

Ordinary Meeting Agenda

22 October 2024

Notice is hereby given, in accordance with the provisions of the Local Government Act 1993 that a **Meeting of Maitland City Council** will be held in the **Council Chambers, Town Hall, High Street, Maitland**, commencing at **5.30pm**.

Jeff Smith
General Manager

Please note:

Councillors are reminded of their Oath or Affirmation of Office to undertake their duties in the best interests of the people of the City and Council and to faithfully and impartially carry out the functions, powers, authorities and discretions vested in them under the Local Government Act 1993, or any other Act to the best of their ability and judgement. Councillors are also reminded of their obligations under the Code of Conduct to disclose and appropriately manage conflicts of interest.

In accordance with the NSW Privacy and Personal Information Protection Act, you are advised that all discussion held during the Open Council meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, Staff member or a member of the public.

Table Of Contents

Item	Subject	Page No
1	INVOCATION	1
2	ACKNOWLEDGEMENT OF COUNTRY	1
3	OATH OR AFFIRMATION OF OFFICE BY COUNCILLORS	2
3.1	OATH OR AFFIRMATION OF OFFICE BY COUNCILLORS	2
4	APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE	5
5	DECLARATIONS OF INTEREST	5
6	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	5
7	BUSINESS ARISING FROM MINUTES	5
8	WITHDRAWAL OF ITEMS AND ACCEPTANCE OF LATE ITEMS OF BUSINESS	5
9	PUBLIC ACCESS.....	5
10	MAYORAL MINUTE	6
10.1	THE PASSING OF IRENE HEMSWORTH (1940 - 2024).....	6
10.2	FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL	7
11	OFFICERS REPORTS.....	9
11.1	ELECTION OF DEPUTY MAYOR	9
11.2	ELECTION OPTIONS TO FILL A COUNCILLOR VACANCY	21
11.3	SETTING OF COUNCILLOR FEES 2024/25.....	27
11.4	APPOINTMENT OF COUNCIL DELEGATES	70
11.5	LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2024	79
11.6	PERFORMANCE REVIEW – GENERAL MANAGER.....	85

12	POLICY AND FINANCE COMMITTEE	86
12.1	AWARDS AND RECOGNITION COMMITTEE PROGRAM	86
12.2	STATEMENT OF INVESTMENTS – AUGUST AND SEPTEMBER 2024	100
12.3	FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024	120
13	NOTICES OF MOTION/RESCISSION.....	180
14	QUESTIONS WITH NOTICE.....	180
15	URGENT BUSINESS	180
16	COMMITTEE OF THE WHOLE	181
16.1	NOVATION OF CONTRACT 2023/137/2208 – GILLIESTON HEIGHTS SKATE PARK AND 2022/137/2133 – LARGS AND THORNTON SKATE PARKS	181
17	COMMITTEE OF THE WHOLE RECOMMENDATIONS.....	182
18	CLOSURE	182

1 INVOCATION

2 ACKNOWLEDGEMENT OF COUNTRY

3 OATH OR AFFIRMATION OF OFFICE BY COUNCILLORS

3.1 OATH OR AFFIRMATION OF OFFICE BY COUNCILLORS

FILE NO:	47/24
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Jeff Smith – General Manager Kelsie Wilson – Team Leader OGM
AUTHOR:	Tina Nay – Senior Governance Officer
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.3.2 Increase understanding of Council activities through accessible and clear messaging and information

EXECUTIVE SUMMARY

The NSW Local Government Act 1993 requires newly elected councillors to take an oath of office or make an affirmation of office at or before the first meeting of the Council after the councillor is elected. The purpose of this report is to facilitate this action by each councillor and ensure a record is kept of the taking of an oath or the making of an affirmation by each councillor.

OFFICER'S RECOMMENDATION

THAT

1. This being the first meeting of the newly elected Maitland City Council, each councillor individually and in accordance with Section 233A of the *NSW Local Government Act 1993*:

- I. Take the following 'Oath of Office':

'I (name of councillor) swear that I will undertake the duties of the office of councillor in the best interests of the people of the City of Maitland and Maitland City Council that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993*, or any other Act to the best of my ability and judgement.'

OR

II. Make the following 'Affirmation of Office':

'I (name of councillor) solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of the City of Maitland and Maitland City Council that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993*, or any other Act to the best of my ability and judgement.'

- 2. The taking of the 'Oath of Office' or making of the 'Affirmation of Office' by each individual councillor be recorded in the minutes of this meeting as being taken or made before the General Manager, Mr Jeff Smith.**

REPORT

Section 233A of the *NSW Local Government Act 1993* requires councillors to take an oath of office or make an affirmation of office at, or before, the first meeting of the Council after the councillor is elected. The wording of the oath or affirmation is prescribed within the Act and is reproduced in the Officer's Recommendation of this report.

A councillor who fails, without reasonable excuse, to take the oath of office or make the affirmation of office in accordance with Section 233A(3) is not entitled to attend a meeting as a councillor (other than the first meeting of the Council after the councillor is elected to the office or a meeting at which the councillor takes the oath or makes the affirmation) until the councillor has taken the oath or made the affirmation.

It is considered appropriate that the taking of the oath or making of the affirmation be done in the public forum of the Council meeting. To facilitate this, each councillor will be provided with a personalised oath document and a personalised affirmation document, allowing councillors to choose either oath or affirmation.

Councillors choosing to take the oath may choose to bring their chosen symbol of faith upon which to swear their oath. The oaths or affirmations once made, will then be signed by the councillors and General Manager for public record.

CONCLUSION

Whilst it is proposed that all newly elected councillors take the oath or make the affirmation at the first meeting of Council, councillors should contact the General Manager to discuss alternative arrangements should they for any reason prefer to swear their oath or make their affirmation prior to the Council meeting.

FINANCIAL IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

POLICY IMPLICATIONS

This matter has no specific policy implications for Council.

STATUTORY IMPLICATIONS

The actions arising from this report will ensure compliance with Section 233A of the Local Government Act 1993.

4 APOLOGIES, LEAVE OF ABSENCE AND REMOTE ATTENDANCE

5 DECLARATIONS OF INTEREST

6 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

- *The Minutes of the Ordinary Meeting held 15 October 2024 be confirmed.*

7 BUSINESS ARISING FROM MINUTES

8 WITHDRAWAL OF ITEMS AND ACCEPTANCE OF LATE ITEMS OF BUSINESS

9 PUBLIC ACCESS

10 MAYORAL MINUTE

10.1 THE PASSING OF IRENE HEMSWORTH (1940 - 2024)

FILE NO: 35/5/1
ATTACHMENTS: Nil
RESPONSIBLE OFFICER: Jeff Smith - General Manager
AUTHOR: Philip Penfold - Mayor

MAYORAL MINUTE

Maitland City Council would like to pay our respects to Ms. Irene Hemsworth, who sadly passed away on Monday 23 September 2024.

A former Citizen of the Year (1989) and Freeman of the City (2014), Ms Hemsworth has been a foundational figure, teacher, mentor and inspiration for so many Maitland locals across decades of tireless community service.

As President of the Maitland RSL Youth Club for 40 years, a church warden at St Mary's Anglican Church, a Maitland RSL Women's Auxiliary member and a dedicated swimming and netball coach, diving judge and scripture teacher, Ms Hemsworth's volunteering efforts have touched the lives of hundreds since she first started at age 14.

After surviving breast cancer, Ms Hemsworth went on to become an ardent advocate, organising fund raisers, entering Relay for Life and serving on the Maitland Women's Cancer Support Group committee.

In 2000, Ms Hemsworth was awarded an Australian Sports Medal, and in 2018 had the honour of carrying the Commonwealth Games baton in Newcastle for the Queens Baton Relay.

We pass on our sincere condolences to Irene's family and friends.

MOTION

THAT Council:

- 1. Acknowledge the significant community service contribution made by the late Irene Hemsworth to the City of Maitland.**
- 2. Send our condolences to the family of the late Irene Hemsworth.**

10.2 FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL

FILE NO: 35/44
ATTACHMENTS: Nil
RESPONSIBLE OFFICER: Jeff Smith - General Manager
AUTHOR: Philip Penfold - Mayor

MOTION

THAT

In order to assist the General Manager in the future planning for the current term of council, Maitland Council resolve that the below items be presented as in-principle positions or actions supported by council:

1. Council better align actions/funding in operational plans with future community survey results.
 2. Council reaffirm its support of Food and Garden Organics (FOGO) waste collection, weekly general waste bin collections, and retention of bulky waste collection services.
 3. Future playground proposals to include shade provision.
 4. Council advocate to government to reconsider an increase to the pensioner rates rebate.
 5. Council focus on progressing future stages of the Queens Wharf Morpeth Master Plan.
 6. Council prioritise delivering the new large playground at Maitland Park.
 7. Council actively work with Cricket NSW and local cricket clubs on advancing cricket nets at Maitland Park.
 8. Council report back on a plan to address key gaps in the footpath network.
 9. Council give favourable consideration, within existing funding, on a winter fireworks display in 2025 and include same in future operational plan considerations.
 10. Council consider over the coming council term the renewal/redesign of the river walk street furniture between the Riverlink Building and St Andrews Street.
 11. Council actively progress with plans for irrigation and drainage at more sports grounds, including Shamrock Hill Oval.
-

FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL (Cont.)

12. Council work with Maitland Saints AFL with a view to act on the risk of balls being chased outside the fence line near Alexandra Avenue at Max McMahon Oval.
13. Council allocate up to \$5,000 for an Australian flag giveaway for private properties this Australia Day. Details of the offering be delegated to the Mayor.
Recommendations for funding this action to be included in the next quarterly budget review.
14. Council actively work on the potential to improve traffic flow by reviewing the lane layout in the Thornton road network south of the railway line, while continuing to seeking government support to act on the bigger issues in the precinct.
15. Council explore the potential for enhancement of recreational facilities at O'Hearn Street Tenambit in support of youth recreation.
16. In future reviews of council committees, consideration be given to an Events Committee and a Youth Committee.
17. Council work with the Hunter River Agricultural and Horticultural Society on the potential to enter into an arrangement for parking at the Showground on days of high need in Maitland Park including netball events.
18. Council explore more proactive approaches to dealing with graffiti, including how we can better work with Rotary.
19. Council progress work for pathway connection between Morpeth / The Levee / Walka Water Works, including completing connection from Morpeth Bridge to Queens Wharf.
20. Council explore the provision of recycling bins at some key public spaces.
21. Council explore the prospect of a fountain at Telarah Lagoon for the visual impact and the environmental benefits to the water body.
22. Council work with the NSW Govt to act on Walka Water Works lawn contamination as a priority.

11 OFFICERS REPORTS

11.1 ELECTION OF DEPUTY MAYOR

FILE NO:	35/2 & 35/7
ATTACHMENTS:	1. Election of Mayor and Deputy Mayor by Councillors Fact Sheet 2. Nomination Form Deputy Mayor 2024
RESPONSIBLE OFFICER:	Jeff Smith - General Manager Kelsie Wilson - Team Leader OGM
AUTHOR:	Tina Nay - Senior Governance Officer
MAITLAND +10	Outcome 14 To have elected leaders that look out for us
COUNCIL OBJECTIVE:	14.1.2 Expand opportunities for the community to engage with Councillors

EXECUTIVE SUMMARY

The purpose of this report is to initiate the process for the election of a Deputy Mayor for either the period of the mayoral term or a shorter term.

OFFICER'S RECOMMENDATION

THAT

1. Council determine whether or not it will elect a Deputy Mayor and, if so, for what term;
2. Should Council resolve to elect a Deputy Mayor, Council:
 - a) Conduct an election of Deputy Mayor in accordance with the *Local Government (General) Regulation 2021* Schedule 7;
 - b) Determine whether the election of Deputy Mayor is to proceed by way of:
 - i. Preferential ballot;
 - ii. Ordinary ballot; or
 - iii. Open voting
 - c) Determine any fee payable to the Deputy Mayor for such time as the Deputy Mayor acts in the office of the Mayor, noting that the amount of the fee so paid must be deducted from the Mayor's annual fee.

FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL (Cont.)

REPORT

Section 231 of the NSW *Local Government Act 1993*, provides for the election of a Deputy Mayor in the following terms:

- 1) The councillors may elect a person from among their number to be the Deputy Mayor.
- 2) The person may be elected for the mayoral term or a shorter term.
- 3) The Deputy Mayor may exercise any function of the Mayor at the request of the Mayor or if the Mayor is prevented by illness, absence or otherwise from exercising the function or if there is a casual vacancy in the office of Mayor.
- 4) The councillors may elect a person from among their number to act as Deputy Mayor if the Deputy Mayor is prevented by illness, absence or otherwise from exercising a function, or if no Deputy Mayor has been elected.

The position of Deputy Mayor is not a requirement of legislation, it is created at the discretion of Council. It is a matter for the Mayor to determine when and to what extent the Deputy Mayor should carry out any Mayoral function. A Deputy Mayor where elected, has no greater role or authority than any other councillor.

The General Manager or his nominee will act as the Returning Officer for the election of the Deputy Mayor should Council resolve to proceed with the election of a Deputy Mayor.

Nominations

Nominations are to be made using the Nomination Form (Attachment 2) and can be made without notice. The nomination should be endorsed by two (2) or more councillors (one of whom may be the nominee). A nomination is not valid unless the nominee has indicated their consent on the form. All nominations must be submitted to the Returning Officer. Copies will also be available at the Council meeting.

Method of voting

The Returning Officer will announce the name(s) of the nominee(s) at the Council Meeting on 22 October 2024. If only one (1) councillor is nominated that councillor is elected. If there is more than one (1) nomination, Council must determine the method of voting to be used. Voting methods are as follows:

- a) Preferential Ballot
- b) Ordinary Ballot and
- c) Open Voting

The Open Voting method has traditionally been used by Council.

Council may also determine any fee payable to the Deputy Mayor in accordance with Section 249(5) of the NSW *Local Government Act 1993*, the amount will be deducted from the Mayor's annual fee.

FINANCIAL IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL (Cont.)

POLICY IMPLICATIONS

This matter has no specific policy implications for Council.

STATUTORY IMPLICATIONS

There are no statutory implications under the Local Government Act 1993 with this matter.

Officers Reports

ELECTION OF DEPUTY MAYOR

Election of Mayor and Deputy Mayor by Councillors Fact Sheet

Meeting Date: 22 October 2024

Attachment No: 1

Number of Pages: 6

FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL (Cont.)

Fact Sheet

ELECTION OF MAYOR AND DEPUTY
MAYOR BY COUNCILLORS

Summary

Councillors must elect a mayor from among their number every two years unless they have a popularly elected mayor.

Councillors may also elect a deputy mayor. The deputy mayor may be elected for the mayoral term or a shorter term.

The election of the mayor and the deputy mayor must be conducted in accordance with section 394 and Schedule 7 of the *Local Government (General) Regulation 2021* (the Regulation).

The purpose of this document is to assist councils to conduct mayoral and deputy mayoral elections in accordance with these requirements. It includes scripts for key activities to help returning officers exercise their functions. These scripts are provided in the text boxes inserted in the relevant parts of this document.

How can councils use this document?

Electing a mayor is an important activity. It is vital that the process is smooth, open and easy to follow and not rushed or confusing.

Where necessary, it may be appropriate to stop and provide clarification for the benefit of councillors, staff or the gallery.

Returning officers can circulate this document prior to the meeting to help councillors understand the election process.

Election of a mayor after an ordinary election
of councillors

An election for mayor must be held within three weeks of the declaration of the ordinary election at a meeting of the council.

The returning officer is to be the general manager or a person appointed by the general manager.

As no mayor or deputy mayor will be present at the start of the meeting, the first business of the meeting should be the election of a chairperson to preside at the meeting. Alternatively, the returning officer may assume the chair for the purpose of conducting the election.

Mid-term election of a mayor

A mayor elected by councillors holds office for two years. A mid-term mayoral election must be held in the September two years after the ordinary election of councillors or the first election of a new council following its establishment.

Procedures

Prior to the meeting

Before the council meeting at which the election is to be conducted, the returning officer will give notice of the election to the councillors.

The notice is to set out how a person may be nominated as a candidate for election as chairperson.

As returning officer, I now invite nominations for the position of mayor/deputy mayor for [name of council] for a two year period.

In accordance with the Local Government (General) Regulation 2021, two or more councillors may nominate a councillor (one of whom may be the nominee) for the position of mayor/deputy mayor. Nominations must be in writing and the nominee must consent to their nomination in writing.

A councillor may be nominated without notice for election as mayor or deputy mayor. The nomination is to be made in writing by two or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

The returning officer checks the nomination forms and writes the nominees' names on a candidates' sheet.

At the meeting

At the start of the first meeting after an ordinary election, in the absence of a chairperson, the returning officer assumes the chair and announces that the first item of business is to be the election of a mayor.

If a chairperson is present, they announce that the first item of business is the election of the mayor then vacates the chair for the returning officer who will then conduct the election.

The returning officer reads out the names of the nominees and seeks confirmation that the nominee has accepted the nomination.

If only one councillor has been nominated for the position of mayor/deputy mayor, the nominee is elected.

As there is only one nominee for the role of mayor/deputy mayor, I declare that [name of successful candidate] is elected as mayor/deputy mayor for the ensuing two years.

If more than one candidate has been nominated, the council must determine by resolution, the method of voting for the position of mayor/deputy mayor, by way of one of the following methods:

- Open voting – i.e. by show of hands
- Ordinary ballot – i.e. a secret ballot (place an "X" against the candidate of their choice)
- Preferential ballot – i.e. place 1, 2, 3 etc. against each candidate.

FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL (Cont.)

The returning officer must ask for a motion to be put to the meeting by one of the councillors on the preferred method of voting for the election of a chairperson. This must then be seconded and voted on by the councillors.

Note: In the event of a tie, if there is a chairperson, they may use their casting vote. If there is a tie and no chairperson, an election for the role of chairperson should be conducted. Then the election for mayor resumes.

Open voting (show of hands)

Open voting is the most transparent method of voting. It is also the least bureaucratic method and reflects normal council voting methods.

The returning officer will advise the meeting of the method of voting and explains the process.

It has been resolved that the method of voting for the position of mayor/deputy mayor will be by show of hands.

Each councillor is entitled to vote for only one candidate in each round of voting.

I will now write each candidate's name on a slip of paper and deposit it in a barrel. The first name out of the barrel will be written first on the tally sheet, with second name out being written second on the tally sheet, etc.

When all candidates' names have been written on the tally sheet, the returning officer announces the names of the candidates and, commencing with the first candidate, states the following:

Would those councillors voting for [name of candidate] please raise your hand.

The returning officer records the number of votes for each successive candidate on the tally sheet and announces the number of votes received for each candidate.

The minute taker records the vote of each councillor.

The returning officer should check with the minute taker that each councillor has voted. If a councillor has not voted it should be confirmed that they are abstaining (an informal vote).

Two candidates

If there are only two candidates for the position of mayor/deputy mayor and the voting is higher for one candidate than another (number of formal votes recorded on the tally sheet), the returning officer then announces the result.

[Name of candidate] has the higher number of formal votes and as a result I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.

In the event of a **tied vote**, the returning officer will advise the meeting of the following process.

In accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the

names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

Three or more candidates

If there are three or more candidates, the candidate with the lowest number of votes for the position of mayor/deputy mayor is excluded.

[Name of candidate], having the lowest number of votes, is excluded.

The voting continues as above until there are only two candidates remaining (see voting for **two candidates** above).

In the event that the **lowest number of votes are tied**, the returning officer advises the meeting of the following process:

In accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows it to the meeting.

I declare that [name of candidate] is excluded.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL (Cont.)

Ordinary ballot – (secret ballot)

The returning officer advises the meeting of the method of voting and explains the process.

It has been resolved that the method for voting for the position of mayor/deputy mayor will be by ordinary ballot, in other words by placing an "X" against the candidate of the councillor's choice.

The returning officer announces the names of the candidates for mayor/deputy mayor and writes each name on a slip of paper and deposits it in a barrel.

The returning officer requests that a staff member shakes the barrel and advises that the order in which the names will appear on the ballot paper will be determined by a draw out of the barrel, i.e. first name out of the barrel is written first on the ballot papers and so on.

It will be necessary to have a number of blank papers as this process may require more than one round of voting.

The returning officer writes the names on one set of the ballot papers and initials the front of each ballot paper.

A staff member distributes the ballot papers and collects them into the ballot box when completed and gives it to the returning officer who counts the votes and records them on the tally sheet.

The returning officer announces the results.

[Name of candidate], having the lowest number of votes, is excluded.

In the event that the **lowest number of votes are tied**, the returning officer advises the meeting of the following process:

In accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel.

The returning officer then draws a name out of the barrel and shows it to the meeting.

I declare that [name of candidate] is excluded.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

The returning officer writes the names of the remaining candidates on a further set of the ballot papers and initials the front of each ballot paper.

The staff member distributes ballot papers listing the remaining candidates and collects them into the ballot box when completed and gives it to the returning officer who again counts the votes and records them on the tally sheet and announces the results.

The process continues until two candidates remain, where a final vote takes place.

[Name of candidate] has the higher number of votes and I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.

In the event of a **tied vote** between the two remaining candidates, the returning officer makes the following statement and announces the process.

The votes are tied between [name of candidate 1] and [name of candidate 2] having received [number] votes each, and, in accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel.

Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests that a staff member shakes the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL (Cont.)

Preferential ballot

The returning officer explains the process.

It has been resolved that the method for voting for the position of mayor/deputy mayor will be by preferential ballot, i.e. placing 1, 2 and so on against the candidate of the councillor's choice in order of preference for all candidates.

The returning officer announces the names of the candidates for mayor/deputy mayor and writes each candidate's name on a slip of paper and deposits it in a barrel.

The returning officer requests that a staff member shakes the barrel and advises that the order in which the names will appear on the ballot paper will be determined by a draw out of the barrel, i.e. first name out of the barrel is written first on the ballot papers and so on.

The returning officer writes the names on the ballot papers and initials the front of each ballot paper. This method of voting requires only one set of ballot papers.

A staff member distributes the ballot papers and collects them when completed and gives them to the returning officer who counts the first preference votes and records them on the tally sheet.

If a candidate has an absolute majority of first preference votes (more than half), the returning officer declares the outcome.

[Name of candidate], having an absolute majority of first preference votes, is elected as mayor/deputy mayor for the ensuing two years.

If no candidate has the absolute majority of first preference votes, the returning officer excludes the candidate with the lowest number of first preference votes.

[Name of candidate], having the lowest number of first preference votes, is excluded.

The preferences from the excluded candidate are distributed. This process continues until one candidate has received an absolute majority of votes, at which time the returning officer announces the result.

[Name of candidate], having an absolute majority of votes, is elected as mayor/deputy mayor for the ensuing two years.

In the event of a **tied vote** where there are only two candidates remaining in the election, the returning officer explains the process.

The votes are tied between [name of candidate 1] and [name of candidate 2] having received [number] votes each, and, in accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be declared as mayor/deputy mayor.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests a staff member to shake the barrel. The returning officer then draws a name out of the barrel and shows the meeting.

I declare that [name of candidate] is elected as mayor/deputy mayor for the ensuing two years.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

In the event that the **lowest number of votes are tied** and where there are three or more candidates remaining in the election, the returning officer advises the meeting of the process.

In accordance with section 12 of Schedule 7 of the Local Government (General) Regulation 2021, I will now write the names of the candidates on similar slips of paper, fold them and place them in the barrel. Please note that the candidate whose name is drawn out will be excluded and their preferences distributed.

It is appropriate to show the meeting the names and the barrel. Councillors may inspect but not touch the items.

The returning officer places the names of the candidates into the barrel and requests that a staff member shakes the barrel.

The returning officer then draws a name out of the barrel and shows the meeting.

I declare that [name of candidate] is excluded and any votes cast for them will be distributed by preference.

The returning officer then draws out the remaining name and reads it for completeness. The second name should be shown to the meeting.

FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL (Cont.)

Schedule 7 - Election of Mayor by Councillors**Part 1 Preliminary****1 Returning officer**

The general manager (or a person appointed by the general manager) is the returning officer.

2 Nomination

- (1) A councillor may be nominated without notice for election as mayor or deputy mayor
- (2) The nomination is to be made in writing by 2 or more councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.
- (3) The nomination is to be delivered or sent to the returning officer.
- (4) The returning officer is to announce the names of the nominees at the council meeting at which the election is to be held.

3 Election

- (1) If only one councillor is nominated, that councillor is elected.
- (2) If more than one councillor is nominated, the council is to resolve whether the election is to proceed by preferential ballot, by ordinary ballot or by open voting.
- (3) The election is to be held at the council meeting at which the council resolves on the method of voting.
- (4) In this section:
ballot has its normal meaning of secret ballot.
open voting means voting by a show of hands or similar means.

Part 2 Ordinary ballot or open voting**4 Application of Part**

This Part applies if the election proceeds by ordinary ballot or by open voting.

5 Marking of ballot-papers

- (1) If the election proceeds by ordinary ballot, the returning officer is to decide the manner in which votes are to be marked on the ballot-papers.
- (2) The formality of a ballot-paper under this Part must be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.
- (3) An informal ballot-paper must be rejected at the count.

6 Count—2 candidates

- (1) If there are only 2 candidates, the candidate with the higher number of votes is elected.
- (2) If there are only 2 candidates and they are tied, the one elected is to be chosen by lot.

7 Count—3 or more candidates

- (1) If there are 3 or more candidates, the one with the lowest number of votes is to be excluded.
- (2) If 3 or more candidates then remain, a further vote is to be taken of those candidates and the one with the lowest number of votes from that further vote is to be excluded.
- (3) If, after that, 3 or more candidates still remain, the procedure set out in subsection (2) is to be repeated until only 2 candidates remain.
- (4) A further vote is to be taken of the 2 remaining candidates.
- (5) Section 6 of this Schedule then applies to the determination of the election as if the 2 remaining candidates had been the only candidates.
- (6) If at any stage during a count under subsection (1) or (2), 2 or more candidates are tied on the lowest number of votes, the one excluded is to be chosen by lot.

FUTURE PLANNING FOR THE CURRENT TERM OF COUNCIL (Cont.)

Part 3 Preferential ballot**8 Application of Part**

This Part applies if the election proceeds by preferential ballot.

9 Ballot-papers and voting

- (1) The ballot-papers are to contain the names of all the candidates. The Councillors are to mark their votes by placing the numbers “1”, “2” and so on against the various names so as to indicate the order of their preference for all the candidates.
- (2) The formality of a ballot-paper under this Part is to be determined in accordance with section 345 of this Regulation as if it were a ballot-paper referred to in that section.
- (3) An informal ballot-paper must be rejected at the count.

10 Count

- (1) If a candidate has an absolute majority of first preference votes, that candidate is elected.
- (2) If not, the candidate with the lowest number of first preference votes is excluded and the votes on the unexhausted ballot-papers counted to him or her are transferred to the candidates with second preferences on those ballot-papers.
- (3) A candidate who then has an absolute majority of votes is elected, but, if no candidate then has an absolute majority of votes, the process of excluding the candidate who has the lowest number of votes and counting each of his or her unexhausted ballot-papers to the candidates remaining in the election next in order of the voter’s preference is repeated until one candidate has received an absolute majority of votes. The latter is elected.
- (4) In this section, “**absolute majority**”, in relation to votes, means a number that is more than one-half of the number of unexhausted formal ballot-papers.

11 Tied candidates

- (1) If, on any count of votes, there are 2 candidates in, or remaining in, the election and the numbers of votes cast for the 2 candidates are equal—the candidate whose name is first chosen by lot is taken to have received an absolute majority of votes and is therefore taken to be elected.
- (2) If, on any count of votes, there are 3 or more candidates in, or remaining in, the election and the numbers of votes cast for 2 or more candidates are equal and those candidates are the ones with the lowest number of votes on the count of the votes—the candidate whose name is first chosen by lot is taken to have the lowest number of votes and is therefore excluded.

Part 4 General**12 Choosing by lot**

To choose a candidate by lot, the names of the candidates who have equal numbers of votes are written on similar slips of paper by the returning officer, the slips are folded by the returning officer so as to prevent the names being seen, the slips are mixed and one is drawn at random by the returning officer and the candidate whose name is on the drawn slip is chosen.

13 Result

The result of the election (including the name of the candidate elected as mayor or deputy mayor) is:

- a) to be declared to the councillors at the council meeting at which the election is held by the returning officer, and
- b) to be delivered or sent to the Secretary and to the Chief Executive of Local Government NSW.

Officers Reports

ELECTION OF DEPUTY MAYOR

Nomination Form Deputy Mayor 2024

Meeting Date: 22 October 2024

Attachment No: 2

Number of Pages: 1

ELECTION OF DEPUTY MAYOR (Cont.)

Nomination Form Deputy Mayor

Election of the Deputy Mayor – 22 October 2024

We hereby nominate Cr _____
for the position of **DEPUTY MAYOR**

Cr _____

Cr _____

Date _____

I hereby accept nomination for the position of **DEPUTY MAYOR**

Cr _____

Date _____

Please return to the Returning Officer or the General Manager

DETAILS

Date received:

Received by:

11.2 ELECTION OPTIONS TO FILL A COUNCILLOR VACANCY

FILE NO:	47/24
ATTACHMENTS:	1.Countback Elections Fact Sheet
RESPONSIBLE OFFICER:	Linda McLaren – Office Manager Jeff Smith – General Manager
AUTHOR:	Kelsie Wilson – Team Leader OGM
MAITLAND +10	Outcome 17. An efficient and effective Council
COUNCIL OBJECTIVE:	17.2.1 To maintain effective and appropriate systems to ensure decision-making is transparent, accessible and accountable

EXECUTIVE SUMMARY

At the first ordinary meeting of Council following an election of councillors using the preferential voting system, it may be resolved that in the instance of a casual councillor vacancy within the first 18 months after that election, a countback of votes can be held instead of a by-election.

OFFICER'S RECOMMENDATION

THAT

1. Council determine the method to fill casual vacancies occurring in the offices of Councillors in the first 18 months after the election being
 - I. Option 1 – a Countback
 - OR
 - II. Option 2 – a By-election
2. Council notify the NSW Electoral Commission who conducted the election on Council's behalf within seven (7) days of Council making the resolution.

REPORT

Following the 2024 Local Government election, Council has the option of using a countback of votes cast at the last ordinary election or the option of a by-election to fill casual vacancies occurring in the offices of councillors in the first 18 months after the election.

Council must resolve at its first meeting after the election the preferred option to fill casual vacancies in the first 18 months. If Council does not resolve the method at the first meeting after the election, it will be required to fill casual vacancies through a by-election.

ELECTION OF DEPUTY MAYOR (Cont.)

The two options available to fill the casual vacancies are as follows:

- Option 1 – Countback
 - Estimated countback election cost \$6,000 - \$10,000
 - A countback election vacancy will be filled within 49 days or less
- Option 2 – By-Election
 - Estimated small by-election cost >\$50,000
 - Estimated metro by-election cost >\$500,000
 - A by-election can take up to 3 months

Countbacks are not available to fill casual vacancies in the office of a councillor where:

- The councillor who vacated office was elected at an election using the optional preferential voting system such as the election of popularly elected mayors, or
- The councillor was elected at an uncontested election.

A by-election must be used to fill these vacancies.

This recommendation, if resolved by Council, will allow any casual vacancy within 18 months for a councillor elected to a Ward to be filled by the preferred method. A requirement for this provision is to notify the NSW Electoral Commission who conducted the election on Council's behalf within seven (7) days of Council making the resolution.

A casual vacancy for the position of Mayor would have to be filled by a by-election.

FINANCIAL IMPLICATIONS

This matter would have a minimal financial impact upon Council's adopted budget or forward estimates if a countback was required.

POLICY IMPLICATIONS

This matter has no specific policy implications for Council.

STATUTORY IMPLICATIONS

The resolution will satisfy section 291A(1)(b) of the *Local Government Act 1993*.

Officers Reports

ELECTION OPTIONS TO FILL A COUNCILLOR VACANCY

Countback Elections Fact Sheet

Meeting Date: 22 October 2024

Attachment No: 1

Number of Pages: 3

ELECTION OPTIONS TO FILL A COUNCILLOR VACANCY (Cont.)



Countback elections

What is countback?

A quick, cost effective way to fill a casual vacancy.

Countback allows the council to fill a casual vacancy using a recount of the ballot papers from the last ordinary election instead of requiring an attendance by election.

Council must pass a resolution at its first meeting following the ordinary election to use countback to fill a casual vacancy.

Model resolution

That Council, pursuant to section 291A(1)(b) of the *Local Government Act 1993*, declare that casual vacancies occurring in the office of a councillor within 18 months after the last ordinary election of councillors for the Council on 14 September 2024, are to be filled by a countback of votes cast at that election for the office in accordance with section 291A of the Act and directs the General Manager to notify the Electoral Commissioner for NSW of Council's decision within 7 days of this decision.

Why would a Council choose to use countback?

Pros

- Time efficient:
 - Casual vacancy filled within 49 days or less, whereas a by-election can take up to 3 months
- Cost effective:
 - **Small by-election** >\$50,000
 - **Metro by-election** >\$500,000
 - **Countback election** \$6,000 - \$10,000
- Electorate not required to vote again
- No penalties for electors not voting
- No impact on sitting councillors
- Minimal effort from Council.

Cons

- No new candidates are able to be considered. Only unelected candidates from the previous ordinary election are able to apply
- Unelected candidates from the previous ordinary election cannot campaign to improve their vote.

How does a countback election work?

The count is conducted using the same ballot papers from the previous ordinary election which are stored as a data file in our computer count system.

Each ballot paper where the vacating councillor has a preference will be redistributed to the candidate with the next highest preference on that ballot paper by the count system. More examples, including ballot papers with groups, are available on our [website](#).

Example 1: Councillor Sue Jones resigns

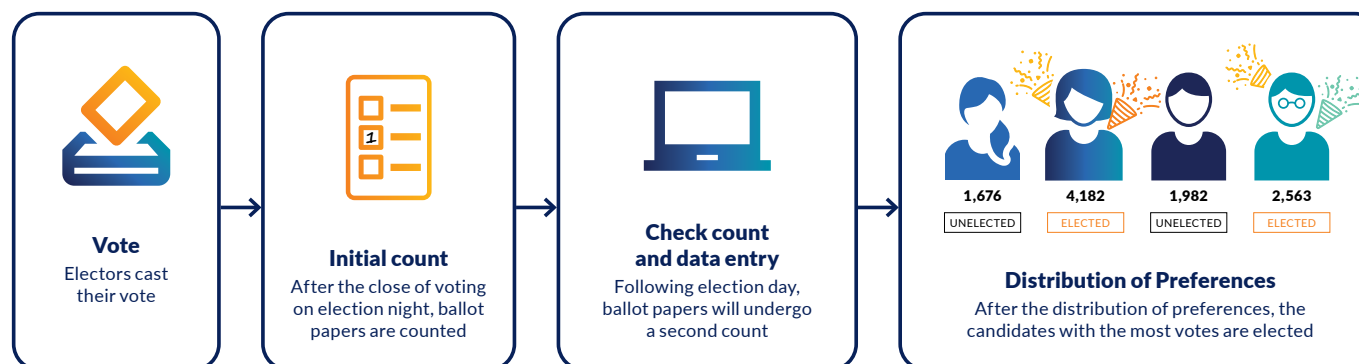
Example 2: Councillor Sue Jones resigns

Left: Original ballot paper. Right: Countback preferences

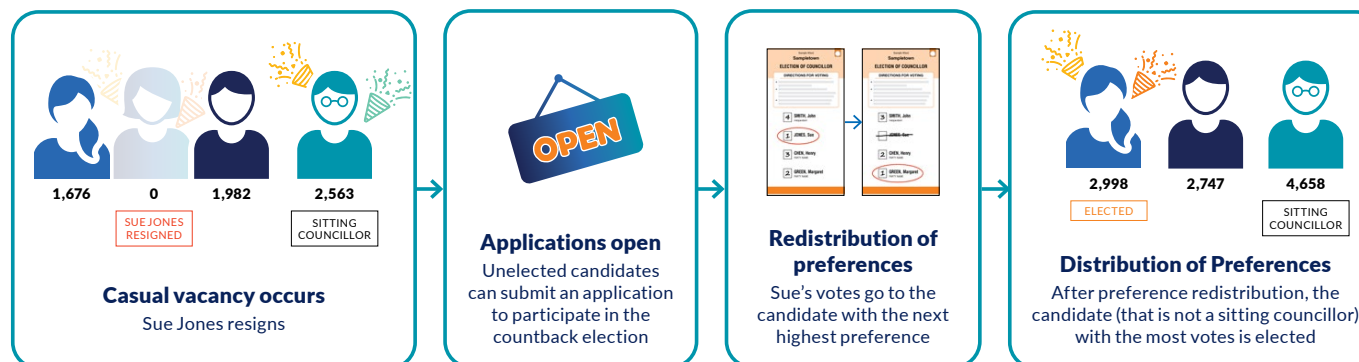
ELECTION OPTIONS TO FILL A COUNCILLOR VACANCY (Cont.)

How countback works in detail

Local Government election process



Countback election process

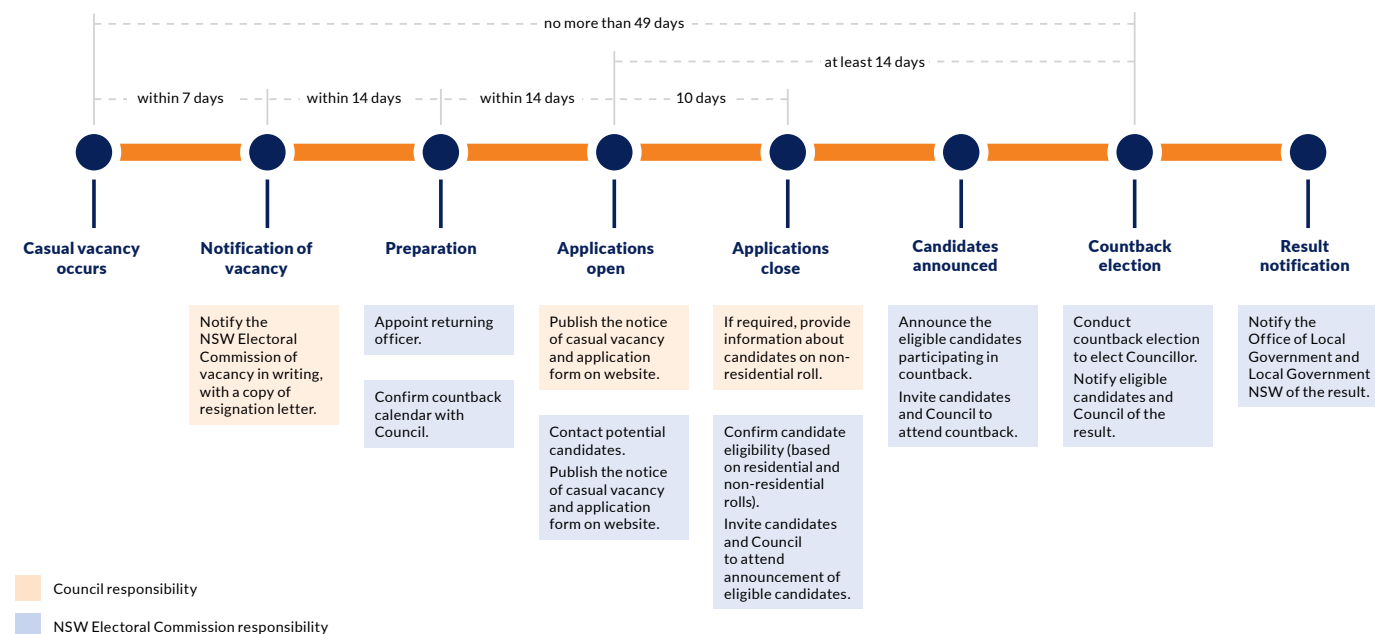


ELECTION OPTIONS TO FILL A COUNCILLOR VACANCY (Cont.)

What is the timeline for a countback election?

Countback elections can only be used for 18 months after the Local Government ordinary elections. In the case of the 2024 local government elections, countback can only be used to fill casual vacancies until 14 March 2026.

The following summarises the steps involved in a countback election.



For more information about countback elections visit
elections.nsw.gov.au/elections/how-counting-works/countback-elections

11.3 SETTING OF COUNCILLOR FEES 2024/25

FILE NO:	35/5/1
ATTACHMENTS:	1. Local Government Remuneration Tribunal Annual Determination 2024
RESPONSIBLE OFFICER:	Linda McLaren – Office Manager Jeff Smith – General Manager
AUTHOR:	Kelsie Wilson – Team Leader OGM
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.1.2 Ensure Council is financially sustainable and meets required levels of performance

EXECUTIVE SUMMARY

The Local Government Act 1993 requires the Local Government Remuneration Tribunal to report to the Minister for Local Government each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

The Tribunal determined a 3.75% per annum increase in the minimum and maximum fees applicable for the Mayoral and Councillor fees from 1 July 2024.

At Council Meeting 28 May 2024, Council resolved to retain the current 2023/24 financial year Mayor and Councillor fees as set for the 2024/25 financial year and an ongoing fee of \$5,000 per annum for the position of Deputy Mayor, effective 2023/24 to be deducted from the Mayoral fee.

The fees paid to Councillors are in addition to the expenses and facilities available to each Councillor.

OFFICER'S RECOMMENDATION

THAT

1. Pursuant to Division 5 of Part 2 of Chapter 9 of the Local Government Act 1993, fix the annual fee for financial year 1 July 2024 to 30 June 2025 as follows:
 - a. Councillors at \$33,810
 - b. Mayoral additional fee at \$98,510.

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)

- 2. Pursuant to Division 5 of Part 2 of Chapter 9 of the Local Government Act 1993, fix the annual fees payable to the Mayor and Councillors at the relevant maximum amounts determined by the Local Government Remuneration Tribunal.
- 3. Note that pursuant to section 250 of the Local Government Act 1993, the fees payable to the Mayor and Councillors are payable monthly in arrears for each month (or part of a month) for which the Councillor holds office.
- 4. Note that superannuation contribution payments will be made to Councillors pursuant and subject to section 254B of the Local Government Act 1993.

REPORT

The *Local Government Act 1993* requires the Local Government Remuneration Tribunal to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, as well as chairpersons and members of county councils for each of the categories determined under section 239.

The Tribunal has produced its findings in the Annual Report and Determination dated 29 April 2024 (Attachment 1). Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. A review of categories was last carried out by the Tribunal in 2023.

The Tribunal will next consider the model, criteria for each group, and the allocation of councils in the 2026 review. The criteria for each category is published in Appendix 1 of the Determination and remains unchanged from 2023.

Section 242A(1) of the *Local Government Act* provides that when making a determination the Remuneration Tribunal is to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the *Industrial Relations Act 1996* when making or varying awards or orders relating to the conditions of employment of public sector employees.

The Tribunal determined a 3.75% increase in the minimum and maximum fees applicable to each category. The 2024-2025 fees determination by the Tribunal for the Regional Strategic Area category are as follows:

Category	Councillor/Member Annual Fee		Mayor/Chairperson Additional Fee*	
	Minimum	Maximum	Minimum	Maximum
Regional Strategic	\$20,500	\$33,810	\$43,530	\$98,510

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

In dollar terms, the increase on the maximum annual fee from 2023-24 to 2024-25 for Councillors fee is \$1,220 and for the Mayor fee is \$3,560.

Local Government NSW encourages councils to adopt the maximum relevant fees as it provides greater opportunity for a broad cross section of the community to stand for election and does not set a precedent that may limit future representation to those who are financially independent.

The recommendation of this report is that the maximum fee payable in the category be applied, recognising the level of work undertaken by the Councillors and Mayor.

CONCLUSION

The Local Government Remuneration Tribunal's 2024 Annual Report and Determination recommends revised fees payable to Mayor and Councillors. Council is to determine the setting of fees. The new fees are payable from the finalization of election results on 1 October 2024.

FINANCIAL IMPLICATIONS

The recommended adjustments, if adopted by Council, will form part of the 2024/25 budget.

POLICY IMPLICATIONS

This matter has no specific policy implications for Council.

STATUTORY IMPLICATIONS

There are no statutory implications under the Local Government Act 1993 with this matter.

Officers Reports

SETTING OF COUNCILLOR FEES 2024/25

Local Government Remuneration Tribunal Annual Determination 2024

Meeting Date: 22 October 2024

Attachment No: 1

Number of Pages: 39

**Local Government
Remuneration Tribunal**

Annual Determination

Report and determination under sections
239 and 241 of the Local Government Act
1993

29 April 2024



Contents

Executive Summary	3
Categories	3
Fees	3
Section 1 – Introduction	4
Section 2 – 2023 Determination	5
Section 3 – 2024 Review	6
2024 Process	6
Submissions Received – Request for recategorisation	6
Categories – movement of Councils within the framework	10
Submissions Received – Remuneration Structure	11
Section 4 – 2024 Fees	16
Submissions - 2024 Fees	16
Conclusion	20
Section 5 – Determinations	21
Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2024	21
Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2024	25
Appendices	28
Appendix 1 Criteria that apply to categories	28

Executive Summary

The *Local Government Act 1993* (LG Act) requires the Local Government Remuneration Tribunal (the Tribunal) to report to the Minister for Local Government by 1 May each year on its determination of categories of councils and the maximum and minimum amounts of fees to be paid to mayors, councillors, and chairpersons and members of county councils.

Categories

Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. A review of categories was last carried out by the Tribunal in 2023.

The Tribunal will next consider the model, criteria for each group, and the allocation of councils in the 2026 review.

The criteria for each category is published in Appendix 1 of the Determination and remains unchanged from 2023.

Two (2) councils have been recategorised from Rural Large to Regional Rural as a result of meeting the criteria at Appendix 1.

Fees

The Tribunal has determined a 3.75 per cent per annum increase in the minimum and maximum fees applicable to each category from 1 July 2024.

Section 1 – Introduction

1. Section 239 of the LG Act requires the Tribunal to determine the categories of councils and mayoral offices at least once every 3 years. The Tribunal last undertook a significant review of the categories and the allocation of councils into each of those categories in 2023.
2. Section 241 of the LG Act provides that the Tribunal determine the maximum and minimum amount of fees to be paid to mayors and councillors of councils, as well as chairpersons and members of county councils for each of the categories determined under section 239.
3. Section 242A(1) of the LG Act requires:

“In making a determination, the Remuneration Tribunal is to give effect to the same policies on increases in remuneration as those that the Industrial Relations Commission is required to give effect to under section 146C of the [Industrial Relations Act 1996](#) when making or varying awards or orders relating to the conditions of employment of public sector employees.”
4. The Industrial Relations Amendment Act 2023, assented on 5 December 2023, repealed section 146C of the *Industrial Relations Act 1996*, resulting in changes to wages policy and removal of the cap on remuneration increases.
5. The Tribunal can also determine that a council can be placed in another existing or new category with a higher range of fees.
6. The Tribunal's determination takes effect from 1 July each year.

Section 2 – 2023 Determination

7. In 2023, the Tribunal received 18 written submissions.
8. An extensive review of the categories, criteria, and allocation of councils into each of the categories was undertaken by the Tribunal as required by Section 239 of the LG Act.
9. The review resulted in the Tribunal determining the creation of two new categories, being Metropolitan Major and Rural Large.
10. The categories of general purpose councils were determined as follows:

Metropolitan	Non-Metropolitan
Principal CBD	Major Regional City
Major CBD	Major Strategic Area
Metropolitan Major	Regional Strategic Area
Metropolitan Large	Regional Centre
Metropolitan Medium	Regional Rural
Metropolitan Small	Rural Large

Rural

11. The Tribunal was of the view that improving consistency of criteria in categories was paramount. The Tribunal therefore determined to include the non-resident population criteria in Major Strategic, Regional Strategic, Regional Centre, and Regional Rural categories.
12. A total of 26 councils were recategorised as a result of changes in the 2023 Determination.
13. The Tribunal determined that fees would increase by 3 per cent in the minimum and maximum fees applicable to each category from 1 July 2023.

Section 3 – 2024 Review

2024 Process

14. The Tribunal's annual review commenced in October when it wrote to all councils inviting submissions regarding fees. The Tribunal outlined that it is only required to review the categories every three years and will next consider the model, the criteria applicable to each category and the allocation of councils in the 2026 review. The invitation noted that it is expected that submissions are endorsed by respective councils.
15. The Tribunal also wrote to the President of Local Government NSW (LGNSW) inviting a submission.
16. The Tribunal received 19 written submissions, of which 18 were from individual councils and 1 submission from LGNSW.
17. The Tribunal notes that 17 of the 18 council submissions were endorsed by their representative councils.
18. The Tribunal acknowledges and thanks all parties for their submissions.

Submissions Received – Request for recategorisation

19. Two council submissions received requested recategorisation, with Paramatta City Council and Lake Macquarie putting forward individual cases for the Tribunal's consideration.




20. Paramatta City Council requested recategorisation from its current classification of Major CBD to Principal CBD. Paramatta City Council's case to be included in Principal CBD category is based on the following:
- Paramatta being critical to the success of the Greater Sydney Region Plan
 - The LGA expecting an estimated 186,000 new residents between 2022 and 2041
 - An increase in the number of government services, corporations, and private enterprises relocating into Paramatta CBD
 - A local economy that generates approximately \$32.88 billion in gross regional product and 33,000 businesses that generated over 202,000 jobs
 - The Council's Local Strategic Planning Statement covers seven priority growth areas and precincts identified by the NSW Government in order to give effect to their Housing strategy
 - Paramatta City Council has a 2023/24 capital works budget of \$613m and it provides a number of significant services within the local government area, including two aquatic centres, redevelopment to key community centres, and funding for local parks, roads, cycleways, and footpaths.
21. The Tribunal last considered the criteria for Principal CBD in the 2023 Annual Determination process. The Tribunal's view at the time was that



the criteria characteristics for Principal CBD category was appropriate, therefore no changes were required.

22. Paramatta City Council does not meet the criteria for Principal CBD. Accordingly, the Tribunal is not persuaded to include Paramatta Council in Principal CBD category.
23. Lake Macquarie City Council requested that it be recategorised from a Regional Strategic Area to a Major Strategic Area. Reasons include:
 - The LGA having a resident population of 216,603, and a non-resident working population of 24,769 (for a total of 241,372)
 - Connection to Greater Sydney via the M1, rail and a regional airport that supports the community
 - 99 towns, villages and nine economic centres across an area of 757 square kilometres
 - An annual economic output of \$26.1 billion (which is approximately 20 per cent of the Hunter economy)
 - 1.3 million tourists per year
 - 14,081 active businesses, 73,233 jobs and a total workforce across the LGA of 102,029
 - Community facilities that include a Regional Gallery – Museum of Art and Culture, one University, two TAFE campuses and a regional centre for health care
 - Operating revenue exceeding \$290 million.

- 
24. As stated in Council's own submission, currently it does not meet the population threshold criteria for Major Strategic Area. Accordingly, the Tribunal is not persuaded to include Lake Macquarie Council in Major Strategic Area category.
 25. The council also advocated for the population threshold for Major Strategic Area to be reviewed from its current threshold of 300,000 to 200,000 to restore incremental balance between Major Strategic Area and Regional Strategic Area categories.
 26. Lake Macquarie Council provided late supplementary information to support their argument for the population threshold of Regional Strategic Area being adjusted. Council submitted that five precincts in the Lake Macquarie LGA have been identified for inclusion in the New South Wales Government Transport Oriented Development Program, which aims to encourage housing development near transport hubs.
 27. The Council argues this increase in housing will lead to population growth in the selected centres, especially those with a large number of identified precincts.
 28. Consistent with section 239 and 240 of the LG Act, the Tribunal carefully considered the population threshold for all categories, as part of the 2023 Annual Determination. It was determined at that time, on extensive evidence examined and considered by the Tribunal, that the population threshold for Major Strategic Area was appropriate.
 29. The Tribunal is not persuaded at this time to change the population threshold for Major Strategic Area. Should further evidence become available to support a change in the population threshold for this category,



it can be considered by the Tribunal as part of the three yearly review of categories in 2026.

30. The Tribunal will monitor, as data becomes available, the impact of the New South Wales Government Transport Oriented Development Program on population thresholds.
31. One submission received from Wollondilly Shire Council advised that Council resolved to write to the Premier and appropriate Ministers, requesting Wollondilly Shire Council be considered as a regional Council.
32. The Tribunal has previously determined that Wollondilly Shire Council, for the purpose of setting the minimum and maximum fees payable to Councillors and Mayors, be classified as Regional Centre.
33. The Tribunal notes Wollondilly's submission and proposed course of action.

Categories – movement of Councils within the framework

34. The Tribunal reviewed population and data relating to Council operations to determine if the categorisations of Councils was consistent with the current criteria.
35. Population data was sourced from the Australian Bureau of Statistics (ABS), released 26 March 2024 for the period 2022 – 2023 financial year, the most recent data available at the time of writing this determination.




36. Data relating to Council operations was sourced from the Office of Local Government (OLG).
37. These sources provide a consistent, and complete overview of all councils in NSW. These data sources are consistent with those used in previous LGRT determinations.
38. Each Council was also assessed against the relevant criteria at Appendix 1.
39. As a result, it was identified that two Rural Large councils, Hilltops Council and Muswellbrook Shire Council, each had a combined resident and non-residential working population above 20,000 each. This population figure exceeds the population threshold for a Regional Rural council classification.
40. For this reason, the Tribunal has reclassified both Hilltops Council and Muswellbrook Shire Council as Regional Rural councils.

Submissions Received – Remuneration Structure

41. A significant number of submissions commented on the remuneration structure, advocating for major changes to be made, including the need for a full comprehensive review. These issues are addressed below.
42. One submission advocated for a new remuneration structure to be established that:
 - Is benchmarked in a more transparent way



- Recognises workload
 - Encourages participation by a cohort that is more representative of the community
 - Recognises skills and experience that is relevant to the roles.
43. Several submissions argued that the current remuneration structure does not adequately compensate elected Councillors and Mayors for the complex requirements of the role, significant workload, time requirements, responsibilities, and changes in the role over recent years.
44. A number of submissions provided comparison data that included remuneration paid to: Queensland and Victorian local government Councillors and Mayors, Federal, State, and Territory Parliamentary Members, Audit Risk and Improvement Committee members, and average remuneration for chairs/directors of not-for-profit organisations.
45. The basis of providing this data was to support arguments that NSW Councillors and Mayors are paid below these organisations and the work of Councillors and Mayors is being undervalued.
46. Some submissions outlined that low levels of remuneration can have a detrimental impact on the quality and diversity of candidates standing for election.
47. The LG Act is clear that Councillors and Mayors receive an annual fee, not a wage, with section 251 clearly stating that fees paid do not constitute a salary.

- 
48. Whilst the Tribunal acknowledges these issues, as previously explained in the 2023 Annual Determination at paragraph 97 they are not currently within the Tribunal's remit.
49. One submission advocated for fees of rural councils to be commensurate with those of regional and metropolitan councils, arguing that the skills and knowledge required for the role is the same regardless of the council location.
50. Others advocated for significant increases to rural and regional fees in order to address low candidate numbers while others asserted that the current remuneration fails to take into account significant stressors facing regional and rural councils.
51. The Act requires that the Tribunal must determine categories at least once every three years and places each council into a category. The determination of categories by the Tribunal is for the purpose of determining the minimum and maximum fees to be paid for councillors and Mayors in each category. When determining categories, the Tribunal is required to take into account matters prescribed in Section 240 of the LG Act:
- *the size of areas;*
 - *the physical terrain of areas;*
 - *the population of areas and the distribution of the population;*
 - *the nature and volume of business dealt with by each council;*
 - *the nature and extent of the development of areas;*

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)



- *the diversity of communities served;*
 - *the regional, national and international significance of the council;*
 - *such matters as the Remuneration Tribunal considers relevant to the provision of efficient and effective local government; and*
 - *such other matters as may be prescribed by the regulations.*
52. The Determination of minimum and maximum fees for 2024 is dealt with below at section 4.
53. Two submissions asserted that the current remuneration structure fails to recognise the role, responsibilities, and contribution of the Deputy Mayor position. It was suggested that a distinct independent fee be included for the position of Deputy Mayor.
54. Section 249 (5) of the LG act states:
- “A council may pay the deputy mayor (if there is one) a fee determined by the council for such time as the deputy mayor acts in the office of the mayor. The amount of the fee so paid must be deducted from the mayor’s annual fee.”*
55. Accordingly, the Tribunal lacks the power to implement changes to the fee structure that would include a distinct independent fee for the position of Deputy Mayor.
56. One argument put forward is that the impact of the current superannuation arrangements has a negative impact on female participation.

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)




57. Section 254B of the Act sets out the circumstances with respect to the payment of superannuation for Mayors and Councillors. The payment of superannuation is not automatic or mandatory, pursuant to 254B (4)(a) of the Act a council must pass a resolution prior to making superannuation contribution payments.
58. Any changes to superannuation contribution payments for Councillors and Mayors to assist in eliminating barriers to participation would require changes to the legislation.

Section 4 – 2024 Fees

Submissions - 2024 Fees

59. The LGNSW submission requested the Tribunal increase fees by at least 10% in order to:
- Reverse the fee erosion which occurred under the NSW Public Sector Wages Policy
 - Mitigate economic pressures and the rising cost of living
 - Ensure that Councillors and Mayors receive fair and reasonable remuneration for the work they perform
 - Address the historic undervaluation of the work performed by elected representatives in local government in New South Wales.
60. LGNSW used economic and wage data to support their argument that included:
- Consumer Price Index
 - Wage Price Index
 - National and State Wage cases
 - Market comparability
61. LGNSW in its meeting with the Tribunal and Assessors asserted that fees paid to Councillors and Mayors have reduced in real terms over recent years, further advocating for an increase of 10% being fair and reasonable.

- 
62. In meeting with LGNSW, the question of Government policies (State and Federal) on housing reform was discussed. The Tribunal is mindful of the additional workload associated with policies such as the NSW Government's Transport Oriented Development Program place on affected Councils. Similar considerations arise from the infrastructure requirements related to Renewable Energy Zones.
63. The role of a Councillor as a member of the governing body of the council is outlined under s232 of the LG Act and the Tribunal has addressed this matter generally in the 2023 Determination at paragraph 97.
64. Four submissions received from individual councils addressed the issue of fees quantum increase. These submissions sought an increase ranging from 3% to 5.57%.
65. Other submissions advocated for remuneration to be set at a level to:
- Reflect the role, commitment required, complexity of the role, workload, and responsibilities required to perform the role successfully
 - Ensure no one is out of pocket for the work they do for council
 - Attract a diverse range of potential candidates.
66. Five submissions advocated for the Tribunal to change the determination in regard to the remuneration structure. Some submissions suggested setting a fixed mandatory fee for Councillors and Mayors, whilst others argued that individual councils should not determine their own



remuneration, due to potential conflict of interest, instead the decision should be left to State Government or an independent decision maker.

67. It has been suggested that such an approach could:
- Remove potential conflict of interest
 - Facilitate good governance
 - Create equity amongst councils in the same category
 - Assist in fostering good relationships with the community
 - Alleviate public perception that increases are unjust.
68. Currently the Tribunal, consistent with its obligations set out in the LG Act, section 248 and section 249, determines a minimum and maximum remuneration range for Councillors and Mayors. It is then up to individual councils, to fix the annual fee for councillors and Mayors.
69. Furthermore, the tribunal does not have the authority to determine a fixed mandatory fee, section 241 of the LG Act states:
- “The Remuneration Tribunal must, not later than 1 May in each year, determine, in each of the categories determined under section 239, the maximum and minimum amounts of fees to be paid during the following year to councillors (other than mayors) and mayors.”*

**Fee Increase.**

70. The Tribunal considered a range of factors in determining the amount to increase minimum and maximum fees payable to Councillors and Mayors. This included economic data, including the Consumer Price Index, Wage Price Index, full-time adult average weekly ordinary time earnings, NSW Public Sector increases, and Local Government State Award increases. It also considered the Base Cost Change model used by IPART in setting the rate peg for 2024-25.
71. On this occasion the Tribunal has determined that a 3.75% per cent increase will apply to the minimum and maximum fees applicable to existing categories.

Conclusion

72. The Tribunal's determination has been made with the assistance of the Assessors, Ms Kylie Yates, Mr Brett Whitworth and Mr Douglas Walther.
73. Determination 1 sets out the allocation of councils into each of the categories as per section 239 of the LG Act.
74. Determination 2 sets out the minimum and maximum fees paid to councillors and mayors and chairpersons of county councils as per section 241 of the LG Act.
75. The Tribunal acknowledges and thanks the secretariat for their excellent research and support in completing the 2024 determination.



Viv May PSM

Local Government Remuneration Tribunal

Dated 29 April 2024

Section 5 – Determinations

Determination No. 1 – Allocation of councils into each of the categories as per section 239 of the LG Act effective 1 July 2024

General Purpose Councils – Metropolitan

Principal CBD (1)

- Sydney

Major CBD (1)

- Parramatta

Metropolitan Major (2)

- Blacktown
- Canterbury-Bankstown

Metropolitan Large (10)

- Bayside
- Cumberland
- Fairfield
- Inner West
- Liverpool
- Northern Beaches
- Penrith
- Ryde
- Sutherland
- The Hills

Metropolitan Medium (8)

- Campbelltown
- Camden
- Georges River
- Hornsby
- Ku-ring-gai
- North Sydney
- Randwick
- Willoughby

Metropolitan Small (8)

- Burwood
- Canada Bay
- Hunters Hill
- Lane Cove
- Mosman
- Strathfield
- Waverley
- Woollahra

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)



General Purpose Councils - Non-Metropolitan

Major Regional City (2)

- Newcastle
- Wollongong

Major Strategic Area (1)

- Central Coast

Regional Centre (23)

- Albury
- Armidale
- Ballina
- Bathurst
- Blue Mountains
- Byron
- Cessnock
- Clarence Valley
- Coffs Harbour
- Dubbo
- Eurobodella
- Hawkesbury

Regional Strategic Area(4)

- Lake Macquarie
- Maitland
- Shoalhaven
- Tweed
- Lismore
- Mid-Coast
- Orange
- Port Macquarie-Hastings
- Port Stephens
- Queanbeyan-Palerang
- Shellharbour
- Tamworth
- Wagga Wagga
- Wingecarribee
- Wollondilly

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)

**Regional Rural (14)**

- Bega
- Broken Hill
- Goulburn Mulwaree
- Griffith
- Hilltops
- Kempsey
- Kiama
- Lithgow
- Mid-Western
- Muswellbrook
- Nambucca
- Richmond Valleys
- Singleton
- Snowy Monaro

Rural Large (16)

- Bellingen
- Cabonne
- Cootamundra-Gundagai
- Cowra
- Federation
- Greater Hume
- Gunnedah
- Inverell
- Leeton
- Moree Plains
- Murray River
- Narrabri
- Parkes
- Snowy Valleys
- Upper Hunter
- Yass

Rural (38)

- Balranald
- Berrigan
- Bland
- Blayney
- Bogan
- Bourke
- Brewarrina
- Carrathool
- Central Darling
- Cobar
- Coolamon
- Coonamble
- Dungog
- Edward River
- Forbes
- Gilgandra

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)



- | | |
|---------------------|-----------------|
| • Glen Innes Severn | • Oberon |
| • Gwydir | • Temora |
| • Hay | • Tenterfield |
| • Junee | • Upper Lachlan |
| • Kyogle | • Uralla |
| • Lachlan | • Walcha |
| • Liverpool Plains | • Walgett |
| • Lockhart | • Warren |
| • Murrumbidgee | • Warrumbungle |
| • Narrandera | • Weddin |
| • Narromine | • Wentworth |

County Councils

Water (4)

- Central Tablelands
- Goldenfields Water
- Riverina Water
- Rous

Other (6)

- Castlereagh-Macquarie
- Central Murray
- Hawkesbury River
- New England Tablelands
- Upper Hunter
- Upper Macquarie

Determination No. 2 - Fees for Councillors and Mayors as per section 241 of the LG Act effective from 1 July 2024

The annual fees to be paid in each of the categories to Councillors, Mayors, Members, and Chairpersons of County Councils effective on and from 1 July 2024 as per section 241 of the *Local Government Act 1993* are determined as follows:

Table 4: Fees for General Purpose and County Councils

General Purpose Councils – Metropolitan

Councillor/Member Annual Fee (\$) effective 1 July 2024

Category	Minimum	Maximum
Principal CBD	30,720	45,070
Major CBD	20,500	37,960
Metropolitan Major	20,500	35,890
Metropolitan Large	20,500	33,810
Metropolitan Medium	15,370	28,690
Metropolitan Small	10,220	22,540

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2024

Category	Minimum	Maximum
Principal CBD	188,010	247,390
Major CBD	43,530	122,640
Metropolitan Major	43,530	110,970
Metropolitan Large	43,530	98,510
Metropolitan Medium	32,650	76,190
Metropolitan Small	21,770	49,170

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)

**General Purpose Councils - Non-Metropolitan****Councillor/Member Annual Fee (\$) effective 1 July 2024**

Category	Minimum	Maximum
Major Regional City	20,500	35,620
Major Strategic Area	20,500	35,620
Regional Strategic Area	20,500	33,810
Regional Centre	15,370	27,050
Regional Rural	10,220	22,540
Rural Large	10,220	18,340
Rural	10,220	13,520

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2024

Category	Minimum	Maximum
Major Regional City	43,530	110,970
Major Strategic Area	43,530	110,970
Regional Strategic Area	43,530	98,510
Regional Centre	31,980	66,800
Regional Rural	21,770	49,200
Rural Large	16,330	39,350
Rural	10,880	29,500

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)

**County Councils****Councillor/Member Annual Fee (\$) effective 1 July 2024**

Category	Minimum	Maximum
Water	2,030	11,280
Other	2,030	6,730

Mayor/Chairperson Additional Fee* (\$) effective 1 July 2024

Category	Minimum	Maximum
Water	4,360	18,520
Other	4,360	12,300

*This fee must be paid in addition to the fee paid to the Mayor/Chairperson as a Councillor/Member (s.249(2)).

Viv May PSM

Local Government Remuneration Tribunal

Dated 29 April 2024

Appendices

Appendix 1 Criteria that apply to categories

Principal CBD

The Council of the City of Sydney (the City of Sydney) is the principal central business district (CBD) in the Sydney Metropolitan area. The City of Sydney is home to Sydney's primary commercial office district with the largest concentration of businesses and retailers in Sydney. The City of Sydney's sphere of economic influence is the greatest of any local government area in Australia.

The CBD is also host to some of the city's most significant transport infrastructure including Central Station, Circular Quay and International Overseas Passenger Terminal. Sydney is recognised globally with its iconic harbour setting and the City of Sydney is host to the city's historical, cultural and ceremonial precincts. The City of Sydney attracts significant visitor numbers and is home to 60 per cent of metropolitan Sydney's hotels.

The role of Lord Mayor of the City of Sydney has significant prominence reflecting the CBD's importance as home to the country's major business centres and public facilities of state and national importance. The Lord Mayor's responsibilities in developing and maintaining relationships with stakeholders, including other councils, state and federal governments, community and business groups, and the media are considered greater than other mayoral roles in NSW.



Major CBD

The Council of the City of Parramatta (City of Parramatta) is the economic capital of Greater Western Sydney and the geographic and demographic centre of Greater Sydney. Parramatta is the second largest economy in NSW (after Sydney CBD) and the sixth largest in Australia.

As a secondary CBD to metropolitan Sydney the Parramatta local government area is a major provider of business and government services with a significant number of organisations relocating their head offices to Parramatta. Public administration and safety have been a growth sector for Parramatta as the State Government has promoted a policy of moving government agencies westward to support economic development beyond the Sydney CBD.

The City of Parramatta provides a broad range of regional services across the Sydney Metropolitan area with a significant transport hub and hospital and educational facilities. The City of Parramatta is home to the Westmead Health and Medical Research precinct which represents the largest concentration of hospital and health services in Australia, servicing Western Sydney and providing other specialised services for the rest of NSW.

The City of Parramatta is also home to a significant number of cultural and sporting facilities (including Sydney Olympic Park) which draw significant domestic and international visitors to the region.

Metropolitan Major

Councils categorised Metropolitan Major will typically have a minimum residential population of 400,000.

Councils may also be categorised Metropolitan Major if their residential population combined with their non-resident working population exceeds 400,000. To satisfy this criteria the non-resident working population must exceed 50,000.


Other features may include:

- total operating revenue exceeding \$300M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Major will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Large

Councils categorised as Metropolitan Large will typically have a minimum residential population of 200,000.



Councils may also be categorised as Metropolitan Large if their residential population combined with their non-resident working population exceeds 200,000. To satisfy this criteria the non-resident working population must exceed 50,000.

Other features may include:

- total operating revenue exceeding \$200M per annum
- the provision of significant regional services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- significant industrial, commercial and residential centres and development corridors
- high population growth.

Councils categorised as Metropolitan Large will have a sphere of economic influence and provide regional services considered to be greater than those of other metropolitan councils.

Metropolitan Medium

Councils categorised as Metropolitan Medium will typically have a minimum residential population of 100,000.

Councils may also be categorised as Metropolitan Medium if their residential population combined with their non-resident working population exceeds 100,000. To satisfy this criteria the non-resident working population must exceed 50,000.

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)



Other features may include:

- total operating revenue exceeding \$100M per annum
- services to greater Sydney including, but not limited to, major education, health, retail, sports, other recreation and cultural facilities
- industrial, commercial and residential centres and development corridors
- high population growth.

The sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Large councils.



Metropolitan Small

Councils categorised as Metropolitan Small will typically have a residential population less than 100,000.

Other features which distinguish them from other metropolitan councils include:

- total operating revenue less than \$150M per annum.

While these councils may include some of the facilities and characteristics of both Metropolitan Large and Metropolitan Medium councils the overall sphere of economic influence, the scale of council operations and the extent of regional servicing would be below that of Metropolitan Medium councils.

Major Regional City

Newcastle City Council and Wollongong City Councils are categorised as Major Regional City. These councils:

- are metropolitan in nature with major residential, commercial and industrial areas
- typically host government departments, major tertiary education and health facilities and incorporate high density commercial and residential development
- provide a full range of higher order services and activities along with arts, culture, recreation, sporting and entertainment facilities to service the wider community and broader region

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)




- have significant transport and freight infrastructure servicing international markets, the capital city and regional areas
- have significant natural and man-made assets to support diverse economic activity, trade and future investment
- typically contain ventures which have a broader State and national focus which impact upon the operations of the council.

Major Strategic Area

Councils categorised as Major Strategic Area will have a minimum population of 300,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.



Currently, only Central Coast Council meets the criteria to be categorised as a Major Strategic Area. Its population, predicted population growth, and scale of the Council's operations warrant that it be differentiated from other non-metropolitan councils. Central Coast Council is also a significant contributor to the regional economy associated with proximity to and connections with Sydney and the Hunter Region.

Regional Strategic Area

Councils categorised as Regional Strategic Area are differentiated from councils in the Regional Centre category on the basis of their significant population and will typically have a residential population above 100,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$250M per annum
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.




Currently, only Lake Macquarie Council meets the criteria to be categorised as a Regional Strategic Area. Its population and overall scale of council operations will be greater than Regional Centre councils.

Regional Centre

Councils categorised as Regional Centre will typically have a minimum residential population of 40,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large city or town providing a significant proportion of the region's housing and employment
- health services, tertiary education services and major regional airports which service the surrounding and wider regional community
- a full range of high-order services including business, office and retail uses with arts, culture, recreation and entertainment centres
- total operating revenue exceeding \$100M per annum
- the highest rates of population growth in regional NSW
- significant visitor numbers to established tourism ventures and major events that attract state and national attention
- a proximity to Sydney which generates economic opportunities.



Councils in the category of Regional Centre are often considered the geographic centre of the region providing services to their immediate and wider catchment communities.

Regional Rural

Councils categorised as Regional Rural will typically have a minimum residential population of 20,000. To satisfy this criteria the non-resident working population can be included.

Other features may include:

- a large urban population existing alongside a traditional farming sector, and are surrounded by smaller towns and villages
- health services, tertiary education services and regional airports which service a regional community
- a broad range of industries including agricultural, educational, health, professional, government and retail services
- large visitor numbers to established tourism ventures and events.

Councils in the category of Regional Rural provide a degree of regional servicing below that of a Regional Centre.



Rural Large

Councils categorised as Rural Large will have a residential population greater than 10,000, and a councillor to resident ratio of at least 1 to 1200.

Other features may include:

- one or two significant townships combined with a considerable dispersed population spread over a large area and a long distance from a major regional centre
- a limited range of services, facilities and employment opportunities compared to Regional Rural councils
- local economies based on agricultural/resource industries.

SETTING OF COUNCILLOR FEES 2024/25 (Cont.)

**Rural**

Councils categorised as Rural will typically have a residential population less than 10,000.

County Councils - Water

County councils that provide water and/or sewerage functions with a joint approach in planning and installing large water reticulation and sewerage systems.

County Councils - Other

County councils that administer, control and eradicate declared noxious weeds as a specified Local Control Authority under the Biosecurity Act 2015.

11.4 APPOINTMENT OF COUNCIL DELEGATES

FILE NO:	35/2 and 35/7
ATTACHMENTS:	1.Register of Committees 2022
RESPONSIBLE OFFICER:	Jeff Smith – General Manager Kelsie Wilson – Team Leader OGM
AUTHOR:	Tina Nay – Senior Governance Officer
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.2.3 Foster an engaged workforce that is skilled, collaborative and focused on our customer

EXECUTIVE SUMMARY

There are a number of committees, community groups or organisations upon which Council is represented. These groups include a broad range of local and regional organisations. Council delegates on these groups provide an important link between the community and the Council.

To deliver the best value to the community, it is good practice to regularly review the discretionary committees as established by Council. As a number of these committees have not been meeting consistently or have not been meeting for some time, a review process has been initiated by staff and will be workshopped with Councillors before the end of 2024 calendar year.

The Councillor delegates that are determined for these organisations or groups are temporary representatives while a review of the committees is completed. The community representatives for Council committees will be rolled over pending the outcome of the review unless otherwise determined by Council.

OFFICER'S RECOMMENDATION

THAT

- 1. Council note the information and changes to committees outlined in Attachment 1 (Register of Committees 2022).**
- 2. Council determine its delegates on the current committees, groups or organisations listed in the schedule contained within this report for a temporary period;**
- 3. The committees and groups as identified in this report are reviewed within six months of this term, with further reports to Council as review processes are completed.**

REPORT

The following schedule lists the various groups and the number of delegates required. The term of appointment is temporary until a review of each committee is undertaken and reported back to Council.

APPOINTMENT OF COUNCIL DELEGATES (Cont.)

COMMUNITY COMMITTEES			
Committee Name	Description/Purpose	Meeting Frequency	Councillor Members
Aboriginal Reference Group	To provide a forum for consultation on Council business relating to, or impacting on, Aboriginal culture, community and heritage, and delivery actions as appropriate.	Bi-monthly	Up to two (2) Councillors
Access and Inclusion Committee	The purpose of the committee is to: <ul style="list-style-type: none"> act as an information resource to Council on matters of access and inclusion participate in the delivery of projects as deemed appropriate advocate for a universally accessible environment and socially inclusive community for people with disability. 	Bi-monthly	Up to two (2) Councillors
Audit, Risk & Improvement Committee	ARIC provides independent assurance to Council by monitoring, reviewing, and providing advice about the Council's governance processes, compliance, risk management and control frameworks, external accountability obligations and overall performance.	Quarterly	One (1) Councillor with an alternate nominated when member is absent
Awards and Recognition Committee	The Committee is responsible for assessing the following awards, as well as any other Council established Awards and Recognition programs: <ul style="list-style-type: none"> Australia Day Awards Hall of Fame Awards Maitland Service Awards Freeman of the City Awards 	As required	The Mayor and four (4) Councillors
Bruce Street Community Hall	The management group for the Bruce Street Community Hall promotes the use of the facility in accordance with determined community needs.	Bi-monthly	One (1) Councillor
Bush Fire Management Committee	The Bush Fire Management Committee is constituted under the <i>NSW Rural Fires Act 1997</i> , and requires land managers within a Local Government Area (including Council) to come together and prepare a local Bush Fire Risk Management Plan. This plan focuses on the prevention and mitigation of bush fire risks within the area, it also prepares a plan of works to address these risks.	Three meetings per year	The Mayor or nominee
Flood Plain Management Committee	The Flood Plain Management Committee considers and provides input on the preparation and implementation of the Flood Risk Management Plan, the Local Environment Plan (LEP) flood maps and Development Control Plans (DCP).	Quarterly	The Mayor or nominee and two (2) Councillors
Friends of	The Friends of Maitland City Library is a group	Bi-monthly	The Mayor or

APPOINTMENT OF COUNCIL DELEGATES (Cont.)

Maitland City Library	of volunteers who support and promote Maitland City Library and its services to the community.		nominee
Heritage Committee	The Heritage Committee has been operating since 1995 and strives to promote the conservation of the natural, cultural, built and Aboriginal heritage of the Maitland Local Government Area.	Monthly	The Mayor or nominee
Hunter Joint Organisation of Councils	Membership is made up of the ten (10) local councils of the Hunter Region and work to ensure communities in the Hunter benefit from positive cooperation and collaboration.	Bi-monthly	The Mayor
Hunter Valley Steamfest Planning Group	The Hunter Valley Steamfest Planning Group is a stakeholder based group that assists Council in the planning, promotion and delivery of the Hunter Valley Steamfest event annually.	As required	The Mayor or nominee and one (1) Councillor
Hunter Water Customer & Community Advisory Group	The CCAG enables two-way, open communication between Hunter Water and local councils, customer representatives, and environmental and community organisations. In recent years the group has provided advice and feedback to Hunter Water on topics including pricing reviews, customer service levels, treatment plant upgrades land developments within our drinking water catchments, development of the Lower Hunter Water Security Plan	Four meetings per year	One (1) Councillor
Joint Regional Planning Panel	The principal functions of planning panels are to determine regionally significant Development Applications and undertake rezoning reviews.	As required	Two (2) Councillors and Two (2) alternate members. (NB Nominees must meet eligibility criteria)
Lower Hunter Zone Rural Fire Service Liaison Committee	The Liaison Committee is a committee comprising Council staff and Councillors in conjunction with Rural Fire Service (RFS) staff and volunteers.	Three meetings each year	The Mayor or nominee
Maitland Aerodrome, Consultative Panel	The Maitland Aerodrome Consultative Panel is comprised of representatives from Royal Newcastle Aero Club (RNAC), Maitland City Council and two community representatives.	Up to three times a year.	One (1) Councillor
Maitland Local Area Traffic Committee	The Maitland Local Area Traffic Committee is a technical review committee that meets on the first Thursday of every month. The committee provide advice to Council on traffic related issues that have been referred to it by the Council.	Monthly	The Mayor or nominee

APPOINTMENT OF COUNCIL DELEGATES (Cont.)

Maitland Park Recreation Board	The Maitland Park Recreation Board is responsible for providing feedback and advice to Council on the development of sport and recreation facilities within Maitland Park. The board also oversees the usage of park facilities to ensure all users adhere to the terms and conditions of use.	Monthly	Two (2) Councillors
Maitland Regional Art Gallery Members (MRAGM)	MRAGM has an active committee who meet regularly throughout the year to host and coordinate events, develop the MRAGM Newsletter and fundraise for the art gallery. MRAGM fundraising focuses on education events and programs, and acquisitions for the Collection.	Monthly	The Mayor or nominee
Maitland Sports and Recreation Advisory Board	This group acts as a sounding board for the future planning and development of sport and recreation facilities within Maitland	Monthly	Two (2) Councillors
Morpeth Museum Committee	The objective of the Morpeth Museum Committee is to collect, organise and conserve items of historical significance to the Maitland area, with a particular focus on the Morpeth District, and to make these items accessible to the community and tourists.	Monthly	The Mayor or nominee
Public Libraries NSW – Central East Zone	PLNSW represents the interests of public libraries and their users throughout NSW. They focus on improving library services and access to information resources for all people living in NSW.	Quarterly	One (1) Councillor
Rutherford Community Hall	The management group for the Rutherford Community Hall promotes the use of the facility in accordance with determined community needs.	Bi-monthly	One (1) Councillor
Section 356 Community Grants Assessment Panel	The Community Grants program provides financial support to local non-profit community based organisations to fund events, projects and activities that benefit the community and resident needs. Community Grants are designed to assist in the establishment of projects, services and facilities in Maitland that foster community partnerships, promote access to community resources, and are deemed to benefit the community.	After the closing of grant applications each year	The Mayor or nominee and two (2) Councillors
Walka Water Works Reserve Section 355 Management Committee	The Walka Water Works Section 355 Management Committee meets bi-monthly to advise and assist Council in establishing and reviewing its plans and policies for the future development of Walka Water Works.	Bi-monthly	The Mayor or nominee plus two (2) Councillors

APPOINTMENT OF COUNCIL DELEGATES (Cont.)

CONCLUSION

This report is presented to enable Council delegates to be formally appointed to the committees identified in the report, with external organisations subsequently notified of temporary delegates and the forthcoming review.

FINANCIAL IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

POLICY IMPLICATIONS

This matter has no specific policy implications for Council.

STATUTORY IMPLICATIONS

There are no statutory implications under the Local Government Act 1993 with this matter.

Officers Reports

APPOINTMENT OF COUNCIL DELEGATES

Register of Committees 2022

Meeting Date: 22 October 2024

Attachment No: 1

Number of Pages: 3

APPOINTMENT OF COUNCIL DELEGATES (Cont.)

ATTACHMENT 1 – Register of Committees 2022

The below table details the Committees that were current as at 26 January 2022 when the previous term of Councillors were appointed as delegates. The table also includes comments on any changes that have been made to the Committees during the previous Council term.

	COMMITTEE NAME	MEETING FREQUENCY	COUNCILLOR MEMBERS	COMMENTS
1	Aboriginal Reference Group	Bi-monthly	2 Councillors	
2	Access and Inclusion Committee	Bi-monthly	2 Councillors	
3	Australia Day Awards Committee	4 times per year	Mayor 4 Councillors	Consolidated to become the Awards and Recognition Committee at Council Meeting 9 August 2022.
4	Bruce Street Community Hall	Bi-monthly	1 Councillor	
5	Bushfire Management Committee	3 times per year	Mayor or nominee	
6	Flood Plain Management Committee	Quarterly	Mayor 2 councillors	
7	Friends of Maitland City Library	Bi-monthly	Mayor or nominee	
8	Hall of Fame Committee	As required	Mayor 4 Councillors	Consolidated to become the Awards and Recognition Committee at Council Meeting 9 August 2022.

APPOINTMENT OF COUNCIL DELEGATES (Cont.)

	COMMITTEE NAME	MEETING FREQUENCY	COUNCILLOR MEMBERS	COMMENTS
9	Heritage Committee	Monthly	Mayor or nominee	
10	Hunter Joint Organisation of Council	Bi-monthly	Mayor	
11	Hunter Valley Steamfest Planning Group	As required	Mayor 1 Councillor	
12	Hunter Water Customer & Community Advisory Group	Once per quarter	1 Councillor	
13	Hydro Kurri Kurri Smelter Regrowth Kurri Kurri Community Consultive Committee	As required	1 Councillor	Disbandment of the Hydro Kurri Kurri Smelter Regrowth Kurri Kurri Community Consultive Committee occurred mid 2024.
14	Internal Audit Committee	Quarterly	2 Councillors	Redeveloped as the Audit, Risk & Improvement Committee at Council Meeting 26 April 2022.
15	Joint Regional Planning Panel	On an as needs basis	2 Councillors and 2 alternate Members	
16	Lower Hunter Zone Rural Fire Service (RFS) District Liaison Committee	3 times per year	Mayor or nominee	
17	Maitland Aerodrome Consultative Panel	Up to 3 times per year	1 Councillor	
18	Maitland City Services Awards Committee	As required	Mayor 4 Councillors	Consolidated to become the Awards and Recognition Committee at Council Meeting 9 August 2022.
19	Maitland Health Advisory Committee	Monthly	Mayor or nominee	Disbandment of the Maitland Health Committee was presented at Council Meeting 22 August 2023.
20	Maitland Local Area Traffic Committee	Monthly	Mayor or nominee	

APPOINTMENT OF COUNCIL DELEGATES (Cont.)

	COMMITTEE NAME	MEETING FREQUENCY	COUNCILLOR MEMBERS	COMMENTS
21	Maitland Park Recreation Board	Monthly	2 Councillors	
22	Maitland Regional Art Gallery Members Committee	Monthly	Mayor or nominee	
23	Maitland Sports and Recreation Advisory Board	Monthly	2 Councillors	
24	Morpeth Bicentenary Working Group	As agreed by working group	Mayor 3 Councillors	Morpeth Bicentenary was celebrated on 19 November 2022 - 20 November 2022
25	Morpeth Museum Committee	Monthly	Mayor or nominee	
26	Public Libraries NSW – Central East Zone	Quarterly	1 Councillor	
27	Rutherford Community Hall	Bi-monthly	1 Councillor	
28	Section 356 Community Grants Assessment Panel	Annually	Mayor or nominee & 2 Councillors	
29	Walka Water Works Reserve 355 Management Committee	Bi-monthly	Mayor or nominee & 2 Councillors	

11.5 LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2024

FILE NO:	35/48
ATTACHMENTS:	1.Draft 2024 Annual Conference Program
RESPONSIBLE OFFICER:	Linda McLaren – Office Manager Jeff Smith – General Manager
AUTHOR:	Jacqui Fitzsimmons – Executive Assistant
MAITLAND +10	Outcome 14. To have elected Leaders that look out for us
COUNCIL OBJECTIVE:	14.3.1 Ensure Councillors have access to professional development and support required to enable them to best fulfill their role

EXECUTIVE SUMMARY

The Local Government NSW (LGNSW) Annual Conference will be held from Sunday 17 to Tuesday 19 November 2024 in Tamworth. The conference provides an opportunity for Councillors to share ideas, seek inspiration and work towards achieving consensus on matters raised to help determine direction for the coming year.

This report is presented to Council to determine voting delegates of Council for the purpose of voting on motions presented to the conference.

OFFICER'S RECOMMENDATION

THAT

- 1. Council nominate up to four (4) attending Councillors as voting delegates on motions and Board election at the Local Government NSW Annual Conference;**
- 2. The names of Council's voting delegates be forwarded to LGNSW by Wednesday 6 November 2024;**

REPORT

Maitland City Council is a member of Local Government NSW (LGNSW) whose members consist of Councils across NSW. LGNSW provides advocacy, representation, and support to assist member councils to deliver improved services and better outcomes to their local communities.

LGNSW will be hosting their Annual Conference at Tamworth Regional Entertainment and Conference Centre to discuss key local government issues and debate motions to inform their advocacy agenda for the year. The draft Annual Conference Program has been provided as Attachment 1.

LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2024 (Cont.)

Under Council's current Councillor Expenses and Facilities Policy 2022, funding for conference attendance by voting delegates is aggregated (that is, it does not come from individual professional development allowances) and incorporated with the ALGA National General Assembly yearly allowance. The 2024 Registrations Fees are:

- Member Standard Registration \$1,485.00 (incl GST) per person
- Conference Dinner Ticket (optional) \$230.00 (incl GST) per person

FINANCIAL IMPLICATIONS

This matter has minimal financial impact upon Council's adopted budget as attendance is accommodated within Council's Councillor expenses budget.

POLICY IMPLICATIONS

This matter has no specific policy implications for Council.

STATUTORY IMPLICATIONS

There are no statutory implications under the Local Government Act 1993 with this matter.

Officers Reports

LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2024

Draft 2024 Annual Conference Program

81

Meeting Date: 22 October 2024

Attachment No: 1

Number of Pages: 3



Draft Program

Sunday, 17 November 2024

Time TBC

Bus transfers from selected hotels to TRECC

REGISTRATION

12.30pm

Registration operational - TRECC foyer

1.00pm

Trade Exhibition Open

PLENARY & BREAKOUT SESSIONS

1.30pm-2.30pm

Breakout Session:

Professional Development Session for new Councillors

A Day in the Life of a councillor

Location: STAR Room (off TRECC Foyer)

1.30pm-2.30pm

Plenary session: PANEL WITH Q&A

SESSION SPEAKERS: Brett Whitworth, OLG / Helen Murrell, ICAC / Bola Oyetunji, Auditor General

2.30pm-3.00pm

Refreshment break

Location: Trade Exhibition

3.00pm-5.00pm

Plenary sessions | AR Bluett memorial Awards

The Hon Kristy McBain MP, Federal Minister for Regional Development Local Government and Territories (Pre-Record)

The Hon Ron Hoenig MP, NSW Minister for Local Government
Jennifer Aitchison MP, NSW Minister for Regional Transport and Roads

Wendy Tuckerman MP, Shadow Minister for Local Government | Ministerial Speakers | President's Welcome Reception address

5.00pm

Bus transfers to Tamworth Town Hall (CBD Tamworth)

WELCOME RECEPTION

5.30pm-7.30pm

President's Welcome Reception partnered by Landcom

Location: Tamworth Town Hall

7.30pm

Bus transfers to selected hotels

LOCAL GOVERNMENT NSW ANNUAL CONFERENCE 2024 (Cont.)

Monday, 18 November 2024	
Time TBC	Bus transfers from selected hotels to TRECC
REGISTRATION	
7.30am	Registration operational – TRECC foyer Light refreshments Location: Trade Exhibition
BREAKFAST	
7.30am–8.45am	ALGWA NSW Breakfast partnered by Maddocks Location: TRECC
Time TBC	Bus transfers from selected hotels to TRECC
CONFERENCE	
9.00am	Conference introduction, Conference Welcome Opening address
	<ul style="list-style-type: none"> - Opening of the Federal and State conferences, adoption of standing orders, business sessions and consideration of motions and conference business. - LGNSW Treasurer presentation of financial reports - Start of consideration of motions and conference business
	Morning refreshments Location: Trade Exhibition, by Distinguished partner, Active Super
9.25am–5.00pm	<ul style="list-style-type: none"> - Address: Elite Partner, Statewide Mutual - Consideration of Conference Business continued - Delegate lunch in Exhibition area - General Managers' Lunch, partnered with StateCover - Consideration of Conference Business continued
	Afternoon refreshments Location: Trade Exhibition
	Consideration of Conference Business continued
	Networking with refreshments Location: Trade Exhibition
5.00pm – Time TBC	Bus transfers to selected hotels and return to TRECC
CONFERENCE DINNER	
6.30pm–10.30pm	LGNSW Conference Dinner – elite partner Statewide Mutual. Presentation of LGNSW Service Awards. Location: TRECC
Schedule Times TBC	Bus transfers to selected hotels

Tuesday, 19 November 2024

Time TBC

Bus transfers from selected hotels to TRECC

INFORMATION DESK and REGISTRATION

7.30am

LGNSW Information Desk and Exhibition

Light refreshments in exhibition area available

PLENARY SESSIONS

9.00am-9.05am

Plenary and panel sessions

9.05am-9.50am

Keynote Address followed by Q&A

SESSION TITLE: Local government finance: challenges and opportunities

SESSION SPEAKER: Andy Johnston - LGUI

9.50am-10.35am

Keynote Address followed by Q&A

SESSION TITLE: Countering cyber threats - Protecting Your Council and Community

SESSION SPEAKERS: Arjun Ramacandran and Jonathan Topham - elevenM

10.35am-11.05am

Refreshment Break

Location: Trade Exhibition

11.05am-11.50am

Keynote Address followed by Q&A

SESSION TITLE: TBC

SESSION SPEAKER: Infrastructure Australia

11.50am-12.50pm

CLOSING KEYNOTE ADDRESS

12.50pm-1.00pm

Final remarks and announcement of location for Annual Conference 2025

1.00pm-1.45pm

Lunch

Location: Trade Exhibition

2.00pm

Conference concludes

2.00pm

Bus transfers to selected hotels

11.6 PERFORMANCE REVIEW – GENERAL MANAGER

FILE NO:	E100230
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Jeff Smith – General Manager
AUTHOR:	Linda McLaren – Office Manager
MAITLAND +10	Outcome 18. A Council for now and future generations
COUNCIL OBJECTIVE:	18.3.1 To nurture a skilled and innovative workforce that delivers optimal service

EXECUTIVE SUMMARY

The purpose of this report is to facilitate the nomination of a Council representative to the panel for the annual performance review of the General Manager.

OFFICER'S RECOMMENDATION

THAT

- 1. Council determine its representative for the General Manager's 2024 Performance Review Panel.**

REPORT

The contract of employment for the General Manager provides for an annual performance review by a panel comprising the Mayor, Deputy Mayor, one Councillor nominated by Council and one Councillor nominated by the General Manager.

As has been the case in the past, the panel will meet with the General Manager for the purpose of conducting the performance review and subsequent to the meeting, provide a report for consideration by the full Council.

FINANCIAL IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

POLICY IMPLICATIONS

This matter has no specific policy implications for Council.

STATUTORY IMPLICATIONS

There are no statutory implications under the Local Government Act 1993 with this matter.

12 POLICY AND FINANCE COMMITTEE

12.1 AWARDS AND RECOGNITION COMMITTEE PROGRAM

FILE NO:	69/3
ATTACHMENTS:	1.Awards and Recognition Program Policy 2024 2. Awards and Recognition Committee Terms of Reference 2024
RESPONSIBLE OFFICER:	Linda McLaren – Office Manager
AUTHOR:	Kelsie Wilson – Team Leader OGM
MAITLAND +10	Outcome 16. To work together to be the best our community can be
COUNCIL OBJECTIVE:	16.2.1 Recognise community contributions to the city through Council’s civic programs

EXECUTIVE SUMMARY

The purpose of this report is to present the draft Awards and Recognition Program Policy and Awards and Recognition Program Terms of Reference for adoption.

OFFICER’S RECOMMENDATION

THAT

1. Council adopt the Awards and Recognition Program Policy 2024 (Attachment 1).
2. Council adopt the draft Terms of Reference for the Awards and Recognition Committee 2024 (Attachment 2).
3. Council call for nominations for two community representatives to serve on the Committee for the term of Council.

REPORT

The Awards and Recognition Policy and Terms of Reference are to be reviewed within three (3) months for a new Council term. The Awards and Recognition Policy and Terms of Reference clearly identify the purpose, authority and responsibilities of the Committee to recognise and acknowledge the outstanding contribution made by community members that make a positive impact in the area.

The Awards and Recognition Committee will make decisions about suitable award recipients on behalf of the City for the following awards presented by Maitland City Council:

- Freeman of the City

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

- Annual Awards presented on Australia Day
- Hall of Fame
- Any future awards or recognition programs adopted by Council unless otherwise specified.

The review of the policy and terms of reference are procedural inline with the document administration guidelines. The frequency of the policy review has been amended and no other significant changes have been identified.

An expression of interest process will commence following the adoption of the reviewed policy and terms of reference to appoint community representatives to the committee. The expression of interest (EOI) will be advertised on Council's website, Facebook page and other relevant electronic forums deemed appropriate.

CONCLUSION

The adoption of the reviewed Awards and Recognition Program Policy and Terms of Reference will ensure Council and the Awards and Recognition Committee can continue to consistently undertake the tasks involved in selecting recipients of the organisation's civic recognition program awards.

FINANCIAL IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

POLICY IMPLICATIONS

This matter will have a minor impact on Council's Policy Register, by updating the Policy information.

STATUTORY IMPLICATIONS

There are no statutory implications under the Local Government Act 1993 with this matter.

Policy and Finance Committee

AWARDS AND RECOGNITION COMMITTEE PROGRAM

Awards and Recognition Program Policy 2024

Meeting Date: 22 October 2024

Attachment No: 1

Number of Pages: 4

Awards and Recognition Program Policy

Date Adopted: Tuesday, 22 October 2024

Version: 6.0

Policy Objectives

The objectives of this policy are to:

- Establish the framework for Council's Awards and Recognition Program incorporating the Annual Awards, Hall of Fame and Freeman of the City.
- Outline the categories of awards within the Annual Awards, award eligibility, and the process for nomination and assessment.
- Ensure a formal and consistent approach is taken by the Awards and Recognition Committee to assess all awards offered through the Awards and Recognition Program.

Policy Scope

This policy applies to the Mayor, Councillors, General Manager, staff of Maitland City Council, Awards and Recognition Committee members and individuals, volunteers, organisations or groups that contribute to both the Maitland community and Maitland City Council.

Policy Statement

Council will offer an Awards and Recognition Program to acknowledge the outstanding contribution of individuals, volunteers, organisation or groups, and their contribution to Maitland and, where appropriate, broader society.

The Program will include the Annual Awards (open once per year), the Hall of Fame (open every two years) and Freeman of the City (always open for nominations).

Award nominees and recipients will be recognised for their contribution through a function, certificate and other means as deemed appropriate.

Should the Awards and Recognition Committee not receive any suitable nominations for the awards, the Committee will be under no obligation to present an award in any of the categories.

Awards, Recognition and Eligibility

Maitland City Council's Awards and Recognition Program will include:

1. Annual Awards

The annual awards will include the following categories:

- City of Maitland Medal
The City of Maitland Medal is awarded to a Maitland focused organisation or group for outstanding voluntary service to Maitland and its citizens as a whole. A maximum of one City of Maitland Medal is presented annually.

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

- **City of Maitland Service Award**
The City of Maitland Service Award is awarded to individuals that provide outstanding Maitland focused service to a specific group within Maitland. A maximum of one City of Maitland Service Award is presented annually.
- **Citizen of the Year**
The Citizen of the Year Award is awarded to an individual for their contribution to Maitland and the broader community in a single year or across multiple years of service. A maximum of one Citizen of the Year Award is presented annually.
- **Young Citizen of the Year**
The Young Citizen of the Year Award is awarded to a young person for their contribution to Maitland and the broader community in a single year or across multiple years of service. A maximum of one Young Citizen of the Year Award is presented annually.
- **Sportsperson of the Year**
The sportsperson of the Year Award recognises an individual for their significant achievement and contribution in a non-professional sporting field within the Maitland community for the previous 12 months. A maximum of one Sportsperson of the Year Award is presented annually.
- **Creative Arts Person of the Year**
The Creative Arts person of the Year recognises the creative expression of an individual through art, writing, music or movement within the Maitland community. A maximum of one Creative Arts of the Year Award is presented annually.

2. Freeman of the City

Always open for nominations, Freeman of the City is awarded to individuals who have provided the highest level of service. It may be awarded for eminent achievement and merit in the highest order for service in Maitland, Australia or humanity.

3. Hall of Fame

The Hall of Fame celebrates outstanding achievement and contribution of individuals from all spheres of the community who have made a difference in diverse fields and areas of endeavour. Individuals must have a strong association with the Maitland Local Government Area, have made a significant contribution to their field of endeavour and be a source of civic pride and inspiration. Open every two years.

Recognition

The recipients of the Annual Awards will be announced and presented at the Australia Day function on 26 January each year.

The recipients of the Freeman of the City, Hall of Fame will be recognised at a Council function, as defined in the respective existing policies.

An honour board for the individual award recipients will be maintained in an appropriate Council building.

Other forms of recognition may be included where appropriate.

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

Award Eligibility

Eligibility for the Annual Awards, Hall of Fame and Freeman of the City have been developed and will be published on Council's website, along with the respective criteria and nomination forms.

Nominees are unable to self-nominate for any of the awards and cannot have previously received the same award that they are being nominated for, however can be nominated for a different award category where permitted.

Nominees will be contacted to confirm acceptance of their nomination prior to the Awards and Recognition Committee undertaking assessment of all received nominations. Nominees will also be asked if they or their representative will be in attendance at the ceremony, should they be successful.

If a nominee receives nominations for multiple categories during the nomination period, the Awards and Recognition Committee will recommend the nominee be considered for only one award category.

The Awards and Recognition Committee reserves the right to withdraw awarded inductees if it is considered inappropriate for the inductee to remain.

Process

Award Nominations

Nominations for the Annual Awards will be called on an annual basis in November. Nominations must be completed using the nomination forms circulated by Council and must be submitted by the relevant closing date.

The Hall of Fame award nominations are assessed every two years. Nominations can be made by any individual, organisation or professional body through submission on the City of Maitland Hall of Fame nomination form.

The Freeman of the City award will always be open with nominations being assessed twice per year in May and November.

Assessment Criteria

The assessment criteria for each award will be detailed on the associated nomination form, which also includes the guidelines to assist nominators in completing the forms.

The criteria for the awards will request the nominators to evidence the outstanding contributions, achievements, voluntary commitment, academic, sporting, personal, cultural and/or social responsibility of the nominees and the dedication they have shown for the Maitland Local Government Area and broader community where permitted in the nomination form.

Assessment Panel

The Awards and Recognition Committee will convene throughout the year to assist the Office of the General Manager with implementing the Awards and Recognition Program including sourcing nominations and assessing of the categories.

Reporting to Council

The Committee is delegated by the Council to select the recipients for each category with a report presented to Council advising of the chosen recipients. The decision of the Committee will be presented to Council by way of an Information Only report. The recommendation to Council will be final and no correspondence will be entered into in respect of the decisions made.

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

Policy Definitions

Award	A prize or other mark of recognition given in honour of achievement.
Function	An invited gathering of people for a single purpose with a defined duration in one location.
Group	Two or more people that are gathered or classed together and considered a collective unit.
Volunteer	A person who voluntarily offers themselves for a service or undertaking, a person who performs a service willingly and without pay.

Policy Administration

Business Group	Office of the General Manager
Responsible Officer:	General Manager
Council Reference:	Ordinary Council Meeting 25 October 2022 – 11.7
Policy Review Date:	Every three (3) years
File Number:	35/44, 35/83, 35/86 & 69/3
Relevant Legislation:	Nil
Operational Plan Objective:	16.2.1 Recognise community contributions to the city through Council's civic programs
Related Policies, Programs and Documents	<p>There are policies, programs and documents that either directly or indirectly impact on this policy. These include:</p> <ul style="list-style-type: none"> • Australia Day Awards Program Policy • Hall of Fame Policy • Maitland City Service Awards Policy • Awards and Recognition Terms of Reference

Policy History

VERSION	DATE APPROVED	DESCRIPTION OF CHANGES
1.0	16 November 2004	Community Awards Program Policy
2.0	28 October 2014	New Policy adopted – Maitland City Service Awards Policy
3.0	24 July 2018	New Policy adopted – Maitland City Service Awards Program Policy
1.0	25 September 2018	Australia Day Awards Program Policy
4.0	25 October 2022	New Policy – Awards and Recognition Program Policy
5.0	22 August 2023	Consolidation of the Maitland City Service Awards Program Policy and Australia Day Awards Program Policy
6.0	22 October 2024	Policy reviewed and document updated to new branding

Policy and Finance Committee

AWARDS AND RECOGNITION COMMITTEE PROGRAM

Awards and Recognition Committee Terms of Reference 2024

Meeting Date: 22 October 2024

Attachment No: 2

Number of Pages: 6



22 October 2024

Awards and Recognition Committee Terms of Reference

maitland
CITY COUNCIL

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

Awards and Recognition Committee

1. Purpose

This Terms of Reference (TOR) sets out the purpose, authority and responsibilities of the Awards and Recognition Committee of Maitland City Council, to recognise and acknowledge the outstanding contribution made by community members that make a positive impact in the area.

The purpose of the Awards and Recognition Committee is to make decisions about suitable award recipients on behalf of the City for the following awards presented by Maitland City Council:

- Freeman of the City
- Annual Awards presented on Australia Day incorporating the Maitland City Service Awards
- Hall of Fame
- Any future awards or recognition programs adopted by Council unless otherwise specified

2. Responsibilities of the Awards and Recognition Committee

- The Committee is a committee of Council, established by Council resolution.
- The Committee must follow the selection criteria for each award, to select the chosen recipient/s.
- The Committee may decide not to issue an award if there are no suitable nominations that meet the criteria,
- This Terms of Reference will be subject to review and approval by Council within three months after the adoption of the committee of each new Council term. Any variation or amendments must be approved by Council.

3. Membership and term of appointment

The Awards and Recognition Committee shall be comprised of the following members:

- The Mayor
- Four Councillors
- Two independent members of the community

Council will undertake an initial expression of interest for committee membership, including the reappointment of members, within three months of each new term of Council.

Members who wish to withdraw from the committee must do so in writing to the General Manager. The Councillor representatives will be elected by Council and will be appointed for the term of Council.

The independent members from the community will be appointed following an expression of interest (EOI) process and will be appointed for the term of Council. At the conclusion of the Council term, new nominations will be called for, however existing committee members will be eligible to reapply.

An Awards and Recognition Committee member who is absent for more than two consecutive meetings without leave or reasonable excuse, may be requested to explain their absence. If absenteeism of a member is ongoing, the committee may request Council to declare the position vacant.

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)
4. Appointment of committee

Award and Recognition Committee members shall be appointed by a resolution of Council.

New members will be required to undergo an induction process as soon as possible after their appointment. This will include agreeing to, and signing a copy of, the Terms of Reference.

5. Community representatives selection process

Community representatives will be selected for through an expression of interest (EOI) that is advertised on Council's website, Facebook page and other relevant electronic forums deemed appropriate. In order to ensure the EOI process is inclusive, EOI's will be accepted in multiple formats including but not limited to:

- written (electronic or handwritten)
- video (including video recording of person using Auslan)
- audio.

An assessment panel of all nominated Councillors and two Council Officers will make a recommendation to Council on the selection of representatives to fill the membership of the new committee. Future assessment panels will revert to the following:

- at least one delegated Councillor
- two community members
- one Council Officer.

All recommendations regarding the filling of vacancies will be submitted in a report by the Council Officer to a Council meeting for determination.

Community representatives on the committee must demonstrate they meet three or more of the below criteria:

- live, work or study in the Maitland LGA
- have/ had involvement in the community and an understanding of the awards
- have a willingness to actively contribute to discussion
- have a capacity to commit to the committee for the required duration.

6. Membership voting rights and decision making

The committee (including nominated Councillors) will have the capacity to vote on actions that are within their area of responsibility.

For voting purposes, the Chairperson shall accept motions duly moved and seconded by members of the Awards and Recognition Committee, with the vote taken by a show of hands.

7. Chairperson

The position of Chairperson shall be determined by the Committee at the first meeting. The role of the Chairperson is to ensure:

- the meeting is conducted according to the Terms of Reference
- matters are dealt with in an orderly and efficient manner
- meetings are kept to time.

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

8. Proceedings venue

Meetings of the committee will be held in accessible locations. All sensory, intellectual/cognitive, physical equipment and communication requirements will be considered so that everyone is able to participate.

9. Visitors

Technical experts, specialists and other Council Officers may be invited to attend meetings to provide advice or consult and seek feedback from the reference group when required.

10. Travel

Transport (within the Maitland LGA) to and from meetings can be arranged for members who would otherwise be unable to attend meetings.

11. Administration

All Secretariat tasks for the committee will be undertaken by the appointed Council Officer, this includes preparation of the agenda.

The Council Officer will prepare a report to Council when necessary.

Notice of meetings will be given three weeks in advance of the next scheduled meeting and information relevant to the meeting shall be forwarded to members at least three working days before the meeting.

12. Volunteers

Committee members other than Councillors are volunteers. Following appointment by resolution of Council, they must sign a declaration that they will abide by any guidelines approved by the General Manager to cover the conduct of volunteers, including the avoidance of pecuniary or non-pecuniary interest and undertake training and skills development as required. A copy of the code must be provided to all new members.

13. Pecuniary or non-pecuniary interest

If a member or attending Councillor has a pecuniary or non-pecuniary interest (e.g. financial gain/loss or private/personal interests etc. as defined in section 442 of the Local Government Act) regarding an item to be considered or discussed by the Awards and Recognition Committee, the member or attending Councillor must disclose this to the Chairperson if they are attending the meeting.

Once a declaration of either pecuniary or non-pecuniary interest has been made, the member or attending Councillor must leave the room and remain outside until the conclusion of the relevant discussion. The time of leaving the meeting room and the time of their return must be recorded in the minutes or notes of the meeting.

If a community member of the Awards and Recognition Committee nominates for Council elections they must stand down from their AIRG position from the time of declaring they have nominated until the result of the election is announced.

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

14. Limitations of authority

The committee has no authority to:

- expend money on behalf of Council
- commit Council to any arrangement
- consider any matter outside its area of reference
- direct Council Officers in the performance of their duties.

15. Publicity

Committee members must not make statements to the media or on social media about items discussed by the committee. Instead, all media enquiries should be referred to Council's Marketing and Communications Department for response. A resolution of Council may terminate a member's term for making any statement to the media or on social media.

16. Evaluation and review

The new committee will review the Terms of Reference at the first scheduled meeting and members will agree on its content. Following this, the Terms of Reference will be reviewed with the commencement of each term of Council to ensure it adequately reflects the functions and responsibilities of the Awards and Recognition Committee.

17. Committee conduct

The Committee members will comply to Council's Code of Conduct in addition to the following general conduct behaviours:

- Work collaboratively with all committee members
- Declare and manage conflicts of interest
- Act honestly and in good faith

18. Privacy

The Committee will comply with Council policies in relation to the confidentiality and privacy.

Guideline Administration	
Business Group:	Office of the General Manager
Responsible Officer:	General Manager
Council Reference:	Ordinary Council Meeting 22 October 2024 – Item number
Guideline Review Date:	Every three (3) years
File Number:	69/3
Strategic Plan:	xxx

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

TERMS OF REFERENCE HISTORY		
Version	Date Approved	Description of changes
1	26 August 2022	Terms of reference adopted
2	22 October 2024	Guideline review date amended

12.2 STATEMENT OF INVESTMENTS – AUGUST AND SEPTEMBER 2024

FILE NO:	82/2
ATTACHMENTS:	1. Council's Holdings as at 31 August 2024 2. Council's Holdings as at 30 September 2024
RESPONSIBLE OFFICER:	Mary O'Leary – Executive Manager Finance Annette Peel – Manager Finance & Procurement
AUTHOR:	Laura Barry – Financial Accountant
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.1.2 Ensure Council is financially sustainable and meets required levels of performance

EXECUTIVE SUMMARY

Clause 212 of the Local Government (General) Regulation 2021 requires Council to reports on its investments. This report presents reports for both August and September 2024, due to the suspension of Council Meetings across the election period.

As at the end of August 2024, Council had investments totalling \$224,883,705 under management.

Council's investment portfolio recorded a marked-to-market return of 5.39% per annum versus the bank bill index benchmark return of 4.54% per annum. The actual investment return for the month of August was \$980,526, a favourable variance of \$310,300 when compared to the monthly budget forecasts of \$670,226.

As at the end of September 2024, Council had investments totalling \$226,795,146 under management.

Council's investment portfolio recorded a marked-to-market return of 5.28 % per annum versus the bank bill index benchmark return of 4.45% per annum. The actual investment return for the month of September was \$1,082,293, a favourable variance of \$412,067 when compared to the monthly budget forecasts of \$670,226.

Council remains fully compliant with all Investment Policy requirements.

OFFICER'S RECOMMENDATION

THAT

- 1. The report indicating Council's Funds Management position be received and noted.**
- 2. The certificate of the Responsible Accounting Officer be noted and the report adopted.**

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

REPORT

Due to the suspension of Council meetings after the meeting of 27 August 2024, reporting of the Statement of Investments for the months of August and September 2024 has been consolidated into one report. Monthly reporting of the Statement of Investments to the Policy and Finance Committee meeting will resume from the meeting of 26 November 2024.

STATEMENT OF INVESTMENTS AS AT 31 AUGUST 2024

For the month of August 2024, Council has total cash on call and investments of \$224,883,705 comprising:

- On call accounts \$8,062,051
- Investments \$216,821,654

This is compared to the month of July 2024 where Council had \$209,575,898 under management. The increase in Council's investment holdings is due to the availability of rate funds around the first quarterly instalment due dates.

Whilst Council has in excess of \$200 million under management, 52% of the portfolio is externally restricted funds, pertaining to develop contributions and domestic waste management reserves.

In August, Council's investment portfolio recorded a marked-to-market return of 5.39% per annum versus the bank bill index benchmark return of 4.54% per annum. The market valuations on Council's bond holdings increased again during the month as long dated interest rates declined due to expectations that the Reserve Bank Australia is finished raising rates in this cycle and will cut rates in early 2025. Over the past 12 months, the investment portfolio has returned a marked-to-market return of 5.21%, versus the bank bill index benchmark's 4.39%.

Without marked-to-market influences, Council's investment portfolio yielded 5.19% per annum for the month. This is based on the actual interest income being earned on existing investments and excludes the underlying changes to the market value of the bonds in the portfolio.

During August, Council had maturities of \$4 million between two term deposits with original terms of 8 and 12 months which were yielding an average of 5.31%pa. A \$3 million Macquarie Bank Floating Rate Note paying quarterly interest of 3 month Bank Bill Swap Rate + 0.80% per annum also matured during the month.

Council invested \$19.5 million across eight new term deposits with terms ranging between 10 and 12 months paying an average of 5.07% per annum. Rates above 5% are increasingly rare as the market is pricing in expectations of RBA rate cuts over the coming 9 months.

Council also took advantage of a newly issued senior ranked floating rate note from ING for its long term portfolio. Council invested \$2.8 million in the 3 year ING Floating Rate Note paying quarterly interest of 3 month Bank Bill Swap Rate + 0.87%. The first quarterly rate on the security is 5.24% per annum.

Council has a well-diversified portfolio invested among a range of term deposits, fixed rate bonds and floating rate notes from highly rated Australian Authorised Deposit Taking Institutions.

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

Global issues – commentary provided by Prudential Investment Service:

- At an annual gathering of global finance leaders, United States Federal Reserve Chairman, Jerome Powell, made it clear that the time has come for the United States to start cutting interest rates. The statement comes after the release of the Federal Reserve's July meeting minutes, where it was noted that most members considered a September rate cut as "likely appropriate". Now, the financial markets are weighing up whether the rate cut will be 25 basis points or possibly 50 basis points.
- The European Central Bank is expected to cut rates in September. In a further sign that inflation is easing, Eurozone negotiated wages in the June quarter rose by 3.6% year on year, down from 4.7% in the March quarter.
- In the United Kingdom overall inflation rose less than expected and core and services inflation fell more than expected. The still high level of services inflation of 5.2% year on year, wages growth at 5.4% year on year and unemployment at 4.2% leave a September rate cut unclear, but it is expected that the Bank of England will cut twice more this year.
- Australian (+0.4%), US (+2.4%) and European (+1.6%) share markets managed to record gains in by the end of August rebounding from sharp falls at the start of the month.

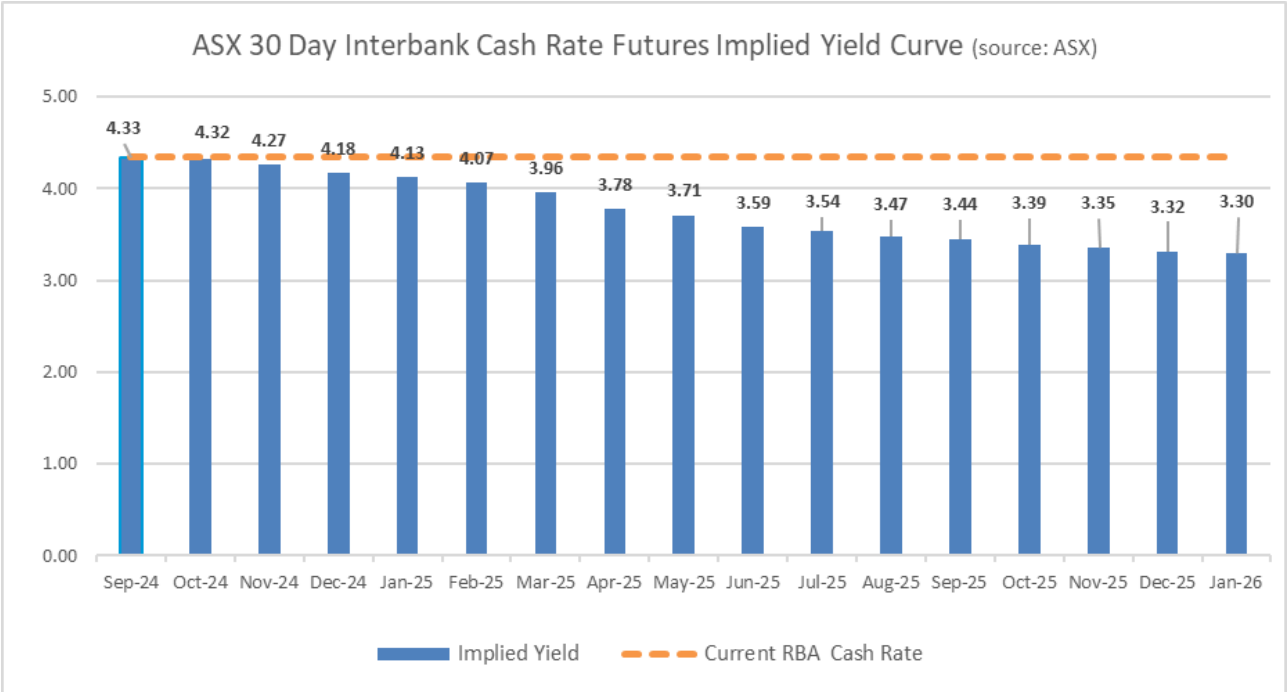
Domestic issues - commentary provided by Prudential Investment Service:

- The latest monthly consumer price index (CPI) release showed a rise of 3.5% year on year for July, down from the 3.8% for the year ending June. Underlying inflation, excluding volatile items, rose 3.7% still well above the RBA's 2-3% target range.
- Annual inflation is still above 3% for many essential items, but it has fallen below 2% for clothing, furnishing and household services, communication and recreation. There are now more CPI basket items with inflation less than 2% year on year than there are with inflation above 3% year on year.
- Latest jobs data was mixed. Employment growth was solid and hours worked rose but unemployment increased again to 4.2% as labour market participation expanded to a record high and population growth remains very strong. Overall, the labour market is continuing to gradually cool with signs that the demand for labour is not quite keeping up with strong growth in the supply of workers.
- With the rise in unemployment due to a rising labour supply, it is not regarded as bad as a rise in unemployment on the back of job losses. So, the RBA will not feel rushed into rate cuts.

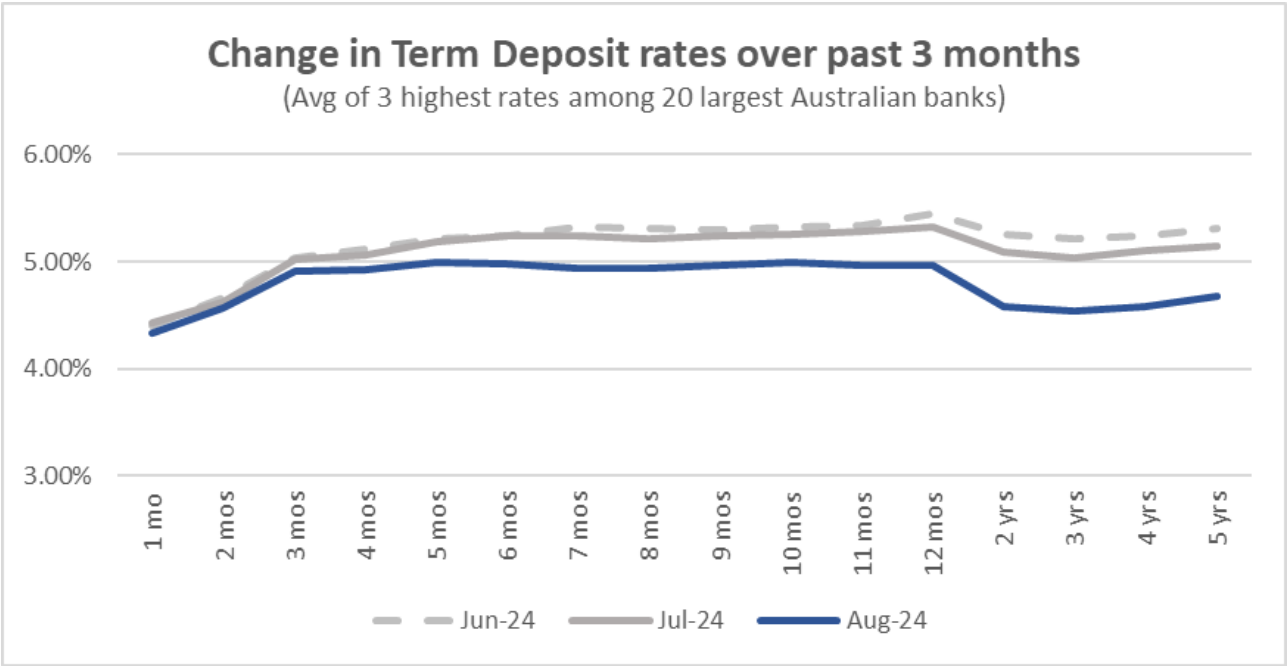
Interest rates - commentary provided by Prudential Investment Service:

- The RBA kept the official cash rate unchanged at 4.35% following its meeting in early-August.
- The RBA reiterated that it is "not ruling anything in or out" and sees a slightly slower return of underlying inflation to target. It gave "very serious consideration" to another hike but not a cut and Governor Bullock noted that "interest rate reductions by the end of the year and the next six months...doesn't align with the [Board's] thinking...at the moment".
- Despite the RBA claiming a rate hike is not off the table, the market has completely discounted the probability of a rate increase. The market is pricing in the next move to be a 25bp rate cut in the first quarter of 2025 and another 50bp worth of rate cuts by mid-2025:

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)



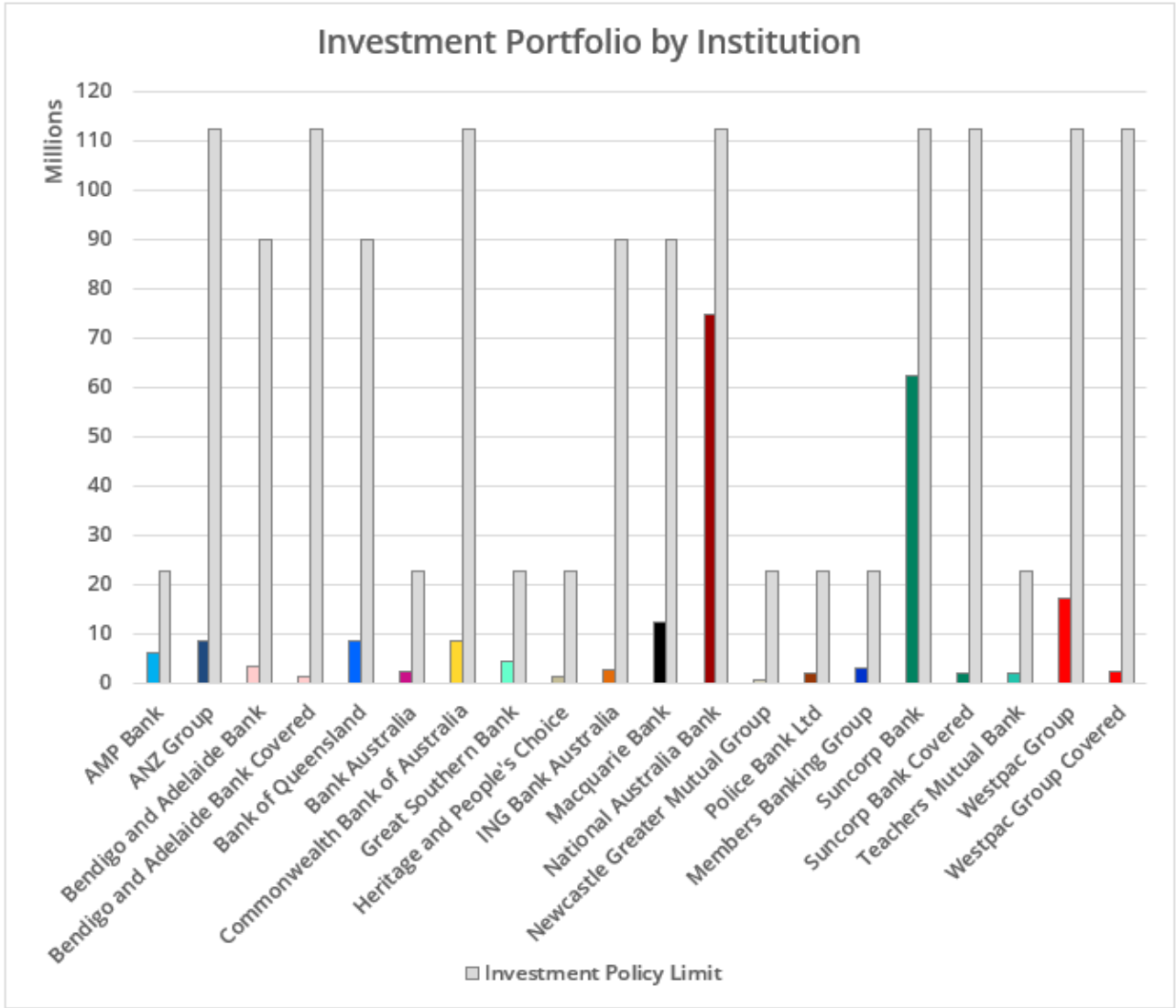
- Term deposit rates across the 1 month to 5 year range dropped by an average of 30bps during August with the biggest decrease in the 1 to 5 year terms where the average rate fell by 50bps.



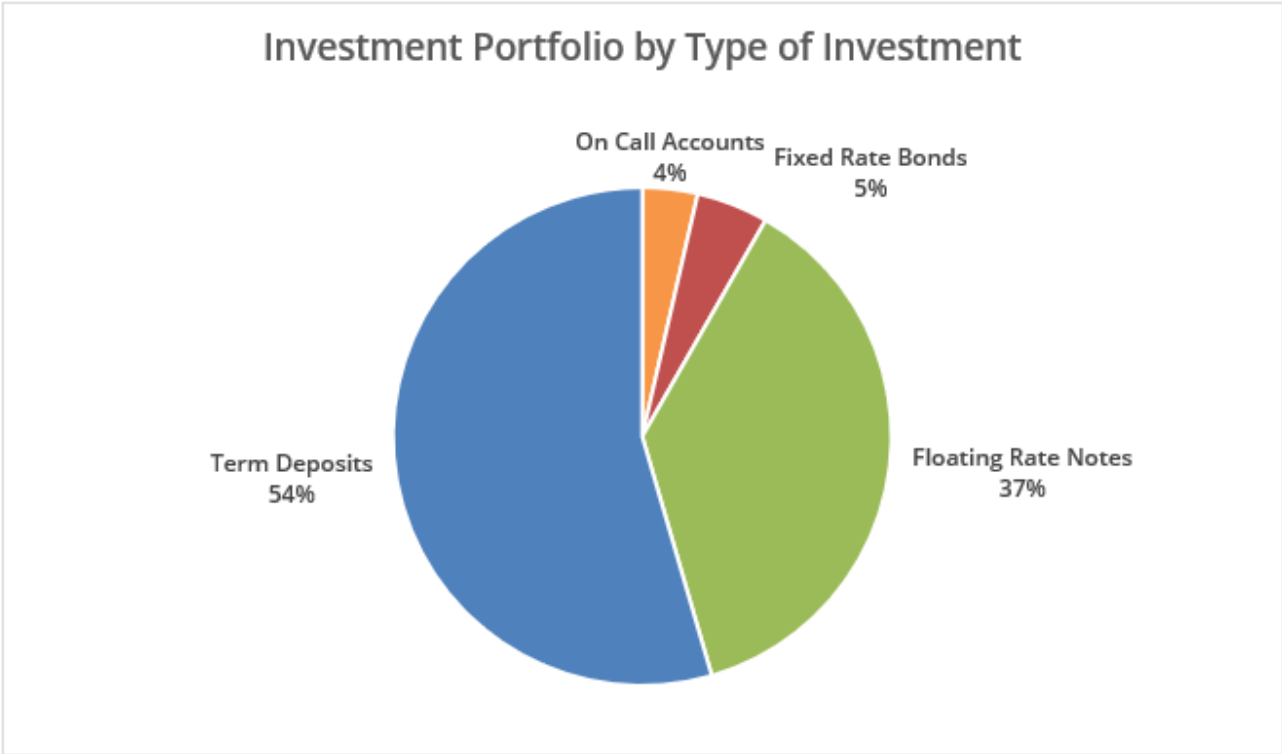
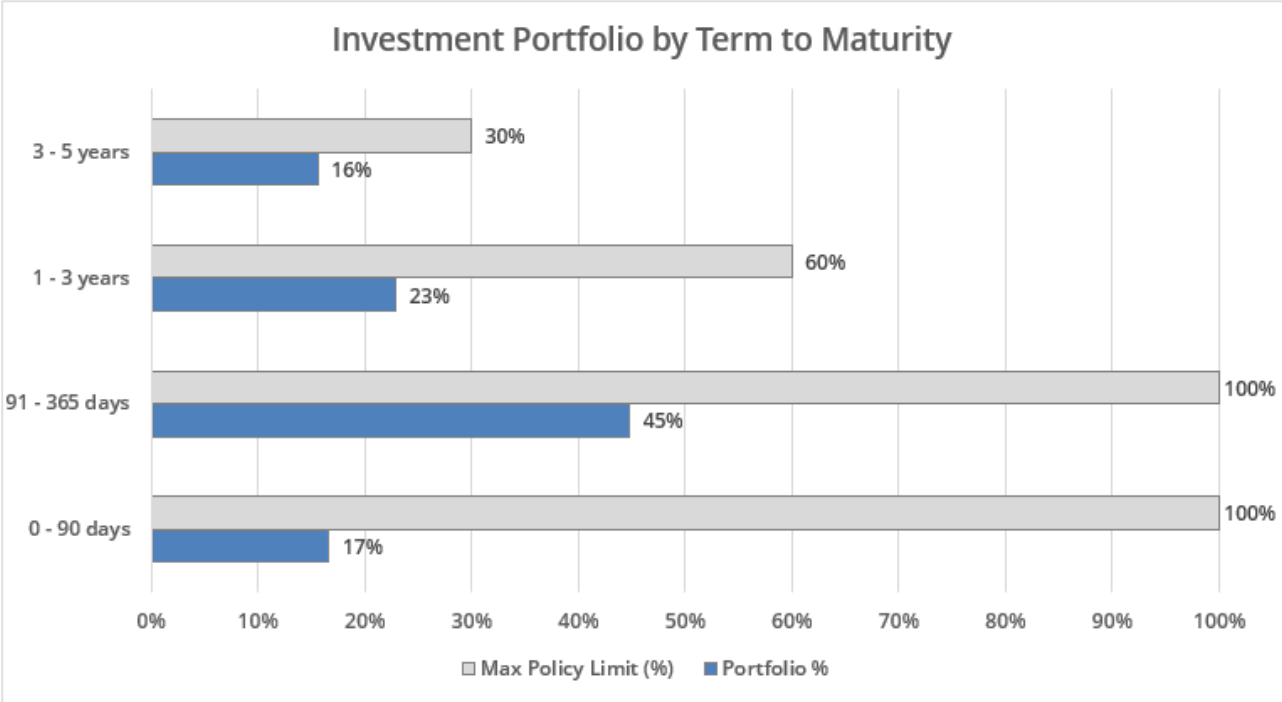
All market commentary is provided by Prudential Investment Services who advise on the management of Council’s investment portfolio.

PORTFOLIO ANALYSIS

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)



AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)



AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

STATEMENT OF COMPLIANCE

Portfolio Performance vs 90 day Bank Bill Index	✓	Council's investment performance did exceed the benchmark for the month of August 2024
---	---	--

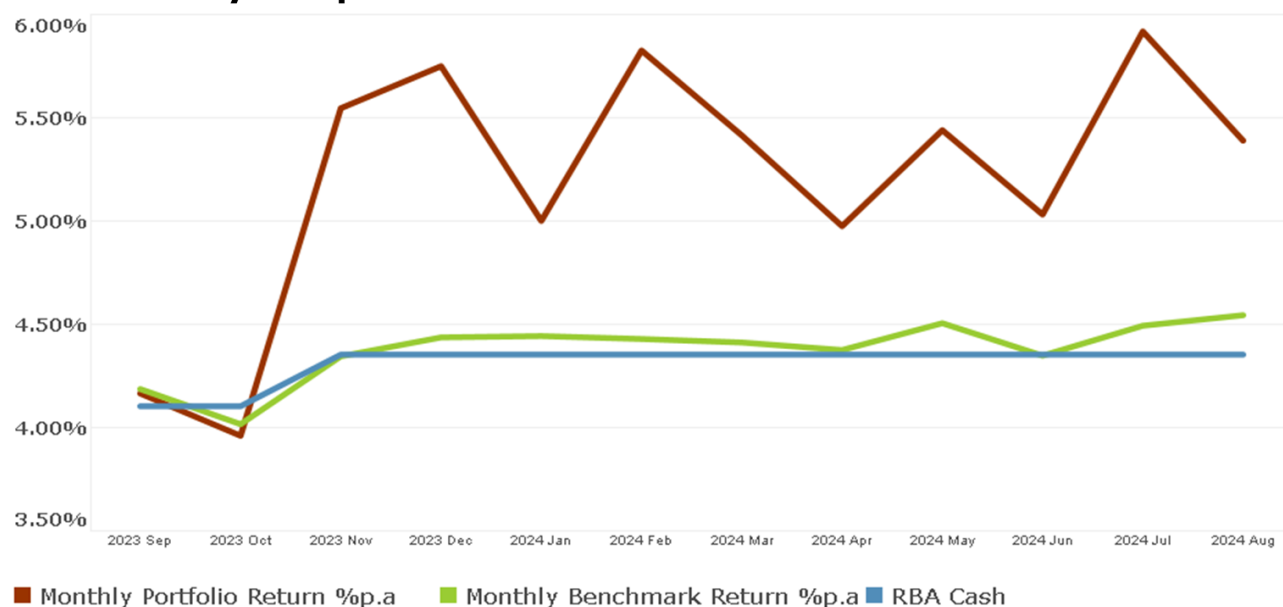
Investment Policy Requirement

Legislative requirements	✓	Fully compliant
Portfolio credit rating limit	✓	Fully compliant
Institutional exposure limits	✓	Fully compliant
Term to maturity limits	✓	Fully compliant

Investment Performance v Benchmark

Term	Investment Portfolio Return	Benchmark: Bloomberg AusBond 90 day Bank Bill Index	RBA cash rate
1 month	5.39%	4.54%	4.35%
3 months	5.45%	4.46%	4.35%
6 months	5.36%	4.44%	4.35%
FYTD	5.65%	4.52%	4.35%
12 months	5.21%	4.39%	4.32%

Monthly Comparison: Investment Performance vs Benchmark



AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

STATEMENT OF INVESTMENTS AS AT 30 SEPTEMBER 2024

For the month of September 2024, Council has total cash on call and investments of \$226,795,146 comprising:

- On call accounts \$8,070,146
- Investments \$218,725,000

This was compared to the month of August where Council had \$224,883,705 under management.

Whilst Council has in excess of \$200 million under management, 52% of the portfolio is externally restricted fund, pertaining to developer contributions and domestic waste management reserves.

In September, Council's investment portfolio recorded a marked-to-market return of 5.28%pa versus the bank bill index benchmark return of 4.45%pa. The market valuations on Council's bond holdings improved again during the month as long dated interest rates declined due to expectations that the RBA will start cutting rates in early 2025. Over the past 12 months, the investment portfolio has returned a marked-to-market return of 5.30%, versus the bank bill index benchmark's 4.41%.

Without marked-to-market influences, Council's investment portfolio yielded 5.21% per annum for the month. This is based on the actual interest income being earned on existing investments and excludes the underlying changes to the market value of the bonds in the portfolio.

During September, Council had maturities of \$11 million across six term deposits with original terms between 7 and 24 months which were paying an average of 5.11% per annum. Council invested \$4 million in a new 12 month NAB deposit paying 4.95% per annum.

Council also added the following four senior ranked floating rate notes to its long term portfolio:

- \$1.22 million in a Heritage People's Choice Bank (February 2027 maturity) Floating Rate Note paying quarterly interest of 3 month Bank Bill Swap Rate +1.60% whose current quarterly rate set is currently 5.99% per annum.
- \$2.25 million in a Great Southern Bank (February 2027 maturity) Floating Rate Note paying quarterly interest of 3 month Bank Bill Swap Rate +1.65% whose current quarterly rate set is 6.03% per annum.
- \$1.5 million in an Auswide Bank (September 2027 maturity) Floating Rate Note paying quarterly interest of 3 month Bank Bill Swap Rate +1.33% whose current quarterly rate set is 5.75% per annum.
- \$4m in a Bank of Queensland (April 2029 maturity) Floating Rate Note paying quarterly interest of 3 month Bank Bill Swap Rate +1.28% whose current quarterly rate set is 5.77% per annum.

Council has a well-diversified portfolio invested among a range of term deposits, fixed rate bonds and floating rate notes from highly rated Australian authorised deposit taking institutions.

Global issues – commentary provided by Prudential Investment Service:

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

- The United States Federal Reserve has started its easing cycle with a 50 basis point cut, taking the Fed Funds rate to 4.75-5% (from 5.25-5.5%), which was above economist expectations for a 25 basis point cut but in line with market pricing, which had moved over the past week to be close to fully priced for a 50 basis point cut. Markets are pricing a further 75 basis points of rate cuts before the end of 2024.
- Latest US economic data has been strong: retail sales rose in August; housing starts and building permits rose more than expected; industrial production rose by 0.8% over the month, well above the expected +0.2%; and initial and jobless claims fell, in an encouraging sign that the US labour market is holding up.
- In China, economic activity data has been largely disappointing, particularly the troubled property market. Property investment was down 10.2% over the past 12 months, compared to a year ago, and property sales are down 25% over the year over. Economists are estimating that this will contribute to Chinese Gross Domestic Product growth of around 4% year on year, not the 5% targeted by the government.
- Reacting to the sluggish economy, China has stepped up monetary stimulus measures including a cut to its key policy interest rates, a 0.50% cut to outstanding mortgage rates, and a cut to the minimum downpayment on 2nd homes to 15% from 25%.

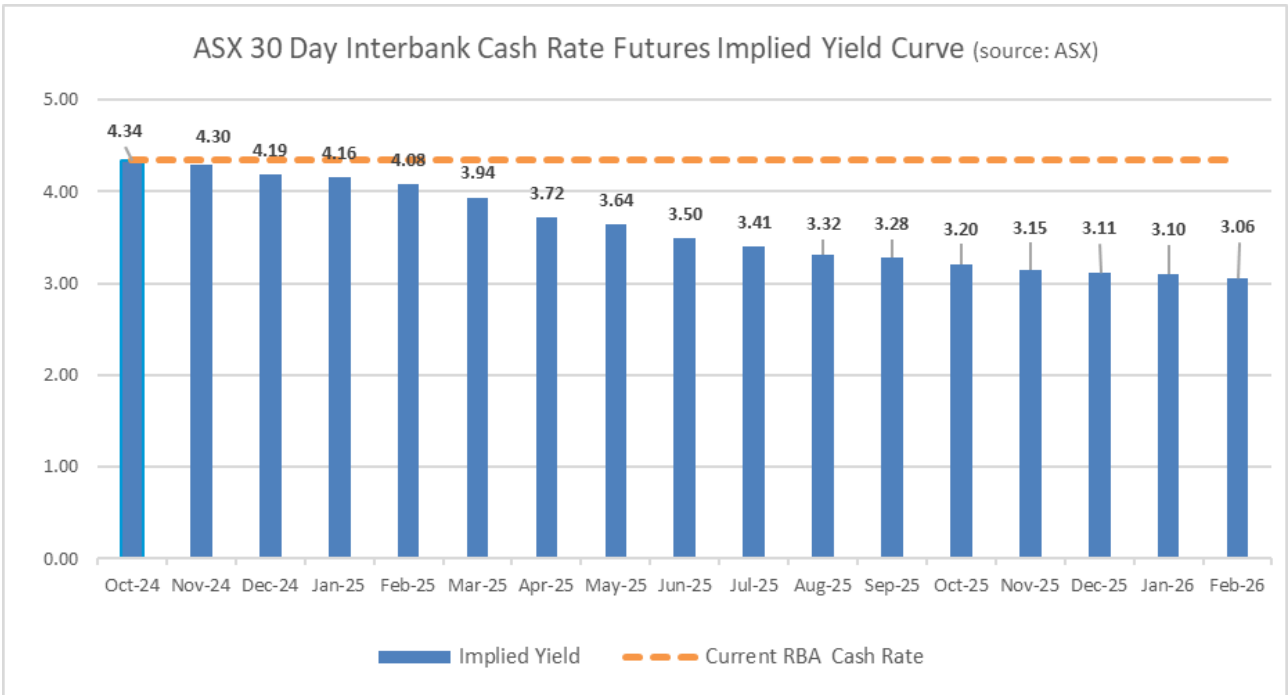
Domestic issues - commentary provided by Prudential Investment Service:

- Latest Australian labour figures were solid. Jobs growth was up by 47,500, nearly double expectations. The unemployment rate was flat at 4.2% and the participation rate remained at a record high of over 67%. The strength in the labour market reaffirms the RBA's view that the labour market is holding up well and that demand for labour is still exceeding supply of labour. But economists caution that job vacancies continue to fall which points to possible weaker jobs growth and an increase in the unemployment rate ahead.
- Latest monthly inflation data provided good news with underlying inflation measures, which the RBA focusses on, falling. Excluding volatile items, inflation fell to 3% year over year from 3.7% and trimmed mean inflation fell to 3.4% year over year from 3.8%. The annualised rate of trimmed mean inflation over the last three months fell to 2.8%, way down from 6.4% in the three months to May. The trimmed mean is now tracking slightly below RBA forecasts

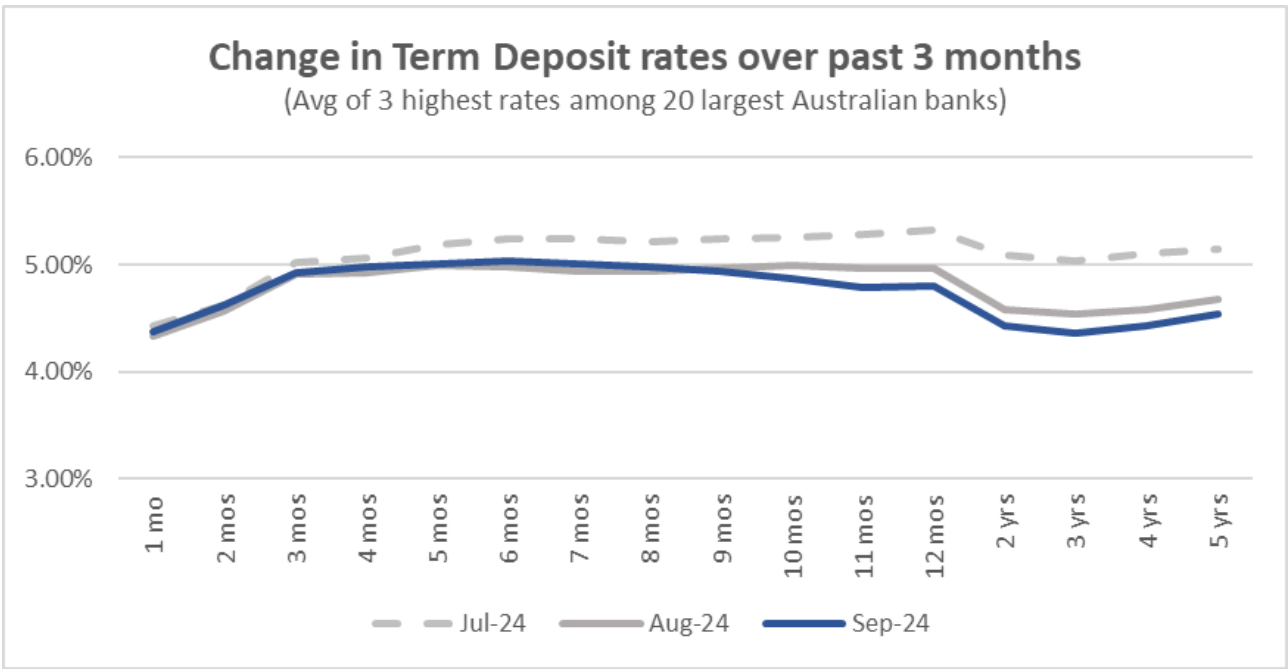
Interest rates - commentary provided by Prudential Investment Service:

- The RBA kept the official cash rate unchanged at 4.35% following its meeting in late-September.
- The RBA maintains that it is "not ruling anything in or out" in regard to interest rate movements and that "it will be some time yet before inflation is sustainably in the target range".
- The market continues to discount the RBA's hawkish comments and is pricing in the next move to be a 25bp rate cut in the first quarter of 2025 and another 50bp worth of rate cuts by mid-2025:

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)



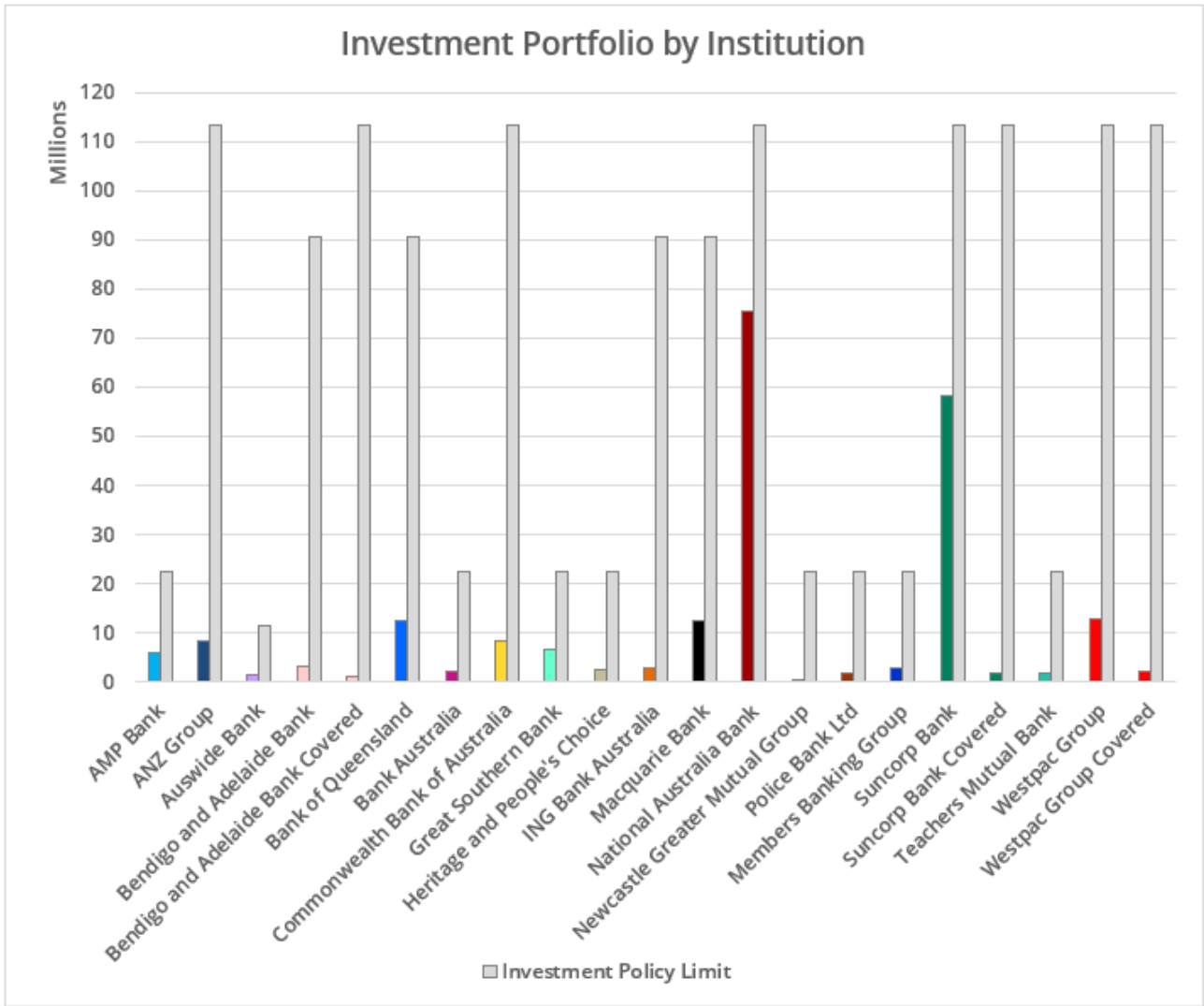
- Short dated term deposit rates from 1 month to 8 months were up slightly from last month, but average rates on deposits between 9 months and 5 years fell by 15 basis points, reflective of the market pricing in RBA rate cuts by early/mid 2025



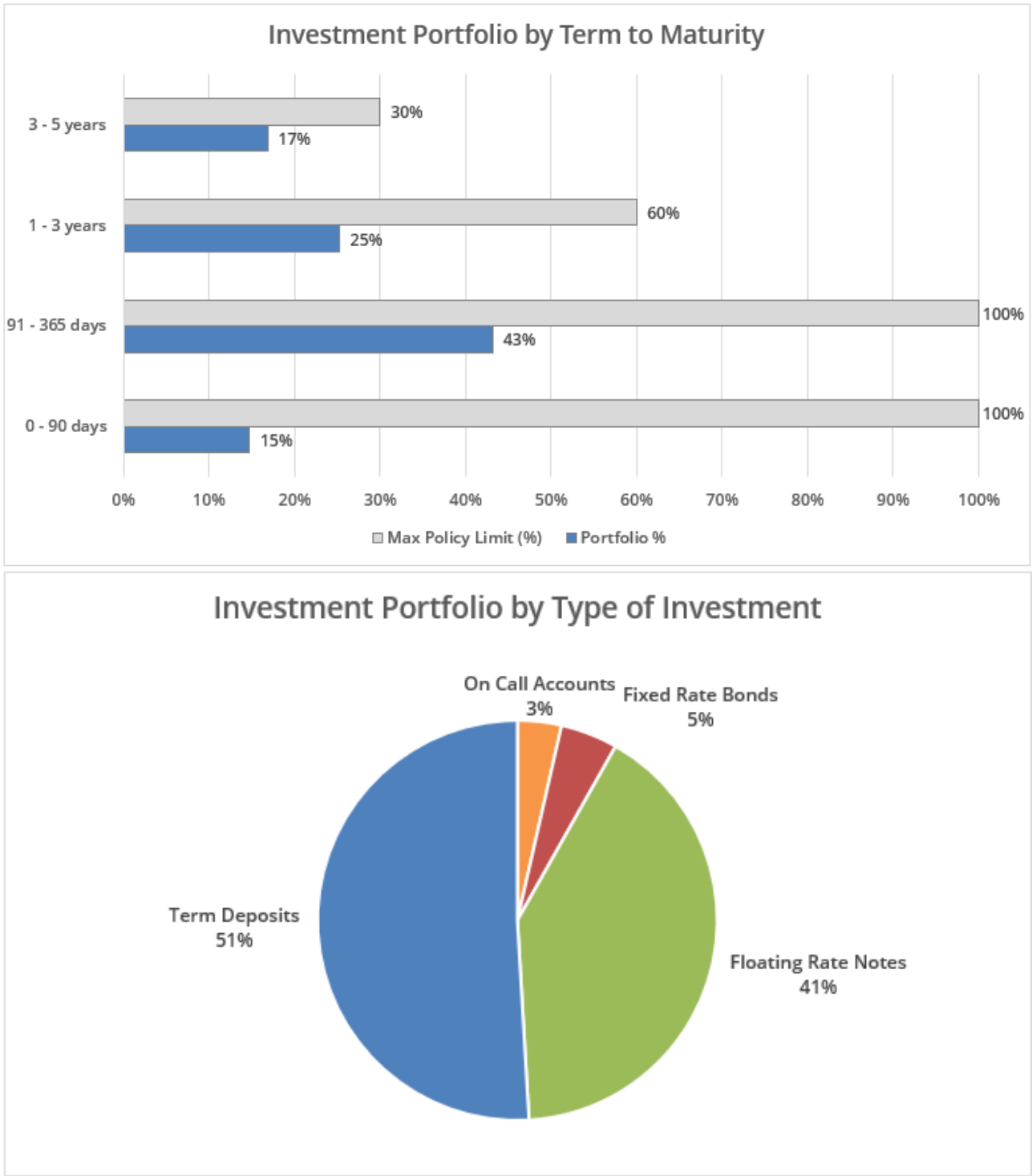
All market commentary is provided by Prudential Investment Services who advise on the management of Council’s investment portfolio.

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

PORTFOLIO ANALYSIS



AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)



STATEMENT OF COMPLIANCE

Portfolio Performance vs 90 day Bank Bill Index	✓	Council's investment performance did exceed the benchmark for the month of September 2024
---	---	---

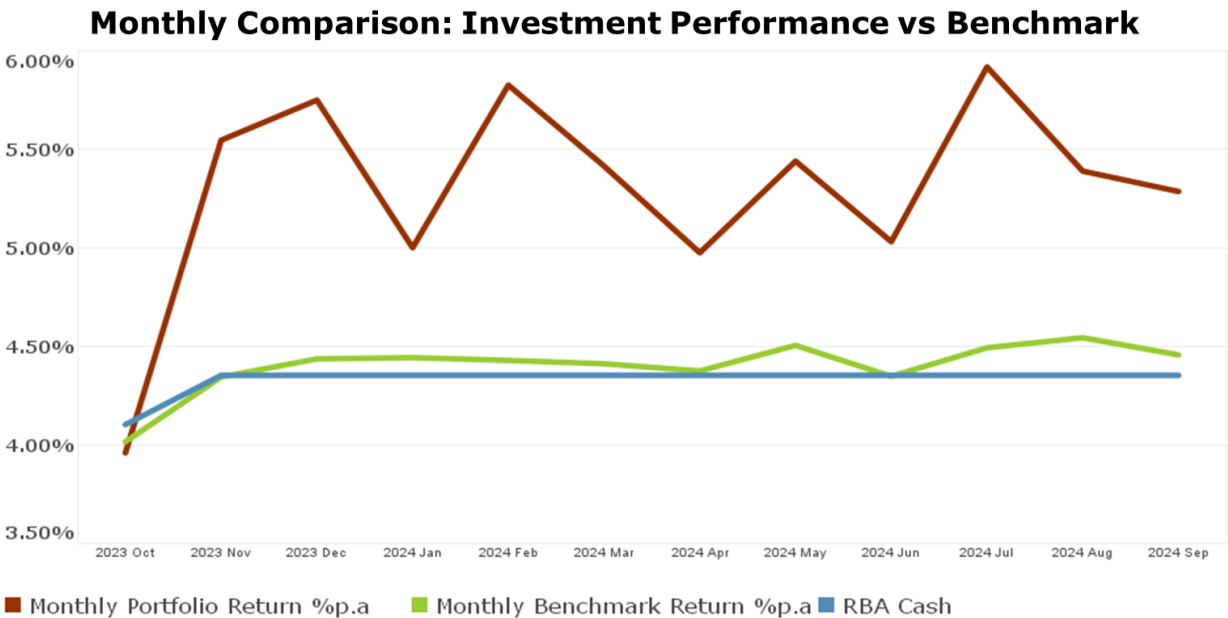
Investment Policy Requirement

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

Legislative requirements	✓	Fully compliant
Portfolio credit rating limit	✓	Fully compliant
Institutional exposure limits	✓	Fully compliant
Term to maturity limits	✓	Fully compliant

Investment Performance v Benchmark

Term	Investment Portfolio Return	Benchmark: Bloomberg AusBond 90 day Bank Bill Index	RBA cash rate
1 month	5.28%	4.45%	4.35%
3 months	5.53%	4.50%	4.35%
6 months	5.34%	4.45%	4.35%
FYTD	5.53%	4.50%	4.35%
12 months	5.30%	4.41%	4.34%



CONCLUSION

Certification of Responsible Accounting Officer

The Responsible Accounting Officer certifies that the investments listed in the report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2021 and Council’s Investment Policy.

FINANCIAL IMPLICATIONS

The actual investment return for the month of August was \$980,526. This amounts to a favourable variance of \$310,300 when compared to the monthly budget forecasts of \$670,226. It should be noted that \$166,753 of this variance has been allocated to the externally restricted funds.

AWARDS AND RECOGNITION COMMITTEE PROGRAM (Cont.)

The actual investment return for the month of September was \$1,082,293. This amounts to a favourable variance of \$412,067 when compared to the monthly budget forecasts of \$670,226. It should be noted that \$152,194 of this variance has been reallocated back to the externally restricted funds.

The year-to-date budget forecast for investment returns is \$2,010,678. The actual investment returns for the year to date are \$3,138,483, amounting to a favourable variance of \$1,127,805 which can be attributed to the current high interest rate environment.

POLICY IMPLICATIONS

Council's investments are made in accordance with Council's Investment Policy.

STATUTORY IMPLICATIONS

The above amounts have been invested and reported in accordance with:

- Section 625 of the Local Government Act 1993
- Clause 212 of the Local Government (General) Regulation 2021

Policy and Finance Committee

STATEMENT OF INVESTMENTS – AUGUST AND SEPTEMBER 2024

Council's Holdings as at 31 August 2024

Meeting Date: 22 October 2024

Attachment No: 1

Number of Pages: 2

STATEMENT OF INVESTMENTS - AUGUST AND SEPTEMBER 2024 (Cont.)

COUNCIL'S HOLDING AS AT 31 AUGUST 2024

Bonds							
	Face Value	Coupon	Borrower	Credit Rating	Maturity	Term of Investment	Current Value
11-Feb-25	1,800,000.00	3.9000	WBC Snr Bond (Aug25) 3.90%	AA-	11-Aug-25	345	1,793,522.07
18-Feb-25	2,000,000.00	4.2000	CBA Snr Bond (Aug25) 4.20%	AA-	18-Aug-25	352	1,997,157.19
11-Nov-24	2,300,000.00	4.9000	WBC Snr Bond (Nov25) 4.90%	AA-	11-Nov-25	437	2,346,143.31
17-Feb-25	1,500,000.00	4.7500	CBA Snr Bond (Aug26) 4.75%	AA-	17-Aug-26	716	1,513,179.96
16-Sep-24	1,400,000.00	4.9460	MAC Snr Bond (Sep26) 4.946%	A+	14-Sep-26	744	1,444,675.33
19-Sep-24	1,500,000.00	5.0000	WBC Snr Bond (Sep28) 5.00%	AA-	19-Sep-28	1,480	1,564,491.52
Totals	10,500,000.00	4.5942					10,659,169.38
Cash							
	Face Value	Current Yield	Borrower	Credit Rating			Current Value
31-Aug-24	2,062,050.77	4.4750	Macquarie Bank	A+			2,062,050.77
31-Aug-24	6,000,000.00	4.4000	National Australia Bank	AA-			6,000,000.00
Totals	8,062,050.77	4.4192					8,062,050.77
Floating Rate Note							
Reset/ Coupon	Face Value	Current Coupon	Borrower	Credit Rating	Maturity	Term of Investment	Current Value
12-Nov-24	5,000,000.00	5.2129	MAC Snr FRN (Feb25) BBSW+0.84%	A+	12-Feb-25	165	5,024,760.87
17-Sep-24	2,000,000.00	5.3509	BEN Snr FRN (Mar25) BBSW+0.98%	A-	17-Mar-25	198	2,027,103.20
17-Sep-24	2,400,000.00	5.0609	WBC Snr FRN (Mar25) BBSW+0.69%	AA-	17-Mar-25	198	2,429,691.82
24-Oct-24	2,000,000.00	5.5900	SUN Cov FRN (Apr25) BBSW+1.12%	AAA	24-Apr-25	236	2,021,625.75
20-Nov-24	2,300,000.00	5.0985	WBC Cov FRN (May25) BBSW+0.73%	AAA	20-May-25	262	2,309,653.60
29-Nov-24	2,500,000.00	5.2937	NAB Snr FRN (May25) BBSW+0.90%	AA-	30-May-25	272	2,510,300.16
9-Sep-24	4,000,000.00	4.8373	MAC Snr FRN (Dec25) BBSW+0.48%	A+	9-Dec-25	465	4,041,391.28
25-Nov-24	1,500,000.00	5.8511	RACQ Snr FRN (Feb26) BBSW+1.50%	BBB+	24-Feb-26	542	1,506,302.74
25-Nov-24	1,700,000.00	4.8011	SUN Snr FRN (Feb26) BBSW+0.45%	AA-	24-Feb-26	542	1,699,641.68
18-Nov-24	2,000,000.00	5.4142	SUN Snr FRN (May26) BBSW+1.05%	AA-	18-May-26	625	2,019,576.69
25-Nov-24	3,900,000.00	4.7611	NAB Snr FRN (Aug26) BBSW+0.41%	AA-	24-Aug-26	723	3,893,575.32
16-Sep-24	2,300,000.00	4.8509	SUN Snr FRN (Sep26) BBSW+0.48%	AA-	15-Sep-26	745	2,317,872.16
23-Oct-24	1,200,000.00	6.0788	GSB Snr FRN (Oct26) BBSW+1.60%	BBB+	23-Oct-26	783	1,221,576.84
23-Oct-24	3,250,000.00	6.0788	GSB Snr FRN (Oct26) BBSW+1.60%	BBB+	23-Oct-26	783	3,308,437.27
30-Oct-24	1,650,000.00	5.9910	Boz Snr FRN (Oct26) BBSW+1.50%	BBB+	30-Oct-26	790	1,663,799.81
18-Nov-24	2,000,000.00	5.9142	POL Snr FRN (Nov26) BBSW+1.55%	BBB+	17-Nov-26	808	2,004,212.85
14-Oct-24	2,000,000.00	5.1533	CBA Snr FRN (Jan27) BBSW+0.70%	AA-	14-Jan-27	866	2,018,253.88
25-Oct-24	2,250,000.00	5.2705	SUN Snr FRN (Jan27) BBSW+0.78%	AA-	25-Jan-27	877	2,268,848.47
8-Nov-24	1,400,000.00	5.9861	HPC Snr FRN (Feb27) BBSW+1.60%	BBB+	8-Feb-27	891	1,420,168.49
25-Nov-24	2,400,000.00	5.0711	NAB Snr FRN (Feb27) BBSW+0.72%	AA-	25-Feb-27	908	2,408,096.65
5-Sep-24	1,500,000.00	5.9519	RACQ Snr FRN (Mar27) BBSW+1.60%	BBB+	5-Mar-27	916	1,526,744.68
14-Nov-24	1,300,000.00	5.3563	BEN Snr FRN (May27) BBSW+1.00%	A-	14-May-27	986	1,307,619.90
23-Sep-24	1,800,000.00	5.7056	TMB Snr FRN (Jun27) BBSW+1.30%	BBB+	21-Jun-27	1,024	1,829,312.79
20-Nov-24	2,800,000.00	5.2385	ING Snr FRN (Aug27) BBSW+0.87%	A	20-Aug-27	1,084	2,806,642.29
25-Nov-24	2,500,000.00	5.5511	NAB Snr FRN (Nov27) BBSW+1.20%	AA-	25-Nov-27	1,181	2,540,473.77
16-Sep-24	1,100,000.00	5.6178	SUN Snr FRN (Dec27) BBSW+1.25%	AA-	14-Dec-27	1,200	1,129,797.98
14-Oct-24	3,000,000.00	5.6033	CBA Snr FRN (Jan28) BBSW+1.15%	AA-	13-Jan-28	1,230	3,063,956.17
21-Nov-24	500,000.00	6.0793	Boz Snr FRN (Feb28) BBSW+1.70%	BBB+	21-Feb-28	1,269	505,774.56
12-Nov-24	2,500,000.00	5.3729	NAB Snr FRN (May28) BBSW+1.00%	AA-	12-May-28	1,350	2,529,610.14
16-Sep-24	1,200,000.00	5.5209	BEN Cov FRN (Jun28) BBSW+1.15%	AAA	16-Jun-28	1,385	1,224,846.69
11-Sep-24	1,400,000.00	5.2873	ANZ Snr FRN (Sep28) BBSW+0.93%	AA-	11-Sep-28	1,472	1,424,847.64
18-Nov-24	2,000,000.00	5.3972	NAB Snr FRN (Nov28) BBSW+1.03%	AA-	16-Nov-28	1,538	2,023,591.79
5-Nov-24	2,000,000.00	5.3142	ANZ Snr FRN (Feb29) BBSW+0.96%	AA-	5-Feb-29	1,619	2,020,550.92
14-Nov-24	600,000.00	6.2063	NPBS Snr FRN (Feb29) BBSW+1.85%	BBB+	14-Feb-29	1,628	614,802.38
19-Sep-24	1,500,000.00	5.3568	SUN Snr FRN (Mar29) BBSW+0.98%	AA-	13-Mar-29	1,655	1,524,000.54
23-Sep-24	2,800,000.00	5.2923	NAB Snr FRN (Mar29) BBSW+0.90%	AA-	22-Mar-29	1,664	2,839,081.34
30-Oct-24	2,500,000.00	5.7710	BoQ Snr FRN (Apr29) BBSW+1.28%	A-	30-Apr-29	1,703	2,528,819.04
18-Sep-24	5,000,000.00	5.2314	ANZ Snr FRN (Jun29) BBSW+0.86%	AA-	18-Jun-29	1,752	5,064,247.26
Totals	83,750,000.00	5.3750					84,619,609.41

STATEMENT OF INVESTMENTS - AUGUST AND SEPTEMBER 2024 (Cont.)

Term Deposits							
	Face Value	Current Yield	Borrower	Credit Rating	Maturity	Term of Investment	Current Value
	2,000,000.00	4.4000	Westpac Group	AA-	2-Sep-24	2	2,087,517.81
	2,066,654.25	5.2400	Westpac Group	AA-	10-Sep-24	10	2,174,056.86
	2,000,000.00	5.1400	National Australia Bank	AA-	17-Sep-24	17	2,054,638.90
	2,000,000.00	5.4600	Suncorp Bank	AA-	24-Sep-24	24	2,083,171.51
	1,000,000.00	5.3100	National Australia Bank	AA-	25-Sep-24	25	1,049,608.49
	2,000,000.00	5.2000	Suncorp Bank	AA-	25-Sep-24	25	2,062,684.93
	2,000,000.00	5.4200	Suncorp Bank	AA-	1-Oct-24	31	2,090,877.81
	2,000,000.00	5.1600	Suncorp Bank	AA-	9-Oct-24	39	2,066,443.84
	3,000,000.00	5.1100	Suncorp Bank	AA-	15-Oct-24	45	3,077,700.00
	2,000,000.00	5.4500	Suncorp Bank	AA-	22-Oct-24	52	2,083,317.81
	4,000,000.00	5.4500	Suncorp Bank	AA-	29-Oct-24	59	4,164,843.84
	2,000,000.00	5.1200	National Australia Bank	AA-	5-Nov-24	66	2,052,462.47
	3,000,000.00	5.1500	Bank of Queensland	A-	12-Nov-24	73	3,073,228.77
	3,000,000.00	5.1200	Suncorp Bank	AA-	19-Nov-24	80	3,077,852.05
	2,000,000.00	5.5000	Suncorp Bank	AA-	27-Nov-24	88	2,083,780.82
	5,000.00	4.5000	National Australia Bank	AA-	28-Nov-24	89	5,171.37
	3,000,000.00	5.2000	Bank of Queensland	A-	3-Dec-24	94	3,038,465.75
	2,000,000.00	5.2000	Suncorp Bank	AA-	10-Dec-24	101	2,058,980.82
	3,000,000.00	5.1200	Suncorp Bank	AA-	17-Dec-24	108	3,077,852.05
	2,500,000.00	5.4600	Suncorp Bank	AA-	24-Dec-24	115	2,603,216.44
	2,000,000.00	5.0600	Suncorp Bank	AA-	7-Jan-25	129	2,042,143.56
	2,000,000.00	5.1000	National Australia Bank	AA-	7-Jan-25	129	2,067,906.85
	2,000,000.00	5.0500	National Australia Bank	AA-	21-Jan-25	143	2,045,934.25
	3,000,000.00	5.0800	National Australia Bank	AA-	28-Jan-25	150	3,078,078.90
	2,000,000.00	5.2000	Suncorp Bank	AA-	4-Feb-25	157	2,027,068.49
	2,000,000.00	5.2200	Suncorp Bank	AA-	18-Feb-25	171	2,026,600.55
	2,000,000.00	2.0400	Westpac Group	AA-	25-Feb-25	178	2,001,117.81
	3,000,000.00	5.1000	Westpac Group	AA-	4-Mar-25	185	3,002,095.89
	3,000,000.00	5.2300	Suncorp Bank	AA-	11-Mar-25	192	3,039,977.26
	2,000,000.00	5.2000	Suncorp Bank	AA-	25-Mar-25	206	2,028,493.15
	2,000,000.00	5.0600	Suncorp Bank	AA-	1-Apr-25	213	2,042,143.56
	3,000,000.00	5.1000	National Australia Bank	AA-	8-Apr-25	220	3,054,493.15
	2,000,000.00	5.2400	Suncorp Bank	AA-	15-Apr-25	227	2,031,296.44
	3,000,000.00	5.2200	Suncorp Bank	AA-	29-Apr-25	241	3,040,758.90
	2,000,000.00	5.3000	National Australia Bank	AA-	6-May-25	248	2,033,978.08
	2,000,000.00	5.2400	Suncorp Bank	AA-	13-May-25	255	2,031,296.44
	2,000,000.00	5.2300	National Australia Bank	AA-	20-May-25	262	2,028,657.53
	3,000,000.00	5.3000	National Australia Bank	AA-	3-Jun-25	276	3,040,947.95
	2,000,000.00	5.2500	National Australia Bank	AA-	4-Jun-25	277	2,025,602.74
	2,000,000.00	5.2000	AMP Bank	BBB+	10-Jun-25	283	2,004,558.90
	2,000,000.00	5.2000	AMP Bank	BBB+	10-Jun-25	283	2,006,553.42
	2,000,000.00	5.2000	AMP Bank	BBB+	17-Jun-25	290	2,004,558.90
	2,000,000.00	5.2400	Suncorp Bank	AA-	17-Jun-25	290	2,021,821.37
	4,000,000.00	5.4500	National Australia Bank	AA-	24-Jun-25	297	4,038,821.92
	3,000,000.00	5.4500	National Australia Bank	AA-	1-Jul-25	304	3,027,772.60
	2,000,000.00	5.0000	National Australia Bank	AA-	15-Jul-25	318	2,003,013.70
	3,000,000.00	5.3500	National Australia Bank	AA-	22-Jul-25	325	3,017,589.04
	2,500,000.00	5.3500	National Australia Bank	AA-	29-Jul-25	332	2,513,924.66
	2,000,000.00	5.0500	National Australia Bank	AA-	5-Aug-25	339	2,006,917.81
	2,500,000.00	5.0000	National Australia Bank	AA-	19-Aug-25	353	2,503,082.19
	3,000,000.00	5.0000	National Australia Bank	AA-	27-Aug-25	361	3,002,054.79
	4,000,000.00	5.0000	National Australia Bank	AA-	3-Sep-25	368	4,001,643.84
Totals	122,571,654.25	5.1491					124,906,776.98
Grand Totals	224,883,705.02						228,247,606.54

Policy and Finance Committee

STATEMENT OF INVESTMENTS – AUGUST AND SEPTEMBER 2024

Council's Holdings as at 30 September 2024

Meeting Date: 22 October 2024

Attachment No: 2

Number of Pages: 2

STATEMENT OF INVESTMENTS - AUGUST AND SEPTEMBER 2024 (Cont.)

COUNCIL'S HOLDING AS AT 30 SEPTEMBER 2024

Bonds							
	Face Value	Coupon	Borrower	Credit Rating	Maturity	Term of Investment	Current Value
11-Feb-25	1,800,000.00	3.9000	WBC Snr Bond (Aug25) 3.90%	AA-	11-Aug-25	315	1,800,770.16
18-Feb-25	2,000,000.00	4.2000	CBA Snr Bond (Aug25) 4.20%	AA-	18-Aug-25	322	2,005,296.41
11-Nov-24	2,300,000.00	4.9000	WBC Snr Bond (Nov25) 4.90%	AA-	11-Nov-25	407	2,356,535.77
17-Feb-25	1,500,000.00	4.7500	CBA Snr Bond (Aug26) 4.75%	AA-	17-Aug-26	686	1,521,356.85
14-Mar-25	1,400,000.00	4.9460	MAC Snr Bond (Sep26) 4.946%	A+	14-Sep-26	714	1,417,626.42
19-Mar-25	1,500,000.00	5.0000	WBC Snr Bond (Sep28) 5.00%	AA-	19-Sep-28	1,450	1,536,941.19
Totals	10,500,000.00	4.5942					10,638,526.80
Cash							
	Face Value	Current Yield	Borrower	Credit Rating			Current Value
30-Sep-24	2,070,145.80	4.7763	Macquarie Bank	A+			2,070,145.80
30-Sep-24	6,000,000.00	4.4000	National Australia Bank	AA-			6,000,000.00
Totals	8,070,145.80	4.4965					8,070,145.80
Floating Rate Note							
Reset/ Coupon	Face Value	Current Coupon	Borrower	Credit Rating	Maturity	Term of Investment	Current Value
12-Nov-24	5,000,000.00	5.2129	MAC Snr FRN (Feb25) BBSW+0.84%	A+	12-Feb-25	135	5,044,744.64
17-Dec-24	2,000,000.00	5.3977	BEN Snr FRN (Mar25) BBSW+0.98%	A-	17-Mar-25	168	2,008,460.70
17-Dec-24	2,400,000.00	5.1077	WBC Snr FRN (Mar25) BBSW+0.69%	AA-	17-Mar-25	168	2,408,725.26
24-Oct-24	2,000,000.00	5.5900	SUN Cov FRN (Apr25) BBSW+1.12%	AAA	24-Apr-25	206	2,029,694.79
20-Nov-24	2,300,000.00	5.0985	WBC Cov FRN (May25) BBSW+0.73%	AAA	20-May-25	232	2,318,912.36
29-Nov-24	2,500,000.00	5.2937	NAB Snr FRN (May25) BBSW+0.90%	AA-	30-May-25	242	2,520,352.63
9-Dec-24	4,000,000.00	4.8853	MAC Snr FRN (Dec25) BBSW+0.48%	A+	9-Dec-25	435	4,011,036.14
25-Nov-24	1,500,000.00	5.8511	RACQ Snr FRN (Feb26) BBSW+1.50%	BBB+	24-Feb-26	512	1,513,201.42
25-Nov-24	1,700,000.00	4.8011	SUN Snr FRN (Feb26) BBSW+0.45%	AA-	24-Feb-26	512	1,706,826.06
18-Nov-24	2,000,000.00	5.4142	SUN Snr FRN (May26) BBSW+1.05%	AA-	18-May-26	595	2,028,296.75
25-Nov-24	3,900,000.00	4.7611	NAB Snr FRN (Aug26) BBSW+0.41%	AA-	24-Aug-26	693	3,910,396.93
16-Dec-24	2,300,000.00	4.8961	SUN Snr FRN (Sep26) BBSW+0.48%	AA-	15-Sep-26	715	2,299,889.82
23-Oct-24	1,200,000.00	6.0788	GSB Snr FRN (Oct26) BBSW+1.60%	BBB+	23-Oct-26	753	1,228,629.57
23-Oct-24	3,250,000.00	6.0788	GSB Snr FRN (Oct26) BBSW+1.60%	BBB+	23-Oct-26	753	3,327,538.41
30-Oct-24	1,650,000.00	5.9910	BoZ Snr FRN (Oct26) BBSW+1.50%	BBB+	30-Oct-26	760	1,675,448.99
18-Nov-24	2,000,000.00	5.9142	POL Snr FRN (Nov26) BBSW+1.55%	BBB+	17-Nov-26	778	2,013,934.83
14-Oct-24	2,000,000.00	5.1533	CBA Snr FRN (Jan27) BBSW+0.70%	AA-	14-Jan-27	836	2,026,925.06
25-Oct-24	2,250,000.00	5.2705	SUN Snr FRN (Jan27) BBSW+0.78%	AA-	25-Jan-27	847	2,278,707.78
8-Nov-24	1,220,000.00	5.9861	HPC Snr FRN (Feb27) BBSW+1.60%	BBB+	8-Feb-27	861	1,245,554.30
8-Nov-24	1,400,000.00	5.9861	HPC Snr FRN (Feb27) BBSW+1.60%	BBB+	8-Feb-27	861	1,429,324.61
11-Nov-24	2,250,000.00	6.0291	GSB Snr FRN (Feb27) BBSW+1.65%	BBB+	9-Feb-27	862	2,301,852.56
25-Nov-24	2,400,000.00	5.0711	NAB Snr FRN (Feb27) BBSW+0.72%	AA-	25-Feb-27	878	2,418,339.92
5-Dec-24	1,500,000.00	5.9875	RACQ Snr FRN (Mar27) BBSW+1.60%	BBB+	5-Mar-27	886	1,511,347.60
14-Nov-24	1,300,000.00	5.3563	BEN Snr FRN (May27) BBSW+1.00%	A-	14-May-27	956	1,314,123.07
23-Dec-24	1,800,000.00	5.7283	TMB Snr FRN (Jun27) BBSW+1.30%	BBB+	21-Jun-27	994	1,814,301.93
20-Nov-24	2,800,000.00	5.2385	ING Snr FRN (Aug27) BBSW+0.87%	A	20-Aug-27	1,054	2,820,014.02
13-Dec-24	1,500,000.00	5.7545	AusW Snr FRN (Sep27) BBSW+1.33%	Baa2	13-Sep-27	1,078	1,504,256.75
25-Nov-24	2,500,000.00	5.5511	NAB Snr FRN (Nov27) BBSW+1.20%	AA-	25-Nov-27	1,151	2,550,882.64
16-Dec-24	1,100,000.00	5.6661	SUN Snr FRN (Dec27) BBSW+1.25%	AA-	14-Dec-27	1,170	1,118,951.39
14-Oct-24	3,000,000.00	5.6033	CBA Snr FRN (Jan28) BBSW+1.15%	AA-	13-Jan-28	1,200	3,076,692.53
21-Nov-24	500,000.00	6.0793	BoZ Snr FRN (Feb28) BBSW+1.70%	BBB+	21-Feb-28	1,239	509,524.90
12-Nov-24	2,500,000.00	5.3729	NAB Snr FRN (May28) BBSW+1.00%	AA-	12-May-28	1,320	2,539,300.34
16-Dec-24	1,200,000.00	5.5661	BEN Cov FRN (Jun28) BBSW+1.15%	AAA	16-Jun-28	1,355	1,215,200.93
11-Dec-24	1,400,000.00	5.3627	ANZ Snr FRN (Sep28) BBSW+0.93%	AA-	11-Sep-28	1,442	1,412,219.85
18-Nov-24	2,000,000.00	5.3972	NAB Snr FRN (Nov28) BBSW+1.03%	AA-	16-Nov-28	1,508	2,031,323.90
5-Nov-24	2,000,000.00	5.3142	ANZ Snr FRN (Feb29) BBSW+0.96%	AA-	5-Feb-29	1,589	2,028,986.59
14-Nov-24	600,000.00	6.2063	NPBS Snr FRN (Feb29) BBSW+1.85%	BBB+	14-Feb-29	1,598	618,799.03
19-Dec-24	1,500,000.00	5.3955	SUN Snr FRN (Mar29) BBSW+0.98%	AA-	13-Mar-29	1,625	1,508,465.79
23-Dec-24	2,800,000.00	5.3283	NAB Snr FRN (Mar29) BBSW+0.90%	AA-	22-Mar-29	1,634	2,813,120.37
30-Oct-24	2,500,000.00	5.7710	BoQ Snr FRN (Apr29) BBSW+1.28%	A-	30-Apr-29	1,673	2,540,152.26
30-Oct-24	4,000,000.00	5.7710	BoQ Snr FRN (Apr29) BBSW+1.28%	A-	30-Apr-29	1,673	4,064,243.62
18-Dec-24	5,000,000.00	5.2831	ANZ Snr FRN (Jun29) BBSW+0.86%	AA-	18-Jun-29	1,722	5,019,858.26
Totals	92,720,000.00	5.4354					93,758,559.30

STATEMENT OF INVESTMENTS - AUGUST AND SEPTEMBER 2024 (Cont.)

Term Deposits							
	Face Value	Current Yield	Borrower	Credit Rating	Maturity	Term of Investment	Current Value
	2,000,000.00	5.4200	Suncorp Bank	AA-	1-Oct-24	1	2,099,787.40
	2,000,000.00	5.1600	Suncorp Bank	AA-	9-Oct-24	9	2,074,926.03
	3,000,000.00	5.1100	Suncorp Bank	AA-	15-Oct-24	15	3,090,300.00
	2,000,000.00	5.4500	Suncorp Bank	AA-	22-Oct-24	22	2,092,276.71
	4,000,000.00	5.4500	Suncorp Bank	AA-	29-Oct-24	29	4,182,761.64
	2,000,000.00	5.1200	National Australia Bank	AA-	5-Nov-24	36	2,060,878.90
	3,000,000.00	5.1500	Bank of Queensland	A-	12-Nov-24	43	3,085,927.40
	3,000,000.00	5.1200	Suncorp Bank	AA-	19-Nov-24	50	3,090,476.71
	2,000,000.00	5.5000	Suncorp Bank	AA-	27-Nov-24	58	2,092,821.92
	5,000.00	4.5000	National Australia Bank	AA-	28-Nov-24	59	5,189.86
	3,000,000.00	5.2000	Bank of Queensland	A-	3-Dec-24	64	3,051,287.67
	2,000,000.00	5.2000	Suncorp Bank	AA-	10-Dec-24	71	2,067,528.77
	3,000,000.00	5.1200	Suncorp Bank	AA-	17-Dec-24	78	3,090,476.71
	2,500,000.00	5.4600	Suncorp Bank	AA-	24-Dec-24	85	2,614,435.62
	2,000,000.00	5.0600	Suncorp Bank	AA-	7-Jan-25	99	2,050,461.37
	2,000,000.00	5.1000	National Australia Bank	AA-	7-Jan-25	99	2,076,290.41
	2,000,000.00	5.0500	National Australia Bank	AA-	21-Jan-25	113	2,054,235.62
	3,000,000.00	5.0800	National Australia Bank	AA-	28-Jan-25	120	3,090,604.93
	2,000,000.00	5.2000	Suncorp Bank	AA-	4-Feb-25	127	2,035,616.44
	2,000,000.00	5.2200	Suncorp Bank	AA-	18-Feb-25	141	2,035,181.37
	2,000,000.00	2.0400	Westpac Group	AA-	25-Feb-25	148	2,004,471.23
	3,000,000.00	5.1000	Westpac Group	AA-	4-Mar-25	155	3,014,671.23
	3,000,000.00	5.2300	Suncorp Bank	AA-	11-Mar-25	162	3,052,873.15
	2,000,000.00	5.2000	Suncorp Bank	AA-	25-Mar-25	176	2,037,041.10
	2,000,000.00	5.0600	Suncorp Bank	AA-	1-Apr-25	183	2,050,461.37
	3,000,000.00	5.1000	National Australia Bank	AA-	8-Apr-25	190	3,067,068.49
	2,000,000.00	5.2400	Suncorp Bank	AA-	15-Apr-25	197	2,039,910.14
	3,000,000.00	5.2200	Suncorp Bank	AA-	29-Apr-25	211	3,053,630.14
	2,000,000.00	5.3000	National Australia Bank	AA-	6-May-25	218	2,042,690.41
	2,000,000.00	5.2400	Suncorp Bank	AA-	13-May-25	225	2,039,910.14
	2,000,000.00	5.2300	National Australia Bank	AA-	20-May-25	232	2,037,254.79
	3,000,000.00	5.3000	National Australia Bank	AA-	3-Jun-25	246	3,054,016.44
	2,000,000.00	5.2500	National Australia Bank	AA-	4-Jun-25	247	2,034,232.88
	2,000,000.00	5.2000	AMP Bank	BBB+	10-Jun-25	253	2,013,106.85
	2,000,000.00	5.2000	AMP Bank	BBB+	10-Jun-25	253	2,015,101.37
	2,000,000.00	5.2000	AMP Bank	BBB+	17-Jun-25	260	2,013,106.85
	2,000,000.00	5.2400	Suncorp Bank	AA-	17-Jun-25	260	2,030,435.07
	4,000,000.00	5.4500	National Australia Bank	AA-	24-Jun-25	267	4,056,739.73
	3,000,000.00	5.4500	National Australia Bank	AA-	1-Jul-25	274	3,041,210.96
	2,000,000.00	5.0000	National Australia Bank	AA-	15-Jul-25	288	2,011,232.88
	3,000,000.00	5.3500	National Australia Bank	AA-	22-Jul-25	295	3,030,780.82
	2,500,000.00	5.3500	National Australia Bank	AA-	29-Jul-25	302	2,524,917.81
	2,000,000.00	5.0500	National Australia Bank	AA-	5-Aug-25	309	2,015,219.18
	2,500,000.00	5.0000	National Australia Bank	AA-	19-Aug-25	323	2,513,356.16
	3,000,000.00	5.0000	National Australia Bank	AA-	27-Aug-25	331	3,014,383.56
	4,000,000.00	5.0000	National Australia Bank	AA-	3-Sep-25	338	4,018,082.19
	4,000,000.00	4.9500	National Australia Bank	AA-	9-Sep-25	344	4,015,189.04
Totals	115,505,000.00	5.1461					117,882,559.46
Grand Totals	226,795,145.80						230,349,791.36

12.3 FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

FILE NO:	2/8/24
ATTACHMENTS:	1.Financial Statements 30 June 2024
RESPONSIBLE OFFICER:	Mary O'Leary – Executive Manager Finance
AUTHOR:	Michael Burfitt – Chief Financial Officer
MAITLAND +10	Outcome 15 To have an effective and efficient Council
COUNCIL OBJECTIVE:	15.1.2 Ensure Council is financially sustainable and meets required levels of performance

EXECUTIVE SUMMARY

Council has prepared the financial statements for the year ended 30 June 2024 with the following actions:

- 1. In accordance with Section 413 of the Local Government Act 1993 “(the Act)” the statements are referred to Council’s Auditor;*
- 2. In accordance with Section 418 of the Act Council is required to fix a date for a meeting to present its audited financial Statements, together with the auditor’s report, to the public and provide seven (7) days’ notice;*
- 3. Propose to present the 2023/24 financial statements and auditor’s report to the public at the Council meeting of Tuesday 12 November 2024.*

OFFICER’S RECOMMENDATION**THAT**

- 1. Council refers the 2023–24 General Purpose Financial Statements for audit.**
- 2. In accordance with Section 413(2)(c) the statement by Councillors and management as set out on page 3 of the attached financial statements be adopted.**
- 3. Council authorise the mayor and one nominated Councillor to sign the statement on behalf of Council.**
- 4. Council consider presentation of the 2023/24 financial statements at the Council meeting to be held on Tuesday 12 November 2024.**
- 5. Council place a notice online in accordance with Section 418(3) of the Local Government Act notifying the public of the proposal to present the 2023/24 financial statements on 12 November 2024.**

STATEMENT OF INVESTMENTS - AUGUST AND SEPTEMBER 2024 (Cont.)

REPORT

Council is required under Section 413(1) of the *Local Government Act, 1993* (NSW) (as amended) to prepare financial statements each year and refer them for audit. The financial statements must include:

- (a) a general purpose financial statement,
- (b) any other matter prescribed by the regulations; and
- (c) a statement in the approved form by the Council as to its opinion on the general purpose financial statement.

Items (a) and (b) are referred to Council's auditors for audit purposes.

The financial statements of Council have been provided to the auditors ahead of the Council resolution to refer the statements for audit. It is common practice to provide the statements for audit provided the resolution to refer to audit has been approved prior to the provision of the audit report from Council's auditor.

The audit of Council's financial statements for the year ended 30 June 2024 has been completed and is due to be submitted to the Office of Local Government by the 31 October each year. The financial statements were tabled at the Audit, Risk and Improvements Committee (ARIC) on the 15 October 2024. The ARIC resolved at the meeting to recommend to Council to endorse the financial statements for incorporation into the report to Council.

Section 418 of the *Local Government Act 1993* (NSW) requires Council to fix a date for a meeting to present its audited financial statements, together with the auditor's reports, to the public. The date is to be fixed following receipt of the final auditor's reports and must give the public seven (7) days' notice of the meeting date at which the reports will be presented.

It is proposed this date be fixed for 12 November 2024. The notification process will include listing on Council's website, social media and in Council where possible.

Copies of the audited financial statements, together with the auditor's reports, will then be available for review on Council's website at maitland.nsw.gov.au. Written public submissions on the financial reports and/or audit reports can be made to Council until 11 November 2024, with these submissions to be provided to the Auditor.

A summary of the relevant financial information extracted from the attached financial statements is as follows:

STATEMENT OF INVESTMENTS - AUGUST AND SEPTEMBER 2024 (Cont.)

FINANCIAL INFORMATION			
MAITLAND CITY COUNCIL			
		2023/24	2022/23
		\$'000s	\$'000s
	Notes		
INCOME STATEMENT			
Total Income from continuing operations		232,910	215,931
Total expenses from continuing operations	a	179,449	147,701
Net operating results for the year		53,461	68,230
Net operating result before grants and contributions provided for capital	a	(24,045)	(7,126)
Notes			
a	Includes one off \$14.6M expenses for Anambah rehabilitation & \$5.2M for roads expenditure		

STATEMENT OF FINANCIAL POSITION			
		2023/24	2022/23
		\$'000s	\$'000s
	Notes		
Total current assets		174,374	166,602
Total current liabilities	b	56,941	49,972
Total non-current assets		2,117,094	1,937,951
Total non current liabilities	b	107,891	94,673
Total equity		2,126,636	1,959,908
Notes			
b	Includes the provision for the rehabilitation of Anambah \$2.1 current & \$12.5M non current		

STATEMENT OF INVESTMENTS - AUGUST AND SEPTEMBER 2024 (Cont.)

RATIOS

	Notes	2023/24	Underlying (1) 2023/24	Benchmark(2) 2023/24	2022/23
OTHER FINANCIAL INFORMATION					
Unrestricted current ratio		2.06	2.06	>1.5	2.57
Operating performance ratio	c	-14.97%	-2.10%	>0%	-2.38%
Building & Infrastructure renewal ratio		1.35	1.35	>1	1.65%
Debt service cover ratio	c	0.85%	2.48%	>2.00	2.53
Rates & annual charges outstanding ratio		7.10%	7.10%	<10.0%	6.44%

Notes

c	Ratio impacted by one off expenses re Anambah rehabilitation \$14.6M and roads expenditure \$5.2M
(1)	Underlying represents the ratios excluding the one off items described in c above
(2)	This represents the benchmarks set by the Office of Local Government

Commentary:

Both the 'Independent Auditor's Report', and the auditors 'Report on the conduct of the audit' will be made available to Council when presented.

The main items for consideration include:

- Included in the report is a one-off transaction to recognise the requirement to rehabilitate the old land fill at Anambah which closed in 1993. An amount of \$14.6M was expensed in the statements, thus impacting the results for FY 2024.
- After allowing for items of a capital nature, Council's net operating results for the FY2024 year was a deficit of \$24.04M (2023 deficit \$7.1M). The movement in the operating results has been impacted by:
 - One off expense \$14.6M to recognise the future remediation of the Anambah landfill site and \$5.2m for state asset road expenditure;
 - Increase in interest on investments \$4.4M
- Total cash and investments held as at 30 June 2024 was \$236.4M (2023 \$226.8M) made up of external restricted \$155.6M (2023 \$141.9M) and internal restricted \$73.3M (\$78.1M). Full listing of the restrictions are shown at Note C1-3 of the financial statements.

Further analysis of the financial results will be contained in the Auditor's reports when presented to Council.

CONCLUSION

The audit of Council's financial reports for the year ended 30 June 2024 has been completed. A further presentation will be provided at the Council meeting of 12 November.

FINANCIAL IMPLICATIONS

This matter has no direct financial impact upon Council's adopted budget or forward estimates.

STATEMENT OF INVESTMENTS - AUGUST AND SEPTEMBER 2024 (Cont.)

POLICY IMPLICATIONS

This matter has no specific policy implications for Council.

STATUTORY IMPLICATIONS

Council's financial reports have been prepared and audited in accordance with Section 416 of the *Local Government Act 1993*. The making of a request for extension for the preparation and auditing of financial reports is allowable under S416 (2) of the *Local Government Act 1993*. The presentation of the financial reports and the auditor's reports are required under Section 419 of the *Local Government Act, 1993*.

Policy and Finance Committee

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024

Financial Statements 30 June 2024

Meeting Date: 22 October 2024

Attachment No: 1

Number of Pages: 54

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

**Financial statements
for the year ended 30 June 2024**

Contents

General purpose financial statements	Section 1
Special schedules	Section 2

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**General purpose financial statements
for the year ended 30 June 2024****Contents**

	Page
General purpose financial statements	
Statement by Councillors and Management	3
Income Statement	4
Statement of Comprehensive Income	5
Statement of Financial Position	6
Statement of Changes in Equity	7
Statement of Cash Flows	8
Notes to the Financial Statements	9
Auditor's reports	

Maitland City Council is constituted under the Local Government Act (1993) and has its principal place of business at:

Maitland City Council
263 High Street
Maitland NSW 2320

Through the use of the internet, we have ensured that our reporting is timely, complete, and available at minimum cost. All press releases, financial statements and other information are available on our website: www.maitland.nsw.gov.au

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**General purpose financial statements
for the year ended 30 June 2024****Statement by Councillors and Management
Made pursuant to Section 413(2)(c) of the Local Government Act 1993 NSW)**

The attached general purpose financial statements have been prepared in accordance with:

- * The *Local Government Act 1993* and the Regulations made thereunder
- * The Australian Accounting Standards and other pronouncements of the Australian Accounting Standards Board
- * The Local Government Code of Accounting Practice and Financial Reporting

To the best of our knowledge and belief, these Statements:

- * Present fairly the Council's operating result and financial position for the year, and
- * Accord with Council's accounting and other records

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

Signed in accordance with a resolution of Council made on 22/10/2024.

Philip Penfold
Mayor
22/10/2024

Deputy Mayor
22/10/2024

Jeff Smith
General Manager
22/10/2024

Michael Burfitt
Responsible Accounting Officer
22/10/2024

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Income Statement
For the year ended 30 June 2024

Original unaudited budget 2024 \$'000		Notes	Actual 2024 \$'000	Actual 2023 \$'000
Income from continuing operations				
Revenue:				
106,796	Rates and annual charges	B2-1	107,192	99,709
9,214	User charges and fees	B2-2	11,986	10,230
2,736	Other revenues		5,316	3,025
10,474	Grants and contributions provided for operating purposes	B2-3	18,022	19,368
15,174	Grants and contributions provided for capital purposes	B2-3	77,506	75,356
8,189	Interest and investment income		11,587	7,152
1,085	Other Income		1,301	1,091
153,668	Total income from continuing operations		232,910	215,931
Expenses from continuing operations				
58,788	Employee benefits and on-costs	B3-1	61,626	53,138
42,240	Materials and Services	B3-2	73,035	50,165
2,491	Borrowing costs		2,521	2,474
27,334	Depreciation, amortisation and impairment of non-financial assets	B3-3	31,097	29,869
8,884	Other expenses		10,384	8,270
-	Net loss from the disposal of assets		786	3,785
139,736	Total expenses from continuing operations		179,449	147,701
13,932	Operating result from continuing operations		53,461	68,230
13,932	Net operating result for the year Attributable to Council		53,461	68,230
(1,242)	Net operating result for the year before grants and contributions provided for capital purposes		(24,045)	(7,126)

The above Income statement should be read in conjunction with the accompanying notes.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**Statement of Comprehensive Income
for the year ended 30 June 2024**

	Notes	2024 \$'000	2023 \$'000
Net operating result for the year - from income statement		53,461	68,230
Other comprehensive income			
<i>Amounts which will not be reclassified subsequently to operating result</i>			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-5	<u>113,267</u>	<u>337,299</u>
Total other comprehensive income for the year		113,267	337,299
Total comprehensive income for the year attributable to Council		<u>166,728</u>	<u>405,529</u>

The above Statement of comprehensive income should be read in conjunction with the accompanying notes.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Statement of Financial Position as at 30 June 2024

	Notes	2024 \$'000	2023 \$'000
ASSETS			
Current assets			
Cash and cash equivalents	C1-1	26,093	25,189
Investments	C1-2	134,343	127,434
Receivables	C1-4	11,157	11,709
Contract assets and Contract cost assets		2,133	1,628
Inventories		648	642
Total current assets		174,374	166,602
Non-current assets			
Investments	C1-2	76,025	74,212
Infrastructure, property, plant and equipment (IPPE)	C1-5	2,040,012	1,862,725
Intangible assets		61	132
Right of use assets		996	882
Total non-current assets		2,117,094	1,937,951
Total assets		2,291,468	2,104,553
LIABILITIES			
Current liabilities			
Payables	C2-1	17,750	13,921
Contract liabilities	C2-2	14,022	11,705
Lease liabilities		440	376
Borrowings	C2-3	8,098	9,002
Employee benefit provisions	C2-4	14,484	14,968
Provisions	C2-5	2,147	-
Total current liabilities		56,941	49,972
Non-current liabilities			
Lease liabilities		585	473
Borrowings	C2-3	72,234	72,772
Employee benefit provisions	C2-4	322	280
Provisions	C2-5	34,750	21,148
Total non-current liabilities		107,891	94,673
Total liabilities		164,832	144,645
Net assets		2,126,636	1,959,908
EQUITY			
Accumulated surplus		1,173,758	1,120,297
Revaluations reserves	C3-1	952,878	839,611
Total equity		2,126,636	1,959,908

The above Statement of Financial Position should be read in conjunction with the accompanying notes.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Statement of Changes in Equity
for the year ended 30 June 2024

	2024 \$'000			2023 \$'000		
	Accumulated surplus	IPPE revaluation reserve	Total Equity	Accumulated surplus	IPPE revaluation reserve Restated	Total Equity Restated
Opening balance at 1 July	1,120,297	839,611	1,959,908	1,052,067	502,311	1,554,378
Net operating result for the year	53,461	-	53,461	68,230	-	68,230
Other comprehensive income:						
Gain (loss) on revaluation of infrastructure, property, plant and equipment	-	113,267	113,267	-	337,300	337,300
Total comprehensive income	53,461	113,267	166,728	68,230	337,300	405,530
Closing balance 30 June	1,173,758	952,878	2,126,636	1,120,297	839,611	1,959,908

The above Statement of changes in equity should be read in conjunction with the accompanying notes.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Statement of Cash Flows
for the year ended 30 June 2024

Original unaudited budget 2024 \$'000		Notes	Actual 2024 \$'000	Actual 2023 \$'000
Cash flows from operating activities				
<i>Receipts:</i>				
106,796	Rates and annual charges		106,449	99,552
9,214	User charges and fees		12,929	8,784
8,189	Interest received		10,135	5,364
34,649	Grants and contributions		57,845	65,992
1,084	Other		9,281	2,233
<i>Payments:</i>				
58,788	Payments to employees		61,951	52,356
42,240	Payments for materials and services		54,919	51,423
2,491	Borrowing costs		2,548	2,443
8,523	Other		10,388	8,316
47,890	Net cash from operating activities	F1-1	66,835	67,387
Cash flows from investing activities				
<i>Receipts:</i>				
70,000	Net (purchase)/redemption of investments		(7,513)	18,744
-	Proceeds from sale of IPPE		1,469	1,318
<i>Payments:</i>				
134,411	Payments for IPPE		57,978	75,020
(64,411)	Net cash from investing activities		(64,021)	(54,958)
Cash flow from financing activities				
<i>Receipts:</i>				
6,550	Proceeds from borrowings		7,799	6,000
<i>Payments:</i>				
6,945	Repayment of borrowings		9,242	8,505
-	Principal component of lease payments		466	492
(395)	Net cash from financing activities		(1,909)	(2,997)
(16,916)	Net change in cash and cash equivalents		904	9,432
25,189	Cash and cash equivalents at beginning of year		25,189	15,757
8,273	Cash and cash equivalents at end of year	C1-1	26,093	25,189

The above Cash flow statement should be read in conjunction with the accompanying notes.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**Content for the notes to the Financial Statements for the year ended 30 June 2024****A. About Council and these financial statements**

A1-1	Basis of preparation	10
------	----------------------	----

B. Financial Performance**B1. Functions or activities**

B1-1	Functions or activities - income, expenses and assets	12
B1-2	Components of functions or activities	13

B2. Sources of Income

B2-1	Rates and annual charges	14
B2-2	User charges and fees	15
B2-3	Grants and contributions	16

B3. Costs of providing services

B3-1	Employee benefits and on-costs	18
B3-2	Materials and services	19
B3-3	Depreciation, amortisation and impairment of non-financial assets	20

B4. Performance against budget

B4-1	Material budget variations	21
------	----------------------------	----

C. Financial position**C1. Assets we manage**

C1-1	Cash and cash equivalents	22
C1-2	Investments	23
C1-3	Restricted and allocated cash, cash equivalents and investments	24
C1-4	Receivables	25
C1-5	Infrastructure, property, plant and equipment	26

C2. Liabilities of Council

C2-1	Payables	29
C2-2	Contract liabilities	30
C2-3	Borrowings	31
C2-4	Employee benefit provisions	33
C2-5	Provisions	34

C3. Reserves

C3-1	Nature and purpose of reserves	35
------	--------------------------------	----

D. Risks and accounting uncertainties

D1-1	Risks relating to financial instruments held	36
D2-1	Fair value measurement	39
D3-1	Contingencies	41

E. People and relationships**E1. Related party disclosures**

E1-1	Key management personnel (KMP)	42
E1-2	Councillor and Mayoral fees	44

E2. Other relationships

E2-1	Audit fees	44
------	------------	----

F. Other matters

F1-1	Statement of Cash Flows information	45
F2-1	Commitments	46
F3-1	Events occurring after reporting date	46

F4. Statement of developer contributions as at 30 June 2023

F4-1	Summary of developer contributions	47
F4-2	Developer contributions by plan	47

F5. Statement of performance measures

F5-1	Statement of performance measures	50
------	-----------------------------------	----

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**Notes to the financial statements 30 June 2024****A1-1 Basis of preparation**

These financial statements were authorised for issue by Council on 22 October 2024. Council has the power to amend and reissue these financial statements in cases where critical information is received from public submissions or where the OLG directs Council to amend the financial statements

The material accounting policy information related to these financial statements are set out below. Accounting policies have been consistently applied to all the years presented, unless otherwise stated.

These general purpose financial statements have been prepared in accordance with Australian Accounting Standards and Australian Accounting Interpretations, the *Local Government Act 1993 (Act)* and Regulations, and the Local Government Code of Accounting Practice and Financial Reporting. Maitland City Council is a not for profit entity. The financial statements are presented in Australian dollars and are rounded to the nearest thousand dollars.

Historical cost convention

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

Significant accounting estimates and judgements

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the Council's accounting policies. Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that may have a financial impact on Council and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

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

- (i) Fair values of infrastructure, property, plant and equipment - refer Note C1-5 and D2-1
- (ii) Tip remediation provisions - refer Note C2-5
- (iii) Employee benefit provisions - refer Note C2-4

Significant judgements in applying the Council's accounting policies

- (i) Impairment of receivables - refer Note C1-4
- (ii) Determination of whether performance obligations are sufficiently specific and whether the contract is within scope of AASB 15 *Revenue from Contracts with Customers* and / or AASB 1058 *Income of Not-for-Profit Entities* - refer to Notes B2-3.

Monies and other assets received by Council*The Consolidated Fund*

In accordance with the provisions of Section 409(1) of the *Local Government Act 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 has been included in the financial statements of Maitland City Council.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**Notes to the financial statements 30 June 2024****A1-1 Basis of preparation (continued)**

The Trust Fund

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

New accounting standards and interpretations issued but not yet effective

The following new accounting standards and interpretations have been published that are not mandatory for 30 June 2024 reporting periods. Council has not applied any pronouncements before its operative date in the annual reporting period beginning 1 July 2023.

Council has assessed the standards and interpretations issued but not yet effective, and determined there are no material impacts on the Council's financial position, performance or disclosures expected.

- 1 AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current
- 2 AASB 2020-6 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current - Deferral of effective date
- 3 AASB 2021-2 Amendments to Australian Accounting Standards - Disclosure of Accounting Policies & Definition of Accounting Estimates (amends AASB 7, AASB 108, AASB 134 & AASB Practice Statement 2)
- 4 AASB 2022-6 Amendments to AAS 5 - Non Current Liabilities with Covenants
- 5 AASB 2022-10 Amendments to AAS 5 - Fair Value Measurement of non-financial assets not for profit sector entities

New accounting standards adopted during the year

During the year, Council adopted all standards which were mandatorily effective for the first time at 30 June 2024. None of these standards had an impact on reported position, performance or disclosures.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

B. Financial Performance**B1-1 Functions or activities - income, expenses and assets**

Functions / Activities	Income, expenses and assets have been directly attributed to the following functions or activities. Details of those functions or activities are provided in Note B1-2.									
	Income		Expenses		Operating results		Grants and Contributions		Carrying Amount of Assets	Carrying Amount of Assets
	2024 \$'000	2023 \$'000	2024 \$'000	2023 \$'000	2024 \$'000	2023 \$'000	2024 \$'000	2023 \$'000	2024 \$'000	2023 \$'000
Let's Connect with Each Other	66,592	57,642	62,783	64,485	3,809	(6,843)	85,761	84,456	1,807,833	1,771,785
Let's Live Sustainability	25,079	23,605	51,358	26,569	(26,279)	(2,964)	818	991	15,360	13,158
Let's Create Opportunities	38,507	39,895	18,115	16,020	20,392	23,876	-	-	11,805	12,590
Let's Lead Together	102,732	94,789	47,192	40,628	55,540	54,161	8,949	9,277	455,990	307,020
Net operating result for the year	232,910	215,931	179,449	147,702	53,461	68,230	95,528	94,724	2,290,988	2,104,553

Maitland City Council**Notes to the financial statements 30 June 2024****B1-2 Components of functions or activities**

Details relating to the council's functions or activities as reported in Note B1-1 are as follows:

Let's Connect with Each Other

We love our city and our neighbourhoods from our heritage areas to our new areas, and want everyone to feel welcome. We take opportunities to connect and relax with each other and make sure everyone feels included, in areas such as sports, culture and arts, and health and wellbeing. We want to be active, yet safe. We want access to all the essential services a growing community needs and to move quickly and easily about the city, no matter how we choose to travel.

Let's Create Opportunities

We want our new suburbs to have everything in place, and to complement existing suburbs and villages. We want all kinds of homes, for all types of families. We want to show off our city and its iconic sites and events. Shopping and working locally is vital, as it helping us to prepare for future industries and jobs.

Let's Live Sustainability

We love our green spaces, from parks to bushland, rivers to floodplains. We worry about our environment and want to work together to reduce our impact, including what we buy, use and throw away. We know we need to be more resilient to the impacts of climate changes.

Let's Lead Together

We want diverse leaders to listen and represent us in government, as well as in industry and community forums. We want to have our say in important decisions, including making sure our city is well planned, and knowing what will go where and when and how we are doing. We want innovative access to services and better use of technology.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**Notes to the financial statements 30 June 2024****B2 Sources of income****B2-1 Rates and annual charges**

	2024	2023
	\$'000	\$'000
Ordinary rates		
Residential	65,156	61,147
Farmland	2,754	2,360
Mining	505	476
Business	16,041	15,159
Less: Pensioner rebates	(955)	(979)
Rates levied to ratepayers	83,502	78,163
Pensioner rate subsidies received	518	494
Total ordinary rates	84,019	78,657
Special rates		
Maitland CBD / Mall	504	492
Total special rates	504	492
Annual charges (pursuant to s.496, 496A, 496B, s.501 & s.611)		
Domestic waste management services	20,987	18,919
Stormwater management services charge	830	820
Waste management services (not domestic)	984	917
Less: Pensioner Rebate	(314)	(306)
Annual Charges levied	22,487	20,350
Pensioner annual charges subsidies received	182	210
Total annual charges	22,668	20,560
Total rates and annual charges	107,192	99,709

Council has used 1 July 2022 valuations provided by the NSW Valuer General in calculating its rates.

Material accounting policy information

Rates and annual charges are recognised as revenue at the beginning of the rating period to which they relate.

Prepaid rates are recognised as a financial liability until the beginning of the rating period.

Pensioner rebates relate to reductions in rates and certain annual charges for eligible pensioners' place of residence in the local government council area that are not subsidised by the NSW Government.

Pensioner rate subsidies are received from the NSW Government to provide a contribution towards the pensioner rebates and are recognised within the underlying revenue item based in their substance.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

B2-2 User charges and fees

	2024 \$'000	2023 \$'000
User charges		
Waste management services (not domestic)	2,473	2,325
Total user charges	2,473	2,325
Fees		
Private works - S67	346	283
TfNSW works (State roads not controlled by Council)	1,565	626
Building services - Other	315	326
Planning and building - Regulatory	2,810	2,796
Inspection fees	104	140
Section 10.7 certificates (EP&A Act)	348	306
Section 603 certificates	221	186
Registration fees	479	408
Swimming facilities	2,168	1,867
Cemeteries	147	117
Other	1,010	850
Total fees	9,513	7,905
Total user charges and fees	11,986	10,230
Timing of revenue recognition for user charges and fees		
User charges and fees recognised over time	1,565	626
User charges and fees recognised at a point in time	10,421	9,604
Total user charges and fees	11,986	10,230

Material accounting policy information

Revenue arising from user charges and fees is recognised when or as the performance obligation is completed and the customer receives the benefits of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customer and generally the payment terms are within 30 days of the provision of the service or in some cases the customer is required to pay on request. There is no material obligation for Council in relation to refunds or returns.

Where up front fee is charged such as swimming pool admission, the fee is recognised at time of admission.

Licences granted by Council are all either short term or low value and all revenue from is recognised at the time that the licence is granted rather than over the term of the licence.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

B2-3 Grants and contributions

	Operating		Capital	
	2024	2023	2024	2023
	\$'000	\$'000	\$'000	\$'000
General purpose grants and non-developer contributions (untied)				
Financial Assistance Grant				
- Relating to current year	375	2,028	-	-
- Prepayment received in advance	7,408	8,383	-	-
Total amount recognised as Income	7,783	10,411	-	-
Special purpose grants and non-developer contributions (tied)				
Cash Contributions				
Transport for NSW contributions	487	668	185	500
Roads to recovery	-	-	873	873
Community Care	-	54	-	-
Health and safety	-	10	-	-
Environmental programs	717	747	-	-
Recreation and culture	1,307	2,290	6,930	4,034
Storm/flood damage	3,517	1,532	-	-
Rural Fire Service	101	235	-	-
OHS Incentive Payment	192	143	-	-
Sporting groups	39	159	-	190
Staff - Motor vehicle lease payments	688	670	-	-
Other roads & bridges	2,905	2,121	7,802	6,000
Other	286	328	-	-
Total special purpose grants and non-developer contribution (tied)	10,239	8,957	15,790	11,597
Total grants and non-developer contributions	18,022	19,368	15,790	11,597
Comprising:				
- Commonwealth funding	7,783	10,411	4,826	1,634
- State funding	8,968	7,322	10,964	9,764
- Other funding	1,271	1,635	-	199
	18,022	19,368	15,790	11,597
Developer contributions (s7.4 and s7.11 - EP&A Act, s64 of the LGA):				
Cash contributions				
S 7.11 / S 7.12	-	-	22,776	26,491
Non-cash contributions				
Roadworks (other than by s.711)	-	-	24,376	26,904
Drainage (other than by s.711)	-	-	12,653	7,864
Land (other than by s.711)	-	-	1,026	1,297
Bridges	-	-	-	880
Other	-	-	885	323
Total developer contributions	-	-	61,716	63,759
Total grants and contributions	18,022	19,368	77,506	75,356
Timing of revenue recognition				
Grant & contributions recognised over time	1,213	1,498	15,790	11,407
Grant & contributions recognised at a point in time	16,809	17,870	61,716	63,949
Total grants & contributions	18,022	19,368	77,506	75,356

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

B2-3 Grants and contributions (cont.)

Certain grants and contributions are obtained by Council on the condition they be spent in a specified manner or in a future period, but which are not yet spent in accordance with those conditions are as follows:

Note	Operating		Capital	
	2024 \$'000	2023 \$'000	2024 \$'000	2023 \$'000
Unspent funds at 1 July	4,912	3,149	129,936	113,363
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	2,323	3,562	28,938	30,021
Add: Funds received and not recognised as revenue in the current year	-	-	8,381	9,444
Less: Funds recognised as revenue in previous years that have been spent during the reporting year	(3,094)	(1,799)	(19,971)	(19,545)
Less: Funds received in the prior year but revenue recognised and funds spent in the current year.	-	-	(6,069)	(3,347)
Unspent funds at 30 June	4,141	4,912	141,215	129,936

Material accounting policy information**Grants and contributions**

Where grant and contribution revenue arises from an agreement which is enforceable and contains sufficiently specific performance obligations then the revenue is recognised when control of each performance obligation is transferred. The performance obligations are varied according to the agreement. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on achievement of certain milestones for others. Each performance obligation may be satisfied at a point in time or over time and this is reflected in the revenue recognition pattern. Point in time recognition occurs when the beneficiary obtains control at a single time, where as over time recognition is where control is ongoing throughout the project. Where control is transferred over time, generally the input methods being either costs or time incurred are deemed to be the most appropriate methods to reflect the transfer of benefit.

Capital grants

Capital grant received to enable Council to acquire or construct an item of infrastructure, property, plant and equipment to identified specifications which will be under Council's control and which is enforceable are recognised as revenue as and when the obligation to construct or purchase is completed. For acquisitions of assets, the revenue is recognised when the asset is acquired and controlled by the Council.

Developer Contributions

Council has obligations to provide facilities from contributions revenues levied on developers under the provisions of sections 7.4, 7.11 & 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act). While Council generally incorporates these amounts as part of a Development Consent Order, such developer contributions are only recognised as income on receipt due to the possibility that individual development consents may not be acted upon by the applicant and, accordingly would not be payable to Council.

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 for the contribution plan.

Other grants and contributions

Assets, including cash, received from other grants and contributions are recognised at the assets fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which is recognised in accordance with the relevant accounting standard. Once the assets and liabilities have been recognised then income is recognised for any remaining asset value at the time that the asset is received.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

B3. Costs of providing services

B3-1 Employee benefits and on costs

	2024	2023
	\$'000	\$'000
Salaries and wages	47,544	40,530
Employee leave entitlements	9,169	8,856
Superannuation	5,930	5,094
Workers' compensation insurance	1,020	1,284
FBT	264	176
Other	170	79
	<u>64,097</u>	<u>56,019</u>
Less: Capitalised costs	(2,471)	(2,881)
Total employee costs expensed	<u>61,626</u>	<u>53,138</u>

Material accounting policy information

Employee benefit expenses are recorded when the service has been provided by the employee.

All employees of the council are entitled to benefits on retirement, disability or death. Council contributes to various defined benefit plans and defined contribution plans on behalf of its employees.

Contributions to defined contribution plans are recognised as an expense as they become payable. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

Council participates in a defined benefit plan under the Local Government Superannuation Scheme, however, sufficient information to account for the plan as a defined benefit is not available and therefore council accounts for its obligations to defined benefit plans on the same basis as its obligations to defined contribution plans, i.e. as an expense when it becomes payable – refer to Note D3-1 for more information.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**Notes to the financial statements 30 June 2024****B3. Costs of providing services (Cont.)****B3-2 Materials and services**

	2024	2023
	\$'000	\$'000
Raw materials and consumables	44,890	27,762
Cost of Sales	475	415
Insurance	2,341	1,868
Telephone	177	350
Street lighting	2,691	2,399
Electricity and heating	1,040	943
Contractor Costs	1,077	1,132
Contractor and consultancy costs		
- Recycling services	3,161	2,923
- Organics collection & processing	1,505	1,858
- Waste disposal costs	714	708
- Other contractor and consultancy costs	13,762	8,815
Legal fees	670	363
Other	532	628
Total materials and contracts	<u>73,035</u>	<u>50,165</u>

Material accounting policy information

Expenses are recorded on an accruals basis as the Council receives the goods or services.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

B3. Costs of providing services (Cont.)

B3-3 Depreciation, amortisation and impairment of non-financial assets

	Note	2024 \$'000	2023 \$'000
Intangibles - Software		70	183
Plant and equipment	C1-5	2,194	2,636
Office equipment	C1-5	125	130
Furniture and fittings	C1-5	115	31
Infrastructure	C1-5	26,812	24,639
Other assets	C1-5	183	182
Tip asset	C1-5	1,087	1,623
Right of use assets		512	446
Total depreciation and amortisation costs		31,097	29,869

Material accounting policy information

Depreciation and amortisation are calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

B4. Performance against budget**B4-1 Material budget variations**

Council's original budget was adopted by the Council on 13 June 2023 and is not required to be audited. The original projections on which the budget was based have been affected by a number of factors. These include State and Federal Government decisions including new grant programs, changing economic activity, environmental factors, and by decisions made by the Council. While these general purpose financial statements include the original budget adopted by Council, the Local Government Act requires Council to review its financial budget on a quarterly basis so it is able to manage the variation between actuals and budget that invariably occur during the year.

Material variations of more than 10% between original budget and actual results are explained below:

Revenues**1. User Charges & Fees**

Actual amounts of User Charges & fees were over budget by \$2.8M (27%) and reflects increases in TfNSW maintenance fees \$1M & swimming pool income \$0.8M.

2. Other Revenue

Other revenue exceeded budget by \$2.6M from insurance recoveries not budgeted.

3. Grants and contributions provided for operating and capital purposes

Actual capital grants and contributions received exceeded budget by \$62.3M (411%). Non cash dedications were received for infrastructure (\$38M) are not budgeted as they are not reliably estimated. Capital grants received for roads & recreation infrastructure (\$14.7M) were not budgeted. Cash contributions from developers exceeded budget by \$8.9M due to development activity.

Actual operating grants and contributions received were over budget by \$7.5M (72%). Flood funding of \$3.5M and funding for regional roads repair program \$2M were not budgeted.

4. Interest

Actual interest received exceeded budget by \$3.5M (42%). Council's return on investment was above expectations due to the increase in market rates and capital held over this period.

5. Other Income

Other income exceeded budget by \$0.2M from increasing rents on Council facilities.

Expenses**1. Materials & Services**

Materials & Services exceeded by \$31.3M (75%). Provision for the Anambah Landfill rehabilitation of \$14.6M impacted the results. Other unbudgeted items include prior year operating grants received spent in the current year \$3.1M and expenditure on non Council assets \$5.2M.

2. Depreciation and Amortisation

Depreciation and amortisation exceeded budget by \$3.7M (14%). Increases in infrastructure assets dedicated and acquired by Council increased depreciation which was not reflected in the budget.

3. Other Expenses

Other expenses exceeded budget by \$1.5M (17%) from increases in waste disposal levy.

Statement of cash flows**1. Cash flows from operating activities**

Total Net Cash flows from operating activities were favourable to budget by \$18.9M (39%). Increases in Grants and contributions partly offset by an increase in materials & services.

2. Cash flows from investing activities

Total Net Cash flows from investing activities were in line with budget.

3. Cash flows from financing activities

Total Net Cash flows from financing activities were in line with budget.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C. Financial Position**C1. Assets we manage****C1-1 Cash and cash equivalents**

	Note	2024 \$'000	2023 \$'000
Cash at bank and on hand		18,093	13,189
Deposits at call		8,000	12,000
		<u>26,093</u>	<u>25,189</u>

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C1-2 Financial investments

	2024		2023	
	Current \$'000	Non-current \$'000	Current \$'000	Non-current \$'000
Debt securities at amortised cost.	134,343	76,025	127,434	74,212
Total	134,343	76,025	127,434	74,212
Debt securities at amortised cost.				
- Term Deposits	111,753	-	116,381	7,094
- FRNs	20,578	65,430	8,543	59,091
- Bonds	2,011	10,595	2,510	8,027
	134,343	76,025	127,434	74,212

Material accounting policy information

Financial instruments are recognised initially on the date that the Council becomes party to the contractual provisions of the instrument.

On initial recognition all financial instruments are measured at fair value plus transaction costs except for instruments measured at fair value through profit or loss where transaction costs are expenses as incurred.

Financial Assets

All recognised financial assets are subsequently measured in their entirety at either amortised costs or fair value depending on the classification of the financial assets.

Classification

On initial recognition, Council classifies its financial assets into the following categories - those measured at:

- Amortised cost
- fair value through profit and loss (FVTPL)
- fair value through other comprehensive income - equity instrument (FVOCI - equity)

Financial assets are not reclassified subsequent to their initial recognition.

Council's financial assets measured at amortised cost comprise trade and other receivables, term deposits and cash and cash equivalents in the statement of financial position. Term deposits with an initial term of more than 3 months are classified as investments rather than cash and cash equivalents.

Subsequent to initial recognition, these assets are carried at amortised cost using the effective interest rate method less provision for impairment.

Interest income, impairment and gains or loss on de-recognition are recognised in the profit and loss.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C1-3 Restricted and allocated cash, cash equivalents and investments

	2024 \$'000	2023 \$'000
Total cash, cash equivalents and investments	236,460	226,836
Less: Externally restricted cash, cash equivalents & investments	155,580	141,868
Cash, Cash equivalents & Investment not subject to external restrictions	80,881	84,968

	2024 restricted cash \$'000	2023 restricted cash \$'000
External restrictions		
General fund		
Developer contributions	127,198	118,231
Domestic waste management	10,225	7,020
Specific purpose unexpended grants	18,157	16,617
Total external restrictions	155,580	141,868

Cash, cash equivalents & investments subject to external restrictions are those which are only available for specific use by Council due to a restriction placed by legislation or third party contractual agreement.

Internal allocations		
Employee leave entitlements	3,740	3,365
Economic development	694	903
Plant	353	-
Waste disposal site construction	2,101	2,421
Technology	2,258	3,198
Carry over works	10,931	17,264
Capital Works	5,545	-
Environmental works	829	690
Workers compensation	1,038	1,038
Asset management	2,195	2,061
General purpose reserve	6,292	5,727
Waste disposal site rehabilitation	13,416	12,486
Transfer station construction	10,582	13,898
Financial Assistance Grant advance payment	7,408	8,383
Election cost reserve	662	512
Pandemic / Emergency Response	899	899
Unexpended loans	4,424	5,284
Total internal allocations	73,368	78,129

Cash, cash equivalents and investments not subject to external restrictions may be internally allocated by resolution or policy of the elected Council.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C1-4 Receivables

	2024		2023	
	Current \$'000	Non-current \$'000	Current \$'000	Non-current \$'000
Rates and annual charges	7,231	-	6,201	-
Interest and extra charges	893	-	632	-
User charges and fees	179	-	252	-
Government grants and subsidies	1,010	-	306	-
Contributions	195	-	383	-
Net GST Receivable	1,376	-	1,381	-
Property rentals	285	-	254	-
Other	106	-	2,418	-
Total	11,275	-	11,827	-
Less: Provision for impairment				
- Other	(118)	-	(118)	-
Net receivables	11,157	-	11,709	-

Material accounting policy information

Receivables are recognised initially at fair value and subsequently measured at amortised cost using the effective interest method, less provision for impairment. Receivables are generally due for settlement within 30 days.

Impairment

Impairment of financial assets measured at amortised costs is recognised on a expected credit loss (ECL) basis. When determining whether the credit risk of a financial assets has increased significantly since initial recognition, and when estimating ECL, the Council considers reasonable information that is relevant and available without cost or effort. This includes both quantitative and qualitative information. And analysis based on council's historical experience and informed credit assessment, and including forward-looking information.

Council uses the simplified approach for trade receivables where the expected lifetime credit losses are recognised on day 1.

When considering the ECL for rate debtors, Council takes into account that unpaid rates represents a charge against the rateable property that will be recovered when the property is sold.

Credit losses are measured as the present value of the difference between the cash flows due to the entity in accordance with the contract, and cash flows expected to be received.

The Council writes off a trade receivable when there is information indicating that the debtor is in severe financial difficulty and there is no realistic prospect of recovery, or when the receivables are over 2 years past due, whichever occurs first.

Where council renegotiates the terms of receivables due from certain customers, the new expected cash flow are discounted at the original effective interest rate and any resulting difference to the carrying amount is recognised in profit or loss.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C1-5 Infrastructure. property, plant and equipment

By aggregated asset class	At 1 July 2023			Movements during year						At 30 June 2024		
	Gross carrying amount \$'000	Accumulated Depreciation \$'000	Net carrying amount \$'000	Renewals ⁽¹⁾ \$'000	New assets \$'000	Carrying value of disposals \$'000	Depn and impairment \$'000	Transfers \$'000	Revaluation increments/ (decrements) \$'000	Gross carrying amount \$'000	Accumulated Depreciation \$'000	Net carrying amount \$'000
Capital WIP	26,874	-	26,874	18,455	4,948	-	-	(17,794)	-	32,483	-	32,483
Plant, equipment, furniture and fittings	28,498	19,649	8,849	-	6,871	(245)	(2,434)	-	-	31,663	18,622	13,041
Land	249,979	-	249,979	-	2,991	-	-	-	-	252,970	-	252,970
Infrastructure												
- Buildings & other structures	279,065	123,991	155,074	3,124	622	-	(4,270)	1,772	5,490	289,265	127,453	161,812
- Roads, bridges & footpaths	1,255,146	259,395	995,751	11,183	24,376	(764)	(17,041)	11,341	77,280	1,369,946	267,821	1,102,125
- Storm water drainage	400,060	71,754	328,306	2,967	12,646	-	(3,118)	496	16,836	436,534	78,399	358,135
- Open space / recreational assets	105,843	35,365	70,478	-	5,707	(1,113)	(2,096)	4,185	13,194	119,505	29,148	90,357
- Other infrastructure (waste depot)	6,121	2,699	3,422	549	-	-	(287)	-	-	6,670	2,987	3,683
Other assets	15,458	1,203	14,255	-	1,082	-	(183)	-	468	16,837	1,215	15,622
Tip asset	18,161	8,424	9,737	-	-	-	(1,087)	-	1,135	19,296	9,511	9,785
Totals	2,385,205	522,480	1,862,725	36,278	59,244	(2,123)	(30,514)	-	114,403	2,575,168	535,155	2,040,012

1. Renewals are defined as replacements of existing assets as opposed to the acquisition of new assets.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C1-5 Infrastructure. Property, plant and equipment (Cont)

By aggregated asset class	At 1 July 2022			Movements during year						Restated At 30 June 2023		
	Gross carrying amount \$'000	Accumulated Depreciation \$'000	Net carrying amount \$'000	Renewals (1) \$'000	New assets \$'000	Carrying value of disposals \$'000	Depn and impairment \$'000	Transfers \$'000	Revaluation increments/ (decrements) \$'000	Gross carrying amount \$'000	Accumulated Depreciation \$'000	Net carrying amount \$'000
Capital WIP	51,679	-	51,679	14,544	9,211	-	-	(48,560)	-	26,874	-	26,874
Plant, equipment, furniture & fittings	26,061	18,653	7,408	-	4,618	(380)	(2,797)	-	-	28,498	19,649	8,849
Land	134,187	-	134,187	-	3,346	-	-	-	112,446	249,979	-	249,979
Infrastructure:												
- Buildings & other structures	175,252	88,253	86,999	2,911	18,592	-	(3,114)	30,081	19,604	279,065	123,991	155,074
- Roads, bridges & footpaths	1,134,269	257,654	876,615	22,862	27,785	(3,665)	(17,175)	10,876	78,453	1,255,146	259,395	995,751
- Storm water drainage	245,462	43,929	201,533	452	7,864	-	(1,743)	-	120,200	400,060	71,754	328,306
- Open space / recreational assets	91,104	31,409	59,695	-	1,114	(936)	(2,325)	6,435	6,495	105,843	35,365	70,478
- Other infrastructure (waste depots)	4,954	2,417	2,537	-	-	-	(282)	1,167	-	6,121	2,699	3,422
Other assets	15,029	1,235	13,794	-	545	(4)	(182)	-	102	15,458	1,203	14,255
Tip asset	10,965	6,801	4,164	-	-	-	(1,623)	-	7,196	18,161	8,424	9,737
Totals	1,888,962	450,351	1,438,610	40,769	73,075	(4,985)	(29,241)	-	344,496	2,385,205	522,480	1,862,725

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**Notes to the financial statements 30 June 2024****C1-5 Infrastructure. Property, plant and equipment (Cont.)****Material accounting policy information***Initial recognition of infrastructure, property, plant & equipment (IPPE)*

IPPE is measured initially at cost. Cost includes the fair value of the consideration given to acquire the asset (net of discounts and rebates) and any directly attributable cost of bringing the asset to working condition for its intended use.

When infrastructure, property, plant and equipment are acquired by council at significantly below fair value the assets are initially recognised at their fair value at acquisition date.

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.

Useful lives of IPPE

Land is not depreciated. Depreciation on other assets is calculated using the straight-line method to allocate their cost, net of their residual values, over their estimated useful lives as follows:

Asset Class

Office furniture & equipment	5 - 10 years	Flood control structures	100 - 200 years
Vehicles	5 - 6 years	Roads - Surface	15 - 125 years
Plant and equipment	5 - 15 years	Roads - Structure	50 - 200 years
Buildings	30 - 150 years	Footpaths	75 years
Parks & Community improvements	5 - 50 years	Kerb and gutter	100 years
Drains & Culverts	140-200 years	Road furniture	20 years
Bulk earthworks	Infinite	Bridges	150 years

The assets' residual values and useful lives are reviewed, and adjusted if appropriate, at each reporting date.

Revaluation Model

Infrastructure, property, plant and equipment are held at fair value. Comprehensive valuations are performed at least every five years, however the carrying amount of assets is assessed by Council at each reporting date to confirm that it is not materially different from current fair value.

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

Land under roads

Land under roads is land under roadways and road reserves including land under footpaths, nature strips and median strips.

Council has elected not to recognise land under roads acquired before 1 July 2008. Land under roads acquired after 1 July 2008 is recognised in accordance with the IPPE accounting policy.

Crown reserves

Crown reserves under Council's care and control are recognised as assets of the Council. While ownership of the reserves remains with the Crown, Council retains operational control of the reserves and is responsible for their maintenance and use in accordance with the specific purposes to which the reserves are dedicated. Where the Crown reserves are under a lease arrangement they are accounted for under AASB 16 leases.

Improvements on Crown reserves are also recorded as assets, while maintenance costs incurred by Council and revenues relating to the reserves are recognised within Council's Income Statement.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C2. Liabilities of Council

C2-1 Payables

	2024		2023	
	Current \$'000	Non-current \$'000	Current \$'000	Non-current \$'000
Payables				
Goods and services	12,073	-	8,741	-
Accrued wages and salaries	1,594	-	1,357	-
Accrued expenses - Other	648	-	675	-
Prepaid rates	3,436	-	3,148	-
Total payables	17,750	-	13,921	-
Current payables not expected to be settled within the next 12 months	-	N/A	-	N/A

Material accounting policy information

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised costs using the effective interest rate method.

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

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C2-2 Contract liabilities

	2024		2023	
	Current \$'000	Non-current \$'000	Current \$'000	Non-current \$'000
Funds to construct Council controlled assets	14,022	-	11,705	-
Total contract liabilities	14,022	-	11,705	-

Council has received funding to construct assets including sporting facilities and other infrastructure. The funds received are under an enforceable contract which require Council to construct an identified asset which will be under Council's control on completion. The revenue is recognised as Council constructs the asset and the contract liability reflects the funding received which cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

Revenue recognised that was included in the contract liability balance at the beginning of the period

	2024 \$'000	2023 \$'000
Funds to construct Council controlled asset	6,069	3,347
	6,069	3,347

Significant changes in contract liabilities

Material accounting policy information

Contract liabilities are recorded when consideration is received from a customer / fund provider prior to Council transferring a good or service to the customer. Council presents the funds which exceed revenue recognised as a contract liability.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C2-3 Borrowings

	2024		2023	
	Current \$'000	Non-current \$'000	Current \$'000	Non-current \$'000
Loans:				
- Secured	7,596	70,991	8,731	72,589
Hire purchase	502	1,243	271	183
Total borrowings	8,098	72,234	9,002	72,772

(a) Changes in liabilities arising from financing activities

	2023 \$'000s	Cash flows \$'000s	Non-cash movements \$'000s		2024 \$'000s
			Acquisition	Other	
Loans:					
- secured	81,321	(2,733)	-	-	78,588
Equipment Loans	454	1,290	-	-	1,744
Other	-	-	-	-	-
Total liabilities from financing activities	81,775	(1,443)	-	-	80,332

	2022 \$'000s	Cash flows \$'000s	Non-cash movements \$'000s		2023 \$'000s
			Acquisition	Other	
Loans:					
- secured	83,431	(2,110)	-	-	81,321
Equipment Loans	849	(395)	-	-	454
Other	-	-	-	-	-
Total liabilities from financing activities	84,280	(2,505)	-	-	81,775

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C2-3 Borrowings (Cont.)

(b) Financing Arrangements	2024 \$'000	2023 \$'000
Total facilities		
Total facilities available to council at the reporting date is:		
Asset finance facility	2,000	2,000
Corporate credit cards	140	140
	<u>2,140</u>	<u>2,140</u>
Drawn facilities		
Financing facilities drawn down at the reporting date is:		
Asset finance facility	-	-
Corporate credit cards	59	43
	<u>59</u>	<u>43</u>
Undrawn facilities		
Undrawn financing facilities available to council at the reporting date is:		
Asset finance facility	2,000	2,000
Corporate credit cards	81	97
	<u>2,081</u>	<u>2,097</u>

Breaches and defaults

During the current and prior year, there were no defaults or breaches on any of the loans.

Security over loans

Loans are secured over the revenue of Council.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C2-4 Employee benefit provisions

	2024		2023	
	Current \$'000	Non-current \$'000	Current \$'000	Non-current \$'000
Annual leave	5,155	-	4,718	-
Sick leave	400	-	472	-
Long service leave	8,292	322	9,162	280
RDO / Time in Lieu	637	-	616	-
Total provisions	14,484	322	14,968	280
Current provisions not expected to be settled within the next 12 months	10,721	N/A	11,225	N/A

Material accounting policy information

Employee benefit provisions are presented as current liabilities in the Statement of Financial Position if the Council does not have an unconditional right to defer settlement for at least 12 months after the reporting date, regardless of when the actual settlement is expected to occur and therefore all annual leave and vested long service leave (or that which vests within 12 months) is presented as current.

Short-term obligations

Liabilities for wages and salaries (including non-monetary benefits, annual leave and accumulating sick leave expected to be wholly settled within 12 months after the end of the period in which the employees render the related service) are recognised in respect of employees' services up to the end of the reporting period and are measured at the amounts expected to be paid when the liabilities are settled. The liability for annual leave and accumulating sick leave is recognised in the provision for employee benefits. All other short-term employee benefit obligations are presented as payables.

Other long-term employee benefit obligations

The liability for long-service leave and annual leave that is not expected to be wholly settled within 12 months after the end of the period in which the employees render the related service is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the end of the reporting period using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures, and periods of service. Expected future payments are discounted using market yields at the end of the reporting period on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

On-costs

The employee benefit provisions include on-cost liabilities that will arise when payment of current employee benefits is made in future periods. These amounts include superannuation, payroll tax & workers compensation which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

C2-5 Provisions

	2024		2023	
	Current \$'000	Non-current \$'000	Current \$'000	Non-current \$'000
Tip remediation	2,147	34,750	-	21,148
Total provisions	2,147	34,750	-	21,148

Movements in provisions

	Asset remediation \$'000	Other Provision \$'000	Total \$'000
At beginning of year	21,148	-	21,148
Changes to provision:			
Revised life & costs to remediate	17,328	-	17,328
Revised discount rate	(1,579)	-	(1,579)
Total	36,897	-	36,897

Nature and purpose provisions

Asset remediation

The asset remediation provision represents the present value estimate of future costs Council will incur to restore, rehabilitate and reinstate the tip as a result of past operations.

Material accounting policy information

Provisions are recognised when Council has a present legal or constructive obligation as a result of past events, it is probable that an outflow of resources will be required to settle the obligation, and the amount has been reliably estimated.

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

Provisions are measured at the present value of management's best estimate of the expenditure required to settle the present obligation at the reporting date. The discount rate used to determine the present value reflects current market assessments of the time value of money and the risks specific to the liability. The increase in the provision due to the passage of time is recognised as borrowing costs.

Asset remediation - tips

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, e.g. updated costs estimates and revisions to the estimated lives of operations, and are subject to formal review at regular intervals.

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 affect future financial results.

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.

Maitland City Council

Notes to the financial statements 30 June 2024

C3. Reserves

C3-1 Nature and purpose of reserves

(a) Nature and purpose of reserves

Infrastructure, property, plant and equipment revaluation reserve

The infrastructure, property, plant and equipment revaluation reserve is used to record increments and decrements on the revaluation of Infrastructure, property, plant & equipment.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**Notes to the financial statements 30 June 2024****D. Risks and accounting uncertainties****D1-1 Risks relating to financial instruments held**

Council's overall risk management program focuses on the unpredictability of financial markets and seeks to minimise potential adverse effects on the financial performance of the council.

Council's objective is to maximise its return on cash and investments whilst maintaining an adequate level of liquidity and preserving capital. The finance section manages the cash and investments portfolio with the assistance of independent advisers. Council has an investment policy which complies with the Local Government Act and Ministerial Investment Order 625. The policy is regularly reviewed by Council and a monthly investment report is provided to Council setting out the make-up and performance of the portfolio as required by local government regulations.

Council does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the Finance Department under policies approved by the Council

The fair value of receivables, loans, investments and financial liabilities approximates the carrying amount.

The risks associated with the financial instruments held are:

- * Market rate risk - the risk that movements in interest rates could affect returns.
- * Liquidity risk - the risk that Council will not be able to pay its debts as and when they fall due.
- * Credit risk - the risk that a contracting entity will not complete its obligations under a financial instrument resulting in a financial loss to Council.

Council manages these risks by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees. Council also seeks advice from its independent advisers before placing any cash and investments.

(a) Market risk - interest rate and price risk

The impact on result for the year and equity of a reasonably possible movement in the price of investments held and interest rates is shown below. The reasonably possible movement was determined based on historical movements and economic conditions in place at the reporting date.

	2024	2023
	\$'000	\$'000
Impact of a 2% (2023: 2%) movement in price of Bonds (investments):		
- Equity / Income statement	252	211
Impact of a 2% (2023: 2%) movement in interest rates:		
- Equity / Income statement	1,579	1,014

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

D1-1 Risks relating to financial instruments held (Cont.)**(b) Credit risk**

Council's major receivables comprise rates, annual charges, user charges and fees. Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery policies. Council also encourages ratepayers to pay rates by the due date through incentives.

The credit risk for liquid funds and other short-term financial assets is considered negligible since the counterparties are reputable banks with high quality external credit ratings.

There are no significant concentrations of credit risk. Benchmarks are set and monitored for acceptable collection performance.

The maximum exposure to credit risk at the reporting date is the carrying amount of each class of receivable in the financial statements.

There are no material receivables that have been subject to a re-negotiation of repayment terms.

Credit risk profile**Receivables - Rates and Annual Charges**

Credit risk on rates and annual charges is minimised by the ability of Council to recover these debts as a secured charge over the land; that is, the land can be sold to recover the debt. Council is also able to charge interest on overdue rates and annual charges at higher than market rates, which further encourages payment.

	Not yet due	Overdue debts		Total
	\$'000	< 5 year \$'000	> 5 years \$'000	\$'000
2024	-	8,055	69	8,124
2023	-	6,148	53	6,201

Receivables - non-rates and annual charges and contract assets

Council applies the simplified approach for non-rates and annual charges and contract assets to provide for expected credit losses, which permits the use of the lifetime expected loss provision at inception. To measure the expected credit losses, receivables have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision is determined as follows.

	Not yet due	Overdue debts				Total
		< 30 days	30 - 60 days	60 - 90 days	> 90 days	
2024	Gross carrying amount (\$'000)	3,320	557	14	30	4,044
	Expected loss rate (%)	-	-	-	-	-
	ECL provision (\$'000)	118	-	-	-	118
2023	Gross carrying amount (\$'000)	4,950	1,285	33	69	6,621
	Expected loss rate (%)	-	-	-	-	-
	ECL provision (\$'000)	118	-	-	-	118

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

D1-1 Risks relating to financial instruments held (Cont.)

(c) Liquidity risk

Payables, lease liabilities and borrowings are both subject to liquidity risk - that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. Council manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon in extenuating circumstances.

Borrowings are also subject to interest rate risk: the risk that movements in interest rates could adversely affect funding costs. Council manages this risk through diversification of borrowing types, maturities and interest rate structure.

The finance team regularly reviews interest rate movements to determine if it would be advantageous to refinance or renegotiate part or all of the loan portfolio.

The timing of cash flows presented in the table below to settle financial liabilities reflects the earliest contractual settlement dates. The timing of expected outflows is not expected to be materially different from contracted cashflows.

The amounts disclosed in the table are the undiscounted contracted cash flows for non-lease liabilities and therefore the balances in the table may not equal the balances in the statement of financial position due to the effect of discounting.

2024 \$'000	Weighted Average Interest rate %	Due within 1 Year \$'000	Due between 1 and 5 years \$'000	Due after 5 years \$'000	Total Contractual cash flows \$'000	Carrying values \$'000
Payables	0.00%	17,750	-	-	17,750	17,750
Borrowings	3.19%	11,061	40,527	46,685	98,273	80,332
		28,811	40,527	46,685	116,023	98,082
2023 \$'000	Weighted Average Interest rate %	Due within 1 Year \$'000	Due between 1 and 5 years \$'000	Due after 5 years \$'000	Total Contractual Cash flows \$'000	Carrying Values \$'000
Payables	0.00%	13,921	-	-	13,921	13,921
Borrowings	3.01%	10,632	31,845	50,084	92,561	81,775
		24,553	31,845	50,084	106,482	95,696

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

D2-1 Fair value measurement

The Council measures the following assets and liabilities at fair value on a recurring basis.

- * Infrastructure, property, plant and equipment

Fair value hierarchy

All assets and liabilities measured at fair value to be assigned to a level in the fair value hierarchy as follows:

Level 1	Unadjusted quoted prices in active markets for identical assets or liabilities that the council can access at the measurement date.
Level 2	Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly.
Level 3	Unobservable inputs for the asset or liability.

None of Council's assets and liabilities at fair value are in Level 1 of the Fair value hierarchy.

The table below shows the assigned level for each asset and liability held at fair value by the Council:

	Note	Level 2 (\$'000's) Significant observable inputs \$'000		Level 3 (\$'000s) Significant unobservable inputs \$'000		Total (\$'000s)	
		2024 \$'000	2023 \$'000	2024 \$'000	2023 \$'000	2024 \$'000	2023 \$'000
Recurring fair value measurements							
Infrastructure, property, plant and equipment	C1-5						
Plant, equipment, furniture and fittings		-	-	13,041	8,849	13,041	8,849
Land		118,227	116,262	134,743	133,717	252,970	249,979
Buildings and other structures		-	-	161,812	155,074	161,812	155,074
Roads, bridges and footpaths		-	-	1,102,125	995,751	1,102,125	995,751
Storm water drainage		-	-	358,135	328,306	358,135	328,306
Open space / recreational assets		-	-	90,357	70,478	90,357	70,478
Other infrastructure assets (waste depot)		-	-	3,683	3,422	3,683	3,422
Other assets		-	-	15,622	14,255	15,622	14,255
Tip asset		-	-	9,785	9,737	9,785	9,737
Total infrastructure, property, plant & equipment		118,227	116,262	1,889,302	1,719,589	2,007,529	1,835,851

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

D2-1 Fair value measurement

Level 3 Measurements

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various Level 3 asset class fair values with no changes to valuation techniques during the period.

Class	Valuation techniques	Unobservable inputs
Plant, equipment, furniture, fittings and office equipment	Cost approach	Current replacement cost of modern equivalent asset, asset condition, useful life and residual value
Operational land	Market approach	Price per square metre
Land Under Roads	Market-based direct comparison	Extent and impact of use, market cost of land per square metre, restrictions. The market value of land varies significantly depending on the location of land and current market conditions.
Community / Crown Land	Market approach. Land values obtained from the NSW Valuer-General	Land value, land area, level of restriction
Buildings	Cost approach	Current replacement cost of modern equivalent asset using componentisation, asset condition, remaining lives, residual value. Unit rates per m2
Roads, bridges, footpaths, stormwater drainage	Cost approach	Asset condition, remaining lives using componentisation Unit rates per m2 or m3
Swimming pools	Cost approach	Current replacement cost of modern equivalent asset, asset condition, useful life and residual value
Other open space / recreational assets	Cost approach	Current replacement cost of modern equivalent asset using componentisation, asset condition, remaining lives, residual value.
Other infrastructure assets (waste depot)	Cost approach	Current replacement cost of modern equivalent asset using componentisation, asset condition, remaining lives, residual value.
Art works	Market approach	Market approach if information readily available. The level of appreciation of the asset, current replacement/replication cost of equivalent asset, asset condition
Tip asset	Cost approach	Environmental legislation, timing of expected cash outflows, asset condition

Reconciliation of Movements

A reconciliation of the movements in recurring fair value measurements allocated to Level 3 of the hierarchy is provided below:

	2024	2023
	\$'000	\$'000
Balance at 1 July	1,719,589	1,312,970
Total gains or losses for the period		
Recognised in profit or loss - Realised (Refer Note B4-1)	(786)	(3,785)
Recognised in other comprehensive income - Revaluation	114,402	302,196
Other movements		
Purchases	87,948	138,649
Sales	(1,336)	(1,199)
Depreciation	(30,514)	(29,241)
Other movements	-	-
Balance at 30 June	1,889,302	1,719,589

Highest and best use

All assets valued at fair value in this note are being used for their highest and best use.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

D3-1 Contingencies

Contingent liabilities

(a) Defined benefit plan

Council is party to an Industry Defined Benefit Plan under the Local Government Superannuation Scheme, named The Local Government Superannuation Scheme - Pool B (the Scheme) which is a defined benefit plan that has been deemed to be a "multi-employer fund" for the purposes of AASB119 Employee Benefits, for the following reasons:

- assets are not segregated within the sub-group for each sponsoring employer;
- contribution rates are the same for all sponsoring employers;
- benefits for employees are determined according to the same formulae; and
- the same actuarial assumptions are currently used for each employee.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees and hence shares in the associated gains and losses (to the extent that they are not borne by members).

Description of the funding arrangements

Pooled employers are required to pay standard employer contributions and additional lump sum contributions to the fund.

the standard employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working lifetime of a typical new entrant is calculated. The standard employer contribution rates are:

Division B	1.9 times for non -180 point members & Nil for 180 point members
Division C	2.5% salaries
Division D	1.64 times member contributions

The additional lump sum contribution for each pooled employer is a share of the total additional contributions of \$20.0M for 1 January 2022 to 31 December 2024.

The adequacy of contributions is assessed at each triennial actuarial investigation and monitored annually between triennials.

Description of Council's liability and obligations

The last valuation of the Scheme was performed by the Actuary, Mr Richard Boyfield, FIAA on 30 June 2022.

The expected contributions to the Fund by Council for the 2024/25 financial year is \$257,423.

It is estimated that there are \$112,591 past service contributions remaining.

The estimated employer reserves financial position for the pooled employees as at 30 June 2023 is:

Employer reserves only	\$M	Asset Coverage
Assets	2,237.5	
Past Service Liabilities	2,141.9	104.5%
Vested benefits	2,159.8	103.6%

Council's share of that deficiency cannot be accurately calculated as the scheme is a mutual arrangement. For this reason no liability for the deficiency is recognised in the accounts. Council has a possible obligation that may arise should the scheme require immediate payment to correct the deficiency

An investment return of 6.0%, salary inflation of 3.5% and CPI increases of 2.5% are the key long term assumptions for the calculated present value of accrued benefits.

(b) Bank guarantees / loan guarantees

Council is guarantor of a bank loan obtained by the Maitland Hockey Association. The loan, in the amount of \$350,000 was redrawn down in 2018/19.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

E. People and relationships**E1. Related party disclosures****E1-1 Key management personnel (KMP)**

The aggregate amount of KMP compensation included in the Income Statement is:

	2024	2023
Compensation	\$'000	\$'000
Short-term benefits	2,530	2,569
Post-employment benefits	2,259	215
Total	4,789	2,784

Other transactions with KMP and their related parties

Council has determined that transactions at arm's length between KMP and Council as part of KMP using council services (e.g. access to library or Council swimming pool) will not be disclosed.

Nature of the transaction	Transactions during the year (\$'000s)	Outstanding balances, including commitments (\$'000s)	Terms and conditions	Impairment provision on outstanding balances (\$'000s)	Impairment expense (\$'000s)
2024					
Payments made for recycling services ²	3,076	-	30 days	-	-
Payments made for services received ³	148	-	30 days	-	-

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

E1-1 Key management personnel (KMP)**Other transactions with KMP and their related parties (continued)**

Nature of the transaction	Transactions during the year (\$'000s)	Outstanding balances, including commitments (\$'000s)	Terms and conditions
2023			
Employee expenses relating to close family members of KMP ¹	111	-	Council competency based salary system
Payments made for recycling services ²	2,673	-	30 days
Payments made for services received ³	201	-	30 days

¹ Close family members of Council's KMP are employed by the Council under its competency based salary system on an arms length basis. There is one close family member of KMP currently employed by the Council.

² Relates to payments to Hunter Resource Recovery, a company in which Council has an interest, to provide recycling services. The contract was awarded through a competitive tender process based on market rates for these services. Amounts are payable on a monthly basis for the term of the contract.

³ Council uses Arrow Collaborative Services Limited, a company in which Council has an interest, for a variety of services, including legal services, records storage, training and Environment Management.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council**Notes to the financial statements 30 June 2024****E1-2 Councillor and mayoral fees and associated expenses**

The aggregate amount of Councillor and mayoral fees and associated expenses included in the Income statement is:

	2024	2023
	\$'000	\$'000
Mayoral fee	104	69
Councillor fees	465	361
Councillors' (including mayor) expenses	13	15
Total	582	445

E2 Other relationships**E2-1 Audit fees**

	2024	2023
	\$'000	\$'000
Auditors of the Council - NSW Auditor-General:		
Audit and review of financial statements	115	111
Total fee paid or payable to the Auditor-General	115	111

Maitland City Council**Notes to the financial statements 30 June 2024****F. Other matters****F1-1 Statement of cash flows information****(a) Reconciliation of net operating result to cash provided from operating activities**

	2024 \$'000	2023 \$'000
Operating result	53,461	68,230
Add / (less) non-cash items		
(Gain) / loss on disposal of assets	786	3,785
Depreciation and amortisation	31,097	29,869
Non -cash contributions and dedications	(38,939)	(37,267)
Impairment of receivables	70	11
Changes in assets and liabilities		
Movement in operating assets and liabilities		
(Increase) / decrease of receivables	552	(2,220)
(Increase) / decrease of other assets	-	-
(Increase) / decrease of Inventories	(6)	(70)
(Increase) / decrease of contract asset	(504)	1,848
Increase / (decrease) in trade payables	3,829	(3,774)
Increase / (decrease) in contract liabilities	2,317	6,097
Increase / (decrease) in employee benefit provision	(442)	878
Increase / (decrease) in other provisions	14,614	-
Net Cash Flows from operating activities	66,835	67,387

(b) Non-cash financing and investing activities

Asset contributions		
- Roads Bridges and footpaths	24,376	27,784
- Drainage	12,653	7,864
- Land	1,026	1,297
- Other	885	323
	38,940	37,268

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

F2-1 Capital commitments

	Actual 2024 \$'000	Actual 2023 \$'000
(a) Capital commitments (exclusive of GST)		
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
- Plant and equipment	2,427	6,863
- Roads, bridges & footpaths	18,832	22,027
- Drainage assets	64	104
- Recreational assets	2,949	6,805
- Buildings	110	232
- Other	4,256	2,893
Total	<u>28,638</u>	<u>38,924</u>

The Council has committed to completing various road, bridge and footpath works and replacing various items of major plant.

F3-1 Events occurring after reporting date

NIL

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

F4. Statement of developer contributions as at 30 June 2024

F4-1 Summary of developer contributions

Purpose	Balance At 1 July 2023 (\$'000)	Contributions Received			Interest & investment income earned (\$'000)	Amount Expensed (\$'000)	Held as restricted asset At 30 June 2024 (\$'000)	Cumulative balance of internal borrowings (to) / from (\$'000)
		Cash (\$'000)	Non Cash Land (\$'000)	Non Cash Other (\$'000)				
Drainage	1,041	254	-	-	53	199	1,149	-
Roads	388	59	-	-	22	-	469	-
Traffic facilities	51,871	12,475	-	-	2,655	14,162	52,839	-
Parking	1	-	-	-	-	-	1	-
Open space	31,847	5,421	-	-	1,661	3,599	35,330	-
Community facilities	30,029	3,576	-	-	1,613	522	34,696	-
Other	1,492	485	-	-	78	422	1,633	-
S7.11 under plans	116,669	22,270	-	-	6,082	18,904	126,117	-
S7.12 levies	1,566	506	-	-	76	1,067	1,081	-
Total Contributions	118,235	22,776	-	-	6,158	19,971	127,198	-

Under the Environmental Planning and Assessment Act 1979, council has significant obligations to provide Section 7.11 (contributions towards provision or improvement of amenities or services) infrastructure in new release areas. It is possible that the funds contributed may be less than the cost of this infrastructure, requiring council to borrow or use general revenue to fund the difference.

Contribution plan no. 1 - 2006 City Wide Plan

Purpose	Balance At 1 July 2023 (\$'000)	Contributions Received			Interest & investment income earned (\$'000)	Amount Expensed (\$'000)	Held as restricted asset At 30 June 2024 (\$'000)	Cumulative balance of internal borrowings (to) / from (\$'000)
		Cash (\$'000)	Non Cash Land (\$'000)	Non Cash Other (\$'000)				
Drainage	-	-	-	-	-	-	-	-
Roads	388	59	-	-	22	-	469	-
Traffic facilities	4,212	1,580	-	-	256	258	5,790	-
Parking	1	-	-	-	-	-	1	-
Open space	6,117	467	-	-	305	1,060	5,829	-
Community facilities	12,019	272	-	-	620	137	12,774	-
Other	287	106	-	-	11	285	119	-
Total	23,024	2,484	-	-	1,214	1,740	24,982	-

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

F4-2 Developer contributions by plan

Contribution plan no. 2 - 2006 Thornton North Plan

Purpose	Balance At 1 July 2022 (\$'000)	Contributions Received			Interest & investment income earned (\$'000)	Amount Expensed (\$'000)	Held as restricted asset At 30 June 2023 (\$'000)	Cumulative balance of internal borrowings (to) / from (\$'000)
		Cash (\$'000)	Non Cash Land (\$'000)	Non Cash Other (\$'000)				
Drainage	-	-	-	-	-	-	-	-
Roads	-	-	-	-	-	-	-	-
Traffic facilities	26,470	4,895	-	-	1,298	9,210	23,453	-
Parking	-	-	-	-	-	-	-	-
Open space	13,719	1,659	-	-	750	157	15,971	-
Community facilities	6,843	925	-	-	360	245	7,883	-
Other	313	135	-	-	20	7	461	-
Total	47,345	7,614	-	-	2,428	9,619	47,768	-

Contribution plan no. 3 - 2014 Lochinvar Plan

Purpose	Balance At 1 July 2023 (\$'000)	Contributions Received			Interest & investment income earned (\$'000)	Amount Expensed (\$'000)	Held as restricted asset At 30 June 2024 (\$'000)	Cumulative balance of internal borrowings (to) / from (\$'000)
		Cash (\$'000)	Non Cash Land (\$'000)	Non Cash Other (\$'000)				
Drainage	1,041	254	-	-	53	199	1,149	-
Roads	-	-	-	-	-	-	-	-
Traffic facilities	4,533	1,343	-	-	249	709	5,416	-
Parking	-	-	-	-	-	-	-	-
Open space	5,972	1,675	-	-	260	2,366	5,541	-
Community facilities	2,154	596	-	-	124	-	2,874	-
Other	497	148	-	-	27	70	602	-
Total	14,197	4,016	-	-	713	3,344	15,582	-

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

F4-2 Developer contributions by plan (Cont.)

Contribution plan no. 4 - 2016 City Wide Plan

Purpose	Balance At 1 July 2023 (\$'000)	Contributions Received			Interest & investment income earned (\$'000)	Amount Expensed (\$'000)	Held as restricted asset At 30 June 2024 (\$'000)	Cumulative balance of internal borrowings (to) / from (\$'000)
		Cash (\$'000)	Non Cash Land (\$'000)	Non Cash Other (\$'000)				
Drainage	-	-	-	-	-	-	-	-
Roads	-	-	-	-	-	-	-	-
Traffic facilities	13,462	3,888	-	-	698	2,830	15,218	-
Parking	-	-	-	-	-	-	-	-
Open space	2,041	747	-	-	122	16	2,894	-
Community facilities	7,908	1,562	-	-	447	140	9,777	-
Other	181	32	-	-	8	60	161	-
Total	23,592	6,229	-	-	1,275	3,046	28,050	-

Contribution plan no. 5 - 2015 Farley Plan

Purpose	Balance At 1 July 2023 (\$'000)	Contributions Received			Interest & investment income earned (\$'000)	Amount Expensed (\$'000)	Held as restricted asset At 30 June 2024 (\$'000)	Cumulative balance of internal borrowings (to) / from (\$'000)
		Cash (\$'000)	Non Cash Land (\$'000)	Non Cash Other (\$'000)				
Drainage	-	-	-	-	-	-	-	-
Traffic facilities	3,194	769	-	-	154	1,155	2,962	-
Open space	3,998	873	-	-	224	-	5,095	-
Community facilities	1,105	221	-	-	62	-	1,388	-
Other	214	64	-	-	12	-	290	-
Total	8,511	1,927	-	-	452	1,155	9,735	-

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Notes to the financial statements 30 June 2024

F5. Statement of performance measures

F5-1 Statement of performance measures

	Amounts 2024 \$'000	2024 indicators	2023 indicators	Benchmark
1. Operating performance				
Total continuing operating revenue ⁽¹⁾ excluding capital grants and contributions less operating expenses ⁽⁴⁾	\$ (23,260)	(14.97%)	(2.38%)	>0
Total continuing operating revenue ⁽¹⁾ excluding capital grants and contributions	\$ 155,403			
2. Own source operating revenue				
Total continuing operating revenue ⁽¹⁾ excluding all grants and contributions	\$ 137,381	58.98%	56.13%	>60%
Total continuing operating revenue ⁽¹⁾ inclusive of all grants and contributions	\$ 232,910			
3. Unrestricted current ratio				
Current assets less all external restrictions	\$ 94,818	2.06 x	2.57 x	>1.5x
Current liabilities less specific purpose liabilities ^{(2), (3)}	\$ 45,961			
4. Debt service cover ratio				
Operating results ¹ before capital excluding interest and depreciation / impairment / amortisation (EBTDA)	\$ 10,358	0.85 x	2.53 x	>2x
Principal repayments (from statement of cash flows) + borrowing interest costs (from income statement)	\$ 12,229			
5. Rates and annual charges outstanding percentage				
Rates and annual charges outstanding	\$ 8,124	7.10%	6.44%	<5% metro
Rates and annual charges collectable	\$ 114,426			<10% regional
6. Cash expense cover ratio				
Current year's cash and cash equivalents + term deposits	\$ 137,846	11.86 months	14.44 months	>3 months
Payments from cash flow of operating and financing activities	\$ 139,514			

Notes:

(1) Excludes fair value increments on investment properties, reversal of revaluation decrements, reversal of impairment losses on receivables, net gain on sale of assets, and net share of interests in joint ventures and associates using the equity method and includes pensioner rate subsidies

(2) Excludes impairment/revaluation decrements of IPPE, fair value decrements on investment properties, impairment losses on receivables, net loss on disposal of assets, and net loss on share of interests in joint ventures and associates using the equity method

End of Audited Financial Statement

Page 50

Maitland City Council**Special Schedules
for the year ended 30 June 2024****Contents*****Special Schedules***

Page

Special Schedule 1	Permissible income calculation	B2
Special Schedule 2	Report on infrastructure assets (not audited)	B3

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Special Schedule 1

Permissible Income for General Rates

	2024-25 \$'000	2023-24 \$'000
Notional General Income Calculation⁽¹⁾		
Last year notional income yield	84,566	79,932
Plus / minus adjustments ⁽²⁾	1,890	213
Notional general income	86,456	80,145
Permissible income calculation		
Special variation percentage ⁽³⁾	0.00%	0.00%
OR Rate peg percentage	5.00%	5.90%
OR Crown land adjustment incl. rate peg percentage	-	-
Less expiring special variation amount	-	-
Plus special variation amount	-	-
OR Plus rate peg amount	4,323	4,729
OR Plus crown land adjustment and rate peg amount	-	-
Sub total	90,779	84,874
Plus or minus last year's carry forward total	1	293
Less valuation objections claimed in the previous year	- 1	- 14
Sub total	-	- 307
Total permissible income	90,779	84,567
Less notional general income yield	90,779	84,566
Catch-up or (excess) result	0	1
Plus income lost due to valuation objections claimed ⁽⁴⁾	-	-
Less unused catch-up ⁽⁵⁾	-	-
Carry forward to next year ⁽⁶⁾	0	1

Notes

1. The notional general income will not reconcile with rate income in the financial statements in the corresponding year. The statements are reported on an accrual accounting basis which include amounts that relate to prior years' rates income.
2. Adjustments account for changes in the number of assessments and any increase or decrease in land value occurring during the year. The adjustments are called "supplementary valuations" as defined in the *Valuation of Land Act 1916 (NSW)*.
3. The 'special variation percentage' is inclusive of the Rate Peg percentage and where applicable crown land adjustment.
4. Valuation objections are unexpected changes in land values as a result of land owners successfully objecting to the land value issued by the Valuer-General. Councils can claim the value of the income lost due to valuation objections in any single year.
5. Unused catch-up amounts will be deducted if they are not caught up within 2 years. Usually councils will have a nominal carry forward figure. These amounts can be adjusted for in setting the rates in a future year.
6. Carry forward amounts which are in excess (an amount that exceeds the permissible income) require Ministerial approval by order published in the NSW Government Gazette in accordance with section 512 of the *Local Government Act 1993*. The OLG will extract these amounts from councils' Special Schedule 2 in the Financial Data Return (FDR) to administer this process. Please check data is transferred accurately to the Special Schedule 2 of the Financial

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Special Schedule No. 2: Report on infrastructure assets as at 30 June 2024

Asset class	Asset category	Estimated cost to bring to a satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2023-24 Required maintenance	2023-24 actual maintenance [^]	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a % of Gross Replacement Cost				
		\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	1	2	3	4	5
Buildings *		75,135	75,135	2,292	3,391	161,812	289,265	18.4%	20.6%	15.5%	30.5%	15.1%
Other structures *		-	-	-	-	-	-	-	-	-	-	-
Roads *	Sealed Roads	36,319	14,664	4,646	11,722	723,030	865,059	58.1%	33.4%	5.8%	2.2%	0.5%
	Unsealed Roads	3,833	3,833	14	84	1,632	5,739	60.0%	31.3%	5.9%	2.6%	0.2%
	Other Roads Assets	42,808	16,145	1,399	709	184,641	252,976	45.0%	20.0%	26.0%	6.0%	3.0%
	Bridges	5,500	16	643	68	53,555	62,520	62.6%	28.6%	8.8%	0.0%	0.0%
	Footpaths	20,366	2,183	1,048	1,386	139,267	183,652	47.0%	33.6%	17.9%	1.2%	0.2%
	Sub total	108,826	36,841	7,750	13,969	1,102,125	1,369,946					
Stormwater drainage *		19,434	7,979	3,117	1,421	358,135	436,534	68.3%	24.3%	5.2%	1.0%	1.2%
Open space / recreational assets *												
	Other open space / recreational assets	-										
	Sub total	19,716	10,285	2,096	6,245	90,357	119,505	55.0%	20.0%	15.0%	9.0%	1.0%
		19,716	10,285	2,096	6,245	89,879	118,986					
Total classes	Total - all assets	223,111	130,240	15,255	25,026	1,711,951	2,214,731					

Infrastructure Asset Condition Assessment

Level	Condition	Description
1	Excellent / Very good	No work required (normal maintenance)
2	Good	Only minor maintenance work required
3	Satisfactory	Maintenance work required
4	Poor	Renewal required
5	Very poor	Urgent renewal / upgrading required

* Reconciles with Note C1-5

[^] Required maintenance is the amount identified in Council's asset management plans.

FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2024 (Cont.)

Maitland City Council

Special Schedule No. 2 (continued)

Report on infrastructure assets

30 June 2024

Infrastructure asset performance indicators *

	Amounts \$'000	Current year indicators	2023	Benchmark
1. Building & infrastructure renewals ratio				
Asset renewals (renewals only for Infrastructure Assets)	\$ 36,278	135.3%	165.5%	>100%
Depreciation, amortisation and impairment	\$ 26,811			
2. Infrastructure backlog ratio				
Estimated cost to bring assets to a satisfactory condition	\$ 223,111	13.0%	14.1%	<2%
Net carrying amount of infrastructure assets	\$ 1,711,951			
3. Asset maintenance ratio				
Actual asset maintenance	\$ 25,026	164.1%	161.9%	>100%
Required asset maintenance	\$ 15,255			
4. Cost to bring assets to agreed service level				
Estimated cost to bring assets to an agreed level of service set by Council	\$ 130,240	5.9%	6.0%	
Gross replacement cost	\$ 2,214,731			

* All indicators are calculated using the asset classes identified in the table in Special Schedule 2

13 NOTICES OF MOTION/RESCISSION

14 QUESTIONS WITH NOTICE

15 URGENT BUSINESS

16 COMMITTEE OF THE WHOLE

16.1 NOVATION OF CONTRACT 2023/137/2208 – GILLIESTON HEIGHTS SKATE PARK AND 2022/137/2133 – LARGS AND THORNTON SKATE PARKS

FILE NO:	2023/137/2208 & 2022/137/2133
ATTACHMENTS:	Nil
RESPONSIBLE OFFICER:	Jason Linnane – Director City Services Ashley Kavanagh – Manager Works
AUTHOR:	Kynan Lindus – Civil Engineer (Projects)
MAITLAND +10	Outcome 4 To be healthy and active with access to local services and facilities
COUNCIL OBJECTIVE:	4.3.3 Construct, maintain and manage inclusive sport and recreation facilities across the city

THAT Council move into Confidential Session to discuss this item under the terms of the Local Government Act 1993 Section 10A(2), as follows: (d) (ii) information that would, if disclosed, confer a commercial advantage on a competitor of the council.

EXECUTIVE SUMMARY

Contracts for the construction of Gillieston Heights Skate Park and Thornton Skate Park are proposed to be Novated, as the Contractor is no longer able to fulfil their obligations under the Contract. This report contains details of the Novation, quotations received from a third party for the contract to be novated to, and a recommendation to award Novated contracts for the works. The report is being presented to the Committee of the Whole as it contains confidential information.

17 COMMITTEE OF THE WHOLE RECOMMENDATIONS

18 CLOSURE