With Challenge Foundation taking over Day Options clients may be able to approach them regarding after school care as this service is available in Tamworth. A respite centre is desperately needed in the Shire.</p>	<p>Challenge Foundation, Council and all community groups.</p>	<p>This is a high priority need and needs looking into urgently especially during school holidays.</p>
<p><b>Access to shops and parking</b></p>	<p>The disabled car park near Rowntrees is difficult for disabled passengers to use as they must get out of the car on the other side of the ramp. If the passenger is unable to use steps they must walk out into the line of</p>	<p>There is no designated Disabled parking between the Courthouse and IGA. Fonzie's ramp is not easy to access and people are often parked in front of ramps. Even very small steps are difficult to access by people</p>	<p>Liverpool Plains Shire Council.</p>	<p>This is something that needs immediate attention and would be quite simple to fix.</p>



	<p>traffic and walk to the ramp. This is potentially very dangerous and requires traffic to be stopped at times.</p>	<p>using a powered wheelchair.</p> <p>There is no disabled symbol on the road at any of the disabled car parks and there are places where it is difficult to see the signs due to overhanging branches.</p>		
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**ABORIGINAL AND TORRES STRAIT ISLANDER PEOPLE- INCLUDING PEOPLE OF ABORIGINAL OR TORRES STRAIT ISLANDER DESCENT, WHO IDENTIFY AS SUCH, AND ARE ACCEPTED BY THE RESPECTIVE ABORIGINAL OR TORRES STRAIT ISLANDER COMMUNITY.**



## 5.6 Target Group Indigenous People

### Characteristics

- In 2006, 716 Aboriginal people were living in Liverpool Plains Shire.
- The large majority of Indigenous people were Aboriginal with the minority being Torres Strait Islander or Aboriginal and Torres Strait Islander;
- 406 or 57% were over the age of 20; and
- The % of Indigenous people living in Liverpool Plains is relatively high compared to the NSW average of 1.9%.

### What are the SOCIAL ISSUES for this group?

- Basic education and training – this limits employment opportunities;
- Cultural differences; and
- Transport- many Aboriginal people don't have driver's licenses and, therefore, find it difficult to travel to access services, attend interviews and participate in community events.

### What are the main SOCIAL NEEDS of this group?

NEED	INCLUDING
HEALTH	Improved health facilities.
CRIME/PERSONAL SAFETY	For a more responsive justice system. To empower Aboriginal communities and individuals to achieve economic self sufficiency.
COMMUNITY FACILITIES	Housing, infrastructure, family and support services.
TRANSPORT	From Walhallow to pre schools and recreation facilities.
EDUCATION	Education and training specifically for Aboriginal students.
RECREATION	Quirindi Recreation Centre and sporting facilities.
CULTURE	For the work of Aboriginal artists, to encourage greater respect for Aboriginal people's relationship with the land, the sea and the rivers.

References: NSW Government's Statement of Commitment – Premier's Department

## **HOW WELL ARE THESE NEEDS BEING MET?**

### **HEALTH**

Mainstream health services for the indigenous community are provided through the Quirindi Community Health Centre with regular visits from Hunter New England Area Health Services workers.

An Aboriginal Maternity Health Service was introduced in the late 1990s but has waned recently. The service previously visited Quirindi fortnightly but now visits as required to provide antenatal, post natal care and women's health information in homes, hospital or at the Community Health Centre. Aboriginal Health workers from Tamworth and Walhallow provide a weekly service from the Community Health Centre and Nungaroo Land Council.

Walhallow Aboriginal Corporation also employs a Health Care Worker and has received funding to employ a doctor 1 day/week for 12 months. While this is a boost, there are concerns about what will happen after the 12 months has elapsed.

### **EMPLOYMENT**

The Quirindi Aboriginal Corporation has a contract with Council to sort recyclable materials and manage the Quirindi and Werris Creek landfills.

The Walhallow Aboriginal Corporation is also very strong.

The abolition of the CDEP programme has caused consternation in the Aboriginal community and has resulted in the shutting down of a number of enterprises however the community is highly integrated into the general workforce.

### **HOUSING**

Aboriginal housing is available through NSW Department of Housing, Quirindi Aboriginal Corporation and Nungaroo Lands Council. Both local organisations have rental properties available and Nungaroo leases and manages three properties from NSW DoH.

According to the Nungaroo Lands Council, housing demands are not fully met, particularly for flats for young singles and couples and three bedroom houses for families. There is a three year waiting list for properties and, ironically, they have 20 vacant blocks that they cannot afford to develop.

### **INFORMATION**

Nungaroo Lands Council acts as a referral service for the Aboriginal community, directing people to other services to meet individual needs.

## SERVICES

Isolation is a major issue, particularly for Aboriginal youth, and transport is seen as the biggest barrier to indigenous people participating in the community and accessing resources.

Aboriginal health workers believe that transport needs to be available specifically for younger and older people. Although two buses are available, none are solely dedicated to meeting health needs and consequently, it is often difficult to plan events. Similarly, HACC transport is difficult to access because of the demand.

### STRATEGIES-Including those carried forward from the 2006/7 Social Plan.

Issue	Why?	Strategy to overcome the Issue.	Who is responsible?	Time Frame
<b>Health</b>  Access to dental, mental health and women's health services.	Since the closure of the Public Dental Service at the Walhallow Outpost these services are now only available at Tamworth and Gunnedah making them much more difficult to access. Counseling services are also difficult to access and the Social and Emotional well being Centre is dealing with a lot of the mental health issues.  There is very little support for children with parents who have drug and alcohol related issues.	Services at the Walhallow Outpost need to be reestablished to enable access for people needing treatment.  North West Slopes Life Solutions will be possibly offering a full time service to help reduce the number of people on their waiting lists in the Liverpool Plains Shire. Life solutions are receiving up to 30 referrals per month and patients are waiting up to four months to receive treatment.	Walhallow and Nungaroo Land Councils in conjunction with Liverpool Plains Shire Council and Hunter New England Health.	Over the next 12 months.

<p>Youth making poor healthy lifestyle choices.</p> <p>Better understand the needs of the local Aboriginal community and facilitate communication between Council and indigenous residents.</p>	<p>Young people are often making poor choices with their food and eating a lot of take away meals.</p> <p>Employ an Aboriginal Liaison officer</p>	<p>A Healthy Choices Program for youth needs to be established so that they can be educated.</p> <p>Work in conjunction with local Land Councils so that the most suitable person for the job is recruited.</p>		<p>Ongoing</p>
<p><b>Transport</b></p>	<p>Community members need greater access to driver training.</p> <p>There is no provision for check in stations for child restraints.</p>	<p>Access funding to run driver training courses or organise with RTA or Driver Training facility to do the same.</p>		<p>This is an ongoing concern.</p>

CULTURALLY DIVERSE - THIS GROUP INCLUDES PEOPLE OF VARIOUS NATIONAL, ETHNIC, RELIGIOUS & SOCIAL BACKGROUNDS.

*Australia has benefited economically and socially through its acceptance of culturally diverse peoples. Persons of ethnic and culturally diverse backgrounds have much to offer the local community*



## 5.7 Target Group Culturally Diverse

### Characteristics:

- In 2006, there were 321 people living in the Liverpool Plains who were born overseas. This represented 4% of the total population
- More than half (55%) of the citizens born overseas were female
- The UK was the most frequent country of origin, followed by New Zealand and the Netherlands
- The language most spoken at home after English, was Chinese, followed by Dutch, and Italian.

### What are the SOCIAL ISSUES for this group?

- Basic education and training
- Access to information;
- Cultural differences; and
- Community acceptance and non-vilification

### What are the main SOCIAL NEEDS of this group?

NEED	INCLUDING
HEALTH	Access to health facilities that provide for cultural sensitivities. Access to legal and Community Service information.
COMMUNITY FACILITIES	Participate in community events and access services, facilities that are available to the rest of the community. Employment prospects and multi-lingual Library Services. Access to adequate housing, family and support services and interpretive services.
TRANSPORT	Opportunities for driver training and licensing
EDUCATION	English language courses and basic educational needs
RECREATION	Quirindi Recreation Centre and sporting facilities.
CULTURE	To have access to a range of culturally diverse activities.



## **HOW WELL ARE THESE NEEDS BEING MET?**

Liverpool Plains Shire Council operates as a self-governing body within the legislative framework set out by the State Government. A key role of the NSW Government Division of Local Government is to assist councils in carrying out their activities in accord with this framework. Under both the Community Relations Commission and Principles of Multiculturalism Act 2000 and the NSW Local Government Act 1993, councils are required to carry out their functions in a manner that actively promotes the principles of multiculturalism. The Liverpool Plains Shire Council will identify and address the needs of people from culturally and linguistically diverse background in their management planning process.

### **HEALTH**

The Quirindi Health Centre and Hunter New England Area Health provide excellent mainstream health services. Staff are aware of cultural sensitivities and are trained in handling such matters. NSW Health State policy requires that discretion and discernment is exercised when dealing with issues that may arise from cultural beliefs, practices and customs.

NSW Health provides through Hunter New England Area Health a number of interpretation services and Telephone interpreting services for public patients. The service is available 24 hours a day, seven day a week.

Hunter New England Area Health provides a counselling service accessible to all cultural groups.

Access to gender specific doctors can be arranged through the Hospital or doctor consultation process.

### **EMPLOYMENT**

Liverpool Plains Shire Council has endeavoured to promote new industry and services within the Shire, generating job opportunities for both professional and blue-collar workers. It is expected that employment opportunities will increase dramatically throughout the Shire over the next decade. This will provide opportunities for people of culturally diverse backgrounds to find employment in a range of fields.

Opportunities for career training are available through the Quirindi TAFE and other regional educational institutions.

### **COMMUNITY FACILITIES**

Access to foreign language reading material can be sourced through the State Library of NSW Multicultural Services. This service can be facilitated through the Liverpool Plains Shire Council Library Services, or through the Central Northern Library Services.

Government Language Service providers are the responsibility of the NSW Interdepartmental Committee on Migrant Settlement. These services have been made available for regional and rural NSW. It is NSW government policy to provide interpreters for clients who do not speak English and who are dealing with government agencies. In NSW all service providers can access the translating and interpreting services provided by the Community Relations Commission for a multicultural NSW (CRC) and the Translating and Interpreting Service (TIS) of the Department of Immigration and Multicultural and Indigenous Affairs (DIMIA). In addition to these services, NSW Health and Centrelink also provide interpreter services.

## EDUCATION

Educational needs are met through Quirindi High School and other private and public schools in Tamworth. A number of young people attend private boarding schools in the Sydney and New England regions.

The Quirindi TAFE also offers an extensive range of vocational education and training courses to diploma level, while Adult and Community Education provides courses of community interest. The University of New England Access Centre, on the Quirindi TAFE campus, provides a direct link to University level education.

English language tutorship can be accessed through the NSW TAFE, or the Department of Education and Training in Tamworth which has a dedicated unit, Multicultural Programs Unit (MPU). Its role is to ensure the delivery of quality multicultural education and training programs and services. MPU coordinates and implements a range of statewide programs and initiatives aimed at improving the outcomes for learners from diverse cultural and linguistic backgrounds.

Further, the University of New England' offers the, Language Training Centre (LTC) to provide English language training for overseas students of non- English speaking backgrounds.

## CULTURE

### STRATEGIES –Including those carried forward from the 2006/2007 Social Plan

Issue	Why?	Strategy to overcome issue.	Who is responsible?	Time Frame
<b>Health</b> English as a second language.	Language difficulties can make it difficult for people from another culture to be understood.	Ensure that interpretive services are available.	Hunter New England Area Health	Ongoing
No female doctor in the town.	Some cultures do not like discussing health issues with members of the opposite gender.	Keep trying to entice a female doctor to the area.	Hunter New England Area Health, Liverpool Plains Shire Council	Ongoing
<b>Community Facilities</b>	Language and cultural differences may make it difficult to access some community facilities such as TAFE, Community	Establish English as a second language class either at TAFE or the local High School.  Provide access to foreign language reading materials through State	New England TAFE, Quirindi High School and Liverpool Plains Shire Council.	Ongoing

	Health and mainstream education.	Library of NSW Multicultural Services.		
<b>Education</b> <b>Students may not know how to access ESL classes.</b>	In order to gain employment potential applicants need to have a certain standard of English.	Lobby local High School to include these classes if they are not already available.  Provide access to legal and community information pamphlets in a variety of languages in LPSC Library.	Quirindi High School.	Ongoing
<b>Culture</b>	Residents do not have access to artworks from different cultures.	Promote multicultural art exhibitions.	Arts Council	Ongoing

**This section addresses the needs of all residents of Liverpool Plains Shire. This includes Quirindi itself and the outlying areas including Premer to the west, Wallabadah to the east, Werris Creek & Currabubula to the north and Willow Tree to the south.**



## 5.8

## TARGET GROUP

# General Community

### Characteristics:

- In 2006 there were 7950 people living in Liverpool Plains Shire;
- 39% of the population were aged 15 years and over;
- 18% of the population were aged 65 years and over
- 90% of people living in Quirindi in 2001 were born in Australia; and
- 95% of people speak English only.

### How well are SOCIAL NEEDS being met?

A survey conducted in March 2009 throws some light on what the community likes about the Liverpool Plains.

<b>Lifestyle</b>			<b>162</b>
Peace and quiet	55	Laid back lifestyle	1
Lifestyle	40	Landscape	1
Country lifestyle	23	Living in our own home	1
It's a nice place to live	11	Love living in the area	1
Small town atmosphere	11	Not overcrowded	1
Beautiful area	5	Parks	1
Good schools	2	Scenic outlook	1
It's very friendly	2	Quality of life	1
A good spot	1	Very relaxed	1
Clean, healthy environment	1	Werris Creek is a great town to live in	1
Home	1		
<b>Community</b>			<b>66</b>
		Close relationship with indigenous people	1
The people	28	Community support	1
Sense of community	23	Privacy	1
Good town to live in	7	Supportive community	1
Countryside	3		
Support from Council for children's sporting events	1		
<b>Location</b>			<b>23</b>
Well maintained area	7	Best district in the country	1

Close to Tamworth	3	Close to town	1
Born and raised here	2	Livelihood from the area	1
Great place	2	Living in Werris Creek	1
Location	2	Position	1
Pretty town	2		
<b>Services/facilities</b>			<b>14</b>
Broad range of services/facilities	10	Central to major services	1
Convenient for services, e.g. medical	2	The hospital	1
Environment			13
Clean air	4	Natural environment	1
Climate	4	Soil	1
Dry weather	1	Water	1
Good water supply	1		
Family and friends			8
Family	5	Friendly elderly people	1
Family friendly	1	Friendly community	1
<b>Other</b>			<b>35</b>
Safety	9	No neighbours	1
Low crime rates	6	No traffic lights	1
Economically healthy area	2	Safe place for children	1
Freedom	2	Safe town	1
Security	2	Sports grounds	1
Affordable	1	Strong economy	1
Business opportunity	1	Very clean	1
Crime free	1	Very pretty, main town gardens	1
Everything for everybody	1	Work	1
No congestion	1		

## WHAT OTHER STRATEGIES NEED TO BE IMPLEMENTED?

The community was also asked what the highest priority issues were over the next ten years and the results are as follows:

<b>Services/Facilities</b>		<b>70</b>
Aged care services and facilities	22	Youth opportunities 2
Youth facilities, e.g. skate park	10	Disability access 1
Hospitals	7	Keeping the doctors in the area 1
Tourism	7	Lack of hospital services 1
Medical services and facilities	3	Lack of police 1
Schools	3	Law and order 1
Child care services	2	MPS Unit at Werris Creek 1
Community services and facilities	2	Natural gas services to residential areas 1
Lack of doctors	2	Upgrade of the hospital 1
More youth services	2	
<b>Roads/Footpaths</b>		<b>59</b>
Roads	40	Footpaths at Werris Creek 1
Footpaths	5	Kerb and guttering 1
Country roads	2	Kerb and guttering between Fitzroy St and the racecourse 1
Maintenance of footpaths	2	Maintenance of roads between Werris Creek and Tamworth 1
Street lighting	2	More pedestrian crossings 1
Tarring unsealed roads	2	Roads out of town 1
<b>Mining</b>		<b>46</b>
Coal mine issues	22	Coal mines wrecking the underground aquifer 1
Balance farming and mining	5	Coalmines, are they going to back the farmers 1
Control of coal mines	3	Development due to coal mining 1
No coal mining	3	Impact of the coal mining industry 1
Effect of coal mining on water supplies	2	Mining effects on the community 1
Limit mining	2	Pollution caused by the coal mines 1
Addressing the impact of coal mines on the local environment	1	Threat of mining 1
Balancing the needs of the community and mining	1	
<b>Environment</b>		<b>37</b>

Water	12	Bore water access	1
Water management	8	Cleaning of creeks	1
Water conservation	6	Maintaining the good water in aquifers	1
Environment	3	Protecting environment, e.g. bushland	1
Influence of the Greens	2	Soil quality	1
Agriculture	1		
<b>Development</b>			<b>27</b>
Infrastructure	5	Keeping small towns in the LGA maintained	1
More development	3	Land development	1
Encourage new businesses to the area	4	Landfill	1
Affordable housing	1	Main street	1
Beautifying the town centre	1	Promoting the town	1
Development of tourism	1	The growth of the town	1
Export markets	1	Tourism for the goldmine	1
Industry growth	1	Upkeep of town	1
Irrigation	1	Youth centre upgrades	1
<b>Other</b>			<b>45</b>
Employment	10	Harmonious Shire	1
Housing	4	Kerbside recycle bins	1
Economic development	2	Less dictatorial attitude to local communities	1
Economic management	2	Look after constituents	1
Lowering the rates	2	Permanent residents	1
Management of the railways	2	Pool needs to be opened more often	1
Providing job opportunities for younger people to retain the population	2	Public transport	1
Transport	2	Recession	1
Better management of general duties in the town	1	Rubbish dumping	1
Control of youth behaviour in local ovals/parks	1	Socio/economic impact	1
Drainage	1	Sustainability	1
Financial management by Council	1	The swinging bridges should be fixed for historical effect and general use	1
Good living	1	Town sewerage for Willow Tree	1



## 5.9 CRIME STATISTICS

The Liverpool Plains Shire has a low crime rate ranking relative to most LGA's:

### LIVERPOOL PLAINS LOCAL GOVERNMENT AREA

	2003			2004			2005			2006			2007			2008		
	Total	Rate per 100,000 popul ation	Rank	Total	Rate per 100,000 popul ation	Rank	Total	Rate per 100,000 popul ation	Rank	Total	Rate per 100,000 popul ation	Rank	Total	Rate per 100,000 popul ation	Rank	Total	Rate per 100,000 popul ation	Rank
Murder	-	-	nc	-	-	nc	-	-	nc	-	-	nc	-	-	nc	-	-	nc
Non DV Assault	31	391.0	110	37	470.0	91	53	676.6	60	51	649.8	62	76	968.3	19	28	356.7	113
DV Assault	31	391.0	72	21	266.7	105	39	497.9	41	42	535.1	37	48	611.5	26	28	356.7	75
Sexual Assault	6	75.7	53	3	38.1	114	3	38.3	108	6	76.4	60	6	76.4	62	6	76.4	65
Other Sex Offences	14	176.6	10	3	38.1	137	4	51.1	112	7	89.2	65	11	140.1	25	6	76.4	79
Robbery w.o weapons	-	-	nc	2	25.4	69	1	12.8	99	-	-	nc	2	25.5	66	-	-	nc
Robbery w. firearm	-	-	nc	-	-	nc	-	-	nc	-	-	nc	-	-	nc	-	-	nc
Robbery w weapon	-	-	nc	-	-	nc	-	-	nc	-	-	nc	-	-	nc	-	-	nc
Break & Enter	16	201.8	139	22	279.4	128	24	306.4	124	19	242.1	130	12	152.9	140	20	254.8	127
B&E Non dwelling	22	277.5	134	19	241.3	121	37	472.4	50	38	484.1	49	28	356.7	70	16	203.8	117
Motor Vehicle Theft	6	75.7	139	4	50.8	138	6	76.6	127	6	76.4	135	2	25.5	140	8	101.9	126

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Steal from MV	9	113.5	141	13	165.1	139	18	229.8	130	16	203.8	130	12	152.9	134	16	203.8	136
Steal retail store	5	63.1	126	4	50.8	126	3	38.3	130	8	101.9	102	9	114.7	94	6	76.4	113
Steal from dwelling	26	327.9	107	14	177.8	136	16	204.3	123	22	280.3	103	20	254.8	107	9	114.7	140
Steal from person	-	-	nc	1	12.7	126	-	-	nc	1	12.7	123	1	12.7	126	-	-	nc
Fraud	5	63.1	139	9	114.3	128	7	89.4	133	14	178.4	117	9	114.7	131	7	89.2	136
Malicious Damage	78	983.7	117	49	622.4	140	60	766.0	135	99	1,261.3	97	99	1,261.3	93	50	637.0	139

Source: Bureau of Crime Statistics

Ranking fluctuates over time however across most areas Liverpool Plains is a relatively safe environment in which to live.

## **The role of natural resource management in Liverpool Plains Shire**

Landcare and Landcare groups contribute to the social nature of rural Shires such as Liverpool Plains. The social spins offs of Landcare have been well documented. Apart from providing a focus for joint community effort on environmental projects, Landcare also fills an important social role. It brings people together to share a common goal of improving the environment and, in the process, exposes participants to an invaluable social support system.

Council also worked with the community to establish the 'Quirindi Community Nursery'. The nursery is managed by volunteers and supplies native plants for local and regional natural resource management activities. Profits generated by the nursery are channeled into community projects.

The Liverpool Plains Shire Council had also been active in working with regional ornithological groups to identify bird routes throughout the shire. A bird route brochure has been produced and a bird hide constructed on the shores of the old Quipolly Dam.

## **The role of the Churches**

Quirindi is home to a number of churches including the Anglican, Catholic, Uniting, Harvest Christian, Seventh Day Adventists, Jehovah Witnesses and 'Christian Home Fellowship' group.

The churches contribute significantly to the moral, economic and social needs of the Shire. For example, the churches are instrumental in assisting the community through charitable activities such as St Vincent de Paul's, the Red Shield Appeal and a number of discreet benevolent charitable services. Church volunteers are often involved in activities such as meals on wheels, and unpaid aged care and home support services. The local youth are catered for with youth groups, coffee drop in centres, and counseling services. The Uniting church operates a bookshop, providing residents access to Christian literature, music and gifts.

The role of the church in maintaining and supporting 'Social Services' can not be sufficiently measured, however it is certain that it plays an important role in contributing to the social needs of the Liverpool Plains Shire.

## **The role of aged care facilities**

The development of aged care facilities in the Shire has advanced greatly since the early 1980,s when three separate committees merged to form 'Quirindi Retirement Homes Ltd'. The 'QRH Ltd' is responsible for a number of aged care lodgings including the:

- 'Quirindi & District Nursing Home', a 36 resident home situated on the grounds of the Quirindi Hospital;
- 'Eloura a brand new facility; and
- 2 x independent living units, 'The Gables' a 12 unit accommodation complex on George Street, and 'The Villas' a 6 unit complex on the corner of Hill and Abbott Streets.

Apart from the permanent employees, aged care facilities in the Shire are well supported by a strong network of volunteers who assist in providing palliative care, respite, entertainment, religious instruction, and companionship. The aged are also supported through programs implemented by HNEAHS and HACC. Volunteers, recreational opportunities and entertainment programs are coordinated by two 'Recreational Activities Officers' employed by QRH LTD.

Liverpool Plains Shire also operates Summerhill Lodge at Werris Creek, which provides low cost self-care accommodation for elderly citizens and other disadvantaged persons.

### **The role of Service Clubs**

Service clubs provide a large contribution to communities. There are many active service clubs in LPSC including Country Women's Association (CWA), Lions, Quota, Rotary and Toastmasters. The combined Services clubs support a number of the local charities including the Salvation Army, Smith Family, and the St Vincent de Paul Society. The service clubs also provide funding for a broad range of community programs. For example, the Lions Club supports many local initiatives including catering for Australia Day celebrations. It also supports youth with various opportunities such as Lions Youth of the Year quest, Kids to the Coast (for the disadvantaged), International Peace Poster competitions, and prizes for school speech days. The refurbished Royal Theatre will provide residents with a new entertainment venue.

The Lions club is often called upon to contribute barbecue cooks for numerous sales and catering ventures and conducts the annual Lions Club Auction with all proceeds going to various charities.

The Quirindi RSL Club provides residents with a venue for musical and other stage entertainment, and the building is often utilized as the 'unofficial' Quirindi conference centre. The lack of a designated Entertainment Centre in the Shire has meant that facilities such as the RSL Club, Werris Creek Bowls and Tennis Club and the Quirindi Bowling Club provide an important entertainment venue for residents. The refurbished Royal Theatre will provide residents with a new entertainment venue.

### **Quirindi Rural Heritage Village**

The 'Quirindi Rural Heritage Village' was founded in 1998 to promote 'Australia's cultural heritage through the preservation of its rural antiquities'. The village is situated on the grounds of Captain Cook Bicentennial Park, five kilometres north west of the Quirindi Township. The Shire Council transferred tenureship of the park lease to the 'Rural Heritage Village Committee' in 1998.

The QRHV holds the annual 'Rural Heritage Rally and Swap Meet', which draws interest from around the country.

### **The Role of Volunteer Groups**

Communities continue to provide "volunteers" with a range of activities such as SES, NSW Rural Fire Service, Volunteer Rescue Association and other community clubs that plan and stage events.

Without these volunteers, communities would not benefit from many activities and services. Among the most significant group of volunteers is those responsible for the Rail Journeys Museum in Werris Creek whose activities have won many prestigious awards in recent times.

## CHAPTER 6: Issue-Based Specific Strategies

### 6.1 HEALTH

*Typically, rural areas in Australia have lower health standards than their city counterparts, with a higher overall death rate, hospitalisation rates and a tendency to consult with health professionals only when the problem is urgent. They are also more likely to be at risk of a major disease.*

*(Commonwealth Department of Health and Aged Care's Regional Health Strategy', 1999)*

#### WHAT ARE THE MAJOR HEALTH ISSUES?

The major health issues are:

ISSUE	INCLUDING
Drug addiction	
Alcohol addiction	
Mental health	Issues such as anxiety, depression and social phobias are huge ongoing issues. Lack of referrals and inappropriate referrals.

In a rural shire such as Liverpool Plains, geographic and economic factors are intrinsically linked to health. The seasonal fluctuations that characterise the rural sector can have a significant effect on mental health.

#### HOW ARE THESE NEEDS MET?

Quirindi has a Community Acute Health Service and currently provides acute care, medical services, obstetrics and pediatrics. The hospital has a 24-hour Emergency Department. The Community Health Service shares the same “campus” as the hospital and provides various services including an Aboriginal health clinic, day care centre, diabetes education, early childhood clinics, immunisation, sexual assault services, cardiac rehabilitation program and speech pathology.

Quirindi Health Service also supports community based health services at Nundle and Premer.

A number of health related groups also operate in Liverpool Plains Shire. These are listed in the community directory.

## **6.2 INFORMATION**

*Information is a basic need in any community and helps to involve, empower and build rural and regional communities. Technological advances in recent years have changed the way that people access and use information and this has social implications, especially in rural communities.*

New resident kits have been developed.

All Libraries in the Central Northern Libraries network are on-line and this has improved access, particularly for outlying areas.

The strategies in this section are cross-referenced with other sections of this plan.

## **6.3 EMPLOYMENT, EDUCATION AND TRAINING**

### **HOW ARE EDUCATION NEEDS MET?**

Quirindi, as the main service centre of the Shire, has two primary schools and one high school. There are also public schools at Blackville, Premer, Spring Ridge, Wallabadah, Walhallow, Werris Creek, Currabubula, and Willow Tree. All of these schools feed into Quirindi High School.

The Quirindi Campus of the New England Institute of TAFE is a modern, integrated facility. The campus provides access to an extensive range of vocational education and training courses to diploma level offered through TAFE NSW. These courses are delivered using a number of delivery modes and modern technologies.

The TAFE Campus is also home to Quirindi Adult and Community Education (ACE), which provides courses of community interest. The University of New England Access Centre, situated on the campus, provides a direct link to University level education. The Liverpool Plains Shire Council Long Day Care Centre, located next to the TAFE Campus, complements educational opportunities by allowing family members to participate in further education and training.

### **WHAT ARE THE MAIN TYPES OF EMPLOYMENT IN QUIRINDI?**

The majority of people employed in Liverpool Plains Shire are involved in agriculture, forestry and fishing. The other dominant industries are health and community services and retail trade. Even still the number employed in the agriculture sector has decreased significantly in the last 15 years from 935 to 814 people.

## **6.4 CULTURAL DEVELOPMENT**

### **WHY IS CULTURAL DEVELOPMENT INCLUDED IN A SOCIAL PLAN?**

*Cultural development adds richness and diversity to communities and cultural amenities are fundamental to people's needs and the business of local government.*

*For the purpose of this plan the word "cultural" includes the performing and visual arts, craft, museums, historical societies and heritage, libraries, built environment and heritage, festivals, events and organised leisure activities. The term "cultural development" includes conducting, participating in and promoting cultural activities and opportunities throughout the Shire.*

#### **How well are cultural needs met?**

The Arts in the Liverpool Plains Shire are extremely important in terms of their social contribution to the Shire's culture, but also to its education, economy and society. The Liverpool Plains Arts Council (LPAC) has been formed to coordinate and develop the various arts activities in the Shire, in an effort to positively increase the contribution that art and culture make to the community.

The Liverpool Plains Shire Arts Council operates as a section 355 Management Committee under the Local Government Act. They must report on their activities and adhere to detailed guidelines relating to appointment of members, membership and financial management.

Apart from the Arts Council, other cultural activities and organisations include:

- Quirindi Art Society;
- Quirindi Arts and Craft Shop;
- Royal Theatre;
- Historical Cottage and Museum.
- Rail Journeys Museum
- Rural Heritage Village
- Wallabadah Cultural Centre
- Liverpool Plains Shire Council Arts Council

#### **Cultural planning**

Liverpool Plains Shire Council has prepared a cultural plan. This plan contains a detailed inventory and description of local cultural assets, resources and infrastructure.

As with Social/Community Plans, Cultural Plans are submitted to the NSW Minister for Local Government for endorsement.

## CHAPTER 7: Acknowledgements and References

### 7.1 ACKNOWLEDGEMENTS

Thank you to the following people for contributing to this Social Plan:

Name	Position/title	Organisation	Interests
Belinda Eykamp	Community Services Coordinator	Liverpool Plains Shire Council	Youth/Social
Neil McGarry	Director Economic & Community Development	Liverpool Plains Shire Council	Aged/Cultural
Carmel Jones	Manager – Eastside Childcare Centre	Liverpool Plains Shire Council	Children
Fay Dart	Early Childhood Nurse	Hunter New England Area Health	Children, Women, Elderly
Colleen Wills	Councillor	Liverpool Plains Shire Council	Children, Youth, Women
Liverpool Plains Shire Council HACC Service			Elderly, Disabled



## 7.2 REFERENCES

- Commonwealth Department of Health and Aged Care (1999) Regional Health Strategy.
- Department of Local Government (October 2000). Cultural Planning – a Handbook for Local Government. Revised third draft.
- NSW Department of Local Government (December 2002) Social and Community Planning and Reporting Manual.
- NSW Department of Local Government (December 2002) Social and Community Planning and Reporting Guidelines.
- Liverpool Plains Shire Council Terms of Reference, Liverpool Plains Shire Arts Council.
- Liverpool Plains Shire Council 2009/2010 Management Plan.
- Liverpool Plains Shire Council Community/Social Plan 2006/2010.

## 7.3 ACRONYMS

Acronym	Term	Relevant sections
ACE	Adult and Community Education	Employment, education
ANW	Arts North West	Cultural development
ATSIC	Aboriginal and Torres Strait Islander Commission	Indigenous
AYF	Australian Youth Foundation	Young people
BODC	Beehive Occasional Day Care	Children
CDEP	Community Development and Employment Program	Indigenous
CNL	Central Northern Libraries	Cultural development
DADHC	Department of Ageing, Disability and Home Care	Older people
DAP	Disability Action Plan	People with a disability
DoCS	Department of Community Services	
DoH	NSW Department of Housing	
DIPNR	Department of Infrastructure, Planning & Natural Resources	General Community
DLG	Department of Local Government	All
HACC	Home and Community Care	Older people, people with a disability
EDO	Economic Development Officer (Liverpool Plains Shire)	All
LPSC	Liverpool Plains Shire Council	All
LDCC	Long Day Care Centre	Children
HNEAHS	Hunter New England Area Health Service	All

NLC	Nungaroo Lands Council	Indigenous
OCT	Oxley Community Transport	Older people, people with a disability
PCYC	Police Citizens Youth Club	Youth and general community
QAC	Quirindi Arts Council	Cultural development
QHS	Quirindi High School	Youth
QPS	Quirindi Pre School	Children
QRC	Quirindi Recreation Centre	Youth, general community
QRH LTD	Quirindi Retirement Homes Limited	Aged Care
QRHV	Quirindi Rural Heritage Village	Cultural Heritage
QSC	Quirindi Shire Council	All – Previous LGA
QSC	Quirindi Sports Council	Youth, general community
RCMC	Recreation Centre Management Committee	Youth, general community
RTC	Rural Transaction Centre	
SRC	Student Representative Council	Young people
TAFE	College of Technical and Further Education	Employment, education
TFS	Tamworth Family Support	Children, women
TWR	Tamworth Women's Refuge	Women
UNE	University of New England	Employment, education
WAC	Walhallow Aboriginal Corporation	Indigenous
WLC	Walhallow Lands Council	Indigenous

# APPENDICES

## LIVERPOOL SHIRE COUNCIL MANAGEMENT PLAN – 2009/2010

### **APPENDIX 1: Statement of Access and Equity**

Following the introduction of the Local Government (General) Regulation 2005, Council must include information about access and equity activities in its management plan.

An access and equity activity is described as one that benefits both the general community and/or particular target groups and helps Council to:

- Promote fairness in the distribution of resources;
- Recognise and promote people's rights and improve the accountability of decision makers;
- Ensure that people have fairer access to the economic resources and services essential to meeting their basic needs and improving quality of life; and/or
- Give people better opportunities for genuine participation and consultation about decisions affecting their lives.

When determining Council strategies regarding social and community planning issues, Council needs to take into consideration identified levels of need, Council's financial situation and local demography. The following activities are planned to be undertaken as part of Council's response to its Community Social Plan:

- Continue implementation of Council's Disability Action Plan;
- Continue to identify issues of concern for aged and disabled residents and visitors;
- Actively involve the local community, commercial and social groups and other non-government agencies in the planning process;
- Respect cultural diversity;
- Promote fair, open and participatory decision making;
- Consider the equity implications of all proposals;
- Construct public disabled toilet facilities as budget s permit across the shire;
- Develop an aging strategy;
- Construct disabled facilities and disabled access at the Royal Theatre.

## **APPENDIX 2: Review of 2006/2010 Social Plan**

### **CHILDREN**

<b>Description</b>	<b>Recommendation</b>	<b>Date</b>	<b>What's happened?</b>
North West Life Education	Maintain Council support for North West Life Education	Ongoing	Council funds each Primary School student in the Shire to attend North West Life Education. This includes students from Walhallow.
Family Day Care	Request that Family Day Care keep council informed regarding the supply and demand for carers.	Ongoing	Ongoing contact with HACC Services
Quirindi Toy Library	Assist the Toy Library to optimise funding opportunities		Toy Library closed. Toys distributed to the Play Groups.
Extension of Holiday fun program	Consider extending the Holiday fun program with a trial extension during Mar/April 2000	Ongoing	The Centre is operated during Christmas and September School Holidays.
Aboriginal access to pre school education	Assess, with NEAHS, Quirindi Pre School and Nungaroo Lands Council Aboriginal access to pre school facilities and if additional outreach services are required.		Program has commenced. Aboriginal Playgroup established.
Community leadership	Initiate, in conjunction with appropriate community organisations, leadership training programs to encourage community participation.	Ongoing	A workshop has been held on grant application writing and Community Development Workshops held by Economic Development Officer in all Shire villages.

## YOUNG PEOPLE

Description	Recommendation	Target Date	What's happened?
Sport and recreation facilities	Maintain ongoing commitment to provide facilities for sport and recreational activity	Ongoing	The Quirindi Recreation Centre has been refurbished. Improved facilities for No. 1 Oval , Qdi
Youth Scholarship Scheme	Continue and develop the Youth Scholarship Scheme	Ongoing	A committee is in place.
Leadership training	In conjunction with appropriate community organisations, initiate leadership training programs to encourage community participation.	Ongoing	This is part of the Youth Scholarship Scheme.

## WOMEN

Description	Recommendation	Target Date	What's happened?
Domestic violence	Recognise that domestic violence is a community issue and acknowledge the work being undertaken under the Regional Violence Protection Strategy.	Ongoing	Domestic violence is still an issue. Release of Domestic Violence Information Kit.
Women's health	Continue to support the women's health initiative of the Hunter New England Area Health Service and encourage development of outreach services.	Ongoing	The Women's Health Services provides a range of services, specifically targeting women.

## OLDER PEOPLE

Description	Recommendation	Target Date	What's happened?
HACC volunteer recruitment	Support a program to recruit more volunteers to the HACC program, or change volunteer structure to incorporate community organisations to the HACC program and regularly review the level of support required to meet the growing demand for services to older people.	As required	This service relies heavily on volunteers. The dilemma is that many volunteers are getting older and despite efforts to attract new people, they are not volunteering. Volunteer Day held in Railway Square, Quirindi
Advocacy for respite services	Extend the role of the Committee which initiated the disabled mobility map (referred to in Strategy for Disabled People), extend its role to include advocacy for respite services for older people and their carers.	Ongoing	The Disability Access plan has been implemented. Recreation Centre, RFS and SES building access provided for disabled. Council paving works provided disabled standard access points. Werris Creek Public Toilets rekeyed for 24hr disabled access.  Rose Lee Park toilets constructed with disabled access.

## PEOPLE WITH DISABILITIES

Description	Recommendation	Target Date	What's happened?
HACC volunteer recruitment	Support a program to recruit more volunteers to the HACC program, or change volunteer structure to incorporate community organisations to the HACC program and regularly review the level of support required to meet the growing demand for services to older people.	As required	This service relies heavily on volunteers. Unfortunately, many volunteers are getting older and despite efforts to attract new people, younger people are not volunteering.
Advocacy for respite services	Extend the role of the Committee which initiated the disabled mobility map (referred to in Strategy for Disabled People), extend its role to include advocacy for respite services for older people and their carers.	Ongoing	The Disability Access plan has been implemented. Council lobbied for expansion of and funding for HACC Services to Willow Tree.

## ABORIGINAL

Description	Recommendation	Date	What's happened?
Identification of needs of the indigenous community	Utilise the Nungaroo Lands Council planning document as the principal source to identify community needs for the formation of strategies in future Community Plans		Council maintains Waste Contract with Quirindi Aboriginal Corporation to manage Quirindi, Werris Creek and Willow Tree tips. Entered contract to sort recyclables.
Community directory	Include Aboriginal organisations in Council's community directory	Ongoing	Indigenous organisations have been included in the current directory.
Centrelink services for Liverpool Plains Shire through Nungaroo Lands Council	Encourage and assist Nungaroo Lands Council to improve Centrelink services in Quirindi through the provision of touch screen computer terminals, as technological advances follow.	Ongoing	Walhallow Aboriginal corporation was the successful tender to provide Centrelink Services in Quirindi.

## HEALTH

Description	Recommendation	Target Date	What's happened?
Psychotherapy services	Assist Premier Clinic, in kind or financially, in its efforts to provide psychotherapy to local residents	Ongoing	Council funds building maintenance works on Centre.
North West Division of General Practice Forum	Support Division	Ongoing	Regular contact by Council, Senior Staff with Doctors
Community transport	Continue role with Oxley Community Transport		Link maintained
Medical Liaison Committee	Strengthen the Medical Liaison Committee role in continuing to address health planning issues for Liverpool Plains Shire residents	Ongoing	Regular meetings to facilitate development of a new Medical Centre for Quirindi. HealthOne to commence construction in 2010.

## COMMUNITY INFORMATION

Description	Recommendation	Target Date	What's happened?
Liverpool Plains Shire library opening hours	Review current opening hours with a view to altering or extending according to user demand	Ongoing	Library hours have been extended at Werris Creek.
Internet access at Premer	Investigate the provision of Internet access to make it available as a community resource through NEHS, CNL, Liverpool Plains Shire Council and the Department of Education and Training.	Ongoing	Premer now has a CTC
Distribute new residents information package	Package for new residents, make available through Tourist Centre, Library, Real estate Agents, Taxis and commercial outlets.	Ongoing	Information available and distributed.
Liverpool Plains Shire Council website	Continue to include and update information about the town/district, Council's operations, activities and other information relevant to new residents on the Council's website.	Ongoing	Council has a website available for public to read information.

## CULTURAL

Description	Recommendation	Target Date	What's happened?
Arts North West	Continue membership of Arts North West and encourage community groups and individual artists to use its services.	Ongoing	Ongoing Membership retained
Use of the Internet to promote events	Promote cultural activities in the shire through the Council's website.	Review regularly	Events listed



## SPORT AND RECREATION

Description	Recommendation	Target Date	What's happened
Swimming pool hours	Review the hours of opening and adjust to maximize public use	Annual	Hours reviewed-earlier opening hours in Quirindi are now in place.
Playground plantings	Consider planting shade trees and gardens in parks with existing playground equipment and involve the community in planting and maintenance.	Ongoing	All new playground equipment areas to incorporate shade shelters

## EDUCATION

Description	Recommendation	Target Date	What's happened?
TAFE	Support the TAFE campus, citing the positive effect on the community in increasing the level of training and employability of the young people and the long-term possibilities for a community to offer school leavers an opportunity to stay in town.	Ongoing	Attend public meeting on training activities
Traineeships	Develop a training strategy for young people.	Ongoing	Discuss with Mining Companies
Promotion of TAFE	Promote TAFE open learning programs to increase youth participation in education opportunities	Ongoing	Meetings have been held with TAFE.



# Cultural Plan 2009- 2014

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# 1. Background

## Legislative requirements

The Local Government (General) Amendment (Community and Social Plans) Regulation 1999 requires that Councils develop a social or community plan in accordance with Departmental guidelines, and report on identified access and equity activities in their annual reports.

The State Government has identified that there is a need for a more formalised cultural planning process as a means of ensuring that councils consider cultural aspects of community life as a strategic component of corporate planning.

As a consequence, councils must submit a Cultural Plan to the Department of Local Government every five years.

## Purpose

Cultural planning is a “purposeful, strategic approach to cultural development” (Australia Council, 1997). In the case of this Plan, its purpose is to provide a framework for the Shire’s role in cultural development through identifying:

- A cultural vision for the Shire
- Aims
- Key result areas
- Suggested strategies/means to achieve the identified aims and key result areas

## Scope

This Plan seeks to identify the various cultural needs of the Liverpool Plains community, determine whether it is Council’s responsibility to take action upon

them, and recommend action plans to meet those needs.

The Plan defines “culture” as “the cumulative expression of community identity through the natural and built environment; heritage and shared languages; through the arts and crafts; recreation and leisure activities and the many other ways by which creative identity is expressed, interpreted and acknowledged”.

## The Planning Process

The following process has been used in the preparation of this Plan:

- Develop a workable definition of “culture”
- Prepare a community profile
- Develop a database of cultural assets and resources
- Develop a Cultural Map
- Review the vision and set of aims
- Review Council’s policies on major subjects affecting several strategies (eg. access and equity, culture, community management, urban design)
- Develop a list of key result areas
- Prepare a set of strategies/means covering the key result areas
- Integrate the Action Plans and proposed projects into Council’s future management plans.

## Target Groups

Although this Plan is essentially a whole of community plan, it does recognise that there are a number of groups within the community that require special consideration either because of past and present disadvantage or because of the particular benefits they can obtain from cultural activities.



The following target groups are given special consideration in this Plan:

- Aboriginal and Torres Strait Islander people
- Children Young people
- People with Disabilities
- People from culturally and linguistically diverse backgrounds

## Key Result Areas

The following six Key Result Areas are addressed in the Cultural Plan:

### 1. Cultural Spaces

To provide and maintain well-located, adaptable spaces for activities to which access is easy for all community members.

### 2. Cultural Diversity

To identify and celebrate our differences in ways appropriate to the needs of the different groups.

### 3. Cultural Education

To inform people about our diverse cultures and how we encourage them to learn about each other.

### 4. Cultural Heritage

To preserve our unique character, recognizing all its differences.

### 5. Cultural Events

To involve as many people as possible in planning, running and attending community cultural events.

### 6. Cultural Links

To form cultural links with other communities, other regions and other cultures thereby recognising that Liverpool Plains is part of a wider society with broader cultural traditions

## Action Plans

For each of the six Key Result Areas there is a set of action plans. These action plans have a standard layout as follows:

- Objectives – these are related to the Cultural Vision and to Council's Vision and Objectives.
- Goals – these set out the individual actions by which the key result area objective will be achieved.
- Means – these indicate how the Goals will be achieved.
- Year – this represents the operating year in which it is planned to commence a strategy.
- Plan Ref. – this is the individual budget number allocated in the Management Plan that is responsible for carrying out the actions.

Performance indicators that measure the achievements of the goals in each of the Key Result Areas are set out in the Management Plan and reported in Council's Annual Report.

## 2. Liverpool Plains Shire Council

### Council's Vision

That the Liverpool Plains Shire area achieves higher levels of growth and generates improved quality of life through expanded opportunities for economic and social development being realised within an environmentally and financially sustainable framework.

### Council's Commitment to Cultural Needs

Council is committed to the following principles:

#### (a) Identity and Sense of Place

Liverpool Plains will be a community which recognises that places have cultural meanings for people that contribute to their sense of identity and belonging;



**(b) Creativity and Innovation**

Liverpool Plains will be a community that values and encourages creativity and innovation.

**(c) Acceptance and Diversity**

Liverpool Plains will be a community that promotes acceptance and diversity.

**(d) Access and Opportunity**

Liverpool Plains will be a community that provides access and opportunity to all individuals and groups.

**(e) Conservation and Sustainability**

Liverpool Plains will be a community that values its heritage and that actively promotes its preservation and conservation.

**(f) Co-operation and Participation**

Liverpool Plains will be a community where people can give support and encouragement to each other to participate in the cultural life of the community.

## Council's Cultural Vision

That the Liverpool Plains community maintains and develops art and cultural opportunities, which have an emphasis on lifestyle enhancement and participation from all segments of the community.

## Programs

Council operates a varied range of activities and services generally described as programs or budget subject areas. It is Council's plan to continue to operate all these programs in 2009/10 at existing service levels. However, all programs and service levels are subject to regular review and some changes may occur during the year.

## Programs

Community Leadership & Governance

100-120 Members Facilities & Expenses

100-130 Senior Administration

100-140 Finance & Administration

Safe & Sustainable Environment

300-110 Environmental Serv Admin

300-120 Public Health

300-130 Built Environment

300-140 Natural Resources

300-150 Waste Management

300-160 Emergency Services

300-170 Ordinance Control

300-180 Buildings

Vibrant Lifestyle

200-110 Tourism & Economic Development

200-120 Rail Journeys Museum

300-190 Library Services

300-190 Aged & Disabled Services

300-200 Youth & Children's Services

300-190 Cultural & Community Services

300-200 Child Care Services

Well-maintained Infrastructure

400-110 Works Administration

400-120 Works Depot

400-150 Parks & Reserves

400-180 Sewer Services

400-130 Infrastructure Maintenance

400-160 Infrastructure Construction

400-170 Water Services





### 3. The Liverpool Plains Community

#### Overview

Liverpool Plains Shire is a progressive multipurpose rural Council, located on the rich agricultural lands of the Liverpool Plains.

The Shire has a population of around 7,540 people with the major urban centres being Quirindi and Werris Creek – the first and last railway town.

Situated on the North/West Slopes and Plains, the main town of Quirindi is 66kms south of Tamworth and 410kms north of Sydney. The major road link is the New England Highway which traverses the country side 12kms east of Quirindi.

The Shire currently has an economic base focused on agricultural pursuits. These include cropping of maize, sorghum, Lucerne, Soya beans, chick peas, sunflowers, wheat, corn, oats, canola and vegetables. Two (2) major intensive cattle feedlots operate in the Shire as well as a number of poultry farms. Cattle and sheep grazing are also undertaken.

However the shire is experiencing significant growth through timber processing and gas and coal exploration currently taking place.

The shire also has strong sporting and cultural traditions and has many clubs and societies contributing to society. Among the more well-known cultural organisations are the Wallaby Art Group, the Quirindi and District Historical Society, the Liverpool Plains Arts Council, the Rural Heritage Village, Blackville Art Show, Currabubula Red Cross Art Show, Quirindi Arts & Crafts Group and the ARM Management Inc.

#### Population Profile

The following profile of the Liverpool Plains Shire is based on data obtained from the 2006 Census.

**Table 1: Selected Averages (2001 Census)**

	Liverpool Plains	Australia
Median age	43	37
Median monthly housing loan repayments	\$758	\$1,300
Median weekly rent	\$100	\$190
Median weekly individual income	\$351	\$466
Median weekly family income	\$857	\$1,171
Median weekly household income	\$666	\$1,027
Mean household size	2.4	2.6
Dwellings fully owned	44.2%	32.6%
Dwellings being purchased	21.5%	32.2%
Dwellings being rented	25.1%	27.2%

**Table 2: Selected Characteristics (2006 Census)**

	Males	Females	Persons
Total persons	3761	3779	7540
Aged 15 yrs and over	3000	3026	6026
Aged 65 yrs and over	680	712	1392
Indigenous persons			715
Born in Australia			6,638
Born overseas			316
Speaks English only			6976
Australian citizen			6827
Employed full-time			1,875
Employed part-time			908
Unemployed			192
Unemployment rate			6%



## Changes in Liverpool Plains Shire's Population

The main changes since 1986 have been in the size and composition of the population, and aspects of the economic life of the shire such as employment, industry and income.

In summary, the following changes have occurred:

- The Shire's population has declined by nearly 9%;
- Most of the loss in population is attributable to decline in agricultural and rail employment;
- The number of indigenous people in the population has increased from 582 in 1986 to 715 in 2006;
- The population is older than it was in 1986 ie. median age is 43 as opposed to 32 in 1986;
- Family and household sizes have become smaller from 3.15 persons to 2.4 persons;
- Traditional industries such as agriculture continue to decline but are still the major employment sector for the Shire.

Most of these changes reflect changes in the broader Australian population, which is now feeling the effects of the post World War Two "baby boom". The trend downwards in population numbers is one area where Liverpool Plains differs from the broader population, which has grown during the period. However, the decline in population has slowed markedly and in centres such as Quirindi and Werris Creek has grown substantially.

## The Future

On the basis of data obtained from the 2006 Census, the trends set out above appear negative in many aspects. However recent economic development within the Shire suggests that the following may occur:

- The population is likely to increase by about 4% per year and a best case of about 6 %;
- The number of older people in the population is likely to continue to increase;
- The number of younger people in the population is likely to increase with increased employment opportunities;
- Female numbers will be similar to male numbers;
- Household sizes will stabilise with the ageing of the population and preferences for smaller families;
- Median income will remain static or rise slightly as higher incomes in for example mine employment are offset by the increasing number of people on aged pensions and other social security benefits;
- Full-time employment will continue to grow due to restructuring of the economy from a largely agricultural base to one that includes mining, tourism, manufacturing and service industries base.





## 4. Action Plans

### Key Result Area 1:

### Cultural Spaces

**Objective: To provide and maintain well-located, adaptable cultural spaces for activities to which access is easy for all community members.**

Goal	Means	Year	Plan Ref
Continue to grow and develop the Australian Railway Monument & Rail Journeys Museum at Werris Creek offering the wider community an educational and recreational resource associated with the history of rail.	Operate a national museum and provide a range of public programs and exhibitions. Utilise the Railway monument amphitheatre for performances and events.	ongoing	200-120
	Investigate the possibilities of extending the Museum into the top floor space of the Railway Station.	2009/10	200-120
	Seek funding for the construction of exhibits from private and public sources.	ongoing	200-120
To provide the community with public libraries that are functional, accessible and attractive.	Operate public libraries that provide a range of facilities, resources and services and which are accessible physically and electronically.	Ongoing	300-190
To provide a quality, functional and accessible cultural space at the Royal Theatre primarily devoted to the holding of drama and music events, film and live theatre.	Seek funding to refurbish the Royal Theatre for use as an events area.	2009/10	300-190
	Develop a plan for marketing the Royal Theatre to various cultural groups.	2009/10	300-190
	Develop subcommittees to manage and market the Royal Theatre	2009/10	
To promote and manage the use of streets and public open spaces as performance and event venues.	Maintain Busker's policy which clearly sets out the requirements placed by Council on individuals or organisations that seek to use the shire's streets or public spaces for their activities.	Ongoing	200-110
	Promote the use of the Railway Town Square and Library Courtyard as public performance venues.	Ongoing	200-110
To provide venues for meetings, performing arts events and social functions.	Maintain and promote the Quirindi Pavilion as a venue for events and set fees and charges that balance financial return against affordability.	Ongoing	300-180
	Develop a plan for refurbishing the Pavilion to include air conditioning.	2010/11	300-180
	Establish a Committee or Association to operate and develop the Royal Theatre as a place of public entertainment for the benefit of the local community.	2009/10	200-110

Goal	Means	Year	Plan Ref
To provide the community with suitable exhibition spaces in which to express their artistic endeavours or issues of cultural importance to them.	Provide an exhibition venue at the Currabubula Hall to maintain the Annual Red Cross Art Show.	Ongoing	200-110
	Provide a venue at the Pavilion and Railway Institute Building for the display and promotion of local artists and their artwork	Ongoing	200-110
	Provide space in the shire libraries for small exhibitions by community groups.	Ongoing	300-190
	Provide space at Royal Theatre for small exhibitions	2010/11	200-110
	Provide assistance in promoting Quirindi Rural Heritage Village as a suitable exhibition space	Ongoing	200-110
	Promote The Basement as a suitable exhibition space	Ongoing	300-190
	Develop a Cultural Centre for Liverpool Plains Shire Council to promote local artists and bring art exhibitions to the Shire. A Cultural Centre will also provide a space to host workshops regularly throughout the year.	2010/11	300-190



## Key Result Area 2:

## Cultural Diversity

**Objective: To identify and celebrate our differences in ways appropriate to the needs of the different groups in our community.**

Goal	Means	Year	Plan Ref
To utilise the arts as a way of exploring and expressing the various Liverpool Plains cultures.	Ensure that any art exhibitions programs encourage a diversity of media and subjects from a range of individuals and groups.	Ongoing	200-110
To celebrate the differences in ways appropriate to the needs of the different groups in our community.	Encourage cross-generational cultural interaction by developing a program in which young people record oral histories of older members of the community. Funding required to be sought.	2010/11	300-190
To promote harmonious relations between the various groups that comprise the Liverpool Plains Shire community.	Plan and conduct Australia Day celebrations.	Ongoing	300-190
	Support NAIDOC Week and Harmony Day activities.	Ongoing	300-190
	Support the Rural Heritage Village in its further development	Ongoing	300-190
	Support the Quirindi and District Historical Society Inc in its activities	Ongoing	300-190
	Provide funding for cultural activities through the Community Initiative Program and Youth Scholarship Program	Ongoing	300-200
To provide opportunities for different groups in the community to provide information about their beliefs and activities.	Provide public noticeboards in the Town Square and the Library for community groups to advertise their activities at no cost.	Ongoing	300-190
	Provide space in the Libraries for small exhibitions by community groups.	Ongoing	300-190
	Provide space at the Railway Institute and Pavilion for exhibitions and events	Ongoing	300-190
To promote the artistic endeavours of the local Indigenous community.	Seek an appropriate location and establish a permanent exhibition space in which local Indigenous artists can display their work.	2010/11	300-190



## Key Result Area 3:

## Cultural Education

**Objective: To inform people about the diverse aspects of culture generally and the Liverpool Plains Shire culture specifically.**

Goals	Means	Year	Plan Ref
To promote the development of art works through an acquisitive art exhibition.	Council to acquire art works at the Currabubula Art Show annually and ensure that it continues to be recognized as a professionally run exhibition.	Ongoing	200-110
To promote an interest in and improve technical expertise in a wide range of literary activities.	Encourage local writers groups and activities.	Ongoing	300-190
To educate the community on the heritage of Australia and the Liverpool Plains and promote its conservation.	Promote Heritage Week and maintain and construct new interpretive signage in towns and villages.	Ongoing	200-110
	Promote the First & Second Fleet Memorial Gardens, Quirindi Rural Heritage Village and Australian Railway Monument & Rail Journeys Museum	Ongoing	200-110
	Develop an Interpretive Centre at Willow Tree.	2009/10	200-110
	Support the Rural Heritage Village.	Ongoing	200-110
	Support the Quirindi and District Historical Society Inc	Ongoing	200-110



## Key Result Area 4: Cultural Heritage

**Objective: To promote and preserve the distinctive character of the Liverpool Plains both past and present.**

Goals	Means	Year	Plan Ref
To encourage research into the history and culture of the Liverpool Plains.	Offer assistance to historical and genealogical researchers at the various libraries and Historical Society.	Ongoing	300-190
	Support the Quirindi and District Historical Society Inc.	Ongoing	300-190
	Provide a comprehensive local study collection for students and visitors in conjunction with the libraries and Quirindi and District Historical Society.	Ongoing	300-190
To encourage the preservation of the historical aspect of the Liverpool Plains' industrial, commercial and residential structures.	Employ a Heritage Consultant for implementation of heritage controls and community education.	Ongoing	300-110
	Implement the provisions of the Liverpool Plains Local Environmental Plan that relate to heritage matters.	Ongoing	300-110
	Maintain and install new interpretative signs at Werris Creek, Willow Tree and Wallabadah.	2010/11	200-110
To promote the preservation of public art works	Develop a Public Art Policy.	2011/12	200-110
	Maintain a register of all public art works and memorials in the Liverpool Plains.	Ongoing	200-110
To assist the National Railway Museum to develop its collection and to raise standards through training and advice.	Seek funding for the employment of a Museum Director.	2011/12	200-120
To encourage the preservation of Indigenous heritage in the Liverpool Plains	Maintain an Indigenous Local History Collection.	Ongoing	300-190



## Key Result Area 5:

## Cultural Events

**Objective:** *To involve as many people as possible in community cultural events including organisation and participation.*

Goals	Means	Year	Plan Ref
To assist in the successful conduct of community-based cultural and social events in the Liverpool Plains.	Provide local support for event organisers including liaison with local suppliers.	Ongoing	200-110
	Develop a Special Events Policy to provide guidance to event organisers on Council and other legal requirements.	Ongoing	200-110
	Provide financial assistance to organisations seeking to conduct small community cultural and social events through the Community Initiative Program.	Ongoing	300-190
To provide a quality venue at the Pavilion to attract financially viable performing arts events.	Set aside funding to upgrade the pavilion and then market the venue to local and other groups.	Ongoing	200-110
Organise and conduct a number of community cultural and social events each year.	Organise and conduct Australia Day celebrations.	Ongoing	300-190
	Assist with the annual Quirindi Eisteddfod by providing support funding.	Ongoing	300-190
	Assist the Liverpool Plains Arts Council to grow the annual cultural festival Art & all that Jazz.	Ongoing	200-110
	Assist in the promotion of the Red Cross Currabubula Art Show.	Ongoing	200-110
	Continue to undertake a Christmas Lights Competition in conjunction with Country Energy.	Ongoing	300-190
	Assist with the staging of street parades in towns and villages.	Ongoing	400-130
	Assist the Blackville Art Show	Ongoing	200-110



## Key Result Area 6:

## Cultural Links

**Objective: To form cultural links with other communities, other regions and other cultures thereby recognising that Liverpool Plains is part of a wider society with broader cultural traditions.**

Goals	Means	Year	Plan Ref
To be involved in wider cultural planning and coordination activities	Continue membership of Arts North West and lobby for new projects through the regional arts development officer.	Ongoing	200-110
	Commence membership of the Museums & Galleries Foundation to enhance the Railway Museum.	Ongoing	200-110
	Maintain membership of the NSW Country Public Libraries Association and participate in the Association's regional activities.	Ongoing	300-190
To operate a library service that shares its resources for the benefit of other communities and for itself	Participate in an interlibrary loans service with Tamworth Regional Council library	Ongoing	300-190
	Provide access to the Internet and to a range of online information sources through participation in NSW.Net.	Ongoing	300-190
To maintain cultural and sporting contacts with other communities in Australia and overseas.	Maintain existing Blacktown Sister City relationship and explore new opportunities	Ongoing	200-110
	Commence sporting and cultural exchange with Blacktown	Ongoing	200-110
	Join the Australian Sister Cities Association.	Ongoing	200-110





# DISABILITY ACTION PLAN 2012







## FOREWORD

Liverpool Plains Shire Council is strong in its commitment to provide opportunities for all community members. It proposes to build on the infrastructure that already exists, resulting in a shire that is fair and equitable in terms of physical and attitudinal access for all people regardless of any disabling condition.

This plan aims to identify any inequities that may exist by pinpointing areas of concern upon which Council can work with the community with a view to achieving best practice in the delivery of all services.

Subject to budget constraints, Council will attempt to improve in the provision of physical access enabling all community members to participate in and utilize public facilities within the Community.

As a Local Government Authority Council is committed to the requirements of the Disability Discrimination Act 1992, by observing the following Principles;

- Residents with a disability have the same rights and responsibilities as those residents who do not have a disability;
- All facilities, public space, services, information, programs and areas under Council's control should be accessible to all residents; and
- Promotion of the needs of residents with disabilities.

Cr. Ian Lobsey OAM  
Mayor  
LIVERPOOL PLAINS SHIRE COUNCIL



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Draft Action Plan	



# ACKNOWLEDGEMENTS

The majority of the information in this plan comes from consultation with community members, ie. people with all types of disabilities including those with sensory difficulties.

People who have expertise in the areas of access and safety, Vis -a- Vis Police and RMS members and Council staff members were also consulted.

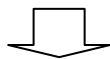
The preparation of this plan would not have been possible without the following reference sources:

- The Disability Services Act, Federal (1986) and State (1991) respectively.
- The Disability Discrimination Act 1992
- The Local Government (General) Regulation 1993 and its Social/Community Plan Amendment.
- Members of the Liverpool Plains Shire Council Access Committee.

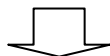


# LIVERPOOL PLAINS SHIRE COUNCIL'S ACCESS PLAN DEVELOPMENT FLOWCHART

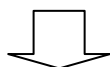
Gain active participation from General Manager and council staff in the planning and implementation of this Access Plan.



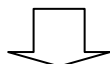
Report to Council on requirements of the Disability Discrimination Act



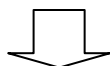
Form an Access Committee with objectives to consult consumers, educate and evaluate 'consumers' and community members alike



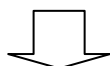
In conjunction with Council staff, compile a list of access 'Black Spots'.



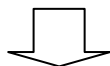
Establish a draft plan, consult staff and seek public comments and those of Service Providers in the caring field. Advertise draft plan and invite public submissions.



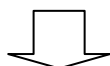
Review submissions and amend plan.



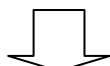
Access Committee to review plan and then present to Council for adoption



Present Final Plan to Human Rights and Equal Opportunities Commission and the Department of Ageing, Disability and Home Care



Compile directories, pamphlets, guides and maps with a view to assisting people to access their communities.



Liverpool Plains Shire Council's disABILITY Access Committee Monitor/Review Plan through Community Survey and provide recommendation to Council.



# EXECUTIVE SUMMARY

The Disability Discrimination Act (DDA) 1992 is underpinned by the fact that all people regardless of age or disability should have equity of access to all services that are enjoyed by people without a (perceived) disability.

The concept of “Access” comes in many forms. It is about people with mobility restrictions being able to get themselves safely to and into buildings and other facilities, be able to do their own shopping thus fostering integration, and not ‘special treatment’ which still draws attention to people typically seen as apart from mainstream communities. The Plan, once implemented will also make it more achievable for people with challenges to pursue and enjoy recreational and other activities.

Liverpool Plains Shire Council welcomes the opportunity to develop and implement an Access Plan for its local government area (LGA). While it is true that the impetus for formulating this plan originates from a requirement of the DDA, Council has been aware for some time now of the need to formulate and endeavor to implement such a plan.

The Community, Council and Staff members understand the rights and responsibilities of all people to be able to *choose* to live as fully an integrated and ‘typical’ life as they wish. This is of course dependent on the abilities of the individual people involved and ubiquitously, council resources.

This Disability Action Plan outlines what Liverpool Plains Shire is currently undertaking to ensure that its services and activities are accessible to all residents of the Shire.

Council seeks the following outcomes through this Plan:

- **ACCESSIBLE FACILITIES:**

To provide access to all people in the community to Council services, facilities, and public buildings.

- **CUSTOMER SERVICE:**

To continue to provide quality service to all community members.

- **EMPLOYMENT:**

That no discriminatory practices will be engaged in by Council and its staff members be this conscious or unconscious.

- **IMPLEMENTATION, MONITORING AND REVIEW:**

That this plan will be implemented under Council’s banner of implementation, monitoring, and review.



# THE DISABILITY DISCRIMINATION ACT

The Disability Discrimination Act 1992 makes it unlawful to discriminate in the provision of goods, facilities or services, against people on the basis that they have or may have a disability. The Act also makes it unlawful to discriminate in any way, conscious or unconscious, on the basis that an associate of a person with a disability, may have, or has, a disability.

The Act states that an Action Plan may be developed within an organisation with a view to eliminating any discriminatory practices. The Act seeks to have the Action Plan lodged with the Human Rights and Equal Opportunity Commission (HEROC).

For the purpose of the plan disability, in no order of prominence is defined as:

- Psychiatric
- Physical
- Intellectual
- Sensory
- Neurological
- Learning (slow)
- Physical disfigurement
- The presence in the body of disease causing organisms

The definition includes a disability that:

- presently exists
- previously existed but no longer exists, (eg, a person who has had a heart attack, an episode of mental illness or a back injury);
- may exist in the future, (eg, a person with a genetic predisposition to Huntingtons disease or a person who is HIV positive or who carries the AIDS virus)
- is imputed to a person, (eg, assuming that a person living with someone who has an infectious disease, also has the disease and it is thought that the second person may infect others. Thus attitudes and assumptions can also underpin discrimination.
- **DISABILITY**: is a reduction or loss of typical functional ability that results from impairment/s.
- **IMPAIRMENT**: a functional or anatomical abnormality, that may or may not manifest as a disability.



- **HANDICAP:** the resultant disadvantage caused by a disability and or negative or un-accepting attitudes to a person who happens to have a disability.

Impairments can result in disability of a physical kind, sensory, intellectual, and psychiatric or an acquired impairment (e.g. brain damage from an accident)

- **DISCRIMINATION:** briefly this means any treatment directly with, or negative talk or actions about, a person with a disability that results in him or her being treated less favourably than people without a disability under the same circumstances.

Discrimination also occurs when people with a disability are excluded from accessing employment, education or goods and services by an imposed requirement. This requirement may be the same for everyone but if it results in exclusion for people with a disability it is a discriminatory practice.

Treatment that is different for people with a disability is NOT unlawful if it can be proved that it was reasonably intended to try to ensure that they have equal opportunities and that their support needs, be they low or high, are being met.

## ACRONYMS USED IN THIS PLAN

A/C	Access Committee
CMP	Council's Management Plan
DAC	Disability Action Committee
DDA	Disability Discrimination Act
DSA	Disability Services Acts
GM	General Manager
DECD	Director - Economic & Community Development
DES	Director - Environmental Services
DCS	Director -Corporate Services
DW	Director - Works
HRO	Human Resource Officer
HACC	Home & Community Care
RMS	Roads & Maritime Services



## COMMUNITY INCLUSION STATEMENT

In 1992 as an offshoot from the Disability Services Acts (Federal 1986) and (State/NSW 1991) the Disability Discrimination Act 1992 was implemented. This Act makes it unlawful to engage in any discriminatory practices to people with a disability.

By preparing this plan Liverpool Plains Shire Council demonstrates support for the above legislation. This support is reflected in Council's Management Plan, Equal Employment Opportunity Policy, Council's Vision Statement and now with this Access and Equity Plan.

**The Liverpool Plains Shire Council will continue to promote and facilitate effective integration for all community members by:**

- Education of all staff on the rights and responsibilities of people who because of physical impairment/s are most affected by these Acts of Parliament.
- Consultation with the wider community be they people with mobility or sensory challenges or health professionals.
- Ensuring adequate access to service facilities within Council for people with a disability.
- Responding to the needs of people with a disability Council by continually monitoring their needs and the needs of their carers. Council will make every attempt to respond to those needs in a positive manner where possible.
- Proactively taking the lead in promoting 'inclusion for all' community values and actively seeking to provide solutions in the community and local government.





# COUNCIL'S PRINCIPAL ACTIVITIES

Council's principal activities are set out in the table below:

## GOVERNANCE

- Members Facilities and Expenses
- Public Relations
- Human Resources
- Administration Support

## ADMINISTRATION & FINANCE:

- Information Technology
- Insurance and Risk Management
- Customer Services
- Records Management
- Financial Services
- RMS Agency

## COMMUNITY SERVICES:

- Library
- Cultural
- Youth & Children
- Aged Care
- Disability Services
- Recreation Centre

## ENVIRONMENTAL SERVICES

- Community Protection
- Landuse Planning
- Public Health
- Natural Resource Management
- Built Environment
- Waste Management

## ENGINEERING SERVICES

- Infrastructure Planning
- Plant Services
- Depot Services
- State Roads
- Rural Roads
- Survey and Design
- Engineering Administration
- Urban Streets
- Ancillary Services
- Public Recreation

## TOURISM & ECONOMIC DEVELOPMENT

- Tourism
- Economic Development
- Visitor Information Centre
- Caravan Park
- Residential & Industrial Subdivisions

## BUSINESS ENTERPRISES

- Airport
- Private works
- Gravel Pits
- Swimming Pool
- Property Rental
- Cemeteries
- Water Supplies
- Sewer Services
- Showground / Racecourse



## COUNCIL SERVICES & FACILITIES BEING UTILISED

The following is a list of community services currently being used by, and being assessed for people with disabilities and their service providers and/or carers.

- Rate Payments
- Airport
- Waste Removal/Recycling
- Cemetery
- Street Lighting
- Traffic Management and Control
- Community Information
- Health Inspections
- Community Information
- Caravan park (under lease)
- Street Signs
- Community Halls & Centres
- Library
- Public Seating
- Visitor Information Centre
- Control of Stray Animals
- Parks Furniture and Equipment
- Footpaths
- Building Control
- Companion Animals Licensing
- Town Planning & Development Control
- Administration Centre & Council Chambers
- Home and Community Care Centres
- Parks and Reserves
- Waste Depots
- Accessible Parking Spaces
- Swimming Pool
- Public Toilets
- Roads and Traffic Authority Agency



# THE ACTION PLAN

This action plan has been developed:

- To eliminate discrimination
- As a sound and equitable business practice as the development of such a plan can only improve council's performance as it sets about fulfilling its responsibilities to the community, a large proportion of which is made up of people with disabilities and their families.
- To reduce the likelihood of complaints lodged against council via The Human Rights and Equal Opportunity Commission (HREOC-Federal)

Senior Managers within council will be responsible for action strategies contained within Council's Management that flow from this plan.

Private businesses, commercial ventures and industry in the Shire are responsible for their individual liability under the Disability Discrimination Act.

Areas of concern raised by community members are sometimes not under control of Council; eg privately owned and operated retail outlets. When this occurs Council will write to the owners of services and retail outlets and advise them of the concern/s raised.

In case of a concern about a government service that is outside the jurisdiction of Council, that concern will be referred to the appropriate level of government.

The Action Plan is appended as Appendix 1

Council will initiate Community Consultations with the Shire community, regarding the contents of the draft Action Plan.

Council will also advertise for community comment on the Draft Plan and place it on public exhibition seeking further community-based comments prior to the Plan's consideration for adoption by Council.



# APPENDIX 1





***“ACCESSIBLE FOR ALL”***

## **DISABILITY ACTION PLAN**





# ACTIONS AND STRATEGIES

This is a strategic plan that covers all of Council's services, facilities, buildings and functions and Council's role as an employer.



The Plan contains Goals being:

1. Organisation Culture - Ensure that all council staff are aware of the needs of people with disabilities.
2. Participation - ensure that all people with disabilities, along side other community members are able to participate in Council activities, including representation on Council and Council Advisory Committees, etc.
3. Employment Opportunities - Ensure that people with disabilities have equal access to employment opportunities within Council and are afforded access to facilities, services and opportunities to meet their specific needs.
4. Community Development - Ensure that Council continues to provide quality services to people with disability. That it continues to support positive change with in the community services sector and that it continues to resource and support local organisations and services.
5. Direct Service Provision - Ensure that all services provided by Council reflect the needs of the community and that services endeavour to continue to be responsive towards those needs.
6. Education and Promotion.
7. Waste Management - Ensure all sections of the community are able to use and take maximum advantage of, all services provided by Council in the disposal of household garbage and recyclables.
8. Asset Management - ensure ease of access to all Council owned and leased assets.
9. Urban Development - to encourage the design for urban spaces that reflect best practice for everyday life within the Liverpool Plains Shire area. Ensure that there is no reason to give rise to discrimination claims on the grounds of disability.
10. Lobbying - Council will lobby Federal and State Governments to provide services and facilities that are their responsibility.

These issues have been addressed by the goal that states, "Council will lobby Federal and State Governments to provide services and facilities beyond its responsibility." See the relevant action strategies for this goal.



# OBJECTIVE 1

**Systemic organisational change - Ensure that all Council staff are aware of the needs of people with disabilities.**

Issue	Strategies	Time Frame	Responsibility	Status
Council as Leader Council has a responsibility to act as a role model on all access issues and can influence other Councils and organisations in this regard	Lead by example through all Council activities/functions	Immediate	GM	Ongoing
Councillor's Briefing Articulate this Plan & the D.D.A to all old and new Councillors	Report to Council	Immediate	GM	Ongoing
Briefing of Senior Management- Articulate this Action Plan & the articles and principles of the D.D.A to old and new Senior Managers	Arrange briefing for General Manager, Directors Senior Management and other relevant staff	Immediate	GM	Ongoing
Training Training of staff on the principles of the DDA and on concepts within this plan	Provide training	Immediate	- Directors - HRO	Ongoing





## OBJECTIVE 2

**Participation - Ensure that all people with disabilities, along side other community members are able to participate in Council activities, including representation on Council and Council Advisory Committees, etc.**

Issue	Strategies	Time Frame	Responsibility	Status
General Information In the community in a range of formats widely distribute information regarding Council meetings, committees and other activities.	As outlined in Education and Promotion develop strategies to ensure wider links with the community on Council activities	Short term	DECD/HACC Services	Ongoing
Customer Service Receive feedback from Council Customers	Monitor requests for specific services from people with disabilities	Immediate	DECD	Ongoing



## OBJECTIVE 3

Ensure that people with disabilities have equal access to employment opportunities within Council and are afforded access to facilities, services and opportunities to meet their specific needs.

Issue	Strategies	Time Frame	Responsibility	Status
Affirmative Action & EEO Policy Implementation of above principles to be current and utilised for employment of people with disability.	<ul style="list-style-type: none"><li>• Develop strategies that focus on encouraging people with disability to apply for and participate in employment and training opportunities within Council.</li><li>• Consult with local employment services</li></ul>	Immediate	HRO/Directors	Ongoing



## OBJECTIVE 4

**Community Development - Ensure that Council continues to provide quality services to people with disability. That it continues to support positive change within the community services sector and that it continues to resource and support local organisations and services**

Issue	Strategies	Time Frame	Responsibility	Status
Feedback from and to Community	Distribute plain English surveys to clients regarding the service provided  Utilise the local press, Council and community notice boards, in and out [of] house newsletters to do so	Mid term  Immediate	Manager HACC	yearly



## OBJECTIVE 5

**Direct Service Provision - ensure that all services provided by Council reflect the needs of the community and that services endeavour to continue to be responsive towards those needs.**

Issue	Strategies	Time Frame	Responsibility	Status
<b>Accessible Toilets</b> Provide accessible toilets that are able to be used 24hrs a day both in the community and at major community functions.	<ul style="list-style-type: none"> <li>Major community events should be held in locations where fully accessible toilets are provided.</li> <li>Werris Creek Toilet - keyed for 24hr access</li> </ul>	Short term	DES	Council facilities are continually being monitored and upgraded when funds become available.
<b>Sports and Recreation</b> Coordination of sport and recreation activities for people with disability.	Lobby local sporting organisations to improve access to services and facilities.  Access funding for upgrade of Quipolly Dam Recreation facilities- disabled access to toilets and foreshore.  Encourage and support people with disabilities to participate in sporting and recreational activities.	Short term  Short term	DECD	Ongoing
<b>Car Parking</b> Increase number and policing of designated parks for pwd especially in front of high use areas such as doctors surgeries.	Liaise with Council's Traffic Engineer	Long term	DW	Improved carparking space Quirindi/Werris Creek/Willow Tree



## OBJECTIVE 5 (Cont.)

Issue	Strategies	Time Frame	Responsibility	Status
Adult Fiction Section Provide large print books for people with literacy problems. As well as Talking and Braille books for people with sight impairments.	Ensure Adult Fiction section is updated regularly according to the ongoing needs of the people who use it.	Mid term	Librarians	Ongoing



## OBJECTIVE 6

**Education and Promotion - In the spirit of “Quirindi Inclusive for All” ensure that all information provided by Council is accessible to all residents, that it is user friendly and allows people with disability to show that they actively develop to our community**

Issue	Strategies	Time Frame	Responsibility	Status
Community Education Council to pro-actively lead in terms of education on disability issues.	Devise strategy to more effectively advertise Council initiated/run Community events	Yearly Immediate	DECD GM / DECD	Ongoing
Car Parking Continue education re who can use designated parking spaces	Include education in Council and non-council newsletters that not only people in wheelchairs have the right to use parks. Educate re. Eligibility Sticker  Educate people with a disability that they need a permanent or temporary-parking sticker from the R.M.S before being eligible to use parks.	Immediate  Immediate	GM / DECD / DW  DECD	Ongoing  Ongoing
Communication Education of staff on effectively communicating with people with disability.	Include in Staff Induction Process	Immediate	GM / HRO	Ongoing



## OBJECTIVE 6 (Cont.)

Issue	Strategies	Time Frame	Responsibility	Status
<p>Consultation</p> <p>Effective consultation between Council and the Disability Action Committee to occur regularly.</p> <ul style="list-style-type: none"> <li>Council Literature</li> <li>Greater distribution, -more accessible,</li> <li>in appropriate format</li> </ul> <p>Access issues to be included in Council Agendas.</p> <p>Increase use of local media</p>	<p>Ensure effective consultation occurs between DAC and all appropriate players.</p> <p>Ensure relevant Council literature is prepared in an appropriate format that is easy to attain.</p>	<p>Immediate</p> <p>Mid term</p> <p>Immediate</p>	<p>DECD</p> <p>GM</p> <p>Appropriate Directors</p>	<p>Ongoing</p> <p>Ongoing</p>
<p>Public Information</p> <p>To be available in formats that meet the needs of people with disability from English &amp; non-English speaking background (NESB)</p>	<p>As Above</p>	<p>Long term</p>	<p>GM</p>	<p>Ongoing</p>
<p>Information</p> <p>Information to be user friendly</p> <ul style="list-style-type: none"> <li>Increased information regarding access issues.</li> <li>Further Develop database with peak organisations, networks including plain English &amp; NESB</li> </ul>	<p>As above- adapt all correspondence/publications to include messages indicating opportunities for people who need large type or taped information.</p> <p>Investigate feasibility of Disability Access Newsletter</p>	<p>Long term</p> <p>Mid term</p>	<p>GM</p>	<p>Ongoing</p>



## OBJECTIVE 7

**Waste Management - ensure all sections of the community are able to use and take maximum advantage of all services provided by council in the disposal of household garbage and recyclables.**

Issue	Strategies	Time Frame	Responsibility	Status
<b>Heavy Items</b> Heavy item movement to be made available to those people who cannot manage to place these items on footpath.	Review current practice  Investigate further options.	Long term	DES  DES	No Action
<b>Garbage Bins</b> Give assistance with handling of these bins as required.	Review Current Practice Assess community needs	Long term	DES  DES	No Action





## OBJECTIVE 8

**Asset Management- ensure ease of access to all new Council owned and leased assets.  
Review current assets to ensure they are upgraded to at least required standards.  
Endeavour to incorporate objectives of the DDA as per current legislation, codes and standards in all future developments.**

Issue	Strategies	Time Frame	Responsibility	Status
Access- Review the existing Council building to ensure compliance with the requirements of the Building Code Australia (BCA).	Report on compliance with BCA to Council Chambers. Utilise optimum standards for disability access taking into account cost of renovations to Council building.	Mid term  Immediate	DES  DES	Council has allocated funds on the 2012-13 for Chamber refurbishment
Access- Existing Council Buildings may not provide access/required aids for people with disabilities	Develop priority listing for upgrading of Council facilities. Endeavour to ensure optimum access for people with disabilities. Review this list regularly, or in response to new information	Mid term  Immediate	DES / DW  DES / DW	<ul style="list-style-type: none"> <li>• RFS Zone Headquarters access provided</li> <li>• Quirindi Rec Centre - access provided</li> </ul> Ongoing
Lighting in Parks	Review, check if they meet required standards. It is required that all pathways have lighting.	Long term	DW	Ongoing



## OBJECTIVE 8 (Cont.)

Issue	Strategies	Time Frame	Responsibility	Status
Paving/Pathways Surface treatment	Ensure these meet all required standards  Investigate the feasibility of non slip paving/pathways within CBD.	Immediate  Ongoing	DW	Ongoing
Toilets Accessibility	Ensure that at least two public toilets are fully accessible by all people with disabilities 24hours a day.  Investigate feasibility of updating Council's toilets to meet required standards.	Immediately  Mid term	DES  DES	Council has met standards at Quirindi and Werris Creek
Swimming Pools Accessibility	Update/rebuild to meet required standards.  Ramps into the building & into the pools, or a hoist provided to enable people with disabilities access to the pool.  Ramping/non-slip pathways provided outside the pool from parking area.  Designated sites to be made available in front of the pool for people with the appropriate RMA sticker.	Long term  Long term  Long term  Long term	DW	Portable access steps have been installed at Quirindi and Werris Creek Pools
Road Markings	Ensure road markings are maintained so that they are visible to people with visual impairment.	Long Term	DW	



## OBJECTIVE 8 (Cont.)

Issue/Barrier	Strategies	Time Frame	Responsibility	Status
Swimming pools Continued-Signage Toilets	Provide signage in pictorial manner. Raised signage for people with sight impairments.	Mid term Long term	DW	To be reviewed
All Entertainment venues Access	Access to be provided to all of these venues by way of ramps or lifts. Appropriate signage.-Pictorial and raised Accessible toilets	Short term Short term	DES DES	Provided - Qdi Rec Centre Provided Royal Theatre Provided - Qdi Rec Centre Grant currently submitted for disabled access to Quipolly Dam Recreation Area.
HACC Centre- Access	Ensure that venue is fully accessible to meet the needs of all people with disabilities. Maintain footpaths and kerbs in an appropriate manner.	Mid term Short term	DECD DW	Ongoing as budget allocation within Works Program
Library- Access  Signage-	Review front door access Investigate feasibility of another designated parking space in front of library. Ensure paving to Library remains in good condition.  Signage to meet all standards	Mid term Short term Short term Mid term	DES DW DW DECD	Done Done Ongoing



## OBJECTIVE 8 (Cont.)

Issue	Strategies	Time Frame	Responsibility	Status
Council Chambers- Access     Mobility Work Aids-   Maintenance	Allocation of Designated Parking in front of Council building. Appropriate ramping from gutter to footpath. Ensure footpath is smooth as it leads up to the ramp.	Mid term	DW	Done
	Keep vegetation from hanging over ramp and blocking access.	Short term	DES	
	Access provided to toilets and tea room facilities.	Long term	DW	Done
	Requisition/Installation of a hearing loop in council chamber.	Long term	DES	To be reviewed
	Appropriate signage. Large light switches to be installed.			To be reviewed
	Re-paint all step endings with white paint	Long term	DES	To be reviewed
		Short term	DES	
Visitor Information Centre, Royal Theatre & RMA- Access	Designed to meet all required standards.	Short term	DECD	Completed



## OBJECTIVE 8 (Cont.)

Issue	Strategies	Time Frame	Responsibility	Status
Trees Keep trimmed for ease of access and for appropriate vision for pedestrians and drivers of vehicles	Council Officers to identify such vegetation with a view to limiting impediment of access, or which pose a hazard to the public.	Long term	DW	Ongoing
Pathways and Surfaces	Design and maintain to meet all relevant standards.	Long term	DW	Ongoing
Pedestrian Crossings	Ensure appropriate gradients, surfaces and Keri ramps meet relevant standards.	Long term	DW	Ongoing
Lighting Roads, park, pathways	Provide and maintain adequate lighting along all streets and intersections that meet required standards	Long term	DW	Ongoing
General Signage	Ensure appropriate signage at all intersections  Signage provided to indicate disability services/ facilities/parking/toilets	Long term	DW	Ongoing
Aids to assist hearing and sight impediments Pedestrian crossings/footpaths/ramps	Provide appropriate devices to assist people with hearing and/or sight loss to safely access pedestrian crossings and Council facilities.	Long term	DW	Ongoing
Parking	Provide adequate Designated Parking at all public facilities.	Long term	DW	Ongoing



## OBJECTIVE 9

**Urban Development-** to encourage the design of urban spaces that reflect best practice for everyday life within the town of Quirindi and the Local Government Area. Ensure that there is no reason to give rise to discrimination claims on the grounds of disability

Issue	Strategies	Time Frame	Responsibility	Status
<p><b>Awareness</b></p> <p>Developer may not be aware of and/or design infrastructure that meets requirements of the DDA.</p> <p><b>Access-</b></p> <p>Historically, urban design has not always accommodated the needs of people with disabilities</p>	Council to make developers aware of Council's commitment of ensuring access to all new buildings/facilities is available and appropriate for people with disabilities.	Immediate	DES	Ongoing
	Council, as a matter of course, to include standard note referencing DDA requirements at level of planning approval.	Immediate	DES	Ongoing
<p><b>Contractors and Agents</b></p> <p>It is the responsibility of Council to ensure that works and activities undertaken by contractors and other agents adhere to the requirements of the DDA.</p>	Incorporate practically enforceable clauses into contracts and specifications for works to be undertaken by Council that ensure that the principles and requirements of the DDA are followed at all times.	Immediate	GM / All Directors	Ongoing
<p><b>Information and Education</b></p> <p>Availability of material relating to requirements of the DDA.</p>	Council's building and planning department to readily have information regarding DDA's requirements.	Immediate	DES	Ongoing



## OBJECTIVE 10

**Lobbying - council will lobby Federal and State Governments to provide services and facilities that are their responsibility.**

Issue	Strategies	Time Frame	Responsibility	Status
Community Transport Limited access to community transport if not a HACC client. (this is Oxley Community Transports responsibility)	Investigate available options.	Immediate	DECD	Ongoing
Maintenance Services Provide home maintenance/gardening services that offer assistance with the removal of unwanted goods and heavy items (this is provided by Home Care through Hunter New England Area Health).	Lobby state government for existing Home Maintenance and Modification Service	Immediate	DES	Ongoing
Carer's Financial Support Increased financial support needed for Carers	Lobby Commonwealth Departments on this issue.	Immediate	DECD	Ongoing
Service Access	Identify gaps in or issues for existing service.	Immediate	DECD	Ongoing
	Representation of local issues at regional meetings.	Immediate	DECD	Ongoing
	Lobby appropriate government Departments for continued and expansion of, funding.	Immediate	Council	Ongoing



## OBJECTIVE 10 (Cont.)

Issue	Strategies	Time Frame	Responsibility	Status
<p><b>Advocacy</b></p> <p>Council to lead as an advocate on behalf of people with disabilities with service providers in the disability field.</p>	Lobby as appropriate	Immediate	Council / GM / Directors	Ongoing
<p><b>Accommodation</b></p> <p>Appropriate accommodation needed for people with disabilities.</p>	Lobby state government for appropriate residences to accommodate the housing needs of people with disabilities.	Immediate	Council / GM / Directors	Ongoing
<p><b>Social Activities</b></p> <p>Availability of recreational/social activities for people with disabilities.</p>	<p>Lobby Government Departments for increased funding of existing services.</p> <p>Continue to support Liverpool Plains Shire Council HACC</p>	Immediate	Council / GM / Directors	Ongoing





## *APPENDIX "D"*

# *PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS POLICY*

# **LIVERPOOL PLAINS SHIRE COUNCIL**

## **POLICY REGISTER**

**Policy No. 1.24**

**POLICY TITLE: PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS**

**File Reference No.:** C.50  
**Date Adopted** 12<sup>th</sup> July 2004  
**Minute No:** 9102  
**Last Updated:** 28<sup>th</sup> November 2012

### **History of Policy Review**

<b>Version</b>	<b>Adoption Date</b>	<b>Minute No</b>	<b>Details of Review</b>
<b>1</b>	<b>12<sup>th</sup> July 2004</b>	<b>9102</b>	
<b>2</b>	<b>16<sup>th</sup> February 2005</b>	<b>9468</b>	
<b>3</b>	<b>15<sup>th</sup> November 2006</b>	<b>10675</b>	
<b>4</b>	<b>27<sup>th</sup> June 2007</b>	<b>11059</b>	
<b>5</b>	<b>23<sup>rd</sup> April 2008</b>	<b>11641</b>	<b>DLG review of policies</b>
<b>6</b>	<b>22<sup>nd</sup> October 2008</b>	<b>11988</b>	<b>New Council</b>
<b>7</b>	<b>16<sup>th</sup> December 2009</b>	<b>12794</b>	<b>Compliance with DLG guidelines</b>
<b>8</b>	<b>24<sup>th</sup> November 2010</b>	<b>13317</b>	<b>Annual Review Changes of Facilities for the Mayor</b>
<b>9</b>	<b>24<sup>th</sup> November 2011</b>	<b>13878</b>	<b>Annual Review Changes of Facilities for the Mayor</b>
<b>10</b>	<b>28<sup>th</sup> November 2012</b>		<b>Changes to name of Conference</b>

### **PURPOSE OF THE POLICY**

The purpose of the policy is to ensure that there is accountability and transparency in the reimbursement of expenses incurred or to be incurred by Councillors. The policy also ensures that the facilities provided to assist Councillors to carry out their civic duties are reasonable.

**POLICY TITLE:            PAYMENT OF EXPENSES AND            Policy No. 1.24**  
**PROVISION OF FACILITIES TO**  
**COUNCILLORS**

**INTRODUCTION**

**OBJECTIVES**

To detail the circumstances whereby the payment of expenses incurred by or to be incurred by, and the provision of facilities to, the Mayor and Councillors in discharging the functions of Civic Office.

**MAKING AND ADOPTION OF THE POLICY**

Council implements this policy in accordance with section 253 of the Local Government Act 1993 by giving public notice of its intention to adopt or amend the policy and shall allow at least 28 days for public submissions.

Public notice is not needed if a proposed amendment is not substantial and this means minor changes to wording, the standard of equipment of facilities provided or changes in the monetary provisions that are less than 5%.

Council will promote the policy on the payment of expenses and the provision of facilities to councillors to the community by placing the policy on its website and making it readily accessible.

Council shall review the policy on an annual basis and submit this policy to the Director-General of the Division of Local Government within 28 days of adoption by Council, even if it is proposed to adopt an unchanged policy. Current policies must be submitted to the Division of Local Government by 30 November each year.

**REPORTING REQUIREMENTS**

In accordance with section 428 of the *Local Government Act 1993* Council shall report on the following in its annual report.

- (a) *details (including the purpose) of overseas visits undertaken during the year by councillors, council staff or other persons while representing the council (including visits sponsored by other organisations),*
- (a1) *details of the total cost during the year of the payment of the expenses of, and the provision of facilities to, councillors in relation to their civic functions (as paid by the council, reimbursed to the councillor or reconciled with the councillor), including separate details on the total cost of each of the following:*
  - (i) *the provision during the year of dedicated office equipment allocated to councillors on a personal basis, such as laptop computers, mobile telephones and landline telephones and facsimile machines installed in councillors' homes (including equipment and line rental costs and internet access costs but not including call costs),*
  - (ii) *telephone calls made by councillors, including calls made from mobile telephones provided by the council and from landline telephones and facsimile services installed in councillors' homes,*
  - (iii) *the attendance of councillors at conferences and seminars,*
  - (iv) *the training of councillors and the provision of skill development for councillors,*

**POLICY TITLE:            PAYMENT OF EXPENSES AND            Policy No. 1.24**  
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- (v) *interstate visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,*
- (vi) *overseas visits undertaken during the year by councillors while representing the council, including the cost of transport, the cost of accommodation and other out-of-pocket travelling expenses,*
- (vii) *the expenses of any spouse, partner or other person who accompanied a councillor in the performance of his or her civic functions, being expenses payable in accordance with the Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors for Local Councils in NSW prepared by the Director-General from time to time.*

**Expenses**

- the cost of phone calls including mobiles, home located landlines, facsimile and internet services
- spouse/ partner/ accompanying person expenses
- conference and seminar expenses
- training and skill development expenses
- interstate travel expenses
- overseas travel expenses
- carer and other related expenses

**Provision of facilities**

In addition to the statutory reporting requirements, council shall report other costs where these are significant. For example, councils should report the cost of the provision of facilities and equipment where such provision is above what would **normally** be required for the day-to-day running of the council.

**OTHER GOVERNMENT POLICY PROVISIONS**

Local Government Act 1993 & Regulations

Department of Local Government Guidelines for the Payment of Expenses & Provision of Facilities to Councillors (May 2007)

Division of Local Government Circulars to Councils

**POLICY TITLE:            PAYMENT OF EXPENSES AND            Policy No. 1.24**  
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**COUNCILLORS**

**APPROVAL ARRANGEMENTS**

The Mayor and Councillors may attend local meetings within the Shire without approval. Attendance at conferences or seminars outside the Shire requires the following approval:

- Discretionary conferences and trips are to be approved by a full meeting of Council
- Non-discretionary conferences or trips for Councillors are to be approved by the Mayor and General Manager
- Non-discretionary conferences or trips for the Mayor are to be approved by the Deputy Mayor, one other Councillor and the General Manager

When travel involves overnight accommodation, an “Authority to Travel” form must be completed at least one week prior to the event and forwarded to the General Manager (see attached form).

**PAYMENT OF EXPENSES GENERALLY**

The Mayor and Councillors must have authorisation to travel outside the Shire (see approval arrangements).

Payment of expenses to Councillors shall be limited to:

- (a) Payment of travelling expenses for private vehicle use.
- (b) Payment of accommodation, travelling, sustenance, telephone and car parking expenses whilst attending conferences and seminars.
- (c) **Payment of training/development expenses**
- (d) Reimbursement of costs paid by the Councillors for which Council is liable under this policy, **including carer expenses.**

**Travel**

Councillors will be entitled to travel by the most practical conveyance to the following:

- (a) Attendance at Ordinary, Committee and Sub-Committee meetings of an organisation where the Councillor has, by Council resolution, been duly elected as a Council delegate.
- (b) Attendance at conferences and seminars when such attendance by Councillors has been approved by Council resolution or by the Mayor under delegated authority.

**POLICY TITLE:            PAYMENT OF EXPENSES AND            Policy No. 1.24**  
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**COUNCILLORS**

- (c) Attendance at inspections, within or outside the area as authorised by Council resolution or by the Mayor under delegated authority.
- (d) Attendance at official Council functions authorised as Council business by a resolution of Council or by the Mayor under delegated authority.

When suitable, Council will provide Councillors with a motor vehicle to attend any of the above.

An allowance will be payable to Councillors for the use of their own private vehicles and is the maximum as advised by the Local Government & Shires Association from time to time.

**Accommodation**

Council will pay actual reasonable costs of overnight accommodation for stays outside the Shire. Reimbursement shall be limited to accommodation for the nights of the meeting conference, night before and night after where necessary.

**Telephone Expenses**

When a Councillor is attending an approved conference/seminar/meeting or other official engagement outside the Shire, Council will pay/reimburse telephone calls from Councillors to their family or place of work and to Council. (See the daily limit table 1.0 Monetary Limits and Standards)

**Sustenance Expenses**

Council will reimburse to Councillors the reasonable cost of breakfast, lunch, dinner, carparking and other out-of-pocket expenses for attendance at conferences, seminars, meetings, etc.

**Reimbursement and Reconciliation of Expenses**

Council will reimburse the Mayor and Councillors for all reasonable expenses, subject to the provision of supporting receipts or documents. Claims are to be made on the appropriate claim form.

A Councillor will be entitled to reimbursement of expenses necessarily incurred for the cost of facilities which the Council has agreed to provide as part of this policy.

Claim for reimbursement of expenses must be made within three (3) months of incurring the expense and are to be made on the appropriate claim form **supported by receipts or documents**.

The General Manager will authorise claims for travel and the reimbursement of other expenses.

**Payment in Advance**

A Councillor may wish payment in advance in anticipation of expenses to be incurred in attending approved conferences, seminars and meetings outside the Shire.

Councillors shall reconcile the expenses to the advance and submit a claim (on the appropriate claim form) supported by receipts or documents to the General Manager for approval within one (1) month of incurring the expense.

***NO allowance type payment is permitted.***

**POLICY TITLE: PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS** **Policy No. 1.24**

**ESTABLISHMENT OF MONETARY LIMITS AND STANDARDS**

Council will reimburse to the Mayor and Councillors expenses incurred in the execution of their civic duty having consideration to the following limits and standards.

**Table 1.00 Monetary Limits and Standards**

Travel/Facility	Recipient	Details/Limit/Standards
Domestic air travel within Australia (must be greater than 4 hours travel by motor vehicle)	Mayor/Councillor	Economy class
International air travel	Mayor/Councillor	Business class
Rail	Mayor/Councillor	First class (Sleeper when necessary)
Private vehicle	Mayor/Councillor	Maximum per kilometer as advised by the LGSA
Coach and taxi	Mayor/Councillor	Actual cost
Meals and associated refreshments when not provided at conference/seminar	Mayor/Councillor	A maximum of \$150 per day
Accommodation within Australia	Mayor/Councillor	Government/Corporate accommodation rates (where applicable)
Accommodation overseas	Mayor/Councillor	In accordance with Council resolution authorising travel
Mobile phone costs	Mayor	Maximum \$1,500 pa
Telephone expenses while at a conference/seminar outside the Shire	Mayor/Councillor	Maximum \$15 per day
Carer Costs	Mayor/Councillor	Maximum \$2,000 per annum
Clothing	Mayor/Councillor	Maximum \$400 Councillor pa
Training/Development	Mayor/Councillor	Maximum \$10,000 pa
Meals and Refreshments	Mayor/Councillor	Maximum \$40 per head per meeting
Stationery	Mayor/Councillor	\$500 per Councillor pa

**SPOUSE AND PARTNER EXPENSES**

Councillors may invite his/her spouse to accompany them on a business trip however Council will not pay for any spouses expenses, with the exception of registration and dinner at the annual LGA Conference.

**FACILITIES**

Council will provide to Councillors, subject to the various conditions and terms outlined, the following facilities:

**(1) Insurance**

Council will effect an appropriate level of insurance for Councillors in the following areas:

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- (a)     Personal Accident – coverage of Councillor and spouse while on Council business;
- (b)     Defamation.

**(2)     Seminars and Conferences**

Council will provide the following facilities to Councillors attending conferences or seminars which have been authorised by Council resolution or by the Mayor under delegated authority.

- (a)     Registration Fees** – the payment of registration fees for attendance at conference/seminar sessions;
- (b)     Accommodation** – the payment of accommodation costs on the following basis:
  - (i)     Accommodation will be selected by the Council on the basis of cost and convenience of location to the conference venue. A Councillor may choose accommodation at a different location but which is at the same cost or less.
  - (ii)    The number of accommodation days provided under this policy will be limited to:
    - A.     Registration day; and
    - B.     Each day on which official sessions of the conference/seminar are held.
  - (iii)   Any additional accommodation costs incurred as a result of the attendance of partners and/or children, shall be borne by the Councillor.

**(c)     Car Parking Fees**

Council will meet the cost of the following car parking fees:

- (i)     Hotel/motel parking – additional carparking fees not included in accommodation costs.

**(d)     Transportation**

Council will provide a Councillor with transportation to and from conferences and seminars. Transportation may be by:

- (i)     Aircraft – economy class
- (ii)    Hire car – up to standard 6 cylinder
- (iii)   Private vehicle
- (iv)    Train
- (v)     Council vehicle

**(e)     Councillor Training/Development**

A maximum of \$10,000 will be provided in annual budgets for training/development of Councillors to assist them to become effective community leaders.

**(f)     Carer Expenses**

For Councillors responsible to care for dependent children or other dependents including people with a disability and the elderly, Council will reimburse the cost of a carer to a maximum of \$2,000 per annum while attending Council meetings, conferences, training and other business of Council. Claims must be accompanied by a receipt from the care provider showing the day and time care was provided and details of the reason care was needed on such an occasion.



**POLICY TITLE:            PAYMENT OF EXPENSES AND            Policy No. 1.24**  
**PROVISION OF FACILITIES TO**  
**COUNCILLORS**

**(g)      General**

The General Manager is granted delegated authority to exceed the terms of (b) above (accommodation) if such action will result in a more economical cost effective solution for the Council.

**(3)      Legal Costs**

Councillors are entitled to reimbursement of reasonable legal expenses in the circumstances, and to the extent, described in this clause.

In the event of:

- (i)      any enquiry, investigation or hearing into the conduct of a Councillor by any of:
  - the Independent Commission Against Corruption;
  - the Office of the Ombudsman;
  - the Division of Local Government, Department of Premier & Cabinet
  - the NSW Police;
  - the Director of Public Prosecutions;
  - the Local Government Pecuniary Interest & Disciplinary Tribunal;
  - a Parliamentary Committee;
  - Council's Conduct Review Committee/Reviewer
  - or the like; or
- (ii)      legal proceedings being taken against a Councillor; or
- (iii)      a Councillor being compelled to appear before any of the bodies referred to above to give evidence on matters arising out of or in connection with the Councillor's performance of their civic duties or exercise of their functions as a Councillor, Council shall reimburse such Councillor at the conclusion of such enquiry, investigation, hearing or proceeding, for all legal expenses properly and reasonably incurred, given the nature of the enquiry, investigation, hearing or proceeding, on a solicitor/client basis, PROVIDED THAT
  - (a)      the Councillor did not initiate the legal action;
  - (b)      the amount of such reimbursement shall be reduced by the amount of any monies that may be or are recouped by the Councillor on any basis;
  - (c)      the enquiry, investigation, hearing or proceeding results in a finding substantially favourable to the Councillor; or
  - (d)      the enquiry, investigation, hearing or proceeding does not result in a finding that the Councillor acted in bad faith.

**PROVISION OF FACILITIES**

**Provision of Facilities Generally**

Council will provide the following support facilities to Councillors for use by Councillors in the conduct of their duties of office:

**Clothing**

Councillors will be provided with one jacket and tie/scarf (with embroidered Council Logo) during a term of office. **Maximum total cost not to exceed \$400 per Councillor.**

**POLICY TITLE:            PAYMENT OF EXPENSES AND            Policy No. 1.24**  
**PROVISION OF FACILITIES TO**  
**COUNCILLORS**

**Badge**

Each Councillor is provided with a standard name badge during a term of office.

**Secretarial and IT Support**

Secretarial/typing assistance will be made available to the Mayor and other Councillors for work directly related to the duties of office. IT support will be made available to the Mayor and Councillors to ensure the effective and efficient operation of computer equipment.

**Office/Meeting Room Facilities**

Office/meeting room facilities are available at the Administrative Centre for use by Councillors in the conduct of their duties of office.

**Meals and Refreshments**

Council will provide to Councillors appropriate light meals and refreshments at meetings of Council and Committees. The cost of meals and refreshments per meeting will not exceed \$40 per head.

**Facsimile**

Each Councillor will be supplied with a facsimile at his/her usual place of residence, together with the appropriate required consumables. Council to pay for installation.

**Computer**

Each Councillor will be supplied with an appropriate laptop computer, mouse, charger, carry bag and Council will maintain the equipment.

**Internet Connection ADSL Broadband**

Council shall provide a standard Internet connection ADSL Broadband to the Councillors residential address. All communications equipment remains the property of Council. Councillors are responsible for the recurrent costs associated with the connection.

**Stationery**

Council will provide, upon request, the following stationery to Councillors to be used only on Council business:

Writing and note pads, writing pens, business sachet, business cards, diary, promotional materials and any other stationery deemed appropriate by the General Manager. Maximum cost not to exceed \$500 per Councillor per annum.

**Materials**

Council will provide, upon request, a copy of the Local Government Act, 1993 and copies of any policy documents.

**POLICY TITLE:            PAYMENT OF EXPENSES AND            Policy No. 1.24**  
**PROVISION OF FACILITIES TO**  
**COUNCILLORS**

**Private Use of Equipment and Facilities**

Council facilities and equipment **are not** to be used for private purposes as set out in the provisions of this policy and Council's Code of Conduct which states:

- 9.14 *You must use council resources ethically, effectively, efficiently and carefully in the course of your public or professional duties, and must not use them for private purposes (except when supplied as part of a contract of employment) unless this use is lawfully authorised and proper payment is made where appropriate.*
- 9.16 *You must be scrupulous in your use of council property including intellectual property, official services and facilities and should not permit their misuse by any other person or body.*
- 9.1 *You must avoid any action or situation which could create the impression that council property, official services or public facilities are being improperly used for your own or any other person or body's private benefit or gain.*
- 9.18 *The interests of a councillor in their re-election is considered to be a personal interest and as such the reimbursement of travel expenses incurred on election matters is not appropriate. Council letterhead, council logo and other information that could give the impression it is official council material must not be used for these purposes.*
- 9.19 *You must not convert any property of the council to your own use unless properly authorised.*

**PROVISION OF ADDITIONAL EQUIPMENT AND FACILITIES FOR MAYOR**

In addition to the facilities, equipment and services provided to Councillors the Council shall provide to the Mayor a mobile phone for official Council business. A maximum expense of \$1,500 per annum is assigned to the provision of this equipment (see above section limits and standards).

From time to time when unaccompanied by the General Manager / Director, the Mayor will incur expenses in carrying out the role, eg, attendance at functions, conferences, delegations outside the shire. For convenience, a corporate credit card with a limit of \$5,000 is made available, if required, for the Mayor to use while discharging the functions of the Mayor. All credit card expenditure must be supported by receipts, invoices or tax invoices. Supporting documentation must be accompanied by a credit card reconciliation sheet providing a description and occasion for the expense. The reconciliation sheet and supporting documents must be handed to the Director Corporate Services by the 7<sup>th</sup> day of the month. (See attached Reconciliation Sheet)

Council will provide a vehicle for use by the Mayor under Council's motor vehicle lease back agreement in accordance with conditions currently applicable to the General Manager and Directors.

**POLICY TITLE:            PAYMENT OF EXPENSES AND            Policy No. 1.24**  
**PROVISION OF FACILITIES TO**  
**COUNCILLORS**

**OTHER MATTERS**

**ANNUAL FEES**

**a.        Mayor**

In accordance with Section 249(1) of the Local Government Act 1993, Council will pay the Mayor an annual fee monthly in arrears, with the fee to be determined annually. This fee will be paid in addition to the fee paid to the Mayor as a Councillor. Such amount is to be determined by Council in accordance with the Remuneration Tribunal's Guidelines.

**b.        Deputy Mayor**

In accordance with Section 249(5) of the Local Government Act 1993, Council may pay the Deputy Mayor an allowance for such time as the Deputy Mayor acts in the office of the Mayor. The amount of the fee paid to the Deputy Mayor would be deducted from the Mayor's annual fee. Such amount to be determined by Council in conjunction with the decision in respect of (a) above (Mayor).

**ACQUISITION AND RETURN OF EQUIPMENT AND FACILITIES BY COUNCILLORS**

Councillors shall return to Council all equipment and other facilities at the completion of their term of office, while on extended leave of absence or at the cessation of their civic duty.

A Councillor finishing office may also have the option of purchasing the Council laptop computer and facsimile machine at an agreed fair market value. Council will acquire an appraisal from a reputable dealer in support of the agreed value.

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**LIVERPOOL PLAINS SHIRE COUNCIL**

**AUTHORITY TO TRAVEL**

---

**DATE:** ..... **COUNCILLOR:** .....

**PURPOSE OF JOURNEY:**.....

*N.B. PLEASE ATTACH COPY OF PROGRAMS, REGISTRATION FORM, AGENDA OR OTHER RELEVANT DOCUMENTATION.*

**DESTINATION:** .....

Expected time of departure: ..... Date of departure: .....

Expected time of return: ..... Date of return: .....

**TRANSPORT TO BE ORGANISED?** Yes ☐ No ☐  
(Air ☐) (Bus ☐) (Train ☐) (Car ☐)

**ACCOMMODATION TO BE ORGANISED?** Yes ☐ No ☐  
Check in date: ..... Motel Preference: .....  
Check out date: .....  
Single ☐ Double ☐ Twin ☐ .....

**REGISTRATION FEE AND FORM TO BE ORGANISED?** Yes ☐ No ☐  
Please attach completed registration form.

**HIRE CAR AT DESTINATION?** Yes ☐ No ☐

**SPECIAL ARRANGEMENTS TO BE ORGANISED?** Yes ☐ No ☐  
Please supply details

.....  
.....

**BUDGET ALLOCATION NO.** ..... **CURRENT BALANCE** .....

**APPROVED BY:** .....  
MAYOR and GENERAL MANAGER or MINUTE NO

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**DECLARATION:** I confirm that actual details of my journey were undertaken as claimed above.

**(To be signed by Councillor on return)**

.....

COUNCILLOR'S SIGNATURE.

DATE.

---

**LIVERPOOL PLAINS SHIRE COUNCIL**

**AUTHORITY TO TRAVEL**

---

**DATE:** .....

**MAYOR:** .....

**PURPOSE OF JOURNEY:**.....

*N.B. PLEASE ATTACH COPY OF PROGRAMS, REGISTRATION FORM, AGENDA OR OTHER RELEVANT DOCUMENTATION.*

**DESTINATION:** .....

Expected time of departure: ..... Date of departure: .....

Expected time of return: ..... Date of return: .....

**TRANSPORT TO BE ORGANISED?** Yes ☐ No ☐  
(Air ☐) (Bus ☐) (Train ☐) (Car ☐)

**ACCOMMODATION TO BE ORGANISED?** Yes ☐ No ☐  
Check in date: ..... Motel Preference: .....  
Check out date: .....  
Single ☐ Double ☐ Twin ☐

**REGISTRATION FEE AND FORM TO BE ORGANISED?** Yes ☐ No ☐  
Please attach completed registration form.

**HIRE CAR AT DESTINATION?** Yes ☐ No ☐

**SPECIAL ARRANGEMENTS TO BE ORGANISED?** Yes ☐ No ☐  
Please supply details

.....  
.....

**BUDGET ALLOCATION NO.** ..... **CURRENT BALANCE** .....

**APPROVED BY:** .....  
DEP MAYOR COUNCILLOR GEN MAN or MINUTE NO

---

**DECLARATION:** I confirm that actual details of my journey were undertaken as claimed above.

**(To be signed by Councillor on return)**

.....

MAYOR'S SIGNATURE.

DATE.

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**LIVERPOOL PLAINS SHIRE COUNCIL**

**EXPENSES CLAIM**

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**Councillor:** .....

**Vehicle greater than 2500cc:**                      **Yes**    ☐                      **No**        ☐

<b>Council/Committee Meeting</b>	<b>Kms</b>	<b>Date</b>	<b>Amount</b>
<b>Travelling</b>			
<b>Other</b>			

<b>Meetings Attended as a Council Delegate</b>	<b>Kms</b>	<b>Date</b>	<b>Amount</b>
<b>Travelling</b>			
<b>Sustenance (attach receipts)</b>			
<b>Other (e.g. car parking fees)</b>			

**Signature:** .....

**Date:** .....

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**LIVERPOOL PLAINS SHIRE COUNCIL**  
**CREDIT CARD RECONCILIATION SHEET**

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**MAYOR:** .....

**MONTH:** ..... **20** .

<b>Description of Mastercard expenditure</b>	<b>Occasion</b>	<b>Date</b>	<b>\$ Total Amount</b>
<b>Eg:</b> Accommodation Wentworth Hotel	LGMA Conference	30/06/2011	\$880.00

MAYOR

Signature: .....  
MAYOR

Date: .....

General Manager / Director Corporate Services

Signature: .....

Date: .....