



Ordinary Meeting
17 November 2025 at 6.00pm



AGENDA

Notice is hereby given that the Ordinary Meeting of the Hunter's Hill Council will be held in the Council Chambers at 22 Alexandra Street Hunters Hill on

Monday 17 November 2025

Beginning at 6.00pm for the purpose of considering and determining matters included in this agenda.

Nick Tobin
General Manager

Hunter's Hill Council Values

Our values are at the **HEART** of what we do and who we are. As such, we are represented by the following values:

Honesty

Excellence

Accountability

Respect

Teamwork



HUNTER'S HILL COUNCIL
COUNCIL CHAMBERS SEATING PLAN

MAYOR



CR KASSAB



CR VIRGARA



CR PRIESTON



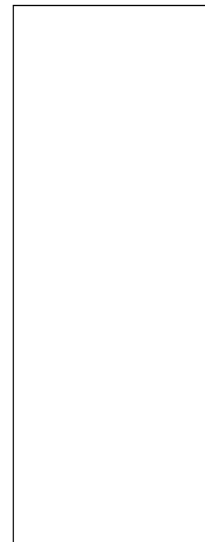
CR LANE



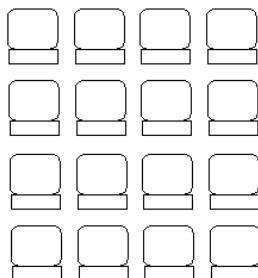
CR TANNOUS-SLEIMAN



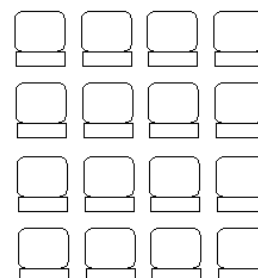
CR WILLIAMS



SPEAKER



GALLERY



ENTRANCE



ORDER OF BUSINESS

Prayer by Robyn Harvey

Attendance, Apologies

Declarations of Interests

- 1 Confirmation of Minutes
- 2 Business Arising
- 3 Reports
- 4 Other Business

Charter of Respectful Behaviour

1. *Comments to be "task" focused + Focus on the issue*
2. *Actively listen + be attentive*
3. *Allow others to finish their point*
4. *Deliver solutions based comments*
5. *Develop your resilience*
6. *Be informed + ask questions*
7. *Seek to understand others*
8. *Be on time + use time wisely*
9. *Acknowledge differences or personal circumstances*
10. *Value each other's contributions*

**HUNTER'S HILL COUNCIL
ORDINARY MEETING OF COUNCIL
17 November 2025**

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- 1 Confirmation of Minutes of Ordinary Meeting 4550 held 27 October 2025

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Nil

3 - NOTICES OF MOTION INCLUDING RESCISSION MOTIONS

Nil

4 - COUNCIL REPORTS

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5 - CORRESPONDENCE

Nil

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Nil

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Nil

8 - COUNCIL IN COMMITTEE OF THE WHOLE

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COMMENCEMENT

The meeting opened with Acknowledgement of Country and Prayer at 6.01pm.

IN ATTENDANCE

The Mayor Zac Miles, Deputy Mayor Julia Prieston, Councillors Carol Tannous Sleiman, Tatyana Virgara, Marc Lane and Ross Williams.

ALSO PRESENT

General Manager Nick Tobin, Director Community and Customer Services Annie Goodman, Manager Communications and Events Shery Demian, Chief Financial Officer Christian Munday, Project Officer Jeff Ellis, Recording Steven Spagnolo and Minute-taker Sarah Valentine.

APOLOGIES

Cr Carla Kassab.

DECLARATIONS OF INTEREST

The Mayor called for Declarations of Interest without response.

CONFIRMATION OF MINUTES

185/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

That the Minutes of Ordinary Meeting No. 4549, 22 September 2025 be confirmed.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

MAYORAL MINUTES & REPORTS

2.1 GENERAL MANAGER APPOINTMENT

PROCEEDINGS IN BRIEF

186/25 RESOLVED on the MOTION of Mayor Miles

1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

TABLING OF PETITIONS

PROCEEDINGS IN BRIEF

Nil

ADDRESSES FROM THE PUBLIC

PROCEEDINGS IN BRIEF

See Items 4.6 and 4.7

MOVE ITEM

187/25 RESOLVED on the MOTION of Deputy Mayor Prieston, seconded Councillor Tannous Sleiman

That at 06:09pm, Items 4.6 and 4.7 be brought forward to be discussed prior to Item 3.1.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

COUNCIL REPORTS**4.6 YOUTH PROGRAMS AND SERVICES****PROCEEDINGS IN BRIEF**

Rev'd Michael Armstrong addressed the meeting.

RECOMMENDATION

1. That the report be received and noted.
2. That a further report be brought back to Council in December 2025 outlining the Youth Services and Programs to take place for the remainder of 2025-26.

Deputy Mayor Prieston left the meeting at 06:53 pm.

Deputy Mayor Prieston returned to the meeting at 06:54 pm.

188/25 RESOLVED on the AMENDED MOTION of Councillor Lane, seconded Councillor Williams

1. That the report be received and noted.
2. Given the absence of funding from the Hon Prue Car MP, allocation of any funds and a mechanism for delivering in-person programs across multiple schools, Council instead resolves to allocate up to the \$5,000 underspend from Community Grants and \$4,000 from the 28 July resolution to funding the Man Cave and Enlighten Education programs at Hunters Hill High School and at Riverside Girls High School jointly.
3. That a further report be brought back to Council in December 2025 outlining the Youth Services and Programs to take place for the remainder of 2025-26.
4. That said report will also include a recommendation on a yearly budget spend on youth services and programs.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.7 PLANNING PROPOSAL FOR 22 ALEXANDRA STREET HUNTERS HILL**PROCEEDINGS IN BRIEF**

Rev'd Michael Armstrong addressed the meeting.

Mr Jim Sanderson addressed the meeting.

The Recommendation was moved on the MOTION of Councillor Virgara, seconded Councillor Tannous Sleiman

1. That Council authorise the undertaking of feasibility and viability analysis and develop a draft Development Control Plan and draft Planning Proposal to enable Seniors Living at 22 Alexandra Street, Hunters Hill

An AMENDMENT was moved by Clr Marc Lane seconded by Clr Ross Williams that:

1. That Council authorise the undertaking of feasibility and viability analysis and develop a draft Development Control Plan and draft Planning Proposal to enable Seniors Living at 22 Alexandra Street, Hunters Hill
2. That any Planning Proposal must ensure that the use of the site as a Town Hall (including large public hall, council chambers and museum) is retained.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	Councillor Carol Tannous Sleiman
Deputy Mayor Julia Prieston	Councillor Tatyana Virgara
Councillor Marc Lane	
Councillor Ross Williams	

The AMENDMENT was CARRIED and became the MOTION

189/25 RESOLVED on the MOTION of Councillor Lane, seconded Councillor Williams

1. That Council authorise the undertaking of feasibility and viability analysis and develop a draft Development Control Plan and draft Planning Proposal to enable Seniors Living at 22 Alexandra Street, Hunters Hill
2. That any Planning Proposal must ensure that the use of the site as a Town Hall (including large public hall, council chambers and museum) is retained.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

NOTICES OF MOTION INCLUDING RESCISSION MOTIONS**3.1 DPHI LETTER REGARDING GLADESVILLE****PROCEEDINGS IN BRIEF**

MOVED on the MOTION of Councillor Lane, seconded Councillor Williams

That the Council:

1. Advocates to the State Government for funding and implementation of local road upgrades identified in the Traffic Master Plan, to be completed prior to any development approval
2. Highlights to NSW DPHI the cumulative impacts of pending developments in the Gladesville area that will further compound transport and infrastructure pressure, including
 - a) our own Planning Proposal for about 500 apartments, and
 - b) Major developments in Ryde totalling about 1400 apartments.
 - c) striking the right balance between the need for uplift of housing and community assets.
3. Affirms it is in favour of development that increases housing supply and services for the community, provided it is balanced with infrastructure capacity and community needs, and
4. Approach Ryde Council on the prospect of undertaking a joint study of the Gladesville Town Centre area, to be reported back to the next council meeting.

RECORD OF VOTING	
For	Against
Councillor Marc Lane	Mayor Zac Miles
Councillor Ross Williams	Deputy Mayor Julia Prieston
	Councillor Carol Tannous Sleiman
	Councillor Tatyana Virgara

The MOTION was LOST

COUNCIL REPORTS**4.1 EXTERNAL AUDIT & THE ADOPTION OF FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2025****PROCEEDINGS IN BRIEF****RECOMMENDATION**

1. That Council endorses the Annual Financial Statements for the year ended 30 June 2025, that have been prepared in accordance with the Local

- Government Act 1993, the Regulations, the Australian Accounting Standards, and the Local Government Code of Accounting Practice.
2. That the Statement by Councillors and Management be signed by the Mayor, Deputy Mayor, Acting General Manager and the Responsible Accounting Officer (Chief Financial Officer).
 3. That arrangements be made to place copies of the audited Financial Statements on public exhibition and the necessary advertisements be published.
 4. That a copy of the audited Financial Statements be forwarded to the NSW Office of Local Government.
 5. That in accordance with Section 418 of the Act, the audited Financial Statements be presented to the ordinary meeting of 24 November 2025.
 6. That Council note the governance role played by Council's Audit, Risk, and Improvement Committee in overseeing the preparation and finalisation of the Financial Statements.

190/25 RESOLVED on the AMENDED MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That Council endorses the Annual Financial Statements for the year ended 30 June 2025, that have been prepared in accordance with the Local Government Act 1993, the Regulations, the Australian Accounting Standards, and the Local Government Code of Accounting Practice.
2. That the Statement by Councillors and Management be signed by the Mayor, Deputy Mayor, Acting General Manager and the Responsible Accounting Officer (Chief Financial Officer).
3. That arrangements be made to place copies of the audited Financial Statements on public exhibition and the necessary advertisements be published.
4. That a copy of the audited Financial Statements be forwarded to the NSW Office of Local Government.
5. That in accordance with Section 418 of the Act, the audited Financial Statements be presented to the ordinary meeting of 24 November 2025.
6. That Council note the governance role played by Council's Audit, Risk, and Improvement Committee in overseeing the preparation and finalisation of the Financial Statements.
7. That the strategic budget workshop be held without further delay.

Councillor Lane left the meeting at 07:42 pm.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Ross Williams	

The MOTION was CARRIED unanimously (noting Cr Lane was absent from the Chambers)

4.2 DISCLOSURE OF INTEREST RETURNS - COUNCILLORS AND DESIGNATED PERSONS

PROCEEDINGS IN BRIEF

- 191/25** RESOLVED on the MOTION of Councillor Williams, seconded Councillor Virgara
That the report and tabled disclosure of interest returns by councillors and designated persons for 2024-25 are received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Ross Williams	

The MOTION was CARRIED unanimously (noting Cr Lane was absent from the Chambers)

4.3 BIKE PLAN AND ALEXANDRA STREET DESIGN FOR COMMUNITY CONSULTATION

PROCEEDINGS IN BRIEF

Councillor Lane returned to the meeting at 07:45 pm.
Councillor Tannous Sleiman left the meeting at 07:46 pm.
Councillor Tannous Sleiman returned to the meeting at 07:48 pm.

RECOMMENDATION

1. That the concept plans for route HH1 to reduce on road vehicle speeds and to improve pedestrian amenity as attached be approved for public exhibition.
2. That community consultation for the detailed design locations be undertaken for a period of 28 days and reported back to Council.

- 192/25** RESOLVED on the AMENDED MOTION of Councillor Tannous Sleiman, seconded Mayor Miles

1. That the concept plans attached to this report to reduce on road vehicle speeds and to improve pedestrian amenity as attached be approved for public exhibition.
2. That community consultation for the detailed design locations be undertaken for a period of 28 days and reported back to Council.
3. That the community consultation include specifically seeking feedback on the necessity of the traffic calming device at each site.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.4 IMPLEMENTATION OF A RESIDENTIAL FOOD ORGANICS COLLECTION AND RECYCLING SERVICE

PROCEEDINGS IN BRIEF

RECOMMENDATION

1. That Council receive and note the report.
2. That Council endorses a combined food organics garden organics (FOGO) service for service implementation across all households (and decide on the need for a replacement 240L green bin rollout) with a targeted service commencement of July 2026 under existing contracts.
3. That Council endorses to extend the waste collection contract from 2030 to 2033 under Section 55(3)(i) of the *Local Government Act 1993* with reasons referenced in section 2.7 of this report.
4. That Council endorses to make variations to the organics processing contract under Section 55(3)(i) of the *Local Government Act 1993* with reasons referenced in section 2.8 of this report.
5. That Council makes a decision on the option of commingling the recycling service into 1 x 240L yellow bin (fortnightly collection) and rolling out all new bins for all services at the same time. This additional option will result in FOGO implementation targeting October 2026.
6. That Council delegate authority to the General Manager to execute all necessary documentation to give effect to these resolutions.

193/25 RESOLVED on the AMENDED MOTION of Councillor Virgara, seconded Councillor Lane

1. That Council receive and note the report.
2. That Council endorses a combined food organics garden organics (FOGO) service for service implementation across all households and approves a replacement 240L green bin rollout with a targeted service commencement of July 2026 under existing contracts.

3. That Council endorses to extend the waste collection contract from 2030 to 2033 under Section 55(3)(i) of the *Local Government Act 1993* with reasons referenced in section 2.7 of this report.
4. That Council endorses to make variations to the organics processing contract under Section 55(3)(i) of the *Local Government Act 1993* with reasons referenced in section 2.8 of this report.
5. That Council delegate authority to the General Manager to execute all necessary documentation to give effect to these resolutions.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.5 COMMUNITY GRANTS

PROCEEDINGS IN BRIEF

194/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Councillor Lane

1. That the report be received and noted.
2. That Council awards funding under the 2025 Community Grants Program to the recommended grant applications, as summarised within the body of this report (Table 1).

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.8 CITIZEN OF THE YEAR AWARDS

PROCEEDINGS IN BRIEF

195/25 RESOLVED on the MOTION of Deputy Mayor Prieston, seconded Councillor Tannous Sleiman

1. That the report be received and noted.
2. That Council nominate 2 Councillors in addition to the Mayor, Deputy Mayor, General Manager and previous Citizen of the Year.
3. That Council endorse the following award categories:
 - Citizen of the Year
 - Young Citizen of the Year
 - Outstanding Sporting Achievement
 - Community Excellence
 - Environmental Excellence
4. That following assessment by the Citizen of the Year Assessment Panel a further report be brought back to Council to endorse proposed Citizen of the Year award recipients.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

The following representatives to the Panel were nominated and endorsed by Council:

- Councillor Tannous Sleiman
- Councillor Williams

CARRIED MOTION

196/25 RESOLVED on the MOTION of Deputy Mayor Prieston, seconded Councillor Tannous Sleiman

That the following Items be moved in block: 4.9, 4.11, 4.12, 4.13, 4.14, 4.15, 4.16, 4.17, 4.18, 4.19, 4.20 and 4.21

RECORD OF VOTING	
For	Against
Mayor Zac Miles	

Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.9 SSROC TENDER FOR ELECTRICITY SUPPLY - CONTRACT EXTENSION

PROCEEDINGS IN BRIEF

197/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That the report be received and noted.
2. That Council delegate authority to the General Manager to execute the contract extension and any other documentation required to give effect to this resolution.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.10 CHRISTMAS CLOSURE AND 2026 COUNCIL MEETING DATES

PROCEEDINGS IN BRIEF

RECOMMENDATION

1. That Council approves the Christmas New Year closure from midday Wednesday 24 December 2025 through to Friday 2 January 2026 (inclusive).
2. That the 2026 Council Meeting Schedule, once adopted, be advertised. (Sept meeting moved to the Tuesday 22)

198/25 RESOLVED on the AMENDED MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That Council approves the Christmas New Year closure from midday Wednesday 24 December 2025 through to Friday 2 January 2026 (inclusive).
2. That Council amend the meeting on 21 September to Tuesday 22 September to avoid Yom Kippur (the Jewish day of atonement).

3. That the 2026 Council Meeting Schedule, once adopted, be advertised.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.11 INVESTMENTS REPORT AS AT 30 SEPTEMBER 2025

PROCEEDINGS IN BRIEF

199/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That the report on Investments held at 30 September 2025, prepared in accordance with clause 212 of the Local Government (General) Regulation 2021, be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.12 REPORT OF LEGAL MATTERS - SEPTEMBER 2025

PROCEEDINGS IN BRIEF

200/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	

Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.13 DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY IN SEPTEMBER 2025

PROCEEDINGS IN BRIEF

201/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.14 LEGISLATIVE UPDATES TO THE COMMUNITY PARTICIPATION PLAN

PROCEEDINGS IN BRIEF

202/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That the report be received and noted.
2. That Council adopt the attached Community Participation Plan (Part 5 of the combined Community Engagement Strategy and Community Participation Plan) .
3. That Council note that the Community Participation Plan will override relevant sections of the Hunters Hill Consolidated DCP 2013 to ensure consistency.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	

Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.15 DRAFT EVENTS ON COUNCIL LAND POLICY

PROCEEDINGS IN BRIEF

203/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That the report be received and noted.
2. That Council place the draft Events on Council Land Policy on public exhibition for 28 days.
3. That following the exhibition period a further report be brought back to Council for consideration.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.16 RECORDS MANAGEMENT POLICY AND PROGRAM

PROCEEDINGS IN BRIEF

204/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That the report be received and noted.
2. That the amendments to the Records Management Policy and Program are adopted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.17 STATE ARCHIVES MANAGEMENT POLICY

PROCEEDINGS IN BRIEF

205/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That the report be received and noted.
2. That the amendments to the State Archives Management Policy be adopted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.18 STATE RECORDS RETENTION AND DISPOSAL POLICY

PROCEEDINGS IN BRIEF

206/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That the report be received and noted.
2. That the amendments to the State Records Retention and Disposal Policy be adopted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.19 MINUTES OF THE BUSHLAND MANAGEMENT ADVISORY COMMITTEE HELD ON 15 SEPTEMBER 2025**PROCEEDINGS IN BRIEF**

207/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

That the Minutes be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.20 MINUTES OF THE CONSERVATION ADVISORY PANEL HELD ON 17 SEPTEMBER 2025**PROCEEDINGS IN BRIEF**

208/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

That the Minutes be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

4.21 COUNCILLOR BRIEFING AND WORKSHOPS**PROCEEDINGS IN BRIEF**

209/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Deputy Mayor Prieston

1. That the report be received and noted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

QUESTIONS WITH OR WITHOUT NOTICE

7.1 CR MARC LANE

PROCEEDINGS IN BRIEF

QUESTIONS FROM CR LANE

Question/s or service/s requested:

1. In item 4.1 Youth Program and Services in the 25 August 2025 meeting it was resolved (123/25) at 7 “That a report on 3, 4, 5 and 6 be brought to the September 2025 meeting of council.” This report was not brought to the September meeting.

Please provide the report to this meeting. If it is not available please indicate when it will be available.

RESPONSE:

A report has been prepared for the 27 October meeting. Staff are still waiting on responses from other organisations.

COUNCIL IN CLOSED SESSION

210/25 RESOLVED on the MOTION of Councillor Tannous Sleiman, seconded Councillor Lane

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the *Local Government Act, 1993* (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:
2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.

8.1 Update on the Proceedings at 39 Alexandra Street, Hunters Hill

Item 8.1 is confidential in accordance with s10A(2)(e) of the *Local Government Act* because it contains information that would, if disclosed, prejudice the maintenance of law.

8.1 Review of the Organisational Structure

Item 8.1 is confidential in accordance with s10A(2)(a) of the *Local Government Act* because it contains personnel matters concerning particular individuals (other than councillors).

3. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as confidential and be withheld from access by the press and public, until such time as the Council resolves that the reason for confidentiality has passed or become irrelevant.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

OPEN COUNCIL RESUMED

RECOMMENDATION

That at 8.59pm the meeting resumed in Open Council and the gallery be invited back into the Chamber.

REPORT OF COUNCIL IN CONFIDENTIAL SESSION

The Mayor advised that during closed session, two resolutions were passed as follows.

8.1 UPDATE ON THE LEGAL PROCEEDINGS AT 39 ALEXANDRA STREET

PROCEEDINGS IN BRIEF

211/25 RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Tannous Sleiman

That the report be received and noted.

RECORD OF VOTING	
For	Against

Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

8.2 REVIEW OF THE ORGANISATIONAL STRUCTURE

PROCEEDINGS IN BRIEF

212/25 RESOLVED on the MOTION of Councillor Virgara, seconded Councillor Tannous Sleiman

1. That the report be received and noted.
2. That the revised organizational structure outlined in this report be adopted.

RECORD OF VOTING	
For	Against
Mayor Zac Miles	
Deputy Mayor Julia Prieston	
Councillor Carol Tannous Sleiman	
Councillor Tatyana Virgara	
Councillor Marc Lane	
Councillor Ross Williams	

The MOTION was CARRIED unanimously

CONCLUSION

The meeting concluded at 9pm.

I confirm that these Minutes are a true and accurate record of Ordinary Meeting No. 4550 held on 27 October 2025.

.....
Councillor Zac Miles
MAYOR

.....
Nick Tobin
GENERAL MANAGER

ITEM NO	: 4.1
SUBJECT	: HUNTER'S HILL COUNCIL ANNUAL REPORT 2024-25 AND PRESENTATION OF AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2025
STRATEGIC OUTCOME	: COUNCIL, COMMUNITY MEMBERS AND LOCAL BUSINESSES COMMUNICATE CLEARLY AND OPENLY ABOUT POLICIES, DECISIONS AND PROJECTS
ACTION	: PROVIDE UP-TO-DATE AND TRANSPARENT INFORMATION TO THE COMMUNITY
REPORTING OFFICER	: NICK TOBIN

Ref:801893

PURPOSE

To seek Council's endorsement of the Hunter's Hill Council Annual Report 2024-25 and to present Council's annual Financial Statements per Section 419 of the Local Government Act.

RECOMMENDATION

1. That the report be received and noted.
2. That Council endorse the Hunter's Hill Council Annual Report 2024-25
3. That the presentation of Annual Financial Statements for the year ended 30 June 2025, incorporating the General Purpose Financial Statements and the Special Schedules, be received and noted in accordance with section 419 of the Local Government Act 1993.
4. That a copy of the Annual Report be posted on Council's website and provided to the Minister for Local Government and any other persons or bodies as required by legislation.

BACKGROUND

The **Annual Report** focuses on Council's implementation of the Delivery Program and Operational Plan as these are the plans that are wholly Council's responsibility.

The Annual Report also includes information that is prescribed by the Local Government (General) Regulation. This information has been included in the Regulation because the Government believes that it is important for community members to know about it – to help their understanding of how Council has been performing both as a business entity and a community leader.

The **Financial Statements** are incorporated into the Annual Report. Drafts have previously been considered by Council at its meetings of 22 September 2025 and 27 October 2025. Detailed analysis of Financial Performance was included in the report to the meeting of 22 September 2025. A copy of that report is attached.

Most statutory steps for the Financial Statements are now completed. The auditor's reports have been issued and appended to the Statements. The Statements have been exhibited to the public. As at the date of writing no submissions have been received. If any are forthcoming they will be circulated as late items.

It remains for Council to **present** the Statements per Section 419 of the Local Government Act. The Auditor will be in attendance to discuss the audit reports.

REPORT

Council must prepare the Annual Report within five (5) months of the end of the financial year.

The report outlines Council's achievements in implementing the Delivery Program through the 2024-25 Operational Plan, and report on the effectiveness of the principal activities undertaken to achieve the objectives.

The Annual Report contains Council's audited financial statements prepared in accordance with the Code of Accounting Practice and Financial Reporting.

CONCLUSION

A copy of the Annual Report must be posted on Council's website and provided to the Minister for Local Government and any other persons or bodies as required by legislation. The report may be provided to the Minister by notifying the OLG of the appropriate URL link to access the report on Council's website.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Hunter's Hill Council Annual Report 2024-25 [↓](#)
2. Hunters Hill Council Financial Statements 202425 [↓](#)
3. Referral of Draft Financial Statements 30 June 2025 for Audit [↓](#)



HUNTER'S HILL COUNCIL

Annual Report

2024-2025





Our Mantra

The guiding principles of our daily operational mantra:

Communication
Collaboration
Continuous Improvement

Our Values

Our values are at the **HEART** of who we are and what we do:

Honesty
Excellence
Accountability
Respect
Teamwork

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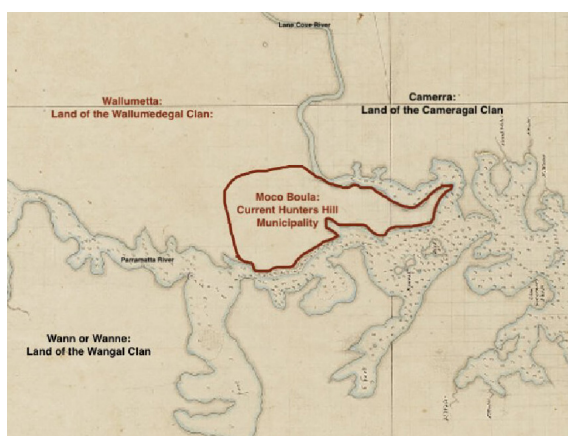
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Acknowledgement of Country

Council acknowledges the Wallumedegal of the Eora Nation as the traditional custodians of all land and water of the Hunter's Hill Council local government area.

Council pays respect to Elders past, present and emerging, and extends this respect to all Aboriginal peoples living in, or visiting the local area.



Welcome

Welcome to Hunter's Hill Council's Annual Report for 2024-25.

This report provides a comprehensive account of Council's achievements during the year.

It also provides an overview of Council's financial position and detailed performance against commitments as set out in the Community Strategic Plan, Delivery Program and Operational Plan 2024-25.

This report demonstrates the breadth and diversity of services and operations delivered to our community and provides an insight into our decision-making processes.

Council acknowledges the commitment and hard work the staff and volunteers undertake in delivering services to the Hunters Hill community.

This report is prepared in compliance with the Local Government Act 1993.

To view and download an online version of the Hunter's Hill Council Annual Report, visit our website at www.huntershill.nsw.gov.au/annualreport

Alternatively, please contact our Customer Service Team to request a printed copy:

Customer Service Team

T: 9879 9400

E: info@huntershill.nsw.gov.au



Photographs throughout this publication capture moments from various events held by Council in the community. They also include scenic shots of Hunters Hill that celebrate the vibrancy of our parks, reserves and streetscapes.

Message from our Mayor

I'm pleased to share Council's Annual Report for the 2024–25 financial year. This is the first year of the current Council's four-year term, and we have had a fantastic start to our delivery program. The past 12 months have been marked by significant achievements and continued progress in delivering the services and local infrastructure our community relies on.

By investing in this essential infrastructure, protecting our natural environment and strengthening our local services, the Hunters Hill municipality is thriving. Some of the big-ticket items delivered from our Capital Works Program this last year include:

The opening of the new state-of-the-art Boronia Park Sports and Community Facility took place in October 2024 and being well utilised by the Hunters Hill Football Club and the wider community.

The development of the Henley Precinct Masterplan which was informed through extensive community input. Construction of a new fit-for-purpose sporting and community facility, the Paul Manton Pavilion, at Gladesville Reserve, will now begin, as part of the Action Plan.

Our first EV Charging station in the Cowell St carpark in Gladesville, with more public EV charging infrastructure to follow very soon.

The development of the Boronia Park Local Area Traffic Management Plan which will be constructed in 2026 following one last round of public consultation. This will reduce rat running and enhance road safety.

I've enjoyed celebrating our community's diversity at Council and community driven events. It's obvious our community has a strong sense of local connection and belonging when events such as our popular Moocooboola Festival are always well attended, and when our well-thought-out strategic plans have strong community input – as has been the case for our Hunters



Mayor of Hunter's Hill Council

Zac Miles

Hill Library Project which continues to evolve.

Change is inevitable but when it is guided by good planning and genuine community engagement, change leads to growth and accomplishment for the benefit of all our residents, businesses and local organisations. I'm proud to lead a Council that supports this ethos.

This annual report reflects a Council that listens, adapts and acts in the best interest of its people now and in the close and distant future.

On behalf of my fellow councillors, I would like to thank all our community members for their input, their passion and when needed, their patience. Thanks also to the Council staff for their professionalism and dedication when serving the Hunters Hill community.

We have so much to look forward to in the next year, including the opening of the Bedlam Bay Swim Site by the end of 2025 and the delivery of the new Paul Manton Pavilion at Gladesville Reserve in early 2026.

I look forward to continuing on this trajectory of success and celebrating many more milestones with our community in the coming years, as we build on our achievements and find new goals to adopt together.



General Manager of Hunter's Hill Council

Nicholas Tobin

Message from our General Manager

Community partnership is at the centre of everything we do here at Hunter's Hill Council. We are committed to hearing the community's feedback and using it to inform the development of our key strategic documents, so that our projects are Council and community-led initiatives. Whenever we can, we also directly support community groups and local organisations that serve the Hunters Hill municipality through their missions.

One of the ways we did this in the last financial year was through our Community Grants Program. As part of the funding from this program, the Hunters Hill Historical Society was able to procure a public art bust of local acclaimed artist William Piguenit, which now sits at the front of the Hunters Hill Museum with the bust of another significant local artist, Nora Hysen.

Our budget allocation is regularly reviewed and reported to Council every three months, allowing us to adapt it as needed throughout the year. Following the independent audit results released in October 2025, senior management will be reviewing our income and expenditures for the next financial year to address any present and future challenges. This will help steer us into a steady financial direction, in particular for our long-term planning.

I want to thank the Mayor and Councillors for their ongoing leadership and support, the staff for their unwavering commitment to their work, and to the community for placing their trust in us.

The achievements outlined in this report are a result of the strong collaboration between the elected Council, staff and our community members, and we will continue to operate in this same excellent manner, with only room for improvement.

The Annual Report for 2024-25 is a reflection of the hard work, resilience and strategic focus of our Council as both an organisation and as the closest level of government to our community. For this reason, our workforce has found pleasure in their shared responsibility of caring for local neighbourhoods in Hunters Hill and in improving the local area in general. It's clear in this report that our staff have successfully planned for the future in an increasingly complex and evolving local government environment.

Changes in legislative requirements, such as the new housing density planning laws that were released by the state government in 2024-25, have unravelled many challenges for local government. Nonetheless, our Council has not lost sight of what is important and continues to advocate on the community's behalf, find innovative solutions and remain accountable.

Our customer service team answered more than 13,000 calls and responded to almost 8000 service requests, ensuring our community's concerns are heard and responded to efficiently.

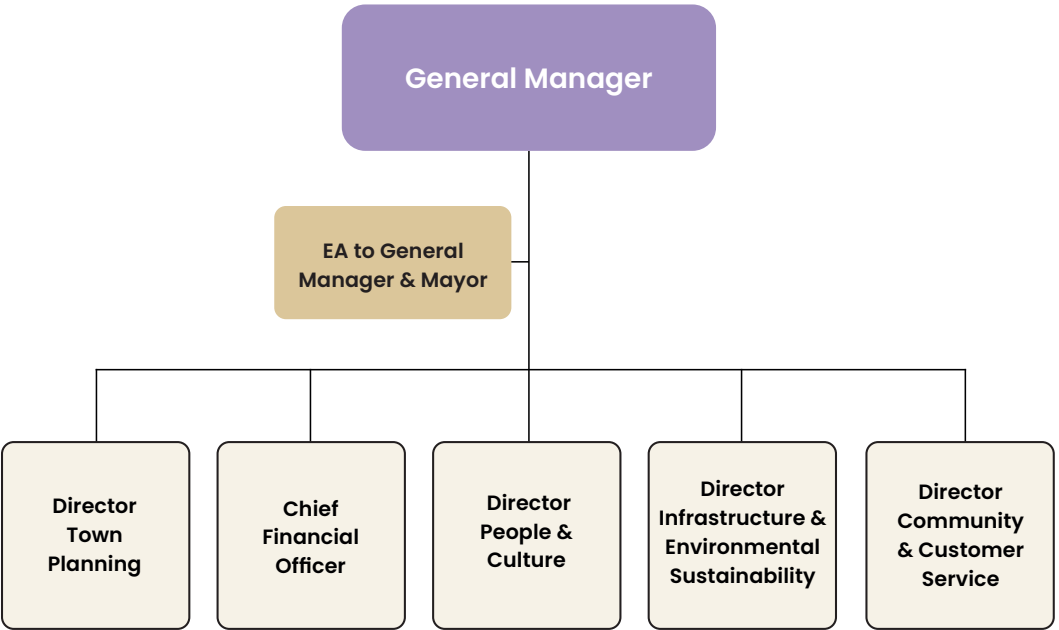
Council launched a new online community directory and community event listings section on our website to provide organisations with an opportunity to promote their event to a wider audience.



Council is the governing body that appoints the General Manager. The General Manager leads the implementation of Council’s strategic objectives and ensures that Council’s decisions are actioned. The General Manager’s responsibilities include the effective and efficient operation of Council, employment of Council staff and management of resources.

Our workforce is led by the Executive Leadership Team, which consists of the General Manager and a team of directors who lead each key work area.

The team is responsible for the delivery of a range of services across our community and organisation. The Executive Leadership Team oversee policy development, strategy and the overall management of Council. Below is the organisational structure for the period 1 July 2024 to 30 June 2025



Our Councillors



Mayor
Councillor
Zac Miles

North Ward



Councillor
Carla Kassab



Councillor
Ross Williams



Councillor
Carol Tannous-Sleiman

South Ward



Deputy Mayor
Councillor
Julia Prieston



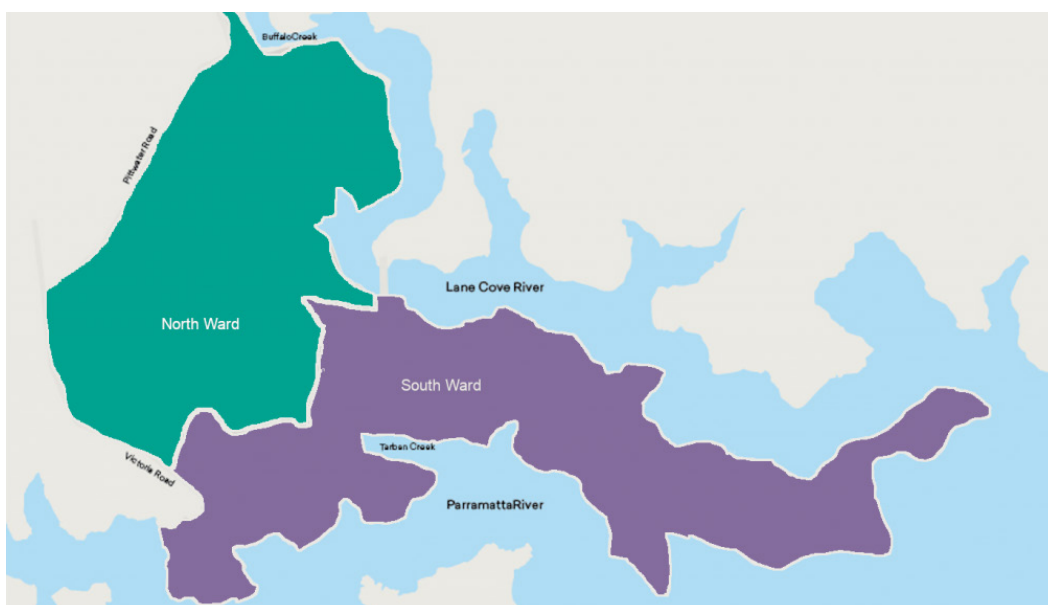
Councillor
Tatyana Virgara



Councillor
Marc Lane

Our Wards

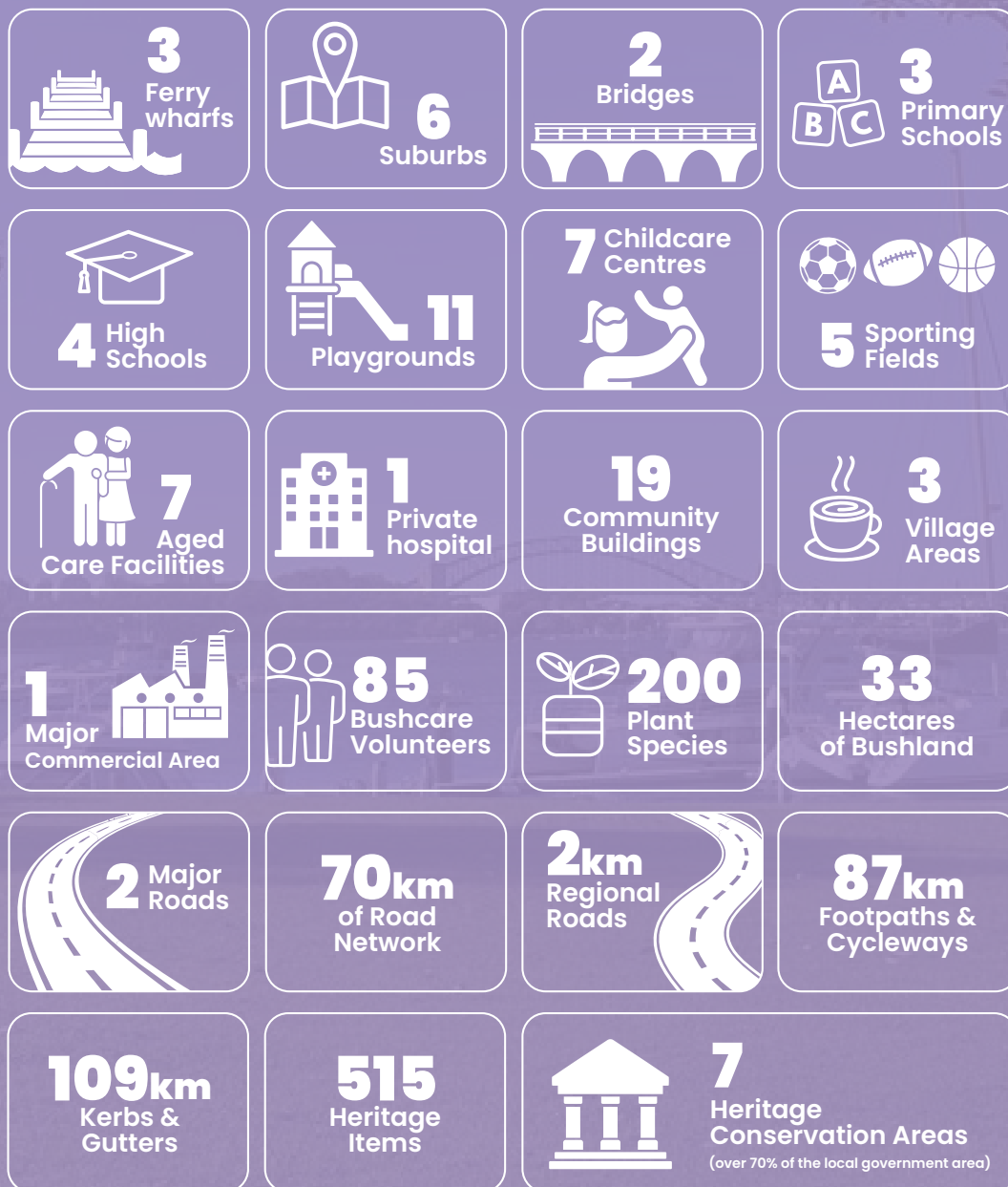
Hunter's Hill Council is divided into two wards, North and South, and is governed by the body of Councillors who are elected by residents and ratepayers.



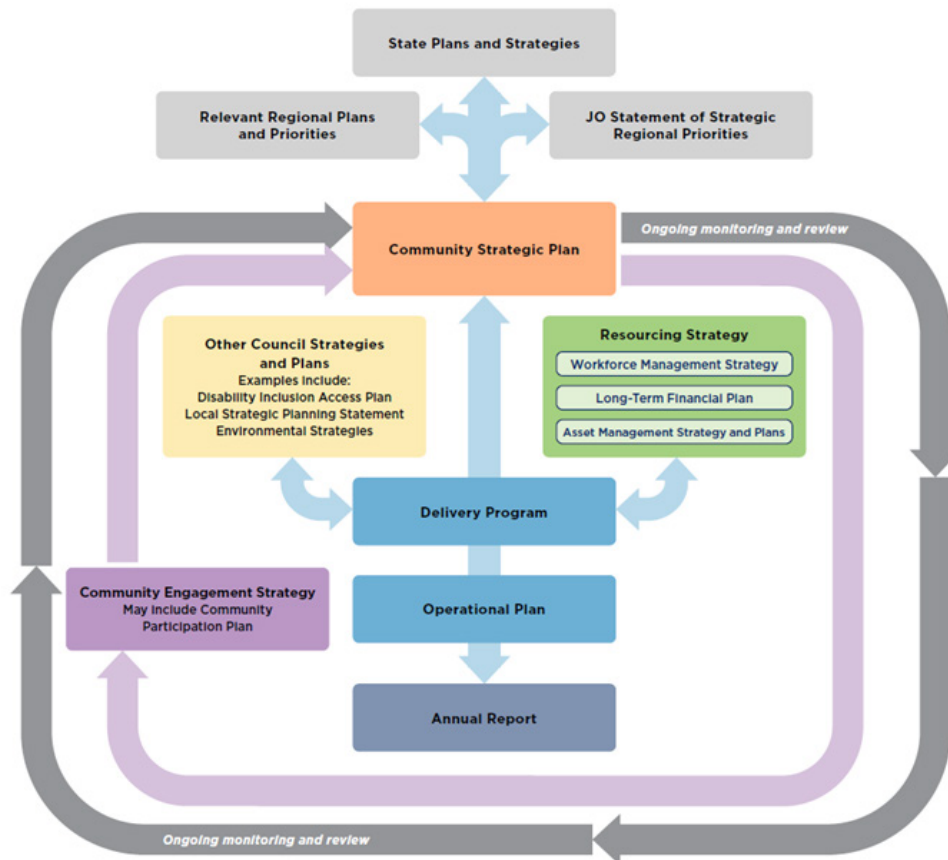
While three Councillors represent South Ward and three Councillors represent North Ward, in addition to a popularly elected Mayor, our Council is governed as one entity. Decisions, services and programs are determined for the benefit of all residents of the Hunter's Hill Council local government area.

Our Community

From natural bushland to waterways that culminate on the foreshore of Sydney Harbour, Hunters Hill offers many different lifestyle assets.



Integrated Planning and Reporting



The Integrated Planning and Reporting (IP&R) framework consists of a suite of documents, including the Annual Report.

All councils in NSW operate within the IP&R framework. This is not only a requirement of the NSW Office of Local Government, but also a requirement as set out under the NSW Local Government Act 1993. This framework includes social, economic, environmental and governance considerations.

One of the key inclusions of reporting against the IP&R framework is the completion of an Annual Report by 30 November 2025.

The 2024–25 Hunter's Hill Council Annual Report outlines Council's commitment to ensuring that Council meets its obligations as outlined in the Delivery Program and Operational Plan and Budget, all of which are outlined within this Annual Report.

Service Reviews



Performance targets have been established for Delivery Program Strategies and Operational Plan Actions and are reported against every six months to Council. This enables Council to understand if projects, programs and services are meeting community needs and expectations and whether any service reviews are necessary.

Further to this, continuous improvement is monitored via:

- Regular financial reporting to Council and its Executive Leadership Team.
- Quarterly budget reviews.
- Annual review of the Long-Term Financial Plan (LTFP).
- Production of an Annual Report, which is reviewed by the NSW Office of Local Government (OLG).
- Regular community engagement, including telephone and online surveys, focus groups, drop-in sessions, and written feedback received via email/letter as well as telephone feedback directed through our Customer Service Centre.

Each reporting and measurement mechanism supports the community's vision for the immediate and long-term future of Hunters Hill.

Additionally, Council's Audit Risk and Improvement Committee determine (in conjunction with Council) key areas for service reviews. This coupled with internal controls and IP&R deliverables determined the following service reviews for 2024-25:

Review	Result	Changes
System Access Review Schedule and Procedure	<ul style="list-style-type: none"> • Completion of an Access Control Policy • Completion of a framework for managing access to Council information, systems and data 	<ul style="list-style-type: none"> • Access is granted on business needs and is appropriately controlled, supports the confidentiality, integrity and availability of Council's information
Asset Management Review	<ul style="list-style-type: none"> • Current service improvement recommendations 	<ul style="list-style-type: none"> • Development of a road map to improve asset management systems and services for the organisation
Development Control Unit (DCU) Review	<ul style="list-style-type: none"> • Discontinuance of the DCU as demonstrated by the low number of development applications that receive five (5) or more objections 	<ul style="list-style-type: none"> • More efficient use of Council resources • Process streamlined

Quadruple Bottom Line

Our quadruple bottom line is the framework we have put in place to measure our performance across the following four pillars; social, environmental, economic and civic leadership. The principles listed under each pillar outline the areas that the community have asked Council to consider, manage and source solutions to over the term of our IP&R cycle. These principles are embedded in the strategic objectives within the Delivery Program and actions within the Operational Plan.

Social Principles

- Access and equity
- Cultural activities
- Recreation and active living
- Built environment – urban design and planning for growth
- Providing and maintaining community facilities
- Heritage
- Consultation and engagement
- Public health and safety
- Affordable housing
- Education
- Transport – community links within the LGA.



Economic Principles

- Economic sustainability
- Supporting local and small business and business partnerships
- NSROC economic profiles and opportunities
- Commercial properties
- Public and private partnerships
- Tourism





Environmental Principles

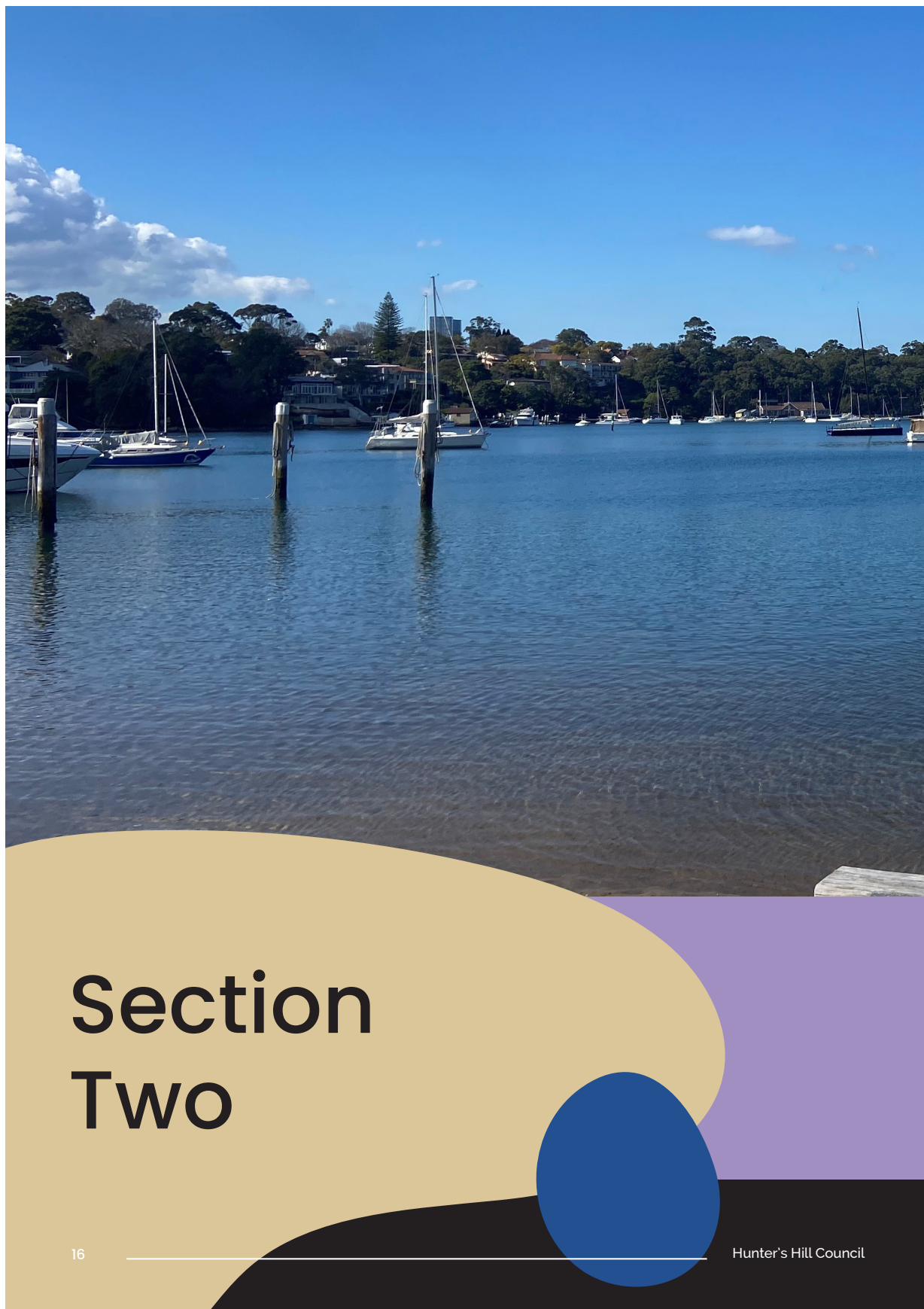
- Waste management
- Water conservation and management
- Climate change impacts
- Alternative energy
- Preserving our bushland
- Preserving biodiversity
- Environmental impact of development
- Environmental sustainability
- Land use
- Foreshores
- Protecting threatened flora and fauna.



Civic Leadership Principles

- Leadership and representation
- Levels of service
- Consultation and community participation in decision making
- Business efficiency and probity
- Policy frameworks
- Decision making
- Allocating priorities
- Implementation and monitoring of IP&R
- Legislative adherence
- Employer of choice and workforce development programs.





Section Two

16

Hunter's Hill Council



Reporting against the NSW Local Government Act 1993 requirements



Councillor Professional Development



We are committed to continuous learning for both our employees and our Councillors. Our elected members have been provided with learning and development opportunities. Under section 231(1)(g) of the Local Government Act, all Mayors and Councillors have a responsibility to make all reasonable efforts to acquire and maintain the skills necessary to perform their roles.

In 2024-25, the Mayor and Councillors engaged in professional development designed to enhance their skills, knowledge and personal attributes required by the Mayor and each individual Councillor.

Councillors have been provided with regular updates on professional development opportunities and tools they can use, as listed below:

- Councillor Professional Development Handbook
- Self-assessment Checklist
- Professional Development Needs Analysis template
- Setting development goals template
- Professional Development Calendar 2024-25
- Regular updates in The Chronicle (Councillor monthly e-newsletter).
- In house briefing sessions on specific topics.

Councillor Allowances and Expenses

The total payment to the Mayor during 2024-25 was \$45,439.52. The total payment to Councillors was \$146,130.00 (combined).

Hunter's Hill Council

Date	Professional Development	Participant	Cost
9 October 2024	Code of Conduct	All Councillors	\$2679.00
21 October 2024	LGNSW Post-Election Induction	All Councillors	\$5450.00
22 October 2024	Councillor Briefing (internal induction)	All Councillors	In house
28 October 2024	Councillor Workshop	All Councillors	\$198.53
17- 19 November 2024	LGNSW Annual Conference registration, accommodation and travel costs	Mayor Zac Miles, Deputy Mayor Julia Prieston, Cr Ross Williams	\$5863.49
28 November 2024	LEP update sessions	All Councillors	In house
18 December 2024	Managing Psychosocial Hazards	All Councillors	\$3950.00
24 April 2025	RH ALGWA Conference	Cr Kassab	\$818.18
Total expenses			\$18,959.20

Senior Staff Positions

Under the provisions of the Local Government Act, there is only one senior staff position at Hunter's Hill Council – that of the General Manager. Council Directors are permanent employees under the Local Government (State) Award therefore are not under senior contract arrangements.

\$18,959.20

Spent on Councillor professional development

Overseas Vists

Our Mayor and Councillors did not take any overseas trips during 2024-25.



Written-off Rates and Charges



The following rates and charges were written-off in 2024-25 compared to the previous financial year:

	2024-25	2023-24
Rate postponements written-off	\$363.92	\$1427.59
Interest waived	\$565.94	\$2050.95*
Pensioner rebates	\$71,108	\$73,504

* An approved hardship application incurred a significant interest adjustment, which increased the amount.

General Manager Remuneration

Salary	\$339,481.61
Superannuation Guarantee Contribution at 10.0% (the superannuation contribution cap of \$27,500 applies)	\$27,500.00
Motor Vehicle Private Use Contribution taken from pre-tax Total Remuneration Package based on a Novated Lease or a Council provided leaseback vehicle	\$13,018.39
Total Annual Remuneration	\$380,000.00

This cost consists of salaries of General Manager Mitchell Murphy (1 July 2024 – 7 March 2025) and Acting General Manager Nick Tobin (10 March – 30 June 2025).



Managing the Money

A copy of the Council's 2024-25 audited
Financial Statements
can be found on Council's website:

www.huntershill.nsw.gov.au/annualreport

Council manages finances on behalf of our community and is committed to responsible financial management.

During 2024-25, Council managed an income of **\$22.074 million**, of which 71% (\$15.6 million) was collected from rates and domestic waste charges. Operating expenditure of \$23.630 million was used to provide Council services, resulting in a net operating deficit of \$1.556 million for the year. When capital grants and contributions were deducted from the income, the result is a \$3.131 million deficit.

For comparison, the results for the last four years are:

Year	Operating surplus/ (Deficit) (\$'000)	Operating surplus/ (Deficit) before capital income (\$'000)
2024-25	(1,556)	(3,131)
2023-24	6,435	(1,443)
2022-23	1,369	(1,097)
2021-22	(910)	(2,491)

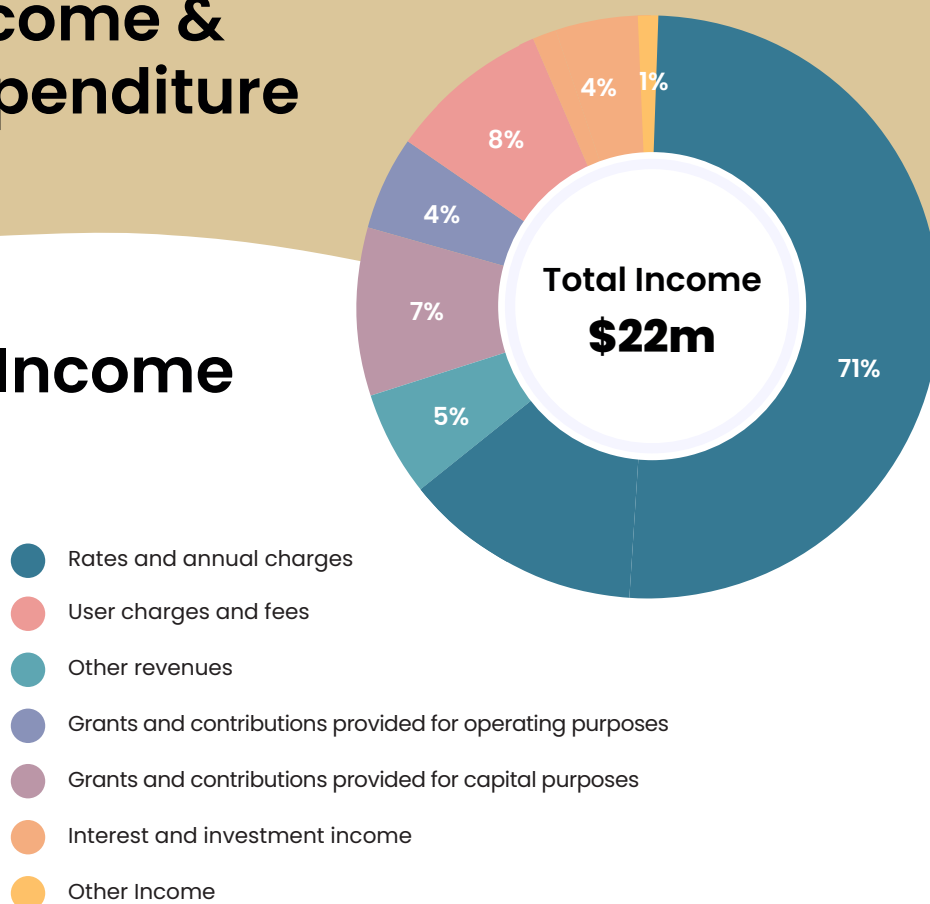
Council's operating result (which includes depreciation and amortisation expense of \$4.498 million) declined \$7.861 million from FY2023-24. Material variations from the previous financial year included:

- \$6.303 million decrease in capital grants and contributions. This is due to the recognition of large grants following the completion of projects in FY2023-24. The projects include Figtree Park, Boronia Sports and Community Facility and Gladesville Reserve.
- \$0.336 million decrease in other revenues. This is mostly lower infringement revenue due to staff vacancies.
- \$0.570 million decrease in operating grants. This is mostly due to a timing difference of \$0.282 million in the Financial Assistance Grant. The funds will be received in FY 2025-26
- \$0.515 million increase in depreciation expense due to inflation of infrastructure costs and the commissioning of new assets.

The net operating result before capital grants and contributions is \$3.131 million deficit, \$1.688 million more than FY2023-24.

Income & Expenditure

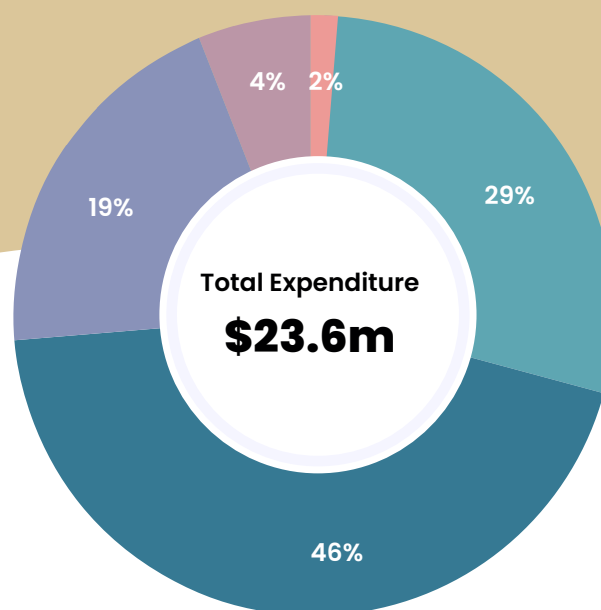
Income



Income Source	Amount (\$'000)	% of total income
Rates and annual charges	15,605	71%
User charges, fees and other	1,793	8%
Other revenues	1,053	5%
Operating grants and contributions	848	4%
Capital grants and contributions	1,575	7%
Investment revenue	920	4%
Other Income	280	1%
TOTAL	22,074	100%

Income & Expenditure

Expenses



- Materials and services
- Employee benefits and on-costs
- Depreciation, amortisation and impairment of non-financial assets
- Other expenses
- Net loss from the disposal of assets

Expenditure type	Amount (\$'000)	% of total expenditure
Employee costs	6,907	29%
Materials and services	10,851	46%
Depreciation	4,498	19%
Other expenses	857	4%
Net losses from disposal of assets	517	2%
TOTAL	23,630	100%

Financial Performance Measures

Council uses several measures to track financial and asset management performance.

Council met four of its six financial measure benchmarks, demonstrating very good cash liquidity and no debt. It has exceeded the following benchmarks set by the Office of Local Government (OLG):

- Own source operating revenue, which measures the degree Council relies on external funding sources such as grants and contributions.
- Unrestricted current ratio, which measures Council's ability to meet short-term cash obligations.
- Cash expense cover ratio, which measures the numbers of months Council can continue paying for its immediate expenses without additional cash inflow.
- Debt servicing cover ratio.





Council did not meet the benchmark (of greater than zero per cent) for the 'operating performance ratio'. This ratio measures how well operating expenditure is contained within the operating revenue (excluding capital grants and contributions, fair value adjustments, and reversal of revaluation decrements).

This financial year, the ratio was not met primarily due to:

- reductions in income compared to last year,
- increases in materials and services cost in recent years, and
- increase in depreciation expense compared to last year.

This financial year, the Percentage of Outstanding rates and annual charges also exceeded the OLG benchmark. This was largely due to the staff turnover in the rates team.

Over the last three years, infrastructure asset performance measures have continued to improve. The target benchmark ratio for asset maintenance has been met, with actual asset maintenance exceeding the required asset maintenance expenditure as defined in Council's 10-Year Asset Management Plan.

Whilst Council still has an infrastructure backlog, it has reduced significantly in recent years.

Ratios	2024-25	2023-24	2022-23	Benchmark
Operating Performance	-13.67%	-5.36%	-4.81%	>0.00%
Own Source Operating Revenue	88.88%	66.94%	83.58%	>60.00%
Unrestricted Current	1.91x	4.51x	2.30x	>1.50X
Debt Service Cover	0	0	0	>2.00X
Rates, annual charges, interest and extra charges outstanding percentage	6.49%	6.23%	4.79%	<5.00%
Cash Expense Cover	9.42mths	11.24mths	19.10mths	>3.00mths
Infrastructure Backing Ratio	3.69%	4.47%	11.90%	<2%
Asset Maintenance Ratio	125.59%	108.72%	134.61%	>=100%

Service Results

The following table compares the actual operational income and expenditure to those of the last financial year. It is summarised by the strategies, functions and activities included in Council's Community Strategic Plan, Delivery Program, and the services and functions which are included under each strategic theme (Operational Plan).

Governance, participation and partnerships				
Functions and Activities	Income 2024-25 (\$'000)	Expenses 2024-25 (\$'000)	Income 2023-24 (\$'000)	Expenses 2023-24 (\$'000)
Rates	11,950	133	11,380	149
Financial Management	1,532	960	1,709	817
Access to Information	6	768	-	832
Council and Governance	-	416	-	244
Communications & Engagement	-	273	-	183
Emergency Services	33	641	-	678
Office of the General Manager	-	775	-	813
Property Management & Strategy	-	66	-	42
Recruitment and Staff Development	18	579	19	628
Risk & Insurance	-	333	-	392
Software & Information Systems	-	1,186	-	879
Sub-total	13,539	6,130	13,108	5,657

Connected & inclusive infrastructure				
Functions and Activities	Income 2024-25 (\$'000)	Expenses 2024-25 (\$'000)	Income 2023-24 (\$'000)	Expenses 2023-24 (\$'000)
Asset Management and Planning	-	322	-	298
Footpaths	165	341	162	449
Kerbs and Gutters	-	326	-	314
Marine Structures	429	551	138	993
Roads	362	3,222	1,399	3,652
Roads Restorations	65	79	116	157
Stormwater and Drainage	111	458	-	341
Traffic and Transport	504	594	471	472
Sub-total	1,636	5,893	2,286	6,676



Environment, sustainability & open space

Functions and Activities	Income 2024-25 (\$'000)	Expenses 2024-25 (\$'000)	Income 2023-24 (\$'000)	Expenses 2023-24 (\$'000)
Biodiversity and Waterways	45	403	42	395
Tree management and Protection	11	281	9	264
Sustainability	6	155	-	105
Waste and Recycling	3,913	2,821	3,111	2,266
Sub-total	3,975	3,660	3,162	3,030

Community & belonging

Functions and Activities	Income 2024-25 (\$'000)	Expenses 2024-25 (\$'000)	Income 2023-24 (\$'000)	Expenses 2023-24 (\$'000)
Community Initiatives	6	211	12	237
Events	108	442	91	373
Library Services	98	496	97	414
Sub-total	212	1,149	200	1,024

Character, heritage & places

Functions and Activities	Income 2024-25 (\$'000)	Expenses 2024-25 (\$'000)	Income 2023-24 (\$'000)	Expenses 2023-24 (\$'000)
Building Control	149	214	250	206
Development Applications	962	1,792	1,076	1,595
Heritage and Strategic Planning	0	539	12	310
Public Health and Safety	443	541	738	454
Buildings - Community	769	1,827	3,274	1,318
Buildings - Reserves	-	195	-	454
Parks and Gardens	72	1,408	2,297	799
Sporting Fields	317	282	1,923	368
Sub-total	2,712	6,798	9,570	5,504



Capital expenditure in 2024–25 totalled \$5.147 million, of which \$2.816 million was for renewals of existing assets and the balance for additional new assets.

\$'000	Renewals (\$)	Additional (\$)	Upgrade (\$)	Work in Progress (\$)
Plant and equipment	259	0	0	0
Office equipment	68	55	100	105
Furniture and fittings	0	45	0	0
Building	513	1053	50	389
Other Structure	79	277	180	359
Roads	982	437	0	0
Footpaths	0	0	0	0
Kerb and guttering	124	0	0	0
Other road assets	0	0	0	1
Stormwater drainage	0	0	48	23
TOTAL	2025	1867	378	877

Further details of capital works expenditure can be found under **Special Variations** on the following page and also under **Developer Contributions**.



Special Variations

A Special Variation (SV) to rates allows councils to increase their general income above the State Government set rate peg. The rate peg limits the amounts by which councils can increase their general income. There are a range of reasons why councils apply for SVs, such as; to address financial sustainability, funding new or enhanced community services and funding the development and/or maintenance of essential community infrastructure.

In May 2022, the NSW Independent Pricing & Regulatory Tribunal (IPART) approved council's application in full. The percentage by which Hunter's Hill Council could increase its general rating income for the period from Year 2022-23 to Year 2023-24 (inclusive) was 26.02% (inclusive of the annual rate peg), to be phased over two years:

- 2022-23: 16.9%
- 2023-24: 7.8%.

As a condition of the approval by IPART, we are required to document in our annual report for each year from Year 2022-23 to Year 2026-27, the following:

- the program of expenditure that was actually funded by the additional income;
- any significant differences between the proposed program and the program of expenditure that was actually funded by the additional income and the reasons for those differences.

In the FY2024-25 Operational Plan and Budget, \$2.80 million of the capital renewal program would be funded from SV income across the following asset classes: Buildings, Kerb & Gutter, Marine Structures, Parks & Sportsfields, Footpaths, Roads & Bridges, Traffic & Transport. In FY2024-25, \$2.19 million was expended. The difference between the budgeted and actual amounts is a result of projects still in progress at 30 June 2025. The balance of these funds has been brought forward for FY2025-26. \$3.40 million of SV funded works are included in the 2025-26 Operational Plan.

Council's Permanent Special Variation

MARINE STRUCTURES	Actual expenditure FY 2024-25
Collingwood Reserve – Ocean Bath	\$44,175
Bedlam Bay Swim Site	\$31,074

BUILDINGS	Actual expenditure FY 2024-25
Riverside Preschool	\$25,401
Henley Day Care Centre 1B Crown Fencing	\$9,983
Boronia Park Grandstand Pavilion- Renewal (Various external)	\$230,866
Boronia Park Grandstand Pavilion (Internal - Storage & Amenities)	\$150,112
Boronia Park Public Toilets - Renewal	\$131,735
Woolwich Baths Change/Toilets	\$106,001
Replace Shed at Rear (Henley Cottage)	\$5,637
PARKS & SPORTSFIELDS	Actual expenditure FY 2024-25
Bollards Program	\$25,190
Gladesville Reserve, Henley	\$94,556
Parks Signage Project	\$14,346
Boronia Park - Oval 2 extension	\$8,695
STORMWATER & DRAINAGE	Actual expenditure FY 2024-25
24 The Point Rd	\$6,538
KERB AND GUTTER	Actual expenditure FY 2024-25
Park Road - High Street to Ramleh Street - Right	\$32,393
Park Road - Ryde Road to Princes Street - Right	\$9,875
ROADS & BRIDGES	Actual expenditure FY 2024-25
Park Road, Hunters Hill	\$399,431
Crescent Street, Hunters Hill	\$252,433
Road for New Depot	\$68,940
Boronia Park Carpark Rehabilitation	\$132,393
Makinson Street Driveways upgrade	\$81,742
Park Rd - from Ramleh Street to High Street	\$85,066
Werambie Street - from The Point Road	\$58,614
Barons Crescent - from Park Road to Last Bus Stop	\$86,235
Mary Street - from Mark Street to Gladesvill Road	\$100,700

Section 7.12

Section 7.12 (\$7.12) of the Environmental Planning and Assessment Act 1979 (EP&A Act), allows a fixed rate levy on the proposed cost of development to be imposed when a development consent or complying development certificate is issued.

In FY 2024-25, Council received developer contributions of \$559,603, added to \$124,101 of interest income to the developer contributions reserve and expended \$113,499.

S7.12 Contribution	Amount
Total Income	\$559,603

Expenses	Amount
Upgrade of Community Buildings – Boronia Park	\$39,449
Stormwater maintenance program Hillcrest Avenue to Manning Road	\$8,281.29
Repairs aligned with 7 Toocooya Street	\$18,073
Stormwater maintenance and upgrade works at Milling Street	\$8,281.29
Harding Memorial	\$39,414.77
TOTAL EXPENDITURE	\$113,499

Annual Charge for Stormwater Management Services

Council made and levied this charge for the first time in 2024-25. The following amounts were levied.

Charge	Amount \$
Annual Charges Stormwater Residential	100,463
Annual Charges Stormwater Business	10,123
TOTAL	110,586

Legal Proceedings

Council's legal expenditure for 2024-25 was \$1,035,669.03.
\$979,213.27 was incurred by Council in relation to the regulation of development and building.

These matters are as follows:

Address	Matter	Status/Outcome	\$ by case
27 Nelson Parade	Enforcement Proceedings for unlawful works relating to the 2022 LEC Approval	Pending	123,758.96
2C Margaret Street	Appeal Class 1 Application Actual Refusal	Pending	227,230.50
9 Lloyd Avenue	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	10,408.68
4 McBride Avenue	Appeal Class 1 Application Actual Refusal	Appeal discontinued	2,159.09
3 Futuna Street	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	33,285.00
10 Mary Street	Appeal Class 1 Development Control Orders	Appeal upheld – Development control order terms set out	709.20
49 Woolwich Road	Appeal Class 1 Application Deemed Refusal	Consent orders issued – Appeal upheld – Agreement between parties	6,065.90
8 William Street	Class 4 Application	Pending	8,313.00
18 Figtree Road	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	8,739.90
15 Wybalena Road	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	5,969.59
8B North Parade	Appeal Class 1 Application Actual Refusal	Pending	54,000.30
18 The Point Road	Appeal Class 1 Application Deemed Refusal	Appeal discontinued	5,649.72
The Priory	Advice regarding restoration	Legal Advice	3,837.00
22 Barons Crescent	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	62,509.20
48 Barons Crescent	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	47,333.00



8 Salter Street	Appeal Class 1 Application for Actual Refusal (DA and BIC)	Pending	31,015.93
7-11 Ryde Road	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	52,869.74
54 Woolwich Road	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	29,145.99
11 Moorefield Avenue	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	4,540.00
7 Sherwin Street	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	39,332.00
4 View Street	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	7,082.50
12 Joly Parade	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	33,983.50
3 William Street	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	21,686.73
43 Wybalena Road	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	33,186.47
11 William Street	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	28,609.44
38 Huntleys Point Road	Appeal Class 1 Application Actual Refusal	Consent orders issued – Appeal upheld – Agreement between parties	18,215.32
22A Earl Street	Appeal Class 1 Application Actual Refusal	Appeal discontinued	8,960.13
66 High Street	Appeal Class 1 Application Actual Refusal	Pending	10,042.68
General Planning Legal Expenses	Legal Advice	Legal Advice	60,573.80
TOTAL			979,213.27

Government Information Public Access (GIPA)

Responding to requests made under the Government Information (Public Access) Act 2009 (GIPA Act), is an essential component of transparent and accountable governance. Under the GIPA Act, we encourage the proactive public release of government information where possible. The public has an enforceable right to access government information by way of open access information, informal requests, and formal access applications. Access to information is only restricted when there is an overriding public interest consideration against disclosure, as clearly defined within the GIPA Act. Council must decide valid formal access applications made under the GIPA Act within the decision period of 20 working days from receipt, except where an extension of time is provided by the GIPA Act.

In 2024–25, Council received 15 formal access applications and 212 informal development-related applications.

Anti-Slavery Commissioner and Modern Slavery Act

Council recognises 'Working together for real freedom', the NSW Anti-slavery Commissioner's Strategic Plan 2023–2026, released on 20 June 2023. The Anti-Slavery Commissioner emphasised the importance of raising awareness of modern slavery in NSW and how to prevent it from happening.

On an ongoing basis, Council took measures to ensure that goods and services procured by and for the Council during 2024–25 were not the product of modern slavery within the meaning of the Modern Slavery Act 2018.

Section 428(4) of the Local Government Act 1993 requires Council from 1 July 2022 to include in their Annual Reports:

- a statement of the action taken by the council in relation to any issue raised by the Anti-slavery Commissioner during the year concerning the operations of the council and identified by the Commissioner as being a significant issue,
- a statement of steps taken to ensure that goods and services procured by and for the council during the year were not the product of modern slavery within

the meaning of the Modern Slavery Act 2018.

Council has amended its Procurement and Contract Management Policy, and its accompanying corporate Procurement Manual to reflect the following requirements: The Procuring Officer (or Contract Owner) must consider any risks of Modern Slavery practices in the operations and supply chains used in the provision of the Goods and/or Services, including in the market testing and evaluation of procurement contracts. Evaluation templates include social criteria in the assessment of all contracts, with Modern Day Slavery Act as a stipulated requirement. Council's Request for quotation templates also include specific terms and conditions relating to the Modern Slavery Act.

If at any time the officer becomes aware of Modern Slavery practices in the operations and supply chains used in the performance of the Contract, the officer must as soon as reasonably practicable take all reasonable actions to address this matter with the contracted party.

Code of Conduct

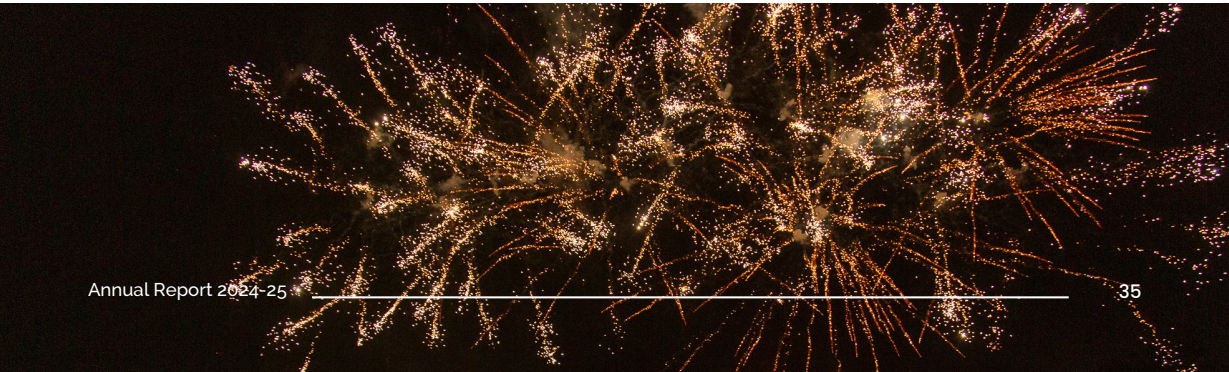
Section 440 of the Local Government Act 1993 requires every council to adopt a Code of Conduct. Councillors and staff are bound by this Code of Conduct, which sets a high standard for ethical behaviour and decision-making. The Code defines roles and responsibilities and outlines the steps to be followed when making and investigating allegations of breaches of the Code.

All Councillors and Council staff participated in Code of Conduct training within the 2024-2025 financial year.

During 2024-25, there were no Code of Conduct complaints received.



Human Services Agency <p>In 2024-25, Hunter's Hill Council was not considered to be a 'human services agency' under the Carers Recognition Act 2010 (CR Act).</p>	Recovery and Threat Abatement Plan <p>Hunter's Hill Council was not part of Recovery and Threat Abatement Plans in 2024-25.</p>	Coastal Protection Services 2024-25 <p>This is not relevant to the Hunter's Hill Council local government area.</p>
Private Works <p>In 2024-25, no private works were carried out.</p>	Planning Agreements <p>There were no planning agreements in place during 2024-25.</p>	Swimming Pool Act (SP Act) <p>In 2024-25, no swimming pool barriers were inspected.</p>





Companion Animals Act

Council's activities during the year in relation to complying with the Companion Animals Act 1988 (CA Act) and the Companion Animal Regulation 2018 are as follows:

- 1 dog was seized by Council.
- 2 dog attacks were registered with the Office of Local Government.
- 3 unattended dogs were collected by Council rangers.

Off-leash areas in Hunters Hill

- Boronia Park Oval 3.
- Clarke's Point Reserve: all day Monday to Friday and until 9:30am Saturday and Sunday.
- Gladesville Reserve (lower): in sign-posted area all day Monday to Friday and until 9:30am Saturday and Sunday.
- Tarban Creek Reserve (east side): Gladesville Road to Manning Road (unrestricted).
- Riverglade Reserve: from east of the concrete spillway that runs between the two sediment ponds in the centre of the Reserve, to the eastern end of the Reserve i.e. at the pathway leading to Waruda Place (unrestricted).



Major Contracts Awarded

In 2024-25, Council awarded the following contracts over \$150,000:



NSW Building and Civil valued at \$182,672 (excluding GST) for Buffalo Creek's walkway project.

Joint Ventures

In 2024-25, Council did not hold a controlling interest in any company, joint venture or partnership. A listing and description of significant agreements, cooperatives and partnerships are as follows:



Joint Use Agreement with Lane Cove Council for provision of a Library Service.



Shared Service with Lane Cove Council, which includes; a Waste Officer, Road Safety Officers and Rates Officers.

External Bodies Companies and Partnerships

Council does not have any functions delegated under Section 355 of the LG Act 1993. There are two types of Section 355 Committees. Firstly, a Section 355 Committee may manage community facilities on behalf of the Council. The committee aims to maximise the use of the facilities and is responsible for day-to-day management, including the organisation of maintenance and minor repairs. Secondly, there are Section 355 Committees that have also been established to advise Council on community needs in specific areas, such as future enhancements or upgrades of facilities. Council has a range of Advisory Committees. These are set out below.

ADVISORY COMMITTEES	EXTERNAL COMMITTEES
<p>These Committees meet throughout the year to gather feedback, share ideas and provide advice to Council on broad areas of interest:</p> <ul style="list-style-type: none">Arts Advisory CommitteeBushland Management Advisory CommitteeConservation Advisory PanelCultural and Events Advisory CommitteeSchool Principals Liaison CommitteeSport and Recreation Advisory CommitteeSustainability Advisory Committee	<p>External Committees include the groups listed below, and comprise of industry and partnership leaders:</p> <ul style="list-style-type: none">Audit Risk and Improvement Committee (ARIC)Civic Risk MutualHunters Hill Lane Cove Parramatta Ryde Bush Fire Risk Management CommitteeHunters Hill Local Area Traffic CommitteeHunters Hill – Le Vésinet Friendship CommitteeLocal Government NSW ConferenceLocal Planning Panel (LPP)Northern Sydney Regional Organisation of Councils (NSROC)Parramatta River Catchment Group (PRCG)Regional Planning PanelSydney Harbour Foreshore Authority (SHFA)Sydney North Planning Panel





The Community Grants Program aligns with the Community Strategic Plan theme of ‘Community and Belonging.’ The provision of annual community service grants to local organisations was a key action in Council’s Operational Plan for 2024–25.

Awarding grants under this program provides financial assistance to support community groups and not-for-profit organisations who provide innovative and inclusive programs, events and projects in line with the Community Strategic Plan.

Council assistance to community groups for 2024-25 totalled \$20,000 of funding available across two categories:

- **Community Development (service and program delivery)**
 - \$100, \$500 or \$1500 per application
- **Community Assistance (sports and cultural competition)**
 - \$150, \$250 or \$500 per application

Council endorsed 15 applications under the 2024-25 Community Grants Program at its meeting on 25 November 2024. The report noted that there was \$5500 remaining in the allocated budget for the program. Council subsequently recommended (via a Mayoral Minute) to allocate additional funds from the remainder of the 2024-25 Community Grants Program to:

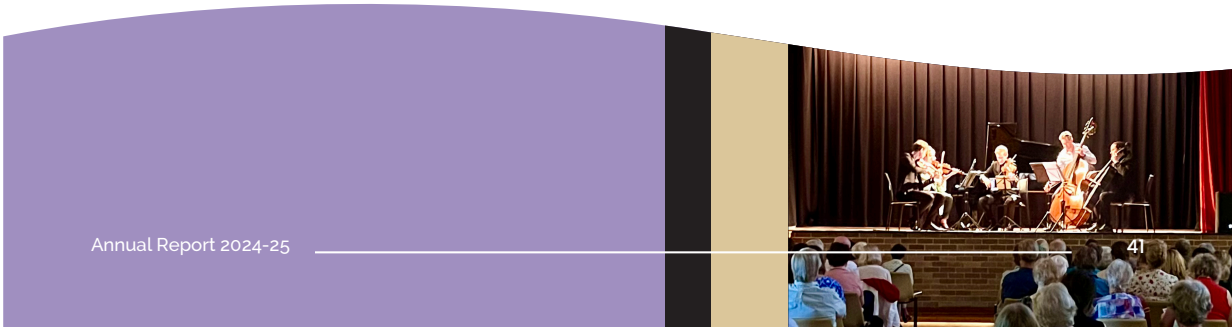
- Villa Maria Catholic Primary School to install new flagpoles – \$1500.
- Hunters Hill Historical Society for the commissioning of a public art bust of Piquenit outside of the Hunters Hill Museum – \$4000.

COMMUNITY DEVELOPMENT CATEGORY		
ORGANISATION	PROJECT	RECOMMENDED GRANT
Hunters Hill Music	2025 Music season	\$1500
1st Boronia Scouts	Replacement of ropes and bars	\$1500
Hunters Hill High School P&C	Establishment of a Drum Core	\$1500
1st Hunters Hill Scout Group	Replacement of Windeyer Hall interior walls due to mould	\$1500



Hunters Hill Croquet Club	Replacement of 2 bench seats for the bowling green	\$500
Hunters Hill Club	Upgrade of website to ensure accessibility	\$1000
Indian Jane Communication	Coordination of the 2025 Hunters Hill Vintage & Homewares Fair	\$1000
Giant Steps	A new playgroup program in 2025	\$1500
Hunters Hill Sailing Club	New VHF marine radios	\$1000
ECOBEL	Compost bins at Woolwich Baths	\$500
Moocooboola Computer Club	Computer training program	\$500
Hunters Hill Bridge Club	New computer	\$1000
Gladesville Occasional Care	New equipment	\$500
TOTAL		\$13,500

COMMUNITY ASSISTANCE CATEGORY (SPORTS & CULTURAL COMPETITIONS)		
ORGANISATION	PROJECT	RECOMMENDED GRANT
William Bailey	NSW School Sport Australia Track and Field Championships	\$500
Isla Hebert	National acrobatics gymnastics event	\$500
TOTAL		\$1,000





People & Culture

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Hunter's Hill Council



Our Workforce Management Strategies

Our Workforce Management Strategies focus on the following:

- We ensure that our recruitment practices are merit-based and have implemented targeted strategies to recruit, select and retain the right workforce to support Council's delivery program. This ensures that Council has the right people at the right time with the right skills to effectively deliver its strategies, plans and programs.
- Delivery of ongoing service reviews to ensure the workforce is appropriately resourced and the structure adopts an efficiencies model to deliver its key objectives and legal responsibilities.
- Development of capabilities across the organisation through the implementation of targeted training and development initiatives to ensure we achieve our strategic and operational objectives.
- Diversity and inclusion by promoting a workplace culture that embraces equitable workplace practices, demonstrates behaviour based on our values, and improved employment access and participation through our Equal Employment Opportunity (EEO) and diversity programs.
- Delivery of innovative programs and systems to ensure our workforce is supported to efficiently and effectively deliver its programs.
- Refreshing our brand and culture to enhance our Employee Value Proposition (EVP).
- Implementation of our recognition and reward program, which provides responsible benefits and incentives to encourage productivity and continuous improvement while recognising and rewarding staff to support staff retention.
- Ensuring compliance with statutory requirements by managing employee relations through collaboration, communication and continuous improvement while promoting a safe and industrially stable work environment.
- We have a strong commitment to workplace diversity, skill and professional development, employee health and wellbeing, Equal Employment Opportunity, Reconciliation Action Plan and providing our employees with flexible working options to ensure work/life balance. The balance of these factors helps to promote productivity, social responsibility and the attraction and retention of talented people seeking challenging work and contemporary working conditions as they progress their careers with us.

Our Workforce

Hunter's Hill Council is the smallest council in the Sydney Metropolitan area. Our workforce for the period 1 July 2024 to 30 June 2025 comprised of 58 full-time equivalent (FTE) employees (including permanent, part-time and casual employees).

Given Council's small size, we recognise and understand the value of our people and they are our most important asset. We are committed to achieving a safe and rewarding workplace that is free of unlawful harassment and discrimination.

Over the past 12 months, Hunter's Hill Council has

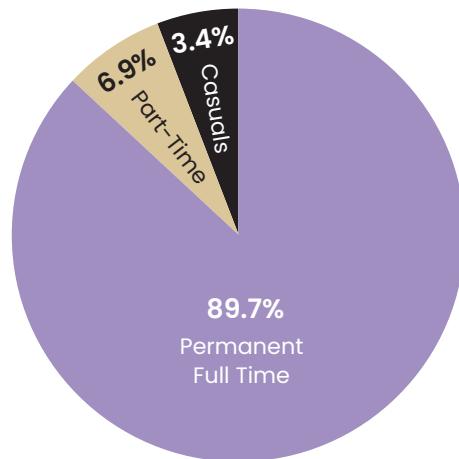
Driving productivity and growth in a challenging landscape

actively sought best practice solutions to deliver services and projects to our local community. We have implemented a learning and development plan which has been targeted to enhance employee knowledge and capacity, enabling staff to undertake a number of new functions and projects.

We have also collaborated with the NSW Government to attain trainees/cadets as part of the Fresh Start Program. Effective collaboration with other councils and stakeholders has provided innovative solutions, leading to the delivery of more efficient and cost-effective services for the benefit of our community.

Our workforce comprised of 58 employees as follows:

Permanent full-time:	89.65%
Part-time:	6.89%
Casuals:	3.44%



Council's organisational structure consists of the positions that make up Council's permanent workforce, arranged in their respective departments. These departments are:

- Town Planning
- Infrastructure & Environmental Sustainability
- Community & Customer Service
- People and Culture
- Finance
- General Manager's Office

Council also uses temporary roles and fixed term positions as an adjunct to permanent positions. These are additional to the organisation structure and are in place to achieve a short-term outcome such as projects identified in the Community Strategic Plan and Capital Works Program.

Staff Turnover

For the period 1/7/2024 to 30/6/2025 staff turnover was **11.66%**.

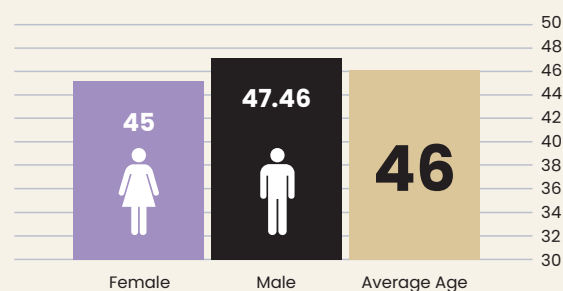
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Staff Age – Intergenerational Workforce

Council continues to address the issue of diversity in the workplace through initiatives such as traineeship programs, internships, flexible working arrangements, family friendly work practices, and learning and development programs.

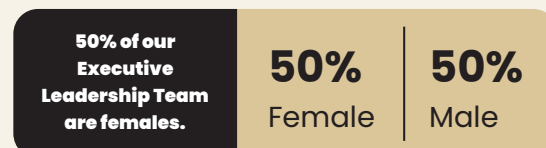
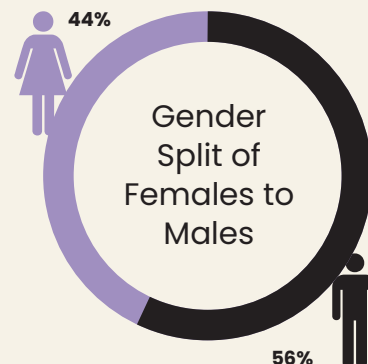
For the period 1/7/2024 to 30/6/2025, the average age of Council employees was 46 years of age. The average age for males was 47.46 and the average age for females was 45 years.

Average age of females to males comparison



Staff Gender & Diversity

For the period 1/7/2024 to 30/6/2025, the percentage of female employees was 44% and the percentage of male employees was 56%.



Workplace Culture

Council staff are guided by our H.E.A.R.T. values.

Our workers are recruited, trained, assessed and rewarded on these values of Honesty, Excellence, Accountability, Respect and Trust. We also observe the guiding principles of Communication, Collaboration and Continuous Improvement.

In 2024, staff participated in a culture-building program called the Big Day In. This day was developed and designed by the People & Culture team in collaboration with the General Manager.

In 2024-2025, our focus was on:

- Building connections between staff to ensure a greater sense of teamwork.
- Promoting health and wellbeing to help build a safe, resilient and productive workforce.
- Strategies to enhance engagement with our customers.
- Continuing our RAP journey of reflection, raising awareness and developing a greater understanding through engaging workshops, Walk on Country, participation at community events, staff awareness training sessions and further developing meaningful relationships with community groups.
- Enhancing a sense of belonging by ensuring that inclusiveness and diversity are prominent in the workplace and community.

We will work together in Hunters Hill to foster an inclusive and diverse community for people to live, work, stay & play.





Equal Employment Opportunity (EEO)

Hunter's Hill Council is committed to fostering a safe, productive, and inclusive working environment, free from discrimination and grounded in the principles of equal opportunity. With a strong focus on promoting a positive awareness of both the spirit and intent of anti-discrimination and equal opportunity legislation, Council strives to ensure fair and equitable opportunities for all employees.



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EEO Management Plan

The goals of EEO are to:

- Ensure that prospective employees are treated equitably when applying for positions within Council.
- Facilitate the fair and equitable treatment of employees by promoting a workplace free of discrimination.
- Promote and encourage good working relationships and provide a workplace free of harassment.

Treating people fairly and equitably and recognising that each person can contribute something valuable to Council will assist employees in realising their full potential whilst also enhancing Council's effectiveness, efficiency and service to the community.

The Anti-Discrimination Act (1977) provides that it is illegal to discriminate on a number of grounds as outlined in Council's EEO policy. Every employee of Hunter's Hill Council has a responsibility to ensure compliance with this legislation.



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KEY AREA 1: Effective Consultation

Objective: Employees were consulted with and represented in the development of the EEO Management Plan 2025-2028.

Actions completed:

- Presented the draft EEO Management Plan 2025-2028 to the Executive Leadership Team and Consultative Committee for review and feedback in December 2024.
- Members of the Consultative Committee discussed the contents of the EEO Management Plan 2025-2028 with their constituents and reported feedback and comments to the Consultative Committee.
- Presented the final version of the EEO Management Plan to the Executive Leadership Team for final comments and sign-off.
- Formal adoption by Council in April 2025.

ENHANCING EMPLOYEE ENGAGEMENT

- Staff Engagement Survey - November 2024
- Staff cultural and team building event: The Big Day In 2024
- Postcards to the GM
- Annual Performance Reviews
- Staff Development Plans
- Staff consultation and focus groups
- Staff monthly e-newsletters

KEY AREA 2: Communication And Raising Awareness

Objective: Employees are aware of EEO principles.

Actions completed:

- Conducted EEO Awareness training for all new employees, which is part of the Hunter's Hill Council Induction program.
- Arranged training for managers and supervisory staff on EEO principles and their responsibilities relating to the appropriate legislation.
- Conducted training for all non-supervisory staff on EEO principles and their responsibilities relating to the appropriate legislation.
- Communicated EEO information to all new full-time and part-time employees as part of Council's induction program.
- Promoted EEO, anti-discrimination and anti-harassment via the staff newsletter.
- Promote prohibition of online harassment (i.e. use of email) as detailed in Council's Web Access and Email Policy.
- Staff refresher training.

KEY AREA 3: Data Collection

Objective: EEO statistical data is collected and reported on.

Actions completed:

- Data on EEO breakdowns collated for inclusion in Council's Workforce Management Plan.
- Data was collected on EEO principles in the Staff Engagement Survey.
- A focus group was facilitated to gather staff

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feedback and ensure staff were engaged in the process and had buy-in.

KEY AREA 4: Recruitment & Selection

Objective: Ensure that Council's Recruitment and Selection Policy and Human Resources Manual outline procedures that conform with EEO principles.

Actions completed:

- Recruitment manual reviewed and updated.
- System updated to reflect any necessary legal adjustments.
- All advertisements for vacant positions accurately reflected the role and use of non-discriminatory language.
- Recruitment panel members were trained in behavioural interviewing training that incorporates EEO awareness as aligned to Council's Recruitment Manual and system.
- Ensured interviews for management and supervisory positions included questions related to EEO responsibilities.

KEY AREA 5: Appointment, Promotions & Transfer Processes

Objective: Ensure that all appointments, promotions and transfers are based on merit and/or position-related criteria and ensure all employees who are injured at work and unable to return to their pre-injury duties are assessed for suitable duties in accordance with their abilities.

Actions completed:

- All advertisements for vacant positions accurately reflected the role and use of non-discriminatory language.
- Ensured all appointment decisions were justified and documented on merit-based grounds.
- Monitored appointments, promotions and transfers to ensure they did not breach EEO principles.
- Ensured that if and when opportunities to act in higher grade positions were available that they were assigned.
- Checked that offers of suitable duties were based on the injured worker's abilities.

KEY AREA 6: Conditions Of Service

Objective: Ensure that conditions of service comply with EEO principles.

Actions completed:

- Revised and updated Council's Flexible Workplan Program to ensure alignment to EEO principles.
- Human Resources policies and procedures were developed and reviewed to ensure compliance with EEO principles and legislative requirements.
- Offer part-time job opportunities where appropriate.

KEY AREA 7: Learning & Development

Objective: Review learning and development policies and practices to ensure they conform with EEO principles and provide all employees with learning and development opportunities.

Actions completed:

- Documented development plans aligned to skills gap analysis following performance reviews.
- Work plans developed for all workers and any training interventions are identified.
- Induction for all new employees.
- Mandatory and refresher training provided to all employees.
- Annual training plan developed and aligned to Council's training budget.
- Specialised training provided to professional staff and outdoor employees.
- WHS training provided to all staff.

KEY AREA 8: EEO Target Groups

Objective: Ensure corporate programs and policies contribute to EEO outcomes.

Actions completed:

- HR Policies were reviewed and updated in line with the updated EEO Policy.
- Flexible workplace policy adopted.
- New Employee Assistance program was implemented and ongoing support was established.

KEY AREA 9: Policies & Programs

Objectives:

- To provide opportunities for those who are members of certain EEO target groups (eg. women, Non-English-Speaking Background (NESB) Aboriginal & Torres Strait Islander (ATSI), people with a disability) to improve their skills to make them more marketable for employment.
- To provide options for mature-aged workers.
- To convert positions – where appropriate – into traineeships or apprenticeships.
- To convert positions – where appropriate – into positions suitable for people with a disability.
- To convert positions – where appropriate – into part-time positions – suitable for people with a disability, or women.
- To provide flexible options for mature-aged workers.
- To improve understanding of the needs and capabilities of people with a disability.
- To improve understanding of the needs and capabilities of people from a NESB and those who identify as ATSI.

Actions completed:

- Identified appropriate positions for active recruitment – employment, traineeships and work experience.
- Ascertained whether positions, as they became vacant, were suitable for redesign for a person with disability.
- Ascertained whether positions, as they became available, were suitable for redesign for part-time employment.
- Offered training to managers and staff to help new or existing staff who may have had physical, mental health or behavioural issues.

Disability Inclusion Action Plan (DIAP)

Council's Disability Inclusion Action Plan (DIAP) has been developed jointly with City of Ryde and Lane Cove councils. The DIAP 2022-2026 is the second reiteration for these Councils under the NSW Disability Inclusion Act 2014 - Disability Inclusion Action Plan 2022-2026.

Our DIAP not only supports the inclusion and independence of people with lived experience of disability. It also enables many other members of the community to more easily participate and engage locally. In developing the Plan, extensive consultation was held with community groups, people with disabilities, their carers and Council staff. This has provided valuable information on the issues and barriers facing people with disability.

By applying the principles of universal design to information, services and products, everyone in the community can benefit. Actions in this DIAP aim to address barriers that can impede fair access and negatively impact the lives of all people: their independence, participation, interactions and movement. The DIAP identifies actions for each Council over the next four years and addresses four focus areas:

- Attitudes and behaviours.
- Liveable communities.
- Employment.
- Systems and processes.

Key achievements in 2024-25 across the DIAP's four focus areas are outlined in this Annual Report.

FOCUS AREA ONE ATTITUDES & BEHAVIOURS

- Provided networking opportunities for local service providers.
- Continued to highlight inclusion as part of the criteria to access Council's Community Grants Program funding.
- Provided updates to Councillors, Council staff and community members about implementation of the DIAP and engagement and participation opportunities for development of a renewed plan.

FOCUS AREA TWO LIVEABLE COMMUNITIES

- Maintained and reviewed conditions and access of footpaths in and around village centres. Provided networking opportunities for local service providers.
- Supported local community transport organisation through networking, promotion and grants program.
- Provided home library service to residents unable to visit the library due to age, illness, disability or lack of mobility.
- Developed Signage Strategy to improve wayfinding across the entire Municipality.
- Implemented an additional disabled car parking space located at the Town Hall building.
- Accessible amenities were installed at local parks and community facilities, including the newly renovated Figtree Park, which includes accessible pathways, and the Boronia Park Sports and Community Facility, which includes accessible toilets and change rooms.

FOCUS AREA THREE EMPLOYMENT

- Provided reasonable adjustments and modifications to the workplace to accommodate staff with disability.
- Promoted our Council in job recruitment advertisements as an equal opportunity employer, committed to ensuring a safe, accessible and inclusive work environment.
- Applied Working from Home Policy to assist in providing flexible work arrangements for eligible employees.
- Continued to raise staff awareness to promote an inclusive and diverse workplace for all.

FOCUS AREA FOUR SYSTEMS & PROCESSES

- Provided information on accessibility of Council facilities in venue and booking hire information.
- Improved Council Meeting accessibility using online broadcast with captioning, and opportunities for public participation via online meeting tools.
- Participated in and facilitated forums, networking and events with service providers.
- Consulted with community members, Council staff and other key stakeholders via a range of engagement methods in preparation for a renewed DIAP.
- Promoted opportunities for participation and access to Council services in-person, online and via phone.
- Committed to inclusive participation as part of an updated Community Engagement Strategy.
- Reviewed Council's website for accessibility.



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Reconciliation Action Plan (RAP)

In May 2024, we launched our first Reconciliation Action Plan (RAP). This marked a historical moment for Hunter's Hill Council, showcasing our commitment to diversity and inclusion as outlined in the Equal Employment Opportunity (EEO) Management Plan 2025-2028. Since the launch, we have been committed to delivering our action plan through Walks on Country, strengthening our position in building relationships with key stakeholders, raising community awareness through education and planned activities.

A significant achievement was holding our own RAP stall at the Moocooboola Festival for the first time in the history of Council, representing Indigenous culture, offering traditional food, dot painting and educational activities on Aboriginal symbols.



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Enterprise Risk Management

Council seeks to ensure that risk management is a key consideration in all business practices and decision-making processes.

Council's Enterprise Risk Management Framework applies to all levels of the organisation – council staff, management, volunteers, councillors, key stakeholders, contractors, and services providers. It extends to all Council current and future strategic and operational activities, business practices, policies, strategies, plans and procedures, as well as new opportunities for the organisation and the community.

Our framework:

Risk Management at Council is based on the principles of ISO 31000:2018. Key elements include a Council-approved:

- Risk Management Policy
- Risk Appetite Statement
- Risk Management Procedures
- Risk Registers

Council's comprehensive Risk Management Framework, with oversight by the Audit, Risk, and Improvement Committee (ARIC), provides detailed mitigation strategies across all business units. This framework ensures that risks are systematically identified, assessed and managed to safeguard Council's assets, information, and operations.



Risk Management Program



Enterprise Risk Management reporting to the ARIC provides assurance from management that risks are being managed in accordance with the standard and aligned to Council's policies and procedures.

The Strategic Risk Register is reviewed annually with the Executive Leadership Team. The Operational Risk Register and the Fraud and Corruption Risk Register is reviewed annually with the responsible risk owner/s.

In the next year, the controls identified in the Registers will be assessed for effectiveness and the treatment plans monitored.

Key actions presented and reviewed by the Audit and Risk Committee (ARIC):

Over the past 12 months, the following risk management activities have been considered and reviewed by the ARIC:

- Council's risk management framework and has assured that it is consistent with the Australian risk management standard.
- Reviewed reports and assessments to ensure that the necessary resources are considered to successfully implement its risk management framework.
- Assessed the adequacy and effectiveness of the risk management framework for identifying and managing the risks Council faces, including those associated with individual projects, programs and other activities.
- Reviewed how risk management is integrated across all levels of Council and across all processes, operations, services, decision-making, functions and reporting of the adequacy of risk reports and documentation.
- Whether a sound approach has been followed in developing risk management plans for major projects or undertakings.
- Whether appropriate policies and procedures are in place for the management and exercise of delegations.
- If Council has taken steps to embed a culture which is committed to ethical and lawful behaviour.
- If there is a positive risk culture within Council and strong leadership that supports effective risk management.
- The adequacy of staff training and induction in risk management.
- How Council's risk management approach impacts on the Council's insurance arrangements.
- The effectiveness of Council's management of its assets.

Robust discussions are held at the ARIC and audit results are presented. Discussions are held on any emerging concerns impacting Council and the level of performance required by Council in addressing any shortcomings. The ARIC reviews the work of the internal and external auditors to consider whether management's actions are appropriate.

Public Interest Disclosures Act 1994



Statistical information on Public Interest Disclosures (PID)

Council is required to report annually on its obligations under the Public Interest Disclosure Act 1994 (PID Act) section 31 and Public Interest Disclosures Regulation 2011 (PID Reg.) clause 4.

Public Interest Disclosures (PIDs) for the period 1 July 2024 to 30 June 2025

		TOTAL
Number of public officials who made PIDs	In performing their day to day function	0
	Under a statutory or other legal obligation	0
	All other pids	0
Number of PIDs received relating to	Corrupt conduct	0
	Maladministration	0
	Serious and substantial waste of local government money	0
	Government information contraventions	0
	Local government pecuniary interest contraventions	0
Number of PIDs finalised		0

Hunter's Hill Council

Staff awareness of Public Interest Disclosures Policy

During 2024-25, Council undertook the following actions to meet its awareness obligations:

- Information on public interest disclosures was included in the Council Induction Manual which is provided to all new staff on commencement at Council.
- Training and a copy of Public Interest Disclosures Internal Policy was provided to all new staff during Council's group orientation sessions.
- The Public Interest Disclosures Internal Reporting Policy was available on Council's internal procedures records management system, Council's intranet and on Council's website.
- Compulsory eLearning modules were rolled out across Council, and
- Information was published periodically in Council's staff e-newsletter.

Public Interest Disclosures Internal Reporting Policy

Council's current Public Interest Disclosures Internal Reporting Policy is based on the NSW Ombudsman's model internal reporting policy for local government.

Council's Public Interest Disclosures Internal Reporting Policy is available on our website.

Statement of total number of persons who performed paid work on Wednesday 4 December 2024	
Persons employed by Council on a permanent full-time	52
Permanent part-time	4
Casual basis	2
Persons employed by Council as senior staff members	General Manager
Persons engaged by Council, under a contract or other arrangement with the person's employer, wholly or principally for the labour of the person	5
Persons supplied to Council, under a contract or other arrangement with the person's employer, as an apprentice or trainee	3



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Section Three

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Hunter's Hill Council

Delivery Program Reporting

The Delivery Program (DP) is a statement of commitment to the community from each newly elected Council and translates the community’s strategic goals into clear actions.

The Delivery Program is the primary reference point for all activities undertaken by Council during its term of office. It allows Council to determine what is achievable over the term of Council, which is a four-year period. This process involves setting priorities and delivery timeframes.

Importantly, the Delivery Program allows Council to demonstrate how its ‘business-as-usual’ activities help achieve Community Strategic Plan (CSP) objectives.

There is a clear link between the CSP, Delivery Program and the Operational Plan. Activities in the Delivery Program must clearly link to the strategies identified in the CSP and appear as more detailed actions in the Operational Plan.

The Delivery Program outlines how Council will engage with the community and other stakeholders to determine service level expectations and identifies appropriate measures. The Delivery Program highlights major projects and addresses ongoing improvements to the efficiency, productivity, financial management and governance of Council.

- The Delivery Program has focused on:
- Infrastructure upgrades (e.g., Fig Tree Park activation, Boronia Park facilities)
 - Sustainability initiatives (e.g., reducing waste and energy use)
 - Community engagement and inclusion (e.g., cultural events, health programs)
 - Governance improvements (e.g., transparency, service efficiency)

Council has demonstrated strong alignment between community feedback and project delivery, with ongoing evaluation and reporting mechanisms in place including the completion of a community satisfaction survey in October 2024.

- The following pages represent Council’s commitment to reporting against the strategic objectives outlined within the Delivery Program and the actions highlighted in the Operational Plan. Objectives and actions sit within five CSP themes, which are:
- CONNECTED AND ACCESSIBLE INFRASTRUCTURE
 - ENVIRONMENT, SUSTAINABILITY AND OPEN SPACE
 - COMMUNITY AND BELONGING
 - CHARACTER, HERITAGE AND PLACES
 - GOVERNANCE, PARTICIPATION AND PARTNERSHIPS



Connected & Accessible Infrastructure

Strategic Objective	Operational Plan Action	2024-25 Update
Clean and accessible infrastructure is managed and maintained effectively.	Complete the street sweeping program.	<ul style="list-style-type: none"> The street sweeping program was completed with a focus on ensuring that pits and drains being maintained effectively to optimise stormwater management throughout the LGA.
	Implement actions from Disability Inclusion Action Plan (DIAP).	<ul style="list-style-type: none"> Council forwarded its annual DIAP progress report to the Department of Communities and Justice with specific actions outlined within this Annual Report.
People are connected to their destination through improved public transport systems, linkages and networks.	Keep the community up-to-date with any issues affecting the use of public transport and associated infrastructure.	<ul style="list-style-type: none"> Council received a \$3.5m grant from TfNSW for Boronia Park Local Area Traffic Management (LATM). Further detailed design is currently underway.
	Adopt the Hunter's Hill Council Integrated Transport Strategy.	<ul style="list-style-type: none"> The Integrated Transport Strategy was adopted in November 2024 with detailed actions now included in Council's Delivery Plan.
Levels of service and community need are reflected in the Asset Management Plan.	Review and update the Digital Asset Management Plan.	<ul style="list-style-type: none"> The Digital Asset Management Plan was reviewed in 2024-25 and Council continues to update on an ongoing basis and improve its Digital Asset Management Plan to reflect updated data.

Our Goal:
Maintain our local infrastructure
so people can use, walk, drive,
cycle and catch public transport
safely and easily.



Safe walking, cycling, and vehicle travel is supported and encouraged.	Complete the Capital Works Roads Program.	<ul style="list-style-type: none"> Council completed its 2024-25 Road Renewal Program.
	Complete the Capital Works Footpath Program.	<ul style="list-style-type: none"> Council completed its 2024- 25 Footpath Renewal Program.
	Implement the Hunters Hill Bike Plan.	<ul style="list-style-type: none"> Design plans for the Bike Plan (Bike Plan route for HH1) were completed and detailed designs for Site 1 (Alexandra Rd), Sites 3-5 (Ady/Alexandra Rd/Ferry St) and Site 15 (Frankie Ave) are being finalised with community consultation to follow.
	Implement recommendations of the Local Traffic Committee (LTC).	<ul style="list-style-type: none"> The LTC has been replaced by the Local Transport Forum with changes to the traffic delegation as advised by TfNSW. Council will continue to work with its community to improve safe connections within Hunters Hill by Council under the new delegation.
	Continue to deliver the Local Government Road Safety Program (LGRSP).	<ul style="list-style-type: none"> Delivery of the LGRSP continued with the following programs being completed: Senior Driver Workshop, Helping Learner Drivers Become Safer Drivers online workshop, Car Seat Checking Day, National Road Safety Week popup stall and police activation and maintenance of Pickup/Dropoff signage at Hunters Hill schools.

Environment, Sustainability & Open Space

Strategic Objective	Operational Plan Action	2024-25 Update
Natural spaces, including our bushland, foreshores and waterways are protected and enhanced.	Implement bushcare programs which conserve flora, fauna and ecological communities.	<ul style="list-style-type: none"> We have continued to support bushcare and corporate volunteers, local schools and scouts and volunteer organisations such as Habitat Network, ECOBEL and Greater Sydney Landcare Network. We had 85 active bushcare volunteers working over 11 bushcare sites. We had 21 volunteers participate in Clean Up Australia Day at Gladesville Reserve and Riverglade Reserve. Bushcare volunteers planted 1,135 native plants with corporate and bushcare volunteers planting 800 plants at Riverglade Reserve. Corporate volunteers are continuing to participate in bushcare and stream watch at Boronia Park. We held workshops on bushcare training, tree health, rapid appraisal of riparian condition, flying-fox count and wildlife rescue as well as held talks at Riverside Girls High and Hunters Hill High. We had 4 bush regeneration contractors working across 15 bushland reserves. We also adopted 14 new Significant Tree Register listings.
	Implement initiatives to improve the health of our waterways.	<ul style="list-style-type: none"> We worked closely with the Parramatta River Catchment Group (PRCG) to improve the health of our waterways. We actively participated in PRCG meetings, PRAWN network, and a stormwater subcommittee (via stormwater and litter compliance and education program), as well as projects such as the Get the Site Right and Bank Naturalisation and Planning of Priority Corridors (Tarban Creek has been shortlisted, and a concept design is currently being developed). In addition, we participated in a series of Durumbura Dhurabang workshops resulting in a Traditional Owner led Lane Cove River catchment group/committee. We have ongoing water quality monitoring via Riverwatch and Beachwatch, at the proposed Bedlam Bay swim site and Woolwich Baths respectively. Sydney Water is developing a Riverwatch predictive model for the Bedlam Bay swim site. In addition, staff and bushcare/corporate volunteers participated in the Streamwatch water quality program, monitoring Tarban Creek and Brickmakers Creek.
	Complete the Urban Forestry Strategy.	<ul style="list-style-type: none"> The Urban Forest Strategy was adopted by Council with significant actions being the funding of \$50,000.00 per year for the next 5 years to plant more trees within the municipality to help raise Council's canopy cover percentage and process improvements to the tree application process.
Improved sustainability is reflected in policies, strategies, programs and projects.	Develop Council's Net Zero Implementation Plan.	<ul style="list-style-type: none"> Council's Sustainability Advisory Committee continued to provide advice on a range of initiatives with the Environmental Sustainability Policy being adopted by Council, the commencement of a uniform recycling process, an EV implementation program and adoption of our emission reductions through the Net Zero Implementation plan and the implementation of these actions.
	Work with the Northern Sydney Region of Councils to deliver the Regional Waste Strategy.	<p>Actions implemented during the year in the Regional Waste Strategy program include:</p> <ul style="list-style-type: none"> The Electric Vehicle Charging Infrastructure Policy being adopted. Council's first public EV charger was installed within the Cowell St carpark in Gladesville. Additional funding was received by the NRMA and ChargePost to install a network of public EV chargers. An application under the Community Energy Upgrades Fund was submitted in May 2025 committing over \$230,000.
Community resilience to the impacts of climate change is supported through urban form and infrastructure management and health initiatives.	Develop a Resilience Strategy.	<ul style="list-style-type: none"> Council commenced working with Resilient Sydney to consider developing strategies relatable to Hunters Hill. This initiative will be developed further in 2025-26.
	Implement the actions in the Bush Fire Risk Management Plan.	<ul style="list-style-type: none"> We have continued to attend the quarterly Hunters Hill Lane Cove Parramatta Ryde Bush Fire Risk Management Committee meetings. The Bush Fire Risk Management Plan has been approved by the RFS Bush Fire Coordinating Committee and is available on Council's website. The proposed Boronia Park and Buffalo Creek Reserve hazard reduction burns, listed in the Plan, have progressed with Fire and Rescue NSW and in the RFS Guardian information system.

Our Goal:

Protect and sustain our environment so people can enjoy our outdoor spaces and places.



Waste, water and energy consumption is reduced and managed effectively.	Investigate LED lighting at sportsfields, including Boronia Park and Bedlam Bay.	<ul style="list-style-type: none"> Council commenced grant preparation for the upgrade of lighting at Boronia Park. The funds will support lighting upgrades of 31 lamps from HID to LED at Boronia Park Oval 1, new lighting to Oval 2, PV on the community centre and additional drainage works at the site. Council will continue to look for opportunities to install LED lighting across all relevant sportsfields within the LGA.
	Working towards food organics recycling.	<ul style="list-style-type: none"> Council worked proactively with Lane Cove Council in investigating options for providing a food organics service to residents under the NSW EPA's mandate for all councils to implement a service by June 2030. This involved meeting with councils who have already implemented this service, visiting processing facilities, commencing a legal review of current contracts for collection and processing as well as conducting a bin reconciliation project to achieve data accuracy in preparation for a new service. Council's application under the NSW EPA's GO FOGO Grants Round 4 was successful, securing \$176,000 towards service implementation.
	Provide community support.	<ul style="list-style-type: none"> Council continued its partnership with the @HOME program, enabling access for residents to free online webinars and workshops on numerous sustainability topics.
Healthy urban environments facilitate economic activity and place making initiatives.	Progressively implement the Henley Precinct Masterplan works program.	<p>Council completed the following actions in 2024-25:</p> <ul style="list-style-type: none"> Concept design for footpaths, interpretive signage, regional playground, small playground, proposed upgrade works to Henley Community Centre and proposed parks infrastructure. The detailed design and procurement of a construction contract for the construction of the Paul Manton Pavilion have been completed.
	Implement a planned, preventative maintenance program for Council's playgrounds.	<ul style="list-style-type: none"> Council's operations team completed a planned, preventative maintenance program for all of Council's playgrounds.
	Provide access to a swim site at Bedlam Bay.	<ul style="list-style-type: none"> The Bedlam Bay swim site was completed. The opening is scheduled for the commencement of the the 2025 swim season.
	Investigate the feasibility of AFL use at Buffalo Creek Reserve.	<ul style="list-style-type: none"> Council continued to work with AFL on the AFL facility within Buffalo Creek.
	Update and implement the actions within the Sport and Recreation Strategy.	<ul style="list-style-type: none"> Council continued to work through the actions outlined in the Sport and Recreation Strategy.
	Manage and maintain parks and reserves.	<ul style="list-style-type: none"> Council completed its annual parks and reserves maintenance program.

Community & Belonging

Strategic Objective	Operational Plan Action	2024-25 Update
Programs and community groups which promote active living, health and well-being are supported and encouraged.	Promote and organise health and well-being campaigns and programs for seniors.	<ul style="list-style-type: none"> 'Time to Shine in the Park' was held at Blackman Park in Lane Cove in March 2025 in partnership with the working group of Stryder Community Transport, Sydney Community Services, Lane Cove Council and Hunter's Hill Council. It featured activities including Walking Soccer, bush walking, Tai Chi, Croquet, Pickleball, information stalls and a free morning tea.
	Provide annual Community Service Grants to local organisations.	<ul style="list-style-type: none"> Council completed its annual Community Grants Program in December 2024 with a number of worthwhile community led projects being implemented.
	Work in partnership with local service providers to support programs, projects and services.	<ul style="list-style-type: none"> Council has been working with Sydney Community Services on purpose-built accommodation in the proposed new Hunters Hill Community and Library Hub.
Activities and programs are designed to be welcoming, inclusive and promote safety.	Develop a Reconciliation Action Plan (RAP).	<ul style="list-style-type: none"> Council adopted the Reflect Reconciliation Plan in May 2024. Regular status reports are up to date and have been provided as required by Reconciliation Australia. Completed actions included: researched and identified Aboriginal and Torres Strait Islander stakeholders and organisations within our LGA, researched best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and met with them, developed resources and provided education opportunities to staff and the community during National Reconciliation Week and NAIDOC, facilitated educational walks and workshops for Council staff and the community, and collaborated with stakeholders for different Council events such as re-opening and Citizenship ceremonies.
Community, cultural events and activities are coordinated and delivered inclusively.	Coordinate and deliver community, cultural events and activities.	<ul style="list-style-type: none"> Council supported the promotion of community events including Le Marche Markets, the Vintage Antiques and Homewares Fair, and Hunters Hill Music Society concert series. Council launched a Community Directory and Events listing on our website. Civic ceremonies were held for Australia Day with the Citizenship and Awards ceremony, ANZAC Memorial service in partnership with Hunters Hill RSL Sub-branch and the Refugee Week citizenship ceremony. Volunteer Week was celebrated with a cupcake and selfie frame campaign throughout the LGA. Planning is underway for Moocooboola Festival and the Art Lives Here season to be held in 2025-26.



Services and facilities meet the needs of all generations.	Develop and support youth activities and services.	<ul style="list-style-type: none">'Skate and Celebrate' was held in April 2025 during Youth Week at the Gladesville Skate Park. The event featured skateboarding workshops, DJ workshops, BBQ from local scouts, youth representatives from Your Crew suicide prevention app, road safety education, street art stations and visits from the youth officers of Ryde Police Area Command. This event was partially funded by a Grant from NSW Department of Communities and Justice.
	Continue to ensure that a library service is provided to residents.	<ul style="list-style-type: none">Weekly children's programs ran from January - June 2025, in addition to school holiday programs. Library memberships have increased, as has the home delivery service.
	Develop a Building Brief and associated concept design plans for a new library in Hunters Hill.	<ul style="list-style-type: none">Council worked tirelessly with the local community to develop a new Library project concept, which is centrally located in Hunters Hill. Community engagement has supported the development of a new library framework to guide the next stage of project.
	Develop and Implement Council's planned preventative maintenance program for building facilities.	<ul style="list-style-type: none">Council is working towards its planned preventative maintenance program. The completion of this action will coincide with Council's Asset Management Improvement Program due for completion in June 2026.
	Install defibrillators at key facilities.	<ul style="list-style-type: none">Defibrillators have been ordered (due to a backlog in orders, they've yet to be delivered) for key locations throughout the LGA. It is expected that defibrillators will be installed at sites in August 2025 including (but not limited to) Clarke's Point Reserve, Gladesville Reserve and Buffalo Creek Reserve.



Character, Heritage & Places

Strategic Objective	Operational Plan Action	2024-25 Update
Neighbourhoods reflect local character, heritage and create a sense of belonging.	Complete the review of the LEP and DCP.	<ul style="list-style-type: none"> Council followed advice from the Department of Planning to split the LEP changes into two categories – Anomalies and Heritage. Council has been regularly updated on the amendments to the LEP referred to the Department. As part of this process, Council will also incorporate the DCP, with a report to be provided to Council.
	Develop and implement Heritage Inventory Sheets to explain identified significance.	<ul style="list-style-type: none"> Council has completed a total of 378 Heritage Inventory Sheets to date. Council is aiming to complete all Heritage Inventory Sheets by the end of August 2025 for the upcoming Heritage Planning Proposal.
	Council maps, photographs, documents and plans are digitised and stored accordingly.	<ul style="list-style-type: none"> Council currently has two digitisation projects underway, including the digitisation of historical photographs. Over 7,000 files have been retrieved from Council storage facilities and transferred to secure storage for digitisation and appropriate disposal. This is an ongoing project until 2028.
Urban environments attract business investment, economic activity and place making initiatives.	Implement a Council led planning proposal for the Gladesville Masterplan project.	<ul style="list-style-type: none"> Council adopted a program and budget to progress the Gladesville Masterplan. Our Councillors were briefed with an overview of the background and future options for the Masterplan.
	Progressively implement the Henley Precinct Masterplan works program.	<ul style="list-style-type: none"> Council resolved to forward the Planning Proposal to the Department of Planning, Housing and Infrastructure (DPHI) seeking a Gateway Determination in accordance with Section 3.34 of the Environmental Planning and Assessment Act 1979. Council is currently waiting on the outcome from DPHI.
Development application, regulation and monitoring services are streamlined.	Development Applications (DAs) are processed in accordance with service standards.	<ul style="list-style-type: none"> Council is on track with its implementation of the Henley Masterplan. The construction of the Gladesville amenity block is underway, and the concept design for the footpaths and playground have been completed.
	Complete inspections and compliance of swimming pools, buildings and food premises.	<ul style="list-style-type: none"> A new register of 1500 pools was created and a Swimming Pool Inspection Program Policy was drafted. Letters of non-compliant or unregistered pools were issued to pool owners.
	Complete inspections and compliance of swimming pools.	<ul style="list-style-type: none"> No compliance certificate applications or exemption applications were received. Non-compliance certificates (where issued by private certifiers) were registered on our Swimming Pool Register within 10 days. Where any were noted as high risk, a request for inspection by Council's Health and Building Surveyor was sent to the owner within 10 days.

Our Goal:
Create a liveable place where everyone can enjoy our heritage, neighbourhoods, thriving village centres, parks, playgrounds and recreational areas.



Parks, sports fields and playgrounds support inclusive and accessible play.	Implement a planned, preventative maintenance program for Council's playgrounds.	<ul style="list-style-type: none"> Council continued to implement its preventative maintenance program for playgrounds.
	Deliver playground upgrades to Boronia Park South.	<ul style="list-style-type: none"> Community engagement and design of the Boronia Park South playground was completed.
	Provide access to a swim site at Bedlam Bay.	<ul style="list-style-type: none"> The construction of the Bedlam Bay swim site was completed, with an opening scheduled for November 2025.
	Investigate and scope upgrades to amenities, accessibility and increased use at Bedlam Bay.	<ul style="list-style-type: none"> The landscape plans for the upgrades were completed and are due for implementation in 2025-26.
	Investigate the feasibility of AFL use at Buffalo Creek Reserve.	<ul style="list-style-type: none"> This action has been delayed as Council is awaiting the development of an Environmental Management Plan.
	Enhance sporting facilities at Buffalo Creek Reserve.	<ul style="list-style-type: none"> The construction of a new footpath has been completed.
	Update and implement the actions within the Sport and Recreation Strategy.	<ul style="list-style-type: none"> Council has adopted the Sport and Recreation Strategy and will continue to implement the actions within this plan over the next 10 years.
	Manage and maintain parks and reserves.	<ul style="list-style-type: none"> Council continues to maintain and improve its parks and reserves. This is an ongoing item.

Governance, Participation & Partnerships

Our Goal:

Bring people and local businesses together to share ideas and engage in collaborative projects.

Strategic Objective	Operational Plan Action	2024-25 Update
The community is aware of Council decisions through a transparent and democratic engagement process.	Deliver a diverse engagement program to enhance community awareness and participation.	<ul style="list-style-type: none"> Council completed a community telephone survey in 2024. Residents stated how they would like Council to interact with them. This information was incorporated into Council's Community Engagement Strategy, which was publicly exhibited for two 28-day exhibition periods to gather community feedback. Council continues to deliver a variety of engagement programs across several communication channels, including eNews, social and print media.
	Implement Council's IP&R framework to meet reporting and legislative requirements.	<ul style="list-style-type: none"> The two 6-monthly reporting cycles (1 July 2024 - 31 December 2024 & 1 January - 30 June 2025) were completed.
	Report to Council and the community on matters of public interest via Mayoral Minutes and staff reports.	Mayoral Minutes and reports were tabled at monthly Council Meetings.
	Ensure Council complies with the Government Information Public Access (GIPA) Act.	<ul style="list-style-type: none"> Council has processed GIPA applications in accordance with the GIPA regulations. In 2024-25, Council processed 8 formal GIPA applications and 190 informal GIPA applications.
Technology based initiatives are used to improve the customer service experience.	Implement the Digital and Customer Information Plan (DCIP).	<ul style="list-style-type: none"> All actions under the current DCIP have been completed. Council continues to digitise its records and a new plan will be developed within the next six months to progress improvements to IT security and Information Management systems.
	Improve the quality of content and functionality on Council's website.	<ul style="list-style-type: none"> Significant improvements have been made to both the content and functionality of Council's website. All planned updates have been implemented, including the new community events calendar. Additional opportunities for improvement have been identified through user feedback, and a plan is in place to deliver further content updates over the coming months.
	Review customer service standards across Council.	<ul style="list-style-type: none"> A review of service standards is currently underway in conjunction with the implementation of Council's new suite of Integrated Planning and Reporting documents. CRMS response times are reported to the Executive Leadership Team on a monthly basis. Additionally, all staff have received extra training and communication to make improvements and ensure that targets are adequate and meet both staff and community standards.

Economic growth is facilitated through collaboration with community, government, sector and private partners.	Scope opportunities that generate alternate sources of income/revenue.	<ul style="list-style-type: none"> Council has an ongoing focus in regard to financial sustainability. New sources of revenue are currently being explored and scoped, e.g. the Henley Masterplan Precinct; the Columbarium project; and lettable commercial space in the precinct location of a fit-for-purpose library. Council has also reviewed its fees and charges, benchmarking against NSROC councils. Council is continuing to work on opportunities to maximise the financial return on the former works depot site. Council staff continue to look at opportunities with other commercial/residential development to secure voluntary planning agreements to assist in service delivery.
	Develop a Columbarium feasibility strategy.	<ul style="list-style-type: none"> Council plans to undertake community consultation and complete the feasibility strategy for columbarium sites by the end of December 2025.
	Develop a new Section 7.12 Plan.	<ul style="list-style-type: none"> Council has adopted the revised Section 7.12 Plan. Work on further review of S7.11/12 plans has commenced. A new Section 7.12 Plan was developed and adopted by Council in April 2025.
	Identify sponsorship opportunities or new revenue streams for Council events and cultural programs.	<ul style="list-style-type: none"> In the last 12 months, Council significantly increased external funding to lessen the financial burden on Council hosting major community events, with a prime example of Optus becoming the naming rights partner for the Moocooboola festival. Work has commenced to obtain sponsorship of Council's flagship events.
	Target Grant funding opportunities to support services, programs and projects.	<ul style="list-style-type: none"> Council continued to seek available grant opportunities for both standard operational outcomes (e.g. bushland management) and major infrastructure projects (e.g. Henley Masterplan). Council has a solid track record in recent years of obtaining significant grant funding, e.g. Figtree Park and Boronia Park. Recent grants include heritage and bush restoration.
A vision of continuous improvement is shared by Councillors and Council staff.	Deliver professional development opportunities.	<ul style="list-style-type: none"> Staff Professional Development Plans were completed for the financial year.
	Attract, select and retain qualified employees.	<ul style="list-style-type: none"> Recruitment is aligned to Council's EEO plan. Placements were made on time and within budget, based on Council's competency framework.
	Develop, implement and provide EEO for staff.	<ul style="list-style-type: none"> EEO targets for this period were met and reported in Council's annual report in December 2024.
	Coordinate performance reviews and develop and implement initiatives that support and promote career development.	<ul style="list-style-type: none"> Performance reviews were uploaded and will be completed post 30 June 2025. Work plans have been set and approved.
	Implement the actions from the Audit, Risk and Improvement Committee (ARIC).	<ul style="list-style-type: none"> Minutes of ARIC are reported to Council. Council Officers are required (when and where necessary) to respond to audit recommendations under ARIC's oversight.
	Provide timely financial information, advice and reports to Council, the community and staff including the Long-Term Financial Plan.	<ul style="list-style-type: none"> Council's Long Term Financial Plan was adopted by Council at its June 2025 Council Meeting. Council will continue to be provided with Quarterly Budget Reviews and ongoing financial information and updates.
	Ensure leases and licenses for Council owned properties are reviewed and updated accordingly.	<ul style="list-style-type: none"> All leases and licences of Council owned properties were monitored and rental valuations were obtained where needed to maximise the return to Council.



Hunter's Hill Council

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View Our Financial Statement
www.huntershill.nsw.gov.au/annualreport

The Council of the Municipality of Hunter's Hill

ANNUAL FINANCIAL STATEMENTS
for the year ended 30 June 2025



The Council of the Municipality of Hunter's Hill

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2025



The Council of the Municipality of Hunter's Hill

General Purpose Financial Statements

for the year ended 30 June 2025

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The Council of the Municipality of Hunter's Hill

General Purpose Financial Statements

for the year ended 30 June 2025

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

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

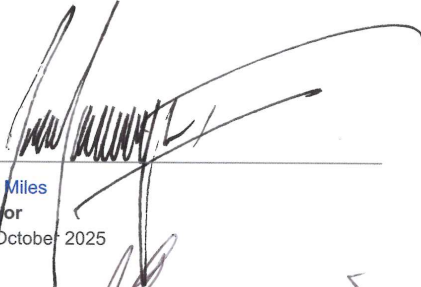
- the *Local Government Act 1993* and the regulations made thereunder
- the Australian Accounting Standards issued by the Australian Accounting Standards Board
- the Local Government Code of Accounting Practice and Financial Reporting.

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

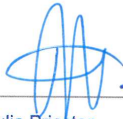
- present fairly the Council's operating result and financial position for the year
- accord with Council's accounting and other records.

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


Signed in accordance with a resolution of Council made on 27 October 2025.




Zac Miles
Mayor
27 October 2025



Julia Prieston
Deputy Mayor
27 October 2025



Nick Tobin
General Manager
27 October 2025



Christian Menday
Responsible Accounting Officer
27 October 2025

The Council of the Municipality of Hunter's Hill | Income Statement | for the year ended 30 June 2025

The Council of the Municipality of Hunter's Hill

Income Statement

for the year ended 30 June 2025

Original unaudited budget			Actual	Actual
2025	\$ '000	Notes	2025	2024
	Income from continuing operations			
15,837	Rates and annual charges ¹	B2-1	15,605	14,722
1,439	User charges and fees ²	B2-2	1,793	1,604
1,222	Other revenues ^{1,2}	B2-3	1,053	1,387
1,030	Grants and contributions provided for operating purposes	B2-4	848	1,418
1,989	Grants and contributions provided for capital purposes	B2-4	1,575	7,878
891	Interest and investment income		920	1,110
2,550	Other income		280	151
24,958	Total income from continuing operations		22,074	28,270
	Expenses from continuing operations			
7,520	Employee benefits and on-costs	B3-1	6,907	6,409
9,794	Materials and services ^{1,3}	B3-2	10,851	10,250
1,345	Other expenses ^{1,3}		857	808
297	Net loss from the disposal of assets		517	501
18,956	Total expenses from continuing operations excluding depreciation, amortisation and impairment of non-financial assets		19,132	17,968
6,002	Operating result from continuing operations excluding depreciation, amortisation and impairment of non-financial assets		2,942	10,302
4,063	Depreciation, amortisation and impairment of non-financial assets	B3-3	4,498	3,867
1,939	Net operating result for the year attributable to Council		(1,556)	6,435
(50)	Net operating result for the year before grants and contributions provided for capital purposes		(3,131)	(1,443)

(1) Prior year adjusted for Rates on Council properties reclassified from Materials & Services to (contra) Rates income, \$56k.

(2) Prior year adjusted for park use fees from Other Income to User charges & fees, \$62k. Mini-skip fee from Other revenue to User Fees & Charges, \$18k.

(3) Prior year adjusted for Shared Services Library expenses - reclassified from Other Expenses to Materials & Services, \$276k.

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

The Council of the Municipality of Hunter's Hill | Statement of Comprehensive Income | for the year ended 30 June 2025

The Council of the Municipality of Hunter's Hill

Statement of Comprehensive Income

for the year ended 30 June 2025

\$ '000	Notes	2025	2024
Net operating result for the year – from Income Statement		(1,556)	6,435
Other comprehensive income:			
Amounts which will not be reclassified subsequent to operating result			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-5	6,967	35,523
Total other comprehensive income for the year		6,967	35,523

The Council of the Municipality of Hunter's Hill | Statement of Financial Position | as at 30 June 2025

The Council of the Municipality of Hunter's Hill

Statement of Financial Position

as at 30 June 2025

\$ '000	Notes	2025	2024
ASSETS			
Current assets			
Cash and cash equivalents ¹	C1-1	4,095	4,271
Investments ¹	C1-2	11,855	12,527
Receivables	C1-4	3,536	3,477
Inventories		—	3
Other		123	37
Total current assets		19,609	20,315
Non-current assets			
Investments	C1-2	3,448	3,168
Infrastructure, property, plant and equipment (IPPE)	C1-5	307,785	300,793
Total non-current assets		311,233	303,961
Total assets		330,842	324,276
LIABILITIES			
Current liabilities			
Payables	C2-1	5,661	5,910
Contract liabilities	C2-2	2,058	899
Employee benefit provisions	C2-3	1,287	1,139
Total current liabilities		9,006	7,948
Non-current liabilities			
Employee benefit provisions	C2-3	111	14
Total non-current liabilities		111	14
Total liabilities		9,117	7,962
Net assets		321,725	316,314
EQUITY			
Accumulated surplus		115,827	117,383
IPPE revaluation surplus		205,898	198,931
Council equity interest		321,725	316,314
Total equity		321,725	316,314

(1) Prior year term deposits of \$8,527k have been reclassified from Cash & cash equivalents to Investments. This does not affect Council's reported financial performance or position.

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

The Council of the Municipality of Hunter's Hill | Statement of Changes in Equity | for the year ended 30 June 2025

The Council of the Municipality of Hunter's Hill

Statement of Changes in Equity

for the year ended 30 June 2025

	Notes	2025			2024		
		Accumulated surplus	IPPE revaluation surplus	Total equity	Accumulated surplus	IPPE revaluation surplus	Total equity
\$ '000							
Opening balance at 1 July		117,383	198,931	316,314	110,948	163,408	274,356
Opening balance		117,383	198,931	316,314	110,948	163,408	274,356
Net operating result for the year		(1,556)	–	(1,556)	6,435	–	6,435
Net operating result for the period		(1,556)	–	(1,556)	6,435	–	6,435
Other comprehensive income							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-5	–	6,967	6,967	–	35,523	35,523
Other comprehensive income		–	6,967	6,967	–	35,523	35,523
Total comprehensive income		(1,556)	6,967	5,411	6,435	35,523	41,958
Closing balance at 30 June		115,827	205,898	321,725	117,383	198,931	316,314

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

The Council of the Municipality of Hunter's Hill | Statement of Cash Flows | for the year ended 30 June 2025

The Council of the Municipality of Hunter's Hill

Statement of Cash Flows

for the year ended 30 June 2025

Original unaudited budget 2025	\$ '000	Notes	Actual 2025	Actual 2024
Cash flows from operating activities				
Receipts:				
15,837	Rates and annual charges		15,545	14,556
1,439	User charges and fees		1,380	337
891	Interest received		1,328	994
3,020	Grants and contributions		3,557	4,698
—	Bonds, deposits and retentions received		401	206
3,771	Other		2,587	1,571
Payments:				
(7,521)	Payments to employees		(6,638)	(6,525)
(12,395)	Payments for materials and services		(13,041)	(10,808)
—	Bonds, deposits and retentions refunded		(310)	—
(1,345)	Other		(638)	(595)
3,697	Net cash flows from operating activities	F1-1	4,171	4,434
Cash flows from investing activities				
Receipts:				
—	Redemption of term deposits ²		25,527	8,867
50	Proceeds from sale of IPPE		24	77
Payments:				
—	Acquisition of term deposits ²		(24,855)	(8,527)
(5,863)	Payments for IPPE		(5,043)	(13,253)
(5,813)	Net cash flows from investing activities ²		(4,347)	(12,836)
(2,116)	Net change in cash and cash equivalents ²		(176)	(8,402)
21,490	Cash and cash equivalents at beginning of year ²		4,271	12,673
19,374	Cash and cash equivalents at end of year ²	C1-1	4,095	4,271
—	plus: Investments on hand at end of year ²	C1-2	15,303	15,695
19,374	Total cash, cash equivalents and investments		19,398	19,966

(2) Prior year adjusted to reflect reclassification of term deposits noted on Statement of Financial Position.

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

The Council of the Municipality of Hunter's Hill

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The Council of the Municipality of Hunter's Hill

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A About Council and these financial statements

A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 27 October 2025. 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 policies adopted in the preparation of these financial statements are set out below.

These 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 *Local Government (General) Regulation 2021* (Regulation), and the Local Government Code of Accounting Practice and Financial Reporting. 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 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 the Council and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

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. estimated fair values of infrastructure, property, plant and equipment – refer Note C1-5.
- ii. employee benefit provisions – refer Note C2-3.

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* (NSW), 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 Council's financial statements.

The Trust Fund

In accordance with the provisions of Section 411 of the *Local Government Act 1993* (NSW) (as amended), 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.

Volunteer services

Council does not have material dependence on volunteer services. Volunteers are utilised in Cultural Events & Bushland. These services are not recognised as most would not proceed if volunteers did undertake the roles and their non-material value.

continued on next page ...

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A1-1 Basis of preparation (continued)

New accounting standards and interpretations issued but not yet effective

Certain new accounting standards and interpretations have been published that are not mandatory for the 30 June 2025 reporting period. Council has elected not to apply any of these pronouncements before their operative dates in the annual reporting period beginning 1 July 2024.

Council's assessment of the impact of the new standards, and interpretations relevant to them, are set out below:

Pronouncement

AASB 18 Presentation and Disclosure in Financial Statements.

Nature of change in accounting policy

This standard replaces AASB 101 Presentation of Financial Statements and sets out the requirements for the structure of the financial statements, including the application of fundamental concepts such as materiality. AASB 18 introduces additional subtotals into the Statement of Profit or Loss as well as restructuring the statement into operating, investing and financing elements. Management performance measures are also required to be disclosed.

Effective date

Annual reporting periods beginning on or after 1 January 2028, i.e., councils' financial statements for the year ended 30 June 2029.

Expected impact on council financial statements

The presentation of Council's primary statements will be changed along with some additional disclosures, however there will be no effect on Council's reported position or performance.

Pronouncement

AASB 2024-2 Amendments to Australian Accounting Standards - Classification and Measurement of Financial Instruments [AASB 7 and AASB 9].

Nature of change in accounting policy

This Standard amends AASB 7 and AASB 9 in response to feedback from the 2022 Post Implementation Review of the classification and measurement requirements in AASB 9 and related requirements in AASB 7 and the subsequent 2023 Exposure Draft.

This Standard amends requirements related to:

- (a) settling financial liabilities using an electronic payment system; and
- (b) assessing contractual cash flow characteristics of financial assets with environmental, social and corporate governance (ESG) and similar features.

This Standard also amends disclosure requirements relating to investments in equity instruments designated at fair value through other comprehensive income and adds disclosure requirements for financial instruments with contingent features that do not relate directly to basic 60 lending risks and costs.

Effective date

Annual reporting periods beginning on or after 1 January 2026, i.e. council financial statements for the year ended 30 June 2027.

Expected impact on council financial statements

Likely impact of this standard is:

- potentially earlier derecognition of liabilities settled by electronic means which meet the updated criteria in AASB 9.
- reclassification of financial assets with ESG features based on the revised guidance in relation to whether amortised costs can be used – not likely to be significant for Council.
- additional disclosures for equity instruments classified as fair value through other comprehensive income – these instruments are not used by Council.

continued on next page ...

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A1-1 Basis of preparation (continued)

Pronouncement

AASB 2024-3 Amendments to Australian Accounting Standards – Annual Improvements Volume 11 [AASB 1, AASB 7, AASB 9, AASB 10 and AASB 107].

Nature of change in accounting policy

This Standard amends:

- a. AASB 1 to improve consistency between paragraphs B5–B6 of AASB 1 and the requirements for hedge accounting in AASB 9 and improve the understandability of AASB 1;
- b. AASB 7 to:
 - (i) replace a cross-reference in paragraph B38 of AASB 7 to a deleted AASB 7 paragraph with a reference to AASB 13 Fair Value Measurement; and
 - (ii) improve consistency in the language used in AASB 7 with the language used in AASB 13;
- c. AASB 9 to:
 - (i) clarify how a lessee accounts for the derecognition of a lease liability when it is extinguished; and
 - (ii) address an inconsistency between paragraph 5.1.3 of AASB 9 and the requirements in AASB 15 Revenue from Contracts with Customers in relation to the term 'transaction price';
- d. AASB 10 to amend paragraph B74 in relation to determining de facto agents of an entity; and
- e. AASB 107 to replace the term 'cost method' with 'at cost' as the term is no longer defined in Australian Accounting Standards.

Effective date

Annual reporting periods beginning on or after 1 January 2026, i.e. council financial statements for the year ended 30 June 2027.

Expected impact on council financial statements

There is unlikely to be any significant impact to Council on adoption of this standard.

Pronouncement

AASB2014-10 Sale or Contribution of Assets between an Investor and its Associate or Joint Venture.

AASB2015-10 Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128.

AASB 2017-5 Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections.

Effective for annual reporting periods beginning on or after 1 January 2028; i.e., councils' financial statements for the year ended 30 June 2029.

The amendments impact councils with associates or joint ventures where there has been a sale of contribution of assets between the entity and its investor. Council does not currently have an associate or joint venture, and does not anticipate entering into a transaction that will result in it having an associate or joint venture. Therefore, there is unlikely to be any impact to Council on adoption of this standard.

Pronouncement

AASB 17 Insurance Contracts and associated amendments.

Effective for annual reporting periods beginning on or after 1 January 2026 for public sector entities.

Will result in changes to accounting for insurance contracts.

Pronouncement

AASB 2023-5 Amendments to Australian Accounting Standards – Lack of Exchangeability.

Effective for annual reporting periods beginning on or after 1 January 2025.

Will result in consistency in determining whether a currency is exchangeable into another currency and the spot exchange rate to use when it is not exchangeable.

continued on next page ...

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

A1-1 Basis of preparation (continued)

Pronouncement

AASB 2025-1 Amendments to Australian Accounting Standards – Contracts Referencing Nature-dependent Electricity.

Effective for annual reporting periods beginning on or after 1 January 2026.

Will clarify the application of the 'own-use' criteria to nature-dependent electricity contracts, permit hedge accounting in certain conditions and adds new disclosure requirements by amending AASB7 and AASB

New accounting standards adopted during the year

The following new standard is effective for the first time at 30 June 2025:

- **AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities.**

There is not expected to be significant impact on the Councils' reported financial position.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B Financial Performance

B1 Functions or activities

B1-1 Functions or activities – income, expenses and assets

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.

\$ '000	Income		Expenses		Operating result		Grants and contributions		Carrying amount of assets	
	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024
Functions or activities										
Governance, participation & partnerships	13,539	13,052	6,159	5,601	7,380	7,451	335	395	1,923	5,442
Connected & inclusive infrastructure	1,637	2,286	5,881	6,676	(4,244)	(4,390)	707	973	110,268	131,424
Environment, sustainability & open space	3,974	3,162	3,660	3,030	314	132	124	42	300	9,157
Community & belonging	213	200	1,038	1,024	(825)	(824)	107	112	671	107
Character, heritage & places	2,711	9,570	6,892	5,504	(4,181)	4,066	1,150	7,774	217,680	178,146
Total functions and activities	22,074	28,270	23,630	21,835	(1,556)	6,435	2,423	9,296	330,842	324,276

B1-2 Components of functions or activities

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

Hunter's Hill Council mission is to protect and enhance the integrity, character, liveability and residential amenity of Hunters Hill as Australia's oldest garden suburb – through leadership, partnership, community involvement and the pursuit of excellence.

This is implemented through the themes of its Community Strategic Plan, with budgets and actual expenditure monitored and reported to Councils and functions listed below:

Connected & Accessible Infrastructure

Maintain our local infrastructure so people can use, walk, drive, cycle and catch public transport safely and easily.

Environment, Sustainability & Open Space

Protect and sustain our environment so people can enjoy our outdoor spaces and places.

Community & Belonging

Connect people to information and accessible experiences to help them feel included and safe in the community.

Character, Heritage & Places

Create a liveable place where everyone can enjoy our heritage, neighbourhoods, thriving village centres, parks, playgrounds and recreational areas.

Governance, Participation & Partnerships

Bring people and local business together to share ideas and engage in collaborative projects.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2 Sources of income**B2-1 Rates and annual charges ¹**

\$ '000	2025	2024
Ordinary rates		
Residential	11,075	10,522
Less: pensioner rebates (mandatory)	(50)	(50)
Business	321	304
Rates levied to ratepayers	11,346	10,776
Pensioner rate subsidies received	28	28
Total ordinary rates	11,374	10,804
Special rates		
Community facilities	481	459
Rates levied to ratepayers	481	459
Total special rates	481	459
Annual charges (pursuant to s496, 496A, 496B, 501 & 611)		
Domestic waste management services	3,581	3,404
Stormwater management services	111	–
Section 611 charges	68	65
Less: pensioner rebates (mandatory)	(22)	(23)
Annual charges levied	3,738	3,446
Pensioner annual charges subsidies received:		
– Domestic waste management	12	13
Total annual charges	3,750	3,459
Total rates and annual charges	15,605	14,722

Council has used 2022 year 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.

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 on their substance.

(1) Prior year adjusted for Rates on Council properties reclassified from Materials & Services to (contra) Rates income, \$56k.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2-2 User charges and fees ²

\$ '000	Timing	2025	2024
Specific user charges (per s502 - specific 'actual use' charges)			
Waste management services (non-domestic)	2	239	224
Total specific user charges		239	224
Other user charges and fees			
(i) Fees and charges – statutory and regulatory functions (per s608)			
Inspection services	2	134	119
Planning and building regulation	2	447	572
Section 10.7 certificates (EP&A Act)	2	54	47
Section 603 certificates	2	28	23
Other	2	12	–
Total fees and charges – statutory/regulatory		675	761
(ii) Fees and charges – other (incl. general user charges (per s608))			
Community centres	2	143	107
Lease rentals	2	124	24
Leaseback fees – Council vehicles	2	–	7
Reserves and Sporting Fields	2	178	130
Parking fees	2	137	124
Restoration charges	2	115	67
Stand Plant Applications	2	182	160
Total fees and charges – other		879	619
Total other user charges and fees		1,554	1,380
Total user charges and fees		1,793	1,604
Timing of revenue recognition for user charges and fees			
User charges and fees recognised over time (1)		–	–
User charges and fees recognised at a point in time (2)		1,793	1,604
Total user charges and fees		1,793	1,604

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 benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases such as caravan parks, the customer is required to pay on arrival or a deposit in advance. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged such as joining fees for the leisure centre the fee is recognised on a straight-line basis over the expected life of the membership.

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

(2) Prior year adjusted for park use fees from Other Income to User charges & fees, \$62k. Mini-skip fee from Other revenue to User Fees & Charges, \$18k.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2-3 Other revenues ^{1, 2}

\$ '000	Timing	2025	2024
Rental income – other council properties	1	231	233
Bus shelter contract – License fee	1	224	228
Fines – other	2	14	93
Fines – parking	2	375	656
Commissions and agency fees	2	8	8
Sundry rents and charges	2	162	125
Other	2	39	44
Total other revenue		1,053	1,387

Timing of revenue recognition for other revenue

Other revenue recognised over time (1)	455	461
Other revenue recognised at a point in time (2)	598	926
Total other revenue	1,053	1,387

Material accounting policy information for other revenue

Where the revenue is earned for the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the obligations are satisfied.

Statutory fees and fines are recognised as revenue when the service has been provided, the payment is received or when the penalty has been applied, whichever occurs first.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

(1) Prior year adjusted for Rates on Council properties reclassified from Materials & Services to (contra) Rates income, \$56k.

(2) Prior year adjusted for park use fees from Other Income to User charges & fees, \$62k. Mini-skip fee from Other revenue to User Fees & Charges, \$18k.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2-4 Grants and contributions

\$ '000	Timing	Operating 2025	Operating 2024	Capital 2025	Capital 2024
General purpose grants and non-developer contributions (untied)					
General purpose (untied)					
Current year allocation					
Financial assistance – general component	2	70	22	–	–
Financial assistance – local roads component	2	24	2	–	–
Payment in advance - future year allocation					
Financial assistance – general component	2	232	373	–	–
Financial assistance – local roads component	2	83	133	–	–
Other					
Other grants		–	–	5	–
Amount recognised as income during current year		409	530	5	–
Special purpose grants and non-developer contributions (tied)					
Cash contributions					
Heritage and cultural	2	–	13	–	–
Library – per capita	2	–	96	–	–
Recreation and culture	2	–	42	–	7,187
Traffic route subsidy	2	–	118	–	–
Transport (roads to recovery)	2	–	–	–	15
Transport (other roads and bridges funding)	2	–	595	–	–
Other specific grants	2	439	–	–	1
Recreation and culture	2	–	–	983	–
Tourism	2	–	3	–	–
Other contributions	2	–	21	–	–
Total special purpose grants and non-developer contributions – cash		439	888	983	7,203
Non-cash contributions					
Other		–	–	21	–
Total other contributions – non-cash		–	–	21	–
Total special purpose grants and non-developer contributions (tied)		439	888	1,004	7,203
Total grants and non-developer contributions		848	1,418	1,009	7,203

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2-4 Grants and contributions (continued)

\$ '000	Timing	Operating 2025	Operating 2024	Capital 2025	Capital 2024
Comprising:					
– Commonwealth funding		–	530	–	15
– State funding		–	867	–	4,206
– Other funding		848	21	1,009	2,982
		848	1,418	1,009	7,203

Developer contributions

\$ '000	Notes	Timing	Operating 2025	Operating 2024	Capital 2025	Capital 2024
Developer contributions:						
(s7.4 & s7.11 - EP&A Act, s64 of the LGA):						
	F4					
Cash contributions						
S 7.11 – contributions towards amenities/services		2	–	–	6	27
S 7.12 – fixed development consent levies		2	–	–	560	648
Total developer contributions – cash			–	–	566	675
Total developer contributions			–	–	566	675
Total contributions			–	–	566	675
Total grants and contributions			848	1,418	1,575	7,878
Timing of revenue recognition						
Grants and contributions recognised over time (1)			–	–	–	–
Grants and contributions recognised at a point in time (2)			848	1,418	1,575	7,878
Total grants and contributions			848	1,418	1,575	7,878

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2-4 Grants and contributions (continued)**Unspent grants and contributions**

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:

\$ '000	Operating 2025	Operating 2024	Capital 2025	Capital 2024
Unspent grants and contributions				
Unspent funds at 1 July	26	656	668	6,928
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	142	55	1,999	2,589
Less: Funds recognised as revenue in previous years that have been spent during the reporting year	(65)	(685)	(886)	(8,849)
Unspent funds at 30 June	103	26	1,781	668
Contributions				
Unspent funds at 1 July	–	–	2,211	1,966
Add: contributions received and not recognised as revenue in the current year	–	–	684	617
Less: contributions recognised as revenue in previous years that have been spent during the reporting year	–	–	(113)	(372)
Unspent contributions at 30 June	–	–	2,782	2,211

Unspent contributions refer to Section 7.11 contributions received but not yet spent.

Material accounting policy information**Grants and contributions – enforceable agreement with sufficiently specific performance obligations**

Grant and contribution revenue from an agreement which is enforceable and contains sufficiently specific performance obligations is recognised as or when control of each performance obligations is transferred.

The performance obligations vary according to the agreement but include the completion of specific works or projects. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Performance obligations may be satisfied either 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 of the goods / services at a single time (e.g. completion of the project when a report / outcome is provided), whereas over time recognition is where the control of the services is ongoing throughout the project (e.g. provision of community health services through the year).

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 grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project.

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 contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

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B2-4 Grants and contributions (continued)

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, 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 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 fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are 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.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B3 Costs of providing services**B3-1 Employee benefits and on-costs**

\$ '000	2025	2024
Salaries and wages	5,206	4,821
Employee leave entitlements (ELE)	924	705
Superannuation	639	622
Workers' compensation insurance	78	165
Fringe benefit tax (FBT)	6	12
Other Employee benefits		
Travel expenses	13	8
Training costs (other than salaries and wages)	34	65
Other - Employee assistance program	7	11
Total employee costs expensed	6,907	6,409

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.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B3-2 Materials and services ^{1, 3}

\$ '000	Notes	2025	2024
Consultancy costs		604	634
Advertising		23	52
Raw materials and consumables		1,415	1,467
Contractor costs		5,758	5,307
Audit Fees	E2-1	170	135
Bank charges		45	46
Electricity and heating		127	116
Insurance		308	325
Library Shared Services		276	279
Printing and stationery		61	69
Street lighting		96	141
Subscriptions and publications		663	629
Telephone and communications		52	44
Valuation fees		–	14
Councillor and Mayoral fees and associated expenses	E1-2	199	209
Legal expenses:			
– Legal expenses: planning and development		983	669
– Legal expenses: other		52	65
Other		19	49
Total materials and services		10,851	10,250
Total materials and services		10,851	10,250

Material accounting policy information

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

(1) Prior year adjusted for Rates on Council properties reclassified from Materials & Services to (contra) Rates income, \$56k.

(3) Prior year adjusted for Shared Services Library expenses - reclassified from Other Expenses to Materials & Services, \$276k.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

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

\$ '000	Notes	2025	2024
Depreciation and amortisation			
Plant and equipment		178	167
Office equipment		203	163
Furniture and fittings		32	27
Infrastructure:	C1-5		
– Buildings		819	621
– Other structures		1,124	943
– Roads		1,299	1,190
– Footpaths		231	211
– Kerb and guttering		282	256
– Other road assets		117	106
– Stormwater drainage		213	183
Total gross depreciation and amortisation costs		4,498	3,867
Total depreciation and amortisation costs		4,498	3,867
Total depreciation, amortisation and impairment for non-financial assets		4,498	3,867

Material accounting policy information**Depreciation**

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Useful lives are included in Note C1-5 for IPPE assets.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B4 Performance against budget

B4-1 Material budget variations

Council's original budget was adopted by the Council on 24 June 2024 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 Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the 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 or where the variance is considered material by nature are explained below.

Variation Key: **F** = Favourable budget variation, **U** = Unfavourable budget variation.

\$ '000	2025 Budget	2025 Actual	2025 ----- Variance -----	
Revenues				
User charges and fees	1,439	1,793	354	25% F
The main reason for this variation is the mis-classification of user fees in the adopted budget. Section 502 Waste Charges are correctly categorised as User Fees in these Statements but were classified as Rates and Annual Charges in the adopted budget. This amounted to an apparent overperformance of \$239 thousand and explains the apparent underperformance in Rates and Annual Charges.				
During the year an unbudgeted licenses to occupy Council road reserve were completed contributing \$98 thousand overperformance to Lease rentals.				
Rentals of Parks, Sports and Community Centres were \$68 thousand overbudget due to higher than expected bookings.				
DA related fees were \$68 thousand overbudget due to increased activity.				
These were somewhat offset by restoration charges being underbudget by \$123 thousand. There were no large utility infrastructure projects in the LGA in FY 2025.				
Other revenues	1,222	1,053	(169)	(14)% U
Parking Fines are \$89 thousand under budget due to staff vacancies.				
Advertising income is \$47 thousand underbudget due to lower sales by the contractor and a cosequent lower share to Council.				
Licenses to use community facilities are underbudget by \$47 thousand.				
Operating grants and contributions	1,030	848	(182)	(18)% U
This due to the timing of Financial Assistance Grant payments. These funds will be received in FY 2026.				
Capital grants and contributions	1,989	1,575	(414)	(21)% U
This is mostly due to delays in the progress of the Gladesville Multi-Sport Facilities project and hence recognition of grants income for funds already received. Where funds are received but not recognised as income grants Contract Liabilities and cash is externally restricted. \$727 thousand is restricted with respect to this grant.				
This was partially offset by unbudgeted Capital Grants income including \$200 thousand for the Gladesville Reserve works. Recognition of this income was delayed from FY 2024 to FY 2025 due to delays in completing the projects.				
These variation are in timing and there will be no overall change the amount of grant income received and recognised.				
Other income	2,550	280	(2,270)	(89)% U
This is due to the deferral of a \$2,500 thousand budgeted sale of remnant land. This partially offset capital gains of \$280 thousands to Council's holdings in TCorp Managed Funds (see note C1-2).				

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B4-1 Material budget variations (continued)

\$ '000	2025 Budget	2025 Actual	2025 ----- Variance -----
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Expenses

Materials and services **9,794** **10,851** **(1,057)** **(11)%** **U**
 The major contributor to this overspend \$951 thousand on Labour Hire & temporary employment. Labour hire was needed to back-fill vacancies and complete key projects. This was offset by saving in employee benefits of \$613 thousand.

Legal expenses were overspent by \$496 thousand.

\$468 thousand is due to a mismatch in the classification of government contractors and industry association fees. These include elections expenses, shared services library and membership of LG NSW. These items are correctly categorised as Materials & Services in these Statements but were categorise as Other Expenses in the adopted budget.

These items were offset by savings of:

- \$176 thousand on the waste contractor (will be returned to Domestic Waste Reserve),
- \$86 thousand on software subscriptions due to delays in implementing some systems,
- \$85 thousand on insurance premiums and excess,
- \$65 thousand on street sweeping contractors, and
- Several other small savings.

Depreciation, amortisation and impairment of non-financial assets **4,063** **4,498** **(435)** **(11)%** **U**

Depreciation was higher than budgeted due to the indexing of asset values and the addition of new assets. Indexation of values contributed an additional \$130 thousand expense, new assets contributed \$140 thousand.

Other expenses **1,345** **857** **488** **36%** **F**
 The main reason for this variance is items classified as "Other Expenses" but correctly as "Materials & Services" in these Statements. the main contributors are:

Contract	Actual (\$)	Original Budget (\$)
Library Shared Services	276,229	311,940
NSW Govt Services (Election,	243,686	113,851
Industry Association Memberships (NSROC, LG NSW and others)	155,226	150,114

Net losses from disposal of assets **297** **517** **(220)** **(74)%** **U**

The final value for disposal off fixed assets is calculated at year end and difficult to forecast until works have been completed and the program reviewed.

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B4-1 Material budget variations (continued)

\$ '000	2025 Budget	2025 Actual	2025 ----- Variance -----	
Statement of cash flows				
Cash flows from operating activities	3,697	4,171	474	13% F
Cash inflows were lower than budget by \$407 thousand but outflows were lower by \$862 thousand. No particular line item stands out as major contributor.				
Cash flows from investing activities	(5,813)	(4,347)	1,466	(25)% F
Cash flows outflows were lower by \$1,484 thousand due to incomplete capital works carried forward to FY 2026. \$3,283 thousand was carried forward but this was offset by the completion of works brought forward from FY 2024.				

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

\$ '000	2025	2024
Cash assets		
Cash on hand and at bank	2,019	2,267
Cash equivalent assets		
– Short-term deposits ¹	2,076	2,004
Total cash and cash equivalents	4,095	4,271

C1-2 Financial investments

\$ '000	2025 Current ¹	2025 Non-current	2024 Current ¹	2024 Non-current
Financial assets at fair value through the profit and loss				
Managed funds	–	2,288	–	2,116
NCD's, FRN's (with maturities > 3 months)	–	506	–	507
Total	–	2,794	–	2,623
Debt securities at amortised cost				
Long term deposits ¹	11,855	–	12,527	–
Equity securities at fair value through other comprehensive income				
CivicRisk	–	654	–	545
Total	–	654	–	545
Total cash assets, cash equivalents and investments	15,950	3,448	16,798	3,168

(¹) Term deposits of \$8,527k have been reclassified from Cash & cash equivalents to Investment in prior year balances. This does not affect Council's report financial performance or position.

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C1-2 Financial investments (continued)

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 expensed as incurred).

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost 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.

Fair value through other comprehensive income – equity instruments

Council has a number of strategic investments in entities over which they do not have significant influence nor control. Council has made an irrevocable election to classify these equity investments as fair value through other comprehensive income as they are not held for trading purposes.

These investments are carried at fair value with changes in fair value recognised in other comprehensive income (financial asset reserve). On disposal any balance in the financial asset reserve is transferred to accumulated surplus and is not reclassified to profit or loss.

Other net gains and losses excluding dividends are recognised in the Other Comprehensive Income Statement.

Financial assets through profit or loss

All financial assets not classified as measured at amortised cost or fair value through other comprehensive income as described above are measured at fair value through profit or loss.

Net gains or losses, including any interest or dividend income, are recognised in profit or loss.

Council's financial assets measured at FVTPL comprise investments in NSW TCorp Medium Term Growth Fund and Commonwealth Bank of Australia Senior Fixed Rate Note (Jan28) BBSW +1.15%.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

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

\$ '000	2025	2024
(a) Externally restricted cash, cash equivalents and investments		
Total cash, cash equivalents and investments	19,398	19,966
Less: Externally restricted cash, cash equivalents and investments	(7,497)	(5,413)
Cash, cash equivalents and investments not subject to external restrictions	11,901	14,553
External restrictions – other		
External restrictions included in cash, cash equivalents and investments above comprise:		
Developer contributions – general	2,782	2,211
Other developer contributions	138	138
Specific purpose unexpended grants (recognised as revenue) – general fund	1,884	694
Domestic waste management	1,619	1,023
Other special levies	1,074	1,347
External restrictions – other	7,497	5,413
Total external restrictions	7,497	5,413

Cash, cash equivalents and 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.

\$ '000	2025	2024
(b) Internal allocations		
Cash, cash equivalents and investments not subject to external restrictions	11,901	14,553
Less: Internally restricted cash, cash equivalents and investments	(10,810)	(12,611)
Unrestricted and unallocated cash, cash equivalents and investments	1,091	1,942
Internal allocations		
At 30 June, Council has internally allocated funds to the following:		
Plant and vehicle replacement	333	426
Employees leave entitlement	720	801
Deposits, retentions and bonds	3,792	3,674
Construction of buildings	169	195
Office equipment	205	229
Road reconstruction	–	224
Elections	105	279
Insurance reserve	138	138
Sustainability Reserve	226	197
Asset Re-purposing	4,864	5,479
Traffic and transport	–	71
Boronia Park - disposal soil	–	87
Safety and welfare expenses - OH&S incentive	41	34
Community initiatives and minor capital works	20	20
Stormwater and marine maintenance reserve	50	15
Community Building Maintenance Reserve	50	11
Depot Operations Strategy	–	459
Gladesville Masterplan	82	260
Contributions for Hillman orchard restoration project	15	12
Total internal allocations	10,810	12,611

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C1-3 Restricted and allocated cash, cash equivalents and investments (continued)

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

\$ '000	2025	2024
(c) Unrestricted and unallocated		
Unrestricted and unallocated cash, cash equivalents and investments	1,091	1,942

C1-4 Receivables

\$ '000	2025 Current	2024 Current
Rates and annual charges	1,001	910
Interest and extra charges	81	55
User charges and fees	1,610	1,096
Accrued revenues		
– Interest on investments	154	533
– Other income accruals	590	638
Other debtors	230	174
Payroll Debtor	–	71
Total	3,666	3,477
Less: provision for impairment		
User charges and fees	(130)	–
Total provision for impairment – receivables	(130)	–
Total net receivables	3,536	3,477

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.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C1-5 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2024			Asset movements during the reporting period							At 30 June 2025		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000													
Capital work in progress	9,380	–	9,380	593	284	–	–	(9,331)	(43)	–	883	–	883
Plant and equipment	1,301	(716)	585	259	–	(41)	(178)	–	–	–	1,416	(791)	625
Office equipment	2,353	(2,114)	239	168	55	–	(203)	–	–	–	2,575	(2,316)	259
Furniture and fittings	514	(346)	168	–	45	–	(32)	–	–	–	558	(377)	181
Land:													
– Operational land	40,611	–	40,611	–	–	–	–	–	–	–	40,611	–	40,611
– Community land	102,832	–	102,832	–	–	–	–	–	–	–	102,832	–	102,832
Infrastructure:													
– Buildings – non-specialised	14,761	(6,765)	7,996	178	732	(170)	(427)	6,584	–	264	22,580	(7,423)	15,157
– Buildings – specialised	17,979	(8,653)	9,326	385	321	(37)	(392)	23	–	317	19,301	(9,358)	9,943
– Other structures	54,217	(22,554)	31,663	79	457	(53)	(1,124)	2,676	(1,080)	1,804	59,523	(25,101)	34,422
– Roads	68,288	(18,672)	49,616	982	437	(219)	(1,299)	16	–	3,352	73,970	(21,085)	52,885
– Footpaths	16,028	(5,167)	10,861	–	–	–	(231)	–	492	533	17,322	(5,667)	11,655
– Kerb and guttering	22,442	(6,844)	15,598	124	–	(37)	(282)	–	79	466	23,272	(7,324)	15,948
– Other road assets (including bulk earthworks)	3,710	(1,075)	2,635	–	–	(10)	(117)	32	–	108	3,889	(1,241)	2,648
– Stormwater drainage	30,886	(11,603)	19,283	48	–	(14)	(213)	–	509	123	31,616	(11,880)	19,736
Total infrastructure, property, plant and equipment	385,302	(84,509)	300,793	2,816	2,331	(581)	(4,498)	–	(43)	6,967	400,348	(92,563)	307,785

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C1-5 Infrastructure, property, plant and equipment (continued)

By aggregated asset class	At 1 July 2023			Asset movements during the reporting period							At 30 June 2024		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	Adjustments and transfers	Revaluation decrements to equity (ARR)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000													
Capital work in progress	2,073	—	2,073	—	7,307	—	—	—	—	—	9,380	—	9,380
Plant and equipment	1,266	(670)	596	203	—	(47)	(167)	—	—	—	1,301	(716)	585
Office equipment	2,149	(1,951)	198	204	—	—	(163)	—	—	—	2,353	(2,114)	239
Furniture and fittings	495	(319)	176	19	—	—	(27)	—	—	—	514	(346)	168
Land:													
– Operational land	40,611	—	40,611	—	—	—	—	—	—	—	40,611	—	40,611
– Community land	96,391	—	96,391	—	—	—	—	—	—	6,441	102,832	—	102,832
Infrastructure:													
– Buildings – non-specialised	11,300	(4,970)	6,330	92	—	(12)	—	(133)	—	1,719	14,761	(6,765)	7,996
– Buildings – specialised	21,026	(10,862)	10,164	88	25	(6)	(621)	133	(458)	—	17,979	(8,653)	9,326
– Other structures	20,914	(11,201)	9,713	155	3,111	—	(943)	—	—	19,627	54,217	(22,554)	31,663
– Roads	62,459	(16,581)	45,878	1,327	66	(278)	(1,190)	—	—	3,815	68,288	(18,672)	49,616
– Footpaths	15,029	(4,741)	10,288	260	—	(141)	(211)	—	—	665	16,028	(5,167)	10,861
– Other road assets (including bulk earthworks)	3,402	(895)	2,507	23	31	—	(106)	—	—	179	3,710	(1,075)	2,635
– Stormwater drainage	27,284	(10,117)	17,167	49	100	(35)	(183)	—	—	2,185	30,886	(11,603)	19,283
– Kerb and guttering	20,412	(6,042)	14,370	189	—	(56)	(256)	—	—	1,350	22,442	(6,844)	15,598
Total infrastructure, property, plant and equipment	324,811	(68,349)	256,462	2,609	10,640	(575)	(3,867)	—	(458)	35,981	385,302	(84,509)	300,793

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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C1-5 Infrastructure, property, plant and equipment (continued)

Material accounting policy information

Infrastructure, property, plant and equipment are held at fair value. Independent 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.

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. The property, plant and equipment acquired under finance leases is depreciated over the asset's useful life or over the shorter of the asset's useful life and the lease term if there is no reasonable certainty that the Council will obtain ownership at the end of the lease term. 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:

Plant and equipment	Years	Other equipment	Years
Office equipment	5 to 10	Playground equipment	5 to 20
Office furniture	10 to 20	Benches, seats etc.	5 to 10
Vehicles	5 to 8		
Other plant and equipment	5 to 15	Buildings	
		Buildings: masonry	50 to 100
		Buildings: other	50 to 100
		Stormwater assets	
Transportation assets		Drains	60 to 150
Sealed roads: surface	10 to 25		
Sealed roads: structure	60 to 100		
Kerb, gutter and footpaths	20 to 80		
Other Infrastructure	10 to 70		

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 5 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 IPPE Revaluation Surplus. 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 IPPE Revaluation Surplus 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.

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.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C2 Liabilities of Council**C2-1 Payables**

\$ '000	2025 Current	2024 Current
Goods and services – operating expenditure	433	1,079
Accrued expenses:		
– Salaries and wages	87	55
– Other expenditure accruals	1,141	866
Security bonds, deposits and retentions	3,765	3,674
Government departments and agencies	22	54
Prepaid rates	213	182
Total payables	5,661	5,910

Current payables not anticipated to be settled within the next twelve months

\$ '000	2025	2024
The following liabilities, even though classified as current, are not expected to be settled in the next 12 months.		
Payables – security bonds, deposits and retentions	3,446	3,362
Total payables	3,446	3,362

Material accounting policy information

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method. Payables represent liabilities for goods and services provided to Council prior to the end of the financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C2-2 Contract Liabilities

\$ '000	Notes	2025 Current	2024 Current
Grants and contributions received in advance:			
Unexpended capital grants (to construct Council controlled assets)	(i)	1,782	668
Total grants received in advance		1,782	668
User fees and charges received in advance:			
Other		276	231
Total user fees and charges received in advance		276	231
Total contract liabilities		2,058	899

Notes

(i) Council has received funding to construct assets including sporting facilities and playspace. The funds received are under an enforceable contract which require Council to construct an identified asset that 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 that cannot yet be recognised as revenue. The revenue is expected to be recognised in the next 12 months.

Significant changes in contract liabilities

The increase in a contract liability is primarily due to grants in the scope of AASB 15 and capital grants received by Council to acquire or construct assets that will be under Council's control.

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.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C2-3 Employee benefit provisions

\$ '000	2025 Current	2025 Non-current	2024 Current	2024 Non-current
Annual leave	429	–	389	–
Long service leave	755	111	648	14
Other leave	103	–	102	–
Total employee benefit provisions	1,287	111	1,139	14

Current employee benefit provisions not anticipated to be settled within the next twelve months

\$ '000	2025	2024
The following provisions, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions – employees benefits	813	583
	813	583

Employee benefit provisions are presented as current liabilities in the Statement of Financial Position if 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.

Material accounting policy information

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 the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation, payroll tax and workers compensation expenses which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

C3 Reserves

C3-1 Nature and purpose of reserves

IPPE Revaluation Surplus

The infrastructure, property, plant and equipment (IPPE) revaluation surplus is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

D Risks and accounting uncertainties

D1-1 Risks relating to financial instruments held

Council's activities expose it to a variety of financial risks including (1) price risk, (2) credit risk, (3) liquidity risk and (4) interest rate risk.

The 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 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 Council's finance section under policies approved by the Council.

A comparison by category of the carrying amounts and fair values of Council's financial assets and financial liabilities recognised in the financial statements is presented below.

\$ '000	Carrying value 2025	Carrying value 2024	Fair value 2025	Fair value 2024
Financial assets				
Measured at amortised cost				
Cash and cash equivalents	4,095	4,271	4,095	16,798
Receivables	3,536	3,477	3,666	3,477
Investments				
– Debt securities at amortised cost	11,855	12,527	11,855	12,527
Fair value through other comprehensive income				
Investments				
– Equity securities at fair value through other comprehensive income	654	545	654	533
Fair value through profit and loss				
Investments				
– Amortised cost	2,794	2,623	2,794	2,623
Total financial assets	22,934	23,443	23,064	35,958
Financial liabilities				
Payables	5,661	5,910	5,661	5,910
Total financial liabilities	5,661	5,910	5,661	5,910

Fair value is determined as follows:

- **Cash and cash equivalents, receivables, payables** – are estimated to be the carrying value that approximates market value.
- Financial assets classified (i) 'at fair value through profit and loss' or (ii) 'available-for-sale' – are based upon quoted market prices (in active markets for identical investments) at the reporting date or independent valuation.

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

Council has an investment policy which complies with the Local Government Act 1993 and Minister's investment order 625. This policy is regularly reviewed by Council and its staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

The risks associated with the instruments held are:

- **Price risk** – the risk that the capital value of Investments may fluctuate due to changes in market prices, whether there changes are caused by factors specific to individual financial instruments or their issuers or are caused by factors affecting similar instruments traded in a market.
- **Interest rate risk** – the risk that movements in interest rates could affect returns and income.
- **Liquidity risk** – the risk that Council will not be able to pay its debts as and when they fall due.

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D1-1 Risks relating to financial instruments held (continued)

- **Credit risk** – the risk that the investment counterparty will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council – be it of a capital or income nature.
Council manages these risks (amongst other measures) by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

(a) Market risk – interest rate and price risk

\$ '000	2025	2024
The impact on the 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 movements were determined based on historical movements and economic conditions in place at the reporting date.		
Impact of a 1% movement in interest rates		
– Equity / Income Statement	166	173
Impact of a 10% movement in price of investments		
– Equity / Income Statement	228	50

(b) Credit risk

Council's major receivables comprise (i) rates and annual charges and (ii) user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures.

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, whether through exposure to individual customers, specific industry sectors and/or regions.

The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality. The maximum exposure to credit risk at reporting date is the carrying amount of each class of receivable in the financial statements.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected 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.

\$ '000	Not yet overdue	overdue rates and annual charges		Total
		< 5 years	≥ 5 years	
2025				
Gross carrying amount	–	984	17	1,001
2024				
Gross carrying amount	–	887	23	910

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D1-1 Risks relating to financial instruments held (continued)

Receivables - non-rates and annual charges and contract assets

Council applies the simplified approach for non-rates and annual charges debtors 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, non-rates and annual charges debtors and contract assets have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision is determined as follows. The expected credit losses incorporate forward-looking information.

\$ '000	Not yet overdue	Overdue debts				Total
		0 - 30 days	31 - 60 days	61 - 90 days	> 91 days	
2025						
Gross carrying amount	985	158	67	45	1,410	2,665
Expected loss rate (%)	0.07%	0.07%	0.04%	0.44%	9.28%	4.95%
ECL provision	1	—	—	—	131	132
2024						
Gross carrying amount	1,071	230	110	115	1,041	2,567
Expected loss rate (%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
ECL provision	—	—	—	—	—	—

(c) Liquidity risk

Payables are 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 by maintaining an adequate cash buffer. Payment terms can be extended, and overdraft facilities drawn upon in extenuating circumstances.

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 and therefore the balances in the table may not equal the balances in the Statement of Financial Position due to the effect of discounting.

	Weighted average interest rate	Subject to no maturity	≤ 1 Year	payable in: 1 - 5 Years	> 5 Years	Total cash outflows	Actual carrying values
\$ '000							
2025							
Payables	0.00%	3,765	3,765	—	—	7,530	5,661
Total financial liabilities		3,765	3,765	—	—	7,530	5,661
2024							
Payables	0.00%	3,674	2,236	—	—	5,910	5,910
Total financial liabilities		3,674	2,236	—	—	5,910	5,910

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D2-1 Fair value measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

– Infrastructure, property, plant and equipment

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 entity 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

		Fair value measurement hierarchy					
\$ '000	Notes	Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
		2025	2024	2025	2024	2025	2024
Recurring fair value measurements							
Financial assets C1-2							
Financial investments							
At fair value through profit or loss		2,794	2,623	–	–	2,794	2,623
At fair value through other comprehensive income		654	545	–	–	654	545
Total financial assets		3,448	3,168	–	–	3,448	3,168
Infrastructure, property, plant and equipment C1-5							
Plant & Equipment		–	–	625	585	625	585
Office Equipment		–	–	259	239	259	239
Furniture & Fittings		–	–	181	168	181	168
Operational Land		40,611	40,611	–	–	40,611	40,611
Community Land		–	–	102,832	102,832	102,832	102,832
Building – Non Specialised		–	–	15,282	7,996	15,282	7,996
Building – Specialised		–	–	9,942	9,326	9,942	9,326
Other Structures		–	–	34,423	31,663	34,423	31,663
Roads		–	–	52,886	49,616	52,886	49,616
Footpaths		–	–	11,655	10,861	11,655	10,861
Kerb & Guttering		–	–	15,948	15,598	15,948	15,598
Other road assets		–	–	2,647	2,635	2,647	2,635
Stormwater Drainage		–	–	19,736	19,283	19,736	19,283
Total infrastructure, property, plant and equipment		40,611	40,611	266,416	250,802	307,027	291,413

Transfers between level 1 and level 2 fair value hierarchies

During the year, there were no transfers between level 1 and level 2 fair value hierarchies for recurring fair value measurements.

Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

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D2-1 Fair value measurement (continued)

Infrastructure, property, plant and equipment (IPPE)

The market approach using Level 2 inputs was used to value operational land and Council's minor holdings of residential properties. The level 2 inputs used were quoted prices for similar assets in active markets and comparison of rates per square metre of floor area.

The following table summarises the quantitative information relating to significant unobservable inputs used in deriving the various Level 3 asset class fair values.

Fair value measurements using significant unobservable inputs (level 3)

The valuation process for level 3 fair value measurements

The council engaged external, independent and qualified valuers to determine the fair value of the infrastructure assets on a regular basis. An annual assessment is undertaken to determine whether the carrying amount of the assets is materially different from the fair value. If any variation is considered material a revaluation is undertaken either by comprehensive revaluation or by applying an interim revaluation using appropriate indices.

Changes in level 3 fair values are analysed at the end of each reporting period and discussed between the valuation team and Council.

Community Land was valued based on the Land Value provided by the Valuer-General. Where the Valuer-General did not provide Land Value an average unit rate based on the Land Value for similar community land was used.

As at 30 June 2023 a comprehensive valuation was undertaken for Operational Land was performed by Assetic.

As 30 June 2024 a Buildings revaluation was performed by Brightly Australia and Non-Specialised Buildings have been valued at market value from the sales evidence of similar or reference assets. Specialised Buildings have been valued using depreciated replacement cost. The method is based on determine the replacement cost for each building by componentising the buildings into significant parts with different useful lives and taking into account a range of factors.

Valuation of Roads was undertaken at 30 June 2023 by Brightly Australia. This asset class comprises the Road Carriageway, Suburb Markers and Traffic facilities. The road carriageway is defined as the trafficable portion of a road, between but not including the Kerb and gutter. The Cost Approach using Level 3 inputs was used to value the road and other road infrastructure. Valuation for the road carriageway, comprising surface, pavement and formation were based on calculations undertaken by the external valuation process.

Footpaths and Kerb & Gutter were segmented to match the adjacent road segment where possible and no further componentisation was undertaken. Footpaths and Kerb & Gutter were originally mapped and the condition assessed based on a physical inspection. Condition information is updated as changes in the network are observed through regular inspections. Valuation of the Footpaths and Kerb & Gutter was undertaken at 30 June 2023.

Stormwater Drainage comprise pits, pipes, open channels, headwalls and various types of water quality devices. The Cost Approach estimated the replacement cost for each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. While the unit rates based on linear metres of certain diameter pipes and prices per pit or similar could be supported through extensive professional judgement and market evidence. Valuation of the stormwater drainage was undertaken at 30 June 2023 by Assetic.

Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various level 3 asset class fair values.

	Valuation technique/s	Unobservable inputs
Infrastructure, property, plant and equipment		
Community Land	Land values obtained from the NSW Valuer General	Land value and land area
Plant & Equipment	Cost approach	Gross Replacement Cost, remaining useful life
Office Equipment	Cost approach	Gross Replacement Cost, remaining useful life
Furniture & Fittings	Cost approach	Gross Replacement Cost, remaining useful life

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D2-1 Fair value measurement (continued)

	Valuation technique/s	Unobservable inputs
Buildings	Cost approach	Current replacement cost of modern equivalent asset using componentisation, asset condition, remaining lives, residual value
Other Structures	Cost approach	Current replacement cost of modern equivalent asset, asset condition, remaining lives, residual value
Roads	Cost approach	Asset condition, remaining lives using componentisation. Unit rates per m2 or length
Footpaths	Cost approach	Asset condition, remaining lives using componentisation. Unit rates per m2 or length
Kerb & Gutter	Cost approach	Asset condition, remaining lives using componentisation. Unit rates per m2 or length
Other Road Assets	Cost approach	Asset condition and remaining lives using componentisation
Stormwater Drainage	Cost approach	Asset condition, remaining lives Unit rates per m2 or length

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

	Total	
\$ '000	2025	2024
Opening balance 1 July	242,806	195,028
Total gains or losses for the period		
Recognised in other comprehensive income – revaluation surplus	6,656	46,358
Other movements		
Transfers from/(to) another asset class	9,309	–
Purchases (GBV)	3,847	5,850
Disposals (WDV)	(543)	(563)
Depreciation and impairment	(3,987)	(3,867)
Closing balance 30 June	258,088	242,806

Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

D3-1 Contingencies

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

LIABILITIES NOT RECOGNISED

1. Guarantees

(i) Defined benefit superannuation contribution plans

Council is party to an Industry Defined Benefit Plan under Active Super - Pool B (The Scheme) which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB 119 *Employee Benefits* for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer.
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.
- Benefits for employees of all sponsoring employers are determined according to the same formula and without regard to the sponsoring employer.
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, 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 future service employer contributions and past service employer contributions to the Fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contribution rates are:

Division B	1.9 times member contributions for non-180 Point Members; Nil for 180 Point Members*
Division C	2.5% of salary
Division D	1.64 times member contributions

* For 180 Point Members, Employers are required to contribute 9.5% from 1 July 2025 of salaries to these members' accumulation accounts in line with current level of SG contributions, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of \$20.0 million per annum for 1 January 2022 to 31 December 2024, apportioned according to each employer's share of the accrued liabilities as at 30 June. Given the funding position of the Fund as at 30 June 2024, it was recommended to cease these past service contributions effective 1 January 2025.

The adequacy of contributions is assessed at each actuarial investigation which will be conducted annually, the next of which is due effective 30 June 2025.

Description of the extent to which Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan

As stated above, each sponsoring employer (Council) is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding additional contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the Council.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

continued on next page ...

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D3-1 Contingencies (continued)

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense for the year ending 30 June 2025 was \$ 36,709.93. The last valuation of the Scheme was performed by fund actuary, Richard Boyfield, FIAA as at 30 June 2024.

The amount of additional contributions included in the total employer contribution advised above is \$2,639.14. Council's expected contribution to the plan for the next annual reporting period is \$2,682.69.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2025 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	2,197.6	
Past Service Liabilities	2,092.0	105.0%
Vested Benefits	2,130.4	103.2%

* excluding other accumulation accounts and reserves in both assets and liabilities.

The share of this deficit that is broadly attributed to the Council is estimated to be 0.10% as at 30 June 2025.

Council's share of that deficiency cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

The key economic long term assumptions used to calculate the present value of accrued benefits are:

Investment return	6.0% per annum
Salary inflation	3.5% per annum
Increase in CPI	2.5% per annum

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group.

Please note that the estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review will be completed by December 2025.

(ii) Mutual Management Services Ltd

Mutual Management Services Ltd (MMS) is a company limited by guarantee and was created to provide administration services to the three CivicRisk self-insurance pools CivicRisk West (previously West Pool), CivicRisk Metro (previously Metro Pool) and CivicRisk Mutual (previously United Independent Pools).

MMS operates as a mutual for the benefit of the members who are the sixteen Councils which make up our combined CivicRisk membership being Blacktown, Blue Mountains, Burwood, Bayside, Cumberland, Camden, Hawkesbury, Fairfield, Hunters Hill, Kiama, Lane Cove, Liverpool, Penrith, Parramatta, Shellharbour and Wollongong.

The CivicRisk Self-insurance pools have been operating since the late 1980's when Councils could not purchase insurance in the market and the Councils decided to work together to share the risks and self-fund their claims costs.

MMS was created to move the administration staff and responsibilities from West Pool (now CivicRisk West) to a separate entity that provides the services to all three pools. The creation of obligations rather than a change in the underlying operations.

(iii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

continued on next page ...

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

D3-1 Contingencies (continued)

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

E People and relationships

E1 Related party disclosures

E1-1 Key management personnel (KMP)

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

\$ '000	2025	2024
Compensation:		
Short-term benefits	1,636	1,606
Post-employment benefits	144	104
Other long-term benefits	348	293
Total	2,128	2,003

E1-2 Councillor and Mayoral fees and associated expenses

\$ '000	2025	2024
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:		
Mayoral fee	46	47
Councillors' fees	146	153
Other Councillors' expenses (including Mayor)	7	9
Total	199	209

E2 Other relationships

E2-1 Audit fees

\$ '000	2025	2024
During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms.		
Auditors of the Council - NSW Auditor-General:		
(i) Audit and other assurance services		
Audit and review of financial statements	79	52
Remuneration for audit and other assurance services	79	52
Total Auditor-General remuneration	79	52
Non NSW Auditor-General audit firms		
(i) Audit and other assurance services		
Internal auditors	91	83
Remuneration for audit and other assurance services	91	83
Total remuneration of non NSW Auditor-General audit firms	91	83
Total audit fees	170	135

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

F Other matters

F1-1 Statement of Cash Flows information

Reconciliation of net operating result to cash provided from operating activities

\$ '000	2025	2024
Net operating result from Income Statement	(1,556)	6,435
Add / (less) non-cash items:		
Depreciation and amortisation	4,498	3,867
(Gain) / loss on disposal of assets	517	501
Non-cash capital grants and contributions	(21)	–
Losses/(gains) recognised on fair value re-measurements through the P&L:		
– Investments classified as 'at fair value' or 'held for trading'	(280)	(151)
Movements in operating assets and liabilities and other cash items:		
(Increase) / decrease of receivables	(189)	(624)
Increase / (decrease) in provision for impairment of receivables	130	–
(Increase) / decrease of inventories	3	–
(Increase) / decrease of other current assets	(86)	2
Increase / (decrease) in payables	(646)	(781)
Increase / (decrease) in other accrued expenses payable	307	296
Increase / (decrease) in other liabilities	90	251
Increase / (decrease) in contract liabilities	1,159	(5,387)
Increase / (decrease) in employee benefit provision	245	25
Net cash flows from operating activities	4,171	4,434

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

F2-1 Commitments

Capital commitments (exclusive of GST)

\$ '000	2025	2024
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:		
Property, plant and equipment		
Information Systems	105	–
Buildings	726	704
Other structures	230	201
Traffic & Transport	749	–
Footpaths	334	–
Kerb & Gutter	210	–
Stormwater Drainage	452	–
Total commitments	2,806	905
These expenditures are payable as follows:		
Within the next year	3,258	905
Total payable	3,258	905

Details of capital commitments

Council had commenced works or contracted works at 30 June 2025 that required funding to be carried-forward. These amounts are detailed in Table 2 of Report "4.4 Capital Program as at 30 June 2025 - Works in progress and funding required to be revoted" in the agenda of Ordinary Council Meeting.

F3-1 Events occurring after the reporting date

Council is unaware of any material or significant 'non-adjusting events' that should be disclosed.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

F4 Statement of developer contributions

F4-1 Summary of developer contributions

\$ '000	Opening balance at 1 July 2024	Contributions received during the year			Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2025	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other					
Other	2,211	560	–	–	124	(113)	–	2,782	–
S7.11 contributions – under a plan	2,211	560	–	–	124	(113)	–	2,782	–
Total S7.11 and S7.12 revenue under plans	2,211	560	–	–	124	(113)	–	2,782	–
Total contributions	2,211	560	–	–	124	(113)	–	2,782	–

Under the *Environmental Planning and Assessment Act 1979*, local infrastructure contributions, also known as developer contributions, are charged by councils when new development occurs. They help fund infrastructure like parks, community facilities, local roads, footpaths, stormwater drainage and traffic management. 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.

F4-2 Developer contributions by plan

\$ '000	Opening balance at 1 July 2024	Contributions received during the year			Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2025	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other					
S7.11 contributions – under a plan									
CONTRIBUTION PLAN NUMBER 27 NOVEMBER 2013									
Other	2,211	560	–	–	124	(113)	–	2,782	–
Total	2,211	560	–	–	124	(113)	–	2,782	

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

End of the audited financial statements

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INDEPENDENT AUDITOR'S REPORT

Report on the general purpose financial statements

Council of the Municipality of Hunters Hill

To the Councillors of Council of the Municipality of Hunters Hill

Opinion

I have audited the accompanying financial statements of Council of the Municipality of Hunters Hill (the Council), which comprise the Statement by Councillors and Management, the Income Statement and Statement of Comprehensive Income for the year ended 30 June 2025, the Statement of Financial Position as at 30 June 2025, the Statement of Changes in Equity and Statement of Cash Flows for the year then ended, and notes to the financial statements, including material accounting policy information and other explanatory information.

In my opinion:

- the Council's accounting records have been kept in accordance with the requirements of the *Local Government Act 1993*, Chapter 13, Part 3, Division 2 (the Division)
- the financial statements:
 - have been prepared, in all material respects, in accordance with the requirements of the Division
 - are, in all material respects, consistent with the Council's accounting records
 - present fairly, in all material respects, the financial position of the Council as at 30 June 2025, and of its financial performance and its cash flows for the year then ended in accordance with Australian Accounting Standards
- all information relevant to the conduct of the audit has been obtained
- no material deficiencies in the accounting records or financial statements have come to light during the audit.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Financial Statements' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Other Information

The Council's annual report for the year ended 30 June 2025 includes other information in addition to the financial statements and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the Special Schedules (the Schedules).

My opinion on the financial statements does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the Special Schedule - Permissible income for general rates.

In connection with my audit of the financial statements, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Financial Statements

The Councillors are responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and the *Local Government Act 1993*, and for such internal control as the Councillors determine is necessary to enable the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to:

- obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the financial statements.

A description of my responsibilities for the audit of the financial statements is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar4.pdf. The description forms part of my auditor's report.

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- on the Original Budget information included in the Income Statement, Statement of Cash Flows, and Note B4-1 'Material budget variations'
- on the Special Schedules. A separate opinion has been provided on Special Schedule - Permissible income for general rates
- about the security and controls over the electronic publication of the audited financial statements on any website where they may be presented
- about any other information which may have been hyperlinked to/from the financial statements.



Susan Prichard
Delegate of the Auditor-General for New South Wales

28 October 2025
SYDNEY



Cr Zac Miles
Mayor
Council of the Municipality of Hunter's Hill
PO Box 21
HUNTER'S HILL NSW 2110

Contact: Sue Prichard
Phone no: 02 8280 5637
Our ref: [R008-1981756498-6713](#)

28 October 2025

Dear Mayor,

**Report on the Conduct of the Audit
for the year ended 30 June 2025
Council of the Municipality of Hunter's Hill**

I have audited the general purpose financial statements (GPFS) of the Council of the Municipality of Hunter's Hill (the Council) for the year ended 30 June 2025 as required by section 415 of the *Local Government Act 1993* (the Act).

I expressed an unmodified opinion on the Council's GPFS.

My audit procedures did not identify any instances of material non-compliance with the financial reporting requirements in Chapter 13, Part 3, Division 2 of the LG Act and the associated regulation or a material deficiency in the Council's accounting records or financial statements. The Council's:

- accounting records were maintained in a manner and form to allow the GPFS to be prepared and effectively audited
- staff provided all accounting records and information relevant to the audit.

This Report on the Conduct of the Audit (the Report) for the Council for the year ended 30 June 2025 is issued in accordance with section 417 of the Act. The Report:

- must address the specific matters outlined in the Local Government Code of Accounting Practice and Financial Reporting 2024-25
- may include statements, comments and recommendations that I consider to be appropriate based on the conduct of the audit of the GPFS.

This Report should be read in conjunction with my audit opinion on the GPFS issued under section 417(2) of the Act.

INCOME STATEMENT

Financial performance

	2025	2024*	Variance
	\$m	\$m	%
Rates and annual charges revenue	15.6	14.7	6.0
Grants and contributions provided for operating purposes revenue	0.8	1.4	40.2
Grants and contributions provided for capital purposes revenue	1.6	7.9	80.0
Operating result from continuing operations	(1.6)	6.4	124
Net Operating result for the year before grants and contributions provided for capital purposes	(3.1)	(1.4)	117

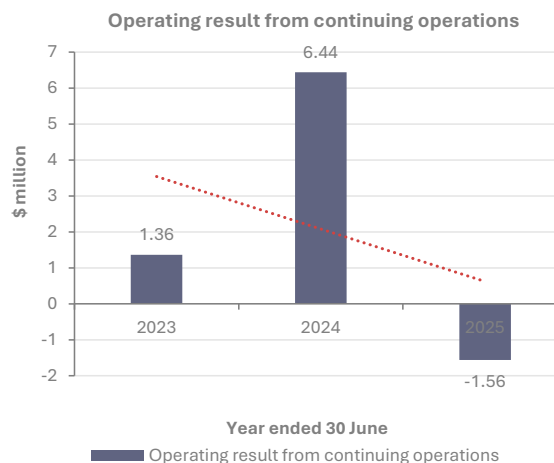
Operating result from continuing operations

This graph shows the operating result from continuing operations for the current and prior two financial years.

Council's operating result from continuing operations for the year was \$7.9 million lower than the 2023–24 result.

In 2024-25:

- Grants and contributions provided for capital purposes (\$1.6 million) decreased by \$6.3 million (80.0 per cent) compared to prior year. This decline is primarily due to the absence of specific funding for recreation and culture grants in the current year, whereas \$7.2 million was received for such purposes last year.
- Depreciation, amortisation and impairment of non-financial assets expense (\$4.50 million) increased by \$0.6 million (16.3 per cent) due to capitalisation of assets during the year
- Materials and services expense (\$10.85 million) increased by \$0.6 million (5.9 per cent) due to additional costs incurred with,



ongoing projects and consultant costs, subscriptions and publication costs and legal expenditure related to planning and development.

The net operating loss for the year before grants and contributions provided for capital purposes was \$3.1 million. Refer to 'Grants and contributions revenue' below for details.

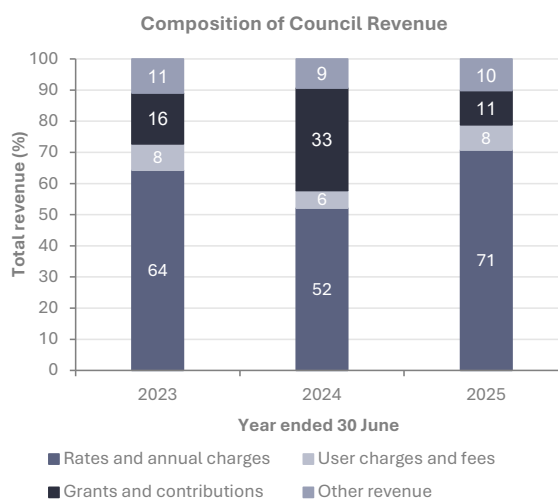
Income

Council revenue

This graph shows the composition of Council's revenue recognised for the current and prior two financial years.

Council revenue (\$22.07 million) decreased by \$6.1 million (21.9 per cent) in 2024–25 due to:

- rates and annual charges revenue (\$15.6 million) increased by \$0.88 million (6.0 per cent) due to rate peg increase of 5.0 per cent
- user charges and fees revenue (\$1.7 million) which by \$0.1 million (11.8 per cent) due to increase in restoration charges (\$0.05 million) and lease rental income (increase of \$0.1 million)
- grants and contributions revenue (\$2.4 million) which decreased by \$6.8 million (73.9 per cent) – see additional details below.

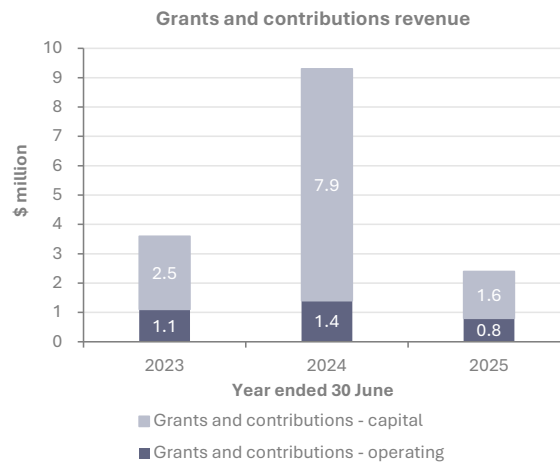


Grants and contributions revenue

This graph shows the amount of grants and contributions revenue recognised for the current and prior two financial years.

Grants and contributions revenue (\$2.4 million) decreased by \$6.9 million (73.9 per cent) in 2024-25 due to:

- decrease of \$6.2 million of special purpose grants for recreation and culture infrastructure
- receiving only 50 per cent of the financial assistance grants for 2025-26 in advance (85 per cent was received in the 2023-24 financial year for 2024-25).



CASH FLOWS

Statement of cash flows

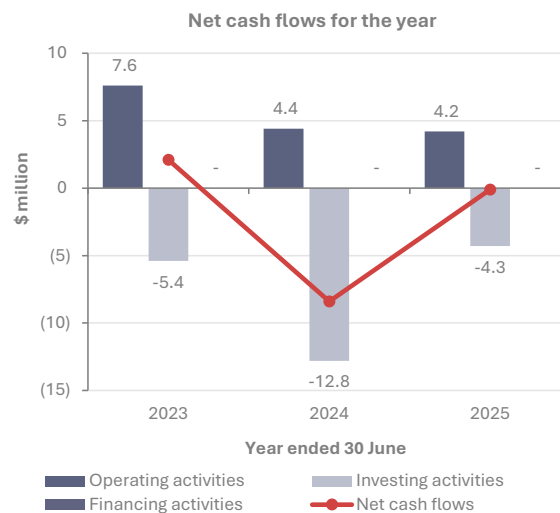
The Statement of Cash Flows details the Council's inflows and outflows of cash over a specific period. It helps in assessing the Council's ability to generate cash to fund its operations, pay off debts, and support future projects. It also aids in identifying any pressures or issues in the Council operating in a financially sustainable manner.

This graph shows the net cash flows for the current and prior two financial years.

The net cash flows for the year were negative \$0.2 million (negative \$8.4 million in 2023-24).

In 2024-25 the net cashflows:

- from operating activities decreased by \$0.3 million, mainly due to an increase in payments for materials and services as well as a decrease in grants and contributions received
- used in investing activities decreased by \$8.4 million, mainly due to a reduction in payments for IPPE.



FINANCIAL POSITION

Cash, cash equivalents and investments

This section of the Report provides details of the amount of cash, cash equivalents and investments recorded by the Council at 30 June 2025.

Externally restricted funds are the cash, cash equivalents and investments that can only be used for specific purposes due to legal or contractual restrictions.

Cash, cash equivalents, and investments without external restrictions can be allocated internally by the elected Council's resolution or policy. These allocations are matters of Council policy and can be changed or removed by a Council resolution.

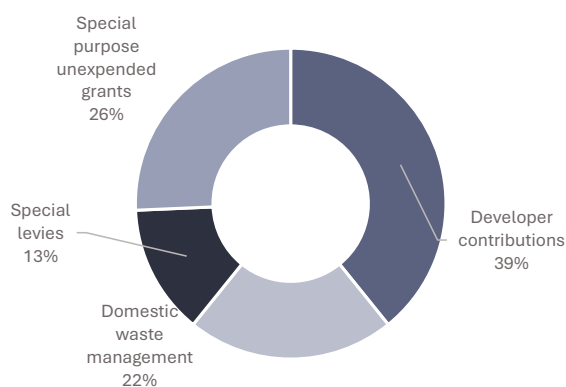
Cash, cash equivalents and investments	2025	2024	Percentage of total cash and investments 2025	Commentary
	\$m	\$m	%	
Total cash, cash equivalents and investments	19.4	20.0		Externally restricted balances are those which are only available for specific use due to a restriction placed by legislation or third-party contract. A breakdown of the sources of externally restricted balances is included in the graph below.
Restricted and allocated cash, cash equivalents and investments:				Internal allocations are determined by council policies or decisions, which are subject to change.
• External restrictions	7.5	5.4	38.6	External restrictions increased by \$1.2 million due to specific purpose unexpended grants.
• Internal allocations	10.8	12.6	55.7	Council's internal allocations decreased by \$1.8 million due to a reduction in asset re-purposing and depot operations strategy reserves.

This graph shows the sources of externally restricted cash, cash equivalents and investments.

In 2024-25 the Council's main sources of externally restricted cash, cash equivalents and investments include:

- developer contributions totalled \$2.9 million, reflecting an increase of \$0.5 million. This was primarily due to contributions being received at a faster rate than they were expended, along with interest income earned on unspent funds.
- domestic waste management charges of \$1.6 million which increased by \$0.6 million, due to a reduction in domestic waste expenditure in 2024-25.

Source of externally restricted cash, cash equivalents and investments



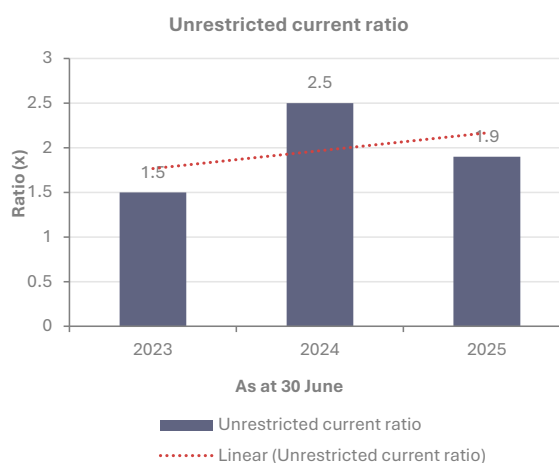
Council liquidity

This graph shows the Council's unrestricted current ratio for the current and prior two financial years.

The unrestricted current ratio is specific to local government and represents council's ability to meet its short-term obligations as they fall due. The ratio measures the ratio of unrestricted current assets to specific purpose liabilities.

In 2023-24, the average unrestricted current ratio was an average of 3.7x for metropolitan councils.

The unrestricted current ratio has decreased compared to the prior year due to contract liabilities increasing at a faster rate than the growth in available unrestricted funds.

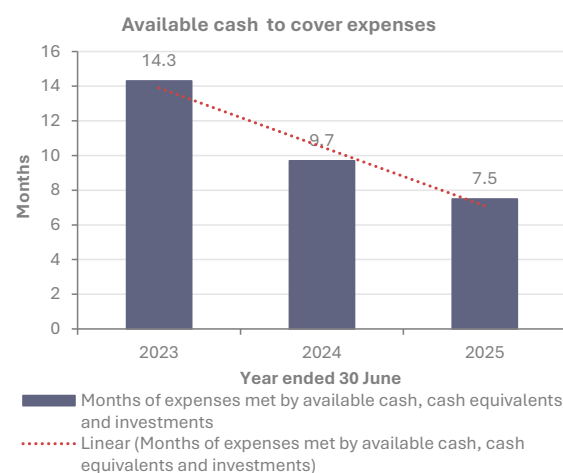


This graph shows the number of months of general fund expenses (excluding depreciation and borrowing costs), Council can fund from its available cash, cash equivalents and investments (not subject to external restrictions).

Further details on cash, cash equivalents and investments including the sources of external restrictions are included in the section above.

In 2023-24, the available cash to cover expenses was an average of 8 months for metropolitan councils.

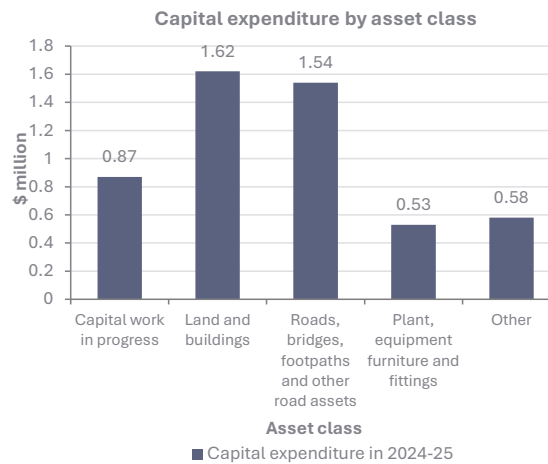
There has been a decrease in the number of months that Council can cover expenditure, this is driven by the increase in employee benefits and on-costs and materials and services costs while grants and contributions revenue has decreased.



Infrastructure, property, plant and equipment

This graph shows how much the Council spent on renewing and purchasing assets in 2024-25.

Council renewed \$2.8 million of infrastructure, property, plant and equipment during the 2024-25 financial year. This was mainly spent on roads. A further \$2.3 million was spent on new assets with this being attributed to additions to specialised and non-specialised buildings, roads and other structures.



Susan Prichard
Director, Financial Audit

Delegate of the Auditor-General for New South Wales

The Council of the Municipality of Hunter's Hill

SPECIAL SCHEDULES
for the year ended 30 June 2025



The Council of the Municipality of Hunter's Hill

Special Schedules

for the year ended 30 June 2025

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The Council of the Municipality of Hunter's Hill | Permissible income for general rates | for the year ended 30 June 2025

The Council of the Municipality of Hunter's Hill

Permissible income for general rates

\$ '000	Notes	Calculation 2024/25	Calculation 2025/26
Notional general income calculation ¹			
Last year notional general income yield	a	11,342	11,951
Plus or minus adjustments ²	b	2	—
Notional general income	c = a + b	11,344	11,951
Permissible income calculation			
Percentage increase	d	5.00%	4.40%
Plus percentage increase amount ³	f = d x (c + e)	567	526
Sub-total	g = (c + e + f)	11,911	12,477
Plus (or minus) last year's carry forward total	h	44	4
Sub-total	j = (h + i)	44	4
Total permissible income	k = g + j	11,955	12,481
Less notional general income yield	l	11,951	12,471
Catch-up or (excess) result	m = k - l	4	10
Carry forward to next year ⁶	p = m + n + o	4	10

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 'percentage increase' is inclusive of the rate-peg percentage, and/or special variation and/or Crown land adjustment (where applicable).
- (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 Act. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.

The Council of the Municipality of Hunter's Hill | Permissible income for general rates | for the year ended 30 June 2025



INDEPENDENT AUDITOR'S REPORT

Special Schedule – Permissible income for general rates

Council of the Municipality of Hunters Hill

To the Councillors of Council of the Municipality of Hunters Hill

Opinion

I have audited the accompanying Special Schedule – Permissible income for general rates (the Schedule) of Council of the Municipality of Hunters Hill (the Council) for the year ending 30 June 2026.

In my opinion, the Schedule is prepared, in all material respects in accordance with the requirements of the Local Government Code of Accounting Practice and Financial Reporting 2024–25 (LG Code) and is in accordance with the books and records of the Council.

My opinion should be read in conjunction with the rest of this report.

Basis for Opinion

I conducted my audit in accordance with Australian Auditing Standards. My responsibilities under the standards are described in the 'Auditor's Responsibilities for the Audit of the Schedule' section of my report.

I am independent of the Council in accordance with the requirements of the:

- Australian Auditing Standards
- Accounting Professional and Ethical Standards Board's APES 110 'Code of Ethics for Professional Accountants (including Independence Standards)' (APES 110).

Parliament promotes independence by ensuring the Auditor-General and the Audit Office of New South Wales are not compromised in their roles by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of councils
- precluding the Auditor-General from providing non-audit services.

I have fulfilled my other ethical responsibilities in accordance with APES 110.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Emphasis of Matter - Basis of Accounting

Without modifying my opinion, I draw attention to the special purpose framework used to prepare the Schedule. The Schedule has been prepared for the purpose of fulfilling the Council's reporting obligations under the LG Code. As a result, the Schedule may not be suitable for another purpose.

Other Information

The Council's annual report for the year ended 30 June 2025 includes other information in addition to the Schedule and my Independent Auditor's Report thereon. The Councillors are responsible for the other information. At the date of this Independent Auditor's Report, the other information I have received comprise the general purpose financial statements and Special Schedule 'Report on infrastructure assets as at 30 June 2025.

My opinion on the Schedule does not cover the other information. Accordingly, I do not express any form of assurance conclusion on the other information. However, as required by the *Local Government Act 1993*, I have separately expressed an opinion on the general purpose financial statements.

In connection with my audit of the Schedule, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the Schedule or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

If, based on the work I have performed, I conclude there is a material misstatement of the other information, I must report that fact.

I have nothing to report in this regard.

The Councillors' Responsibilities for the Schedule

The Councillors are responsible for the preparation of the Schedule in accordance with the LG Code. The Councillors' responsibility also includes such internal control as the Councillors determine is necessary to enable the preparation of the Schedule that is free from material misstatement, whether due to fraud or error.

In preparing the Schedule, the Councillors are responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting.

Auditor's Responsibilities for the Audit of the Schedule

My objectives are to:

- obtain reasonable assurance whether the Schedule as a whole is free from material misstatement, whether due to fraud or error
- issue an Independent Auditor's Report including my opinion.

Reasonable assurance is a high level of assurance, but does not guarantee an audit conducted in accordance with Australian Auditing Standards will always detect material misstatements. Misstatements can arise from fraud or error. Misstatements are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions users take based on the Schedule.

A description of my responsibilities for the audit of the Schedule is located at the Auditing and Assurance Standards Board website at: www.auasb.gov.au/auditors_responsibilities/ar8.pdf. The description forms part of my auditor's report.

The Council of the Municipality of Hunter's Hill | Permissible income for general rates | for the year ended 30 June 2025

The scope of my audit does not include, nor provide assurance:

- that the Council carried out its activities effectively, efficiently and economically
- about the security and controls over the electronic publication of the audited Schedule on any website where it may be presented
- about any other information which may have been hyperlinked to/from the Schedule.



Susan Prichard
Delegate of the Auditor-General for New South Wales

28 October 2025
SYDNEY

The Council of the Municipality of Hunter's Hill | Report on infrastructure assets as at 30 June 2025

The Council of the Municipality of Hunter's Hill

Report on infrastructure assets as at 30 June 2025

Asset Class	Asset Category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2024/25 Required maintenance ^a	2024/25 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
		\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	1	2	3	4	5
Buildings	Council Offices/ Administration Centres	–	–	96	188	6,009	11,185	0.0%	64.0%	36.0%	0.0%	0.0%
	Council Works Depot	–	–	19	39	1,204	2,031	31.0%	24.0%	45.0%	0.0%	0.0%
	Council Public Halls	1,665	1,592	251	423	4,228	10,816	0.0%	25.0%	44.0%	31.0%	0.0%
	Other Buildings	44	–	110	217	13,663	17,850	55.0%	35.0%	10.0%	0.0%	0.0%
	Sub-total	1,709	1,592	476	867	25,100	41,882	24.9%	39.6%	27.4%	8.0%	0.0%
Other structures	Other structures	1,903	3,012	854	994	34,422	59,524	12.0%	21.0%	61.0%	5.0%	1.0%
	Sub-total	1,903	3,012	854	994	34,422	59,524	12.0%	21.0%	61.0%	5.0%	1.0%
Roads	Sealed roads	1,663	3,762	634	1,355	43,865	64,518	12.0%	59.0%	24.0%	5.0%	0.0%
	Bridges	–	–	8	–	414	634	12.0%	30.0%	58.0%	0.0%	0.0%
	Footpaths	255	33	152	209	11,654	17,322	15.0%	27.0%	56.0%	2.0%	0.0%
	Other road assets	57	–	49	185	2,647	3,888	57.0%	28.0%	12.0%	2.0%	1.0%
	Bulk earthworks	–	–	36	–	7,156	7,156	100.0%	0.0%	0.0%	0.0%	0.0%
	Car Parks	–	–	2	58	1,452	1,663	81.0%	17.0%	2.0%	0.0%	0.0%
	Sub-total	1,975	3,795	881	1,807	67,188	95,181	22.2%	46.5%	27.4%	3.8%	0.0%
Stormwater drainage	Stormwater drainage	40	60	496	232	19,736	31,616	22.0%	1.0%	77.0%	0.0%	0.0%
	Sub-total	40	60	496	232	19,736	31,616	22.0%	1.0%	77.0%	0.0%	0.0%
Kerb and Gutter	Kerb and Gutter	397	181	404	7	15,948	23,272	5.0%	14.0%	77.0%	4.0%	0.0%
	Sub-total	397	181	404	7	15,948	23,272	5.0%	14.0%	77.0%	4.0%	0.0%
Total – all assets		6,024	8,640	3,111	3,907	162,394	251,475	18.6%	30.6%	46.2%	4.3%	0.3%

(a) Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

#	Condition	Integrated planning and reporting (IP&R) 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

continued on next page ...

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The Council of the Municipality of Hunter's Hill
Report on infrastructure assets as at 30 June 2025 (continued)

5	Very poor	Urgent renewal/upgrading required
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The Council of the Municipality of Hunter's Hill | Report on infrastructure assets as at 30 June 2025

The Council of the Municipality of Hunter's Hill

Report on infrastructure assets as at 30 June 2025

Infrastructure asset performance indicators (consolidated) *

\$ '000	Amounts 2025	Indicator 2025	Indicators 2024 2023		Benchmark
Buildings and infrastructure renewals ratio					
Asset renewals ¹	4,976	130.84%	62.17%	55.30%	> 100.00%
Depreciation, amortisation and impairment	3,803				
Infrastructure backlog ratio					
Estimated cost to bring assets to a satisfactory standard	6,024	3.69%	4.47%	11.90%	< 2.00%
Net carrying amount of infrastructure assets	163,277				
Asset maintenance ratio					
Actual asset maintenance	3,907	125.59%	108.72%	134.61%	> 100.00%
Required asset maintenance	3,111				
Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	8,640	3.44%	2.25%	2.07%	
Gross replacement cost	251,475				

(*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

COUNCIL REPORTS

22 September 2025

ITEM NO	: 4.5
SUBJECT	: REFERRAL OF DRAFT FINANCIAL STATEMENTS FOR AUDIT
STRATEGIC OUTCOME	: RESOURCES ARE MANAGED EFFICIENTLY TO ENSURE THAT PROGRAMS, SERVICES AND COLLABORATIVE PROJECTS HAVE THE NECESSARY SUPPORT AND FUNDING TO SUCCEED
ACTION	: PROVIDE TIMELY FINANCIAL INFORMATION, ADVICE AND REPORTS TO COUNCIL, THE COMMUNITY AND STAFF INCLUDING THE LONG-TERM FINANCIAL PLAN
REPORTING OFFICER	: CHRISTIAN MENDAY

Ref:789885

PURPOSE

The purpose of this report is to present the draft Financial Statements for the year ended 30 June 2025 (the Statements) and seek Council's approval.

Once approved, the Statements will be submitted to the Audit Office of NSW for the final Independent Auditor's Report on the General Purpose Financial Statements and the Report on the Conduct of the Audit for the year ended 30 June 2025.

RECOMMENDATION

1. That Council endorses the Draft Annual Financial Statements for the year ended 30 June 2025, that have been prepared in accordance with the Local Government Act 1993, the Regulations, the Australian Accounting Standards, and the Local Government Code of Accounting Practice.
2. That Council declares there are no business activities requiring the preparation of Special Purpose Financial Statements.
3. That the Statement by Councillors and Management be signed by the Mayor, Deputy Mayor, Acting General Manager and the Responsible Accounting Officer (Chief Financial Officer).
4. Council notes and approves the internally restricted assets contained in this report.
5. The Draft Annual Financial Statements be formally referred for audit in accordance with section 413 of the Local Government Act 1993.

BACKGROUND

The Draft Annual Financial Statements for the year ending 30 June 2025 (**Attachment 1**) have been prepared for presentation to Council.

The statutory process that must be followed is:

1. The Financial Statements must include a statement made by resolution of the Council and signed by the Mayor and at least one other Councillor, the General Manager and the Responsible Accounting Officer.
2. The Statements must then be referred to Council's auditors and, once audited, included in Council's Annual Report.
3. A copy of the audited financial statements must be forwarded to the Office of Local Government by 31 October 2025.
4. As soon as practicable after Council receives a copy of the auditor's report, the Statements must be placed on public exhibition and notice given of a meeting at which Council proposes to present the audited financial statements, together with the auditor's report.
5. The date fixed for the meeting must be at least seven days after the date on which the notice is given, but not more than 5 weeks after the auditor's reports are provided to Council.

The Draft Financial Statements were reviewed by the Audit, Risk, and Improvement Committee (ARIC) at its Meeting of 17 September 2025. The Audited Statements and Report on the Conduct of the Audit will be reviewed by ARIC on 22 October 2025.

The Audited Statements will then come back to Council at its 27 October 2025 meeting for final approval.

REPORT

Net operating result

The net operating result is \$1.43 million deficit. This compares to the original budget of \$1.94 million surplus and \$0.13 million deficit forecast at the March Quarter Review.

The net operating result before capital income is \$3.00 million deficit. This compares to the original budget of \$0.05 million deficit and \$2.81 million deficit forecast at the March Quarter Review.

The results are summarized in the following table:

Net Operating Result \$'000			
	Original Budget	March Qtr Forecast	Draft Result
Income	24,958	23,202	22,074
Expenditure	23,019	23,329	23,499
Net Result	1,939	-127	-1,425
Net Result before Capital Grants	-50	-2,809	-3,000

The following table provides an overview of variance for each line item compared to Original Budget:

Variance Compared to Original Budget (\$'000)			
	Original Budget	Final Result	Variance Favourable / (Unfavourable)
Income			
Rates and annual charges	15,837	15,605	-232
User charges and fees	1,439	1,713	274
Other revenues	3,722	1,133	-2,589
Other income	0	280	280
Grants and contributions - operating	1,030	848	-182
Grants and contributions - capital	1,989	1,575	-414
Interest and investment revenue	891	920	29
Net gain from disposal of assets	50		-50
	24,958	22,074	-2,884
Expenses			
Employee benefits and on-costs	7,520	6,907	613
Materials and services	9,794	10,574	-780
Depreciation and amortisation	4,063	4,498	-435
Other expenses	1,345	1,003	342
Net Loss from disposal of assets	297	517	-220
	23,019	23,499	-480
Net Operating Result	1,939	-1,425	-3,364
Net Operating Result before Capital	-50	-3,000	-2,950

The March Quarterly Budget Review Statement (Item 4.2 of Council Meeting 26 May 2025) forecast result was a material deterioration from the Original Budget. The main factors were the following unfavorable variances:

The deferral of planned sale of remnant land to FY 2026 (March review)	-2,500,000
Additional Planning legal expenses (September review)	-253,000
Reduce Mini Skips fees, lower than expected activity (March review)	-70,000

Attachment 2 is the income statement section of the March Quarterly Review. It reconciles the original budget to the March forecast and details all revisions adopted to 31 March.

Council's policy regarding the sale of assets is to "repurpose" them. That is, any funds realised will be restricted and used to acquire new assets identified in the Community Strategic Plan. It is intended that the funds for the sale of remnant land, while correctly classified as operating income, will not be available to fund day-to-day operations. Instead, they will be internally allocated to the Asset Repurposing Cash Reserve. The funds from sale of remnant land are therefore not available to fund day to day expenditure.

This final draft net result is a further deterioration. An analysis, compared to the March forecast, follows.

Variance by Income Statement line item is as follows:

Variance Compared to March Quarter Review Forecast (\$'000)			
	Forecast March Qtr	Final Result	Variance Favourable /(Unfavourable)
Income			
Rates and annual charges	15,837	15,605	-232
User charges and fees	1,419	1,713	294
Other revenues	1,221	1,133	-88
Other income	0	280	280
Grants and contributions - operating	1,101	848	-253
Grants and contributions - capital	2,682	1,575	-1,107
Interest and investment revenue	891	920	29
Net gain from disposal of assets	50		-50
	23,201	22,074	-1,127
Expenses			
Employee benefits and on-costs	7,521	6,907	614
Materials and services	9,896	10,574	-678
Depreciation and amortisation	4,063	4,498	-435
Other expenses	1,552	1,003	549
Net Loss from disposal of assets	297	517	-220
	23,329	23,499	-170
Net Operating Result	-128	-1,425	-1,297
Net Operating Result before Capital	-2,810	-3,000	-190

Rates and Annual Charges is an **apparent underperformance** by \$0.23 million. This is due to the classification of Non-Domestic Waste Services. The budget was included in *Rates and annual charges*, the actual is included in *User charges and fees*. This is also a reason for the apparent magnitude of the overperformance in User Charges and Fees.

User fees and charges overperformed compared to the March review by \$0.29 million. In addition to the business waste charge classification, the following material **overperformances** compared to the March Quarter forecast are noted. Increased activity with these items can be attributed to improved weather and filling of vacancies in enforcement roles:

User Fees \$'000	Revised Budget (March 25)	Actuals	Variance	Reason
DA Fees	300	374	74	Due to increased activity
Building Control	92	136	44	Due to increased activity
Community Buildings	95	142	47	Due to increased activity
Parking Fees	174	208	34	Due to increased activity
Road Access Fees	109	165	56	Due to increased activity

COUNCIL REPORTS

22 September 2025

These were offset by the following **underperformance**:

User Fees \$'000	Revised Budget	Actuals	Variance	Reason
Road Restoration	239	65	-173	Due lack of large projects in the LGA, partially offset by savings in Road Restoration Contractors

Other revenue underperformed compared to the March review by \$0.09 million. The following material underperformances compared to the March Quarter forecast are noted:

Other Revenue \$'000	Revised Budget	Actuals	Variance	Reason
Enforcement - Including Parking	465	379	-87	Ongoing vacancies in the Ranger team, which have subsequently been addressed
Events Sponsorships and contributions	120	105	-15	Reduced activity
Lease of property	274	242	-32	License for Boronia Park Sport & Community facility not executed
Bus shelter advertising	269	224	-45	Lower advertising bookings

These were offset by the following **overperformances**:

Other Revenue \$'000	Revised Budget	Actuals	Variance	Reason
Enforcement - Footpath Occupation	26	124	98	Footpath license fee negotiated - 5 years historical
DA legal fees recovery	0	28	28	Unbudgeted legal recovery for DA matter

Operating Grants underperformed compared to the March review by \$0.25 million. The main reason for this variance is:

Operating Grants \$'000	Revised Budget	Actuals	Variance	Reason
Financial Assistance Grant	610	409	-201	Timing of advanced payments, will be received FY 2026

COUNCIL REPORTS

22 September 2025

Capital Grants underperformed compared to the March review by \$1.12 million. The main reason for this variance is:

Capital Grants \$'000	Revised Budget	Actuals	Variance	Reason
Gladesville Reserve Multi-Sport Community Facility	1,000	273	-727	Delays in contruction flow on to delays in reccognising income. Have received \$1.1M with \$870k recognised as grant liabilities)

In addition, receipt or recognition for other smaller grants were delayed due to milestone timings. Generally, income for capital grants is recognised as projects progress, whether the funds have been receipted or not.

Interest on Investments and **Other Income** both relate to returns on Council's investment portfolio. The other income item is a capital appreciation of Council's holdings in TCorp Managed Funds. Total income for the year therefore exceeds the March forecast by \$0.31 million. This result has been driven by the performance of TCorp Managed Fund.

Employee Benefits and On-Costs is **underspent** by \$0.61 million compared to the March Quarter Review and for the year. This is due to vacancies and is offset entirely by additional expenditure on contract staff.

Materials and Services overspent by \$0.68 million compared to March Quarter Review.

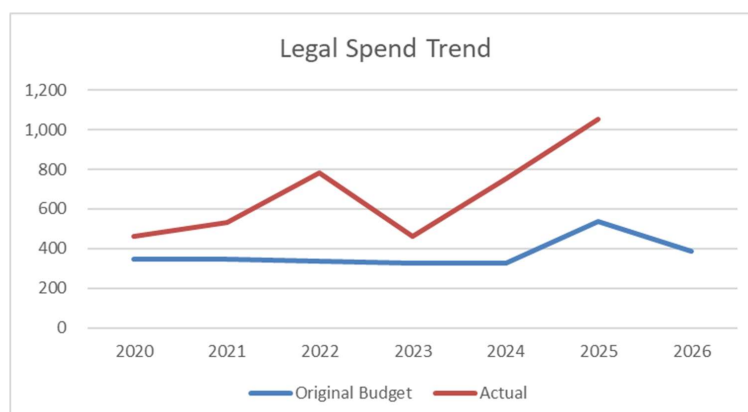
This mostly relates to the staff vacancies mentioned above. Contract staff were engaged to complete key activities and projects offsetting the apparent savings in Employee Costs.

There were significant cost overruns for various development related legal matters including the Marina expansion matter. Legal fees were revised upwards by \$0.25 million at the September review. This was insufficient as \$0.39 million legal expenses were incurred in the June quarter, as the Marina and other matters developed.

Legal Fees \$'000	Original Budget	Revised Budget	Actuals	Variance (to March Forecast)
Fees	429	682	1054	-372

The following table and graph track the trend of legal spend over recent years. Figures are inflation adjusted and expressed in 2025 dollars. Legal expenses have increased from 2.27% of Council's operating expenses in FY 2020 to 4.59% in FY 2025.

Legal Spend trend (inflation adjusted to FY 2025 \$'000)							
	2020	2021	2022	2023	2024	2025	2026
Original Budget	344	348	338	324	326	539	385
Actual	463	531	783	464	751	1,054	
Overspend	-119	-183	-445	-140	-425	-515	



Election expenses of \$0.17 million are correctly classified in this balance, but the budget figure of \$0.21 million is included at Other Expenses, partially explaining the apparent underspend at that item. This mismatch has occurred with numerous other State government contracts including infringement processing and water quality monitoring.

Offsetting these overspends and apparent overspends are these **underspends**:

Materials & Services \$'000	Revised Budget	Actuals	Variance	Reason
Domestic Waste Contractors	3,109	2,786	323	Revised contracts and service levels resulted in additional budget that was not used. Will be monitored in FY 2026
Street Sweeping Contractors	487	437	50	Revised contracts and service levels resulted in additional budget that was not used. Will be monitored in FY 2026

Depreciation was **overspent** by \$0.41 million compared to the March Quarter Review. Final depreciation is calculated at year-end, when the review of the capital works program is complete. Management is working on more sophisticated Asset Management Plans. These will improve the accuracy of depreciation forecasts.

The reason for this overspend is increasing Gross Replacement Costs and the addition of new assets.

The fair value review of infrastructure assets carrying value resulted in an \$11 million or 5% increment to Gross Carrying Values. This resulted in an additional \$0.13 million depreciation expense. New assets contributed an additional \$0.14 million.

Other Expenditure is **underspent** by \$0.55 million compared to the March Quarter Review.

As discussed above at Materials & Services this apparent saving is because the actual expenditure on government contracts is correctly classified as Material & Services, while the budget was classified Other Expenditure.

Disposals is **overspent** by \$0.22 million compared to the March Quarter Review. The value of disposals are calculated as part of the final review of the annual capital works program.

Capital Expenditure

A total of \$5.10 million was spent on capital projects during the year. Of this, \$3.10 million was allocated to renewing existing infrastructure, property, plant, and equipment. An additional \$2.10 million was invested in acquiring new infrastructure, property, plant, and equipment.

To fund the completion of projects the following amounts have been carried over to FY 2026.

Source	\$ Revotes (Works not commenced)	\$ Carry- forward (Works commenced)	\$ Total
Grants	0	1,527,826	1,527,826
Section 7.12	180,000	502,827	682,827
Internal funding sources	298,958	772,502	1,071,460
Total Funding	478,958	2,803,155	3,282,113

This was subject to a detailed Council Report Item 4.4 to the Ordinary Council meeting of 25 August 2025. The report contains a detailed review of capital works budgets and can be viewed in the agenda for Council Meeting of 25 August 2025 in our website.

Cash Position

As of 30 June 2025, cash and investments totalled \$19.4 million, a decrease of \$0.57 million from the previous year. Of the cash and investments balance, \$7.5 million is externally restricted and \$10.8 million is internally allocated. The remaining \$1.0 million is unrestricted.

Attachment 3 is the External Restriction and Internal Allocation workpaper for FY 2025. It details the transfer to and from each reserve for the year.

The following table provides a breakdown of the draft 30 June 2025 External restrictions and internal allocations. External restrictions are determined by legislative or contractual obligation. Internal allocations are funds that Council may resolve to set aside for a particular purpose

COUNCIL REPORTS

22 September 2025

	Actual as at 30 June 2025 (\$'000)
Developer contributions - S7.12	\$2,782
Other developer contribution	\$138
Specific purpose unexpended grants	\$1,885
Domestic waste management	\$1,619
Other special levies	\$1,074
Total External Restrictions	\$7,498
Internal Restrictions	
Plant and vehicle replacement	\$333
Employee leave entitlements	\$720
Deposits, retentions and bonds	\$3,792
Construction of building	\$169
Office equipment & furniture	\$205
Elections	\$105
Insurance reserve	\$138
Sustainability Reserve	\$226
Asset Re-purposing	\$4,864
Safety & welfare expenses OH&S Incentive	\$41
Community Initiatives & Minor Capital Works	\$20
Stormwater & marine maintenance reserve	\$50
Community building maintenance reserve	\$50
Gladesville Masterplan	\$82
Contributions for Hillman Orchard Restoration Project	\$15
Total Internal Allocation	\$10,810
Total Restrictions and Allocations	\$18,308
Unrestricted and Unallocated	\$1,091
Total Cash, Cash Equivalents and Investments	\$19,399

Asset Revaluations

No comprehensive revaluations were performed during the year. A review of fair values was performed and values for Infrastructure assets were indexed by \$7.0 million Written Down Value (\$10 million Gross Replacement Cost).

The draft Asset Management KPIs in the Special Schedules are:

COUNCIL REPORTS

22 September 2025

\$ '000	Amounts 2025
Buildings and infrastructure renewals ratio	
Asset renewals ¹	4,976
Depreciation, amortisation and impairment	3,803
Infrastructure backlog ratio	
Estimated cost to bring assets to a satisfactory standard	6,024
Net carrying amount of infrastructure assets	163,283
Asset maintenance ratio	
Actual asset maintenance	3,907
Required asset maintenance	3,111
Cost to bring assets to agreed service level	
Estimated cost to bring assets to an agreed service level set by Council	8,640
Gross replacement cost	251,475

FINANCIAL IMPACT ASSESSMENT

As of 30 June 2025, Council's financial position is going concern. Repeated net operating deficits will, however, present challenges. Management will strategically address these over the course of FY 2026.

Council has adequate unrestricted current assets and budgeted income to operate into the medium term. In the longer term large operating deficits are not sustainable. A financially sustainable Council is one that can:

- maintain agreed service levels,
- renew infrastructure as needed,
- absorb shocks such as natural disaster, unforeseen infrastructure asset failure & financial shocks, and
- build a strong foundation for future generations.

To address these challenges. The following strategic documents will be brought to Council for consideration during FY 2025:

- Draft reviewed Long Term Financial Plan (including models for delivery of library and funding options) – Oct/Nov 2025,
- Refined Asset Management Plans (to reliably forecast maintenance and renewal schedule) – draft Dec 2025,
- Expenditure reviews.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

Item 4.5

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RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter. The inherent financial risks of Net Operating Deficits will be strategically addressed by management during Financial Year 2026.

ATTACHMENTS

1. Financial Statement for the Year Ended 30 June 2025
2. March Quarter Budget Review - Income Statement
3. Restrictions and Allocations Workpaper FY2025

The Council of the Municipality of Hunter's Hill

ANNUAL FINANCIAL STATEMENTS
for the year ended 30 June 2025



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The Council of the Municipality of Hunter's Hill

GENERAL PURPOSE FINANCIAL STATEMENTS
for the year ended 30 June 2025



The Council of the Municipality of Hunter's Hill

General Purpose Financial Statements

for the year ended 30 June 2025

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The Council of the Municipality of Hunter's Hill

General Purpose Financial Statements

for the year ended 30 June 2025

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

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 issued by 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
- accord with Council's accounting and other records.

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

Signed in accordance with a resolution of Council made on 27 October 2025.

Zac Miles
Mayor
27 October 2025

Julia Prieston
Deputy Mayor
27 October 2025

Nick Tobin
Acting General Manager
27 October 2025

Christian Munday
Responsible Accounting Officer
27 October 2025

The Council of the Municipality of Hunter's Hill | Income Statement | for the year ended 30 June 2025

The Council of the Municipality of Hunter's Hill

Income Statement

for the year ended 30 June 2025

Original unaudited budget 2025	\$ '000	Notes	Actual 2025	Actual 2024
Income from continuing operations				
15,837	Rates and annual charges	B2-1	15,605	14,722
1,439	User charges and fees	B2-2	1,713	1,522
3,722	Other revenues	B2-3	1,133	1,469
1,030	Grants and contributions provided for operating purposes	B2-4	848	1,418
1,989	Grants and contributions provided for capital purposes	B2-4	1,575	7,878
891	Interest and investment income		920	1,110
50	Other income		280	151
24,958	Total income from continuing operations		22,074	28,270
Expenses from continuing operations				
7,520	Employee benefits and on-costs	B3-1	6,907	6,409
9,794	Materials and services	B3-2	10,574	9,971
1,345	Other expenses		1,003	1,087
297	Net loss from the disposal of assets		517	501
18,956	Total expenses from continuing operations excluding depreciation, amortisation and impairment of non-financial assets		19,001	17,968
6,002	Operating result from continuing operations excluding depreciation, amortisation and impairment of non-financial assets		3,073	10,302
4,063	Depreciation, amortisation and impairment of non-financial assets	B3-3	4,498	3,867
1,939	Net operating result for the year attributable to Council		(1,425)	6,435
(50)	Net operating result for the year before grants and contributions provided for capital purposes		(3,000)	(1,443)

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

The Council of the Municipality of Hunter's Hill | Statement of Comprehensive Income | for the year ended 30 June 2025

The Council of the Municipality of Hunter's Hill

Statement of Comprehensive Income

for the year ended 30 June 2025

\$ '000	Notes	2025	2024
Net operating result for the year – from Income Statement		(1,425)	6,435
Other comprehensive income:			
Amounts which will not be reclassified subsequent to operating result			
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-5	6,972	35,523
Total other comprehensive income for the year		6,972	35,523

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The Council of the Municipality of Hunter's Hill | Statement of Financial Position | as at 30 June 2025

The Council of the Municipality of Hunter's Hill

Statement of Financial Position

as at 30 June 2025

\$ '000	Notes	2025	2024
ASSETS			
Current assets			
Cash and cash equivalents	C1-1	4,095	4,271
Investments	C1-2	11,855	12,527
Receivables	C1-4	3,666	3,477
Inventories		—	3
Other		123	37
Total current assets		19,739	20,315
Non-current assets			
Investments	C1-2	3,448	3,168
Infrastructure, property, plant and equipment (IPPE)	C1-5	307,791	300,793
Total non-current assets		311,239	303,961
Total assets		330,978	324,276
LIABILITIES			
Current liabilities			
Payables	C2-1	5,661	5,910
Contract liabilities	C2-2	2,058	899
Employee benefit provisions	C2-3	1,287	1,139
Total current liabilities		9,006	7,948
Non-current liabilities			
Employee benefit provisions	C2-3	111	14
Total non-current liabilities		111	14
Total liabilities		9,117	7,962
Net assets		321,861	316,314
EQUITY			
Accumulated surplus		115,958	117,383
IPPE revaluation surplus		205,903	198,931
Council equity interest		321,861	316,314
Total equity		321,861	316,314

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

The Council of the Municipality of Hunter's Hill | Statement of Changes in Equity | for the year ended 30 June 2025

The Council of the Municipality of Hunter's Hill

Statement of Changes in Equity

for the year ended 30 June 2025

	Notes	2025			2024		
		Accumulated surplus	IPPE revaluation surplus	Total equity	Accumulated surplus	IPPE revaluation surplus	Total equity
\$ '000							
Opening balance at 1 July		117,383	198,931	316,314	110,948	163,408	274,356
Opening balance		117,383	198,931	316,314	110,948	163,408	274,356
Net operating result for the year		(1,425)	–	(1,425)	6,435	–	6,435
Net operating result for the period		(1,425)	–	(1,425)	6,435	–	6,435
Other comprehensive income							
Gain (loss) on revaluation of infrastructure, property, plant and equipment	C1-5	–	6,972	6,972	–	35,523	35,523
Other comprehensive income		–	6,972	6,972	–	35,523	35,523
Total comprehensive income		(1,425)	6,972	5,547	6,435	35,523	41,958
Closing balance at 30 June		115,958	205,903	321,861	117,383	198,931	316,314

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

The Council of the Municipality of Hunter's Hill | Statement of Cash Flows | for the year ended 30 June 2025

The Council of the Municipality of Hunter's Hill

Statement of Cash Flows

for the year ended 30 June 2025

Original unaudited budget 2025	\$ '000	Notes	Actual 2025	Actual 2024
Cash flows from operating activities				
Receipts:				
15,837	Rates and annual charges		15,545	14,556
1,439	User charges and fees		1,300	337
891	Interest received		1,328	994
3,020	Grants and contributions		3,557	4,698
—	Bonds, deposits and retentions received		91	206
3,771	Other		2,667	1,571
Payments:				
(7,521)	Payments to employees		(6,638)	(6,525)
(12,395)	Payments for materials and services		(12,764)	(10,808)
(1,345)	Other		(914)	(595)
3,697	Net cash flows from operating activities	F1-1	4,172	4,434
Cash flows from investing activities				
Receipts:				
—	Redemption of term deposits		25,527	8,867
50	Proceeds from sale of IPPE		24	77
Payments:				
—	Acquisition of term deposits		(24,855)	(8,527)
(5,863)	Payments for IPPE		(5,044)	(13,253)
(5,813)	Net cash flows from investing activities		(4,348)	(12,836)
(2,116)	Net change in cash and cash equivalents		(176)	(8,402)
21,490	Cash and cash equivalents at beginning of year		4,271	12,673
19,374	Cash and cash equivalents at end of year	C1-1	4,095	4,271
—	plus: Investments on hand at end of year	C1-2	15,303	15,695
19,374	Total cash, cash equivalents and investments		19,398	19,966

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

The Council of the Municipality of Hunter's Hill

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

The Council of the Municipality of Hunter's Hill

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A About Council and these financial statements

A1-1 Basis of preparation

These financial statements were authorised for issue by Council on 27 October 2025. 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 policies adopted in the preparation of these financial statements are set out below.

These 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 *Local Government (General) Regulation 2021* (Regulation), and the Local Government Code of Accounting Practice and Financial Reporting. 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 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 the Council and that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions

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. estimated fair values of infrastructure, property, plant and equipment – refer Note C1-5.
- ii. employee benefit provisions – refer Note C2-3.

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* (NSW), 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 Council's financial statements.

The Trust Fund

In accordance with the provisions of Section 411 of the *Local Government Act 1993* (NSW) (as amended), 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.

Volunteer services

Council does not have material dependence on volunteer services. Volunteers are utilised in Cultural Events & Bushland. These services are not recognised as most would not proceed if volunteers did undertake the roles and their non-material value.

continued on next page ...

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A1-1 Basis of preparation (continued)

New accounting standards and interpretations issued but not yet effective

Certain new accounting standards and interpretations have been published that are not mandatory for the 30 June 2025 reporting period. Council has elected not to apply any of these pronouncements before their operative dates in the annual reporting period beginning 1 July 2024.

Council's assessment of the impact of the new standards, and interpretations relevant to them, are set out below:

Pronouncement

AASB 18 Presentation and Disclosure in Financial Statements.

Nature of change in accounting policy

This standard replaces AASB 101 Presentation of Financial Statements and sets out the requirements for the structure of the financial statements, including the application of fundamental concepts such as materiality. AASB 18 introduces additional subtotals into the Statement of Profit or Loss as well as restructuring the statement into operating, investing and financing elements. Management performance measures are also required to be disclosed.

Effective date

Annual reporting periods beginning on or after 1 January 2028, i.e., councils' financial statements for the year ended 30 June 2029.

Expected impact on council financial statements

The presentation of Council's primary statements will be changed along with some additional disclosures, however there will be no effect on Council's reported position or performance.

Pronouncement

AASB 2024-2 Amendments to Australian Accounting Standards - Classification and Measurement of Financial Instruments [AASB 7 and AASB 9].

Nature of change in accounting policy

This Standard amends AASB 7 and AASB 9 in response to feedback from the 2022 Post Implementation Review of the classification and measurement requirements in AASB 9 and related requirements in AASB 7 and the subsequent 2023 Exposure Draft.

This Standard amends requirements related to:

- (a) settling financial liabilities using an electronic payment system; and
- (b) assessing contractual cash flow characteristics of financial assets with environmental, social and corporate governance (ESG) and similar features.

This Standard also amends disclosure requirements relating to investments in equity instruments designated at fair value through other comprehensive income and adds disclosure requirements for financial instruments with contingent features that do not relate directly to basic 60 lending risks and costs.

Effective date

Annual reporting periods beginning on or after 1 January 2026, i.e. council financial statements for the year ended 30 June 2027.

Expected impact on council financial statements

Likely impact of this standard is:

- potentially earlier derecognition of liabilities settled by electronic means which meet the updated criteria in AASB 9.
- reclassification of financial assets with ESG features based on the revised guidance in relation to whether amortised costs can be used – not likely to be significant for Council.
- additional disclosures for equity instruments classified as fair value through other comprehensive income – these instruments are not used by Council.

Pronouncement

continued on next page ...

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A1-1 Basis of preparation (continued)

AASB 2024-3 Amendments to Australian Accounting Standards – Annual Improvements Volume 11 [AASB 1, AASB 7, AASB 9, AASB 10 and AASB 107].

Nature of change in accounting policy

This Standard amends:

- a. AASB 1 to improve consistency between paragraphs B5–B6 of AASB 1 and the requirements for hedge accounting in AASB 9 and improve the understandability of AASB 1;
- b. AASB 7 to:
 - (i) replace a cross-reference in paragraph B38 of AASB 7 to a deleted AASB 7 paragraph with a reference to AASB 13 Fair Value Measurement; and
 - (ii) improve consistency in the language used in AASB 7 with the language used in AASB 13;
- c. AASB 9 to:
 - (i) clarify how a lessee accounts for the derecognition of a lease liability when it is extinguished; and
 - (ii) address an inconsistency between paragraph 5.1.3 of AASB 9 and the requirements in AASB 15 Revenue from Contracts with Customers in relation to the term 'transaction price';
- d. AASB 10 to amend paragraph B74 in relation to determining de facto agents of an entity; and
- e. AASB 107 to replace the term 'cost method' with 'at cost' as the term is no longer defined in Australian Accounting Standards.

Effective date

Annual reporting periods beginning on or after 1 January 2026, i.e. council financial statements for the year ended 30 June 2027.

Expected impact on council financial statements

There is unlikely to be any significant impact to Council on adoption of this standard.

Pronouncement

AASB2014-10 Sale or Contribution of Assets between an Investor and its Associate or Joint Venture.

AASB2015-10 Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128.

AASB 2017-5 Amendments to Australian Accounting Standards – Effective Date of Amendments to AASB 10 and AASB 128 and Editorial Corrections.

Effective for annual reporting periods beginning on or after 1 January 2028; i.e., councils' financial statements for the year ended 30 June 2029.

The amendments impact councils with associates or joint ventures where there has been a sale of contribution of assets between the entity and its investor. Council does not currently have an associate or joint venture, and does not anticipate entering into a transaction that will result in it having an associate or joint venture. Therefore, there is unlikely to be any impact to Council on adoption of this standard.

Pronouncement

AASB 17 Insurance Contracts and associated amendments.

Effective for annual reporting periods beginning on or after 1 January 2026 for public sector entities.

Will result in changes to accounting for insurance contracts.

Pronouncement

AASB 2023-5 Amendments to Australian Accounting Standards – Lack of Exchangeability.

Effective for annual reporting periods beginning on or after 1 January 2025.

Will result in consistency in determining whether a currency is exchangeable into another currency and the spot exchange rate to use when it is not exchangeable.

Pronouncement

AASB 2025-1 Amendments to Australian Accounting Standards – Contracts Referencing Nature-dependent Electricity.

continued on next page ...

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

A1-1 Basis of preparation (continued)

Effective for annual reporting periods beginning on or after 1 January 2026.

Will clarify the application of the 'own-use' criteria to nature-dependent electricity contracts, permit hedge accounting in certain conditions and adds new disclosure requirements by amending AASB7 and AASB

New accounting standards adopted during the year

The following new standard is effective for the first time at 30 June 2025:

- **AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities.**

There is not expected to be significant impact on the Councils' reported financial position.

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B Financial Performance

B1 Functions or activities

B1-1 Functions or activities – income, expenses and assets

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.

\$ '000	Income		Expenses		Operating result		Grants and contributions		Carrying amount of assets	
	2025	2024	2025	2024	2025	2024	2025	2024	2025	2024
Functions or activities										
Governance, participation & partnerships	13,540	13,108	6,158	5,657	7,382	7,451	335	395	1,929	5,442
Connected & inclusive infrastructure	1,636	2,286	5,881	6,676	(4,245)	(4,390)	707	973	110,268	131,424
Environment, sustainability & open space	3,974	3,162	3,660	3,030	314	132	124	42	300	9,157
Community & belonging	213	200	1,038	1,024	(825)	(824)	107	112	671	107
Character, heritage & places	2,711	9,570	6,762	5,504	(4,051)	4,066	1,150	7,774	217,810	178,146
Total functions and activities	22,074	28,326	23,499	21,891	(1,425)	6,435	2,423	9,296	330,978	324,276

B1-2 Components of functions or activities

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

Hunter's Hill Council mission is to protect and enhance the integrity, character, liveability and residential amenity of Hunters Hill as Australia's oldest garden suburb – through leadership, partnership, community involvement and the pursuit of excellence.

This is implemented through the themes of its Community Strategic Plan, with budgets and actual expenditure monitored and reported to Councils and functions listed below:

Connected & Accessible Infrastructure

Maintain our local infrastructure so people can use, walk, drive, cycle and catch public transport safely and easily.

Environment, Sustainability & Open Space

Protect and sustain our environment so people can enjoy our outdoor spaces and places.

Community & Belonging

Connect people to information and accessible experiences to help them feel included and safe in the community.

Character, Heritage & Places

Create a liveable place where everyone can enjoy our heritage, neighbourhoods, thriving village centres, parks, playgrounds and recreational areas.

Governance, Participation & Partnerships

Bring people and local business together to share ideas and engage in collaborative projects.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2 Sources of income**B2-1 Rates and annual charges**

\$ '000	2025	2024
Ordinary rates		
Residential	11,075	10,522
Less: pensioner rebates (mandatory)	(50)	(50)
Business	321	304
Rates levied to ratepayers	11,346	10,776
Pensioner rate subsidies received	28	28
Total ordinary rates	11,374	10,804
Special rates		
Community facilities	481	459
Rates levied to ratepayers	481	459
Total special rates	481	459
Annual charges (pursuant to s496, 496A, 496B, 501 & 611)		
Domestic waste management services	3,581	3,404
Stormwater management services	111	–
Section 611 charges	68	65
Less: pensioner rebates (mandatory)	(22)	(23)
Annual charges levied	3,738	3,446
Pensioner annual charges subsidies received:		
– Domestic waste management	12	13
Total annual charges	3,750	3,459
Total rates and annual charges	15,605	14,722

Council has used 2022 year 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.

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 on their substance.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2-2 User charges and fees

\$ '000	Timing	2025	2024
Specific user charges (per s502 - specific 'actual use' charges)			
Waste management services (non-domestic)	2	239	224
Total specific user charges		239	224
Other user charges and fees			
(i) Fees and charges – statutory and regulatory functions (per s608)			
Inspection services	2	134	119
Planning and building regulation	2	447	572
Section 10.7 certificates (EP&A Act)	2	54	47
Section 603 certificates	2	28	23
Other	2	12	–
Total fees and charges – statutory/regulatory		675	761
(ii) Fees and charges – other (incl. general user charges (per s608))			
Community centres	2	143	107
Lease rentals	2	124	24
Leaseback fees – Council vehicles	2	–	7
Reserves and Sporting Fields	2	117	68
Parking fees	2	137	124
Restoration charges	2	115	67
Stand Plant Applications	2	163	140
Total fees and charges – other		799	537
Total other user charges and fees		1,474	1,298
Total user charges and fees		1,713	1,522
Timing of revenue recognition for user charges and fees			
User charges and fees recognised over time (1)		–	–
User charges and fees recognised at a point in time (2)		1,713	1,522
Total user charges and fees		1,713	1,522

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 benefit of the goods / services being provided.

The performance obligation relates to the specific services which are provided to the customers and generally the payment terms are within 30 days of the provision of the service or in some cases such as caravan parks, the customer is required to pay on arrival or a deposit in advance. There is no material obligation for Council in relation to refunds or returns.

Where an upfront fee is charged such as joining fees for the leisure centre the fee is recognised on a straight-line basis over the expected life of the membership.

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

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2-3 Other revenues

\$ '000	Timing	2025	2024
Rental income – other council properties	1	256	261
Bus shelter contract - License fee	1	224	228
Fines -other	2	14	93
Fines – parking	2	375	656
Commissions and agency fees	2	8	8
Sundry rents and charges	2	217	179
Other	2	39	44
Total other revenue		1,133	1,469

Timing of revenue recognition for other revenue

Other revenue recognised over time (1)	480	489
Other revenue recognised at a point in time (2)	653	980
Total other revenue	1,133	1,469

Material accounting policy information for other revenue

Where the revenue is earned for the provision of specified goods / services under an enforceable contract, revenue is recognised when or as the obligations are satisfied.

Statutory fees and fines are recognised as revenue when the service has been provided, the payment is received or when the penalty has been applied, whichever occurs first.

Other revenue is recorded when the payment is due, the value of the payment is notified, or the payment is received, whichever occurs first.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2-4 Grants and contributions

\$ '000	Timing	Operating 2025	Operating 2024	Capital 2025	Capital 2024
General purpose grants and non-developer contributions (untied)					
General purpose (untied)					
Current year allocation					
Financial assistance – general component	2	70	22	–	–
Financial assistance – local roads component	2	24	2	–	–
Payment in advance - future year allocation					
Financial assistance – general component	2	232	373	–	–
Financial assistance – local roads component	2	83	133	–	–
Other					
Other grants		–	–	5	–
Amount recognised as income during current year		409	530	5	–
Special purpose grants and non-developer contributions (tied)					
Cash contributions					
Heritage and cultural	2	–	13	–	–
Library – per capita	2	–	96	–	–
Recreation and culture	2	–	42	–	7,187
Traffic route subsidy	2	–	118	–	–
Transport (roads to recovery)	2	–	–	–	15
Transport (other roads and bridges funding)	2	–	595	–	–
Other specific grants	2	439	–	–	1
Recreation and culture	2	–	–	983	–
Tourism	2	–	3	–	–
Other contributions	2	–	21	–	–
Total special purpose grants and non-developer contributions – cash		439	888	983	7,203
Non-cash contributions					
Other		–	–	21	–
Total other contributions – non-cash		–	–	21	–
Total special purpose grants and non-developer contributions (tied)		439	888	1,004	7,203
Total grants and non-developer contributions		848	1,418	1,009	7,203

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2-4 Grants and contributions (continued)

\$ '000	Timing	Operating 2025	Operating 2024	Capital 2025	Capital 2024
Comprising:					
– Commonwealth funding		–	530	–	15
– State funding		–	867	–	4,206
– Other funding		848	21	1,009	2,982
		848	1,418	1,009	7,203

Developer contributions

\$ '000	Notes	Timing	Operating 2025	Operating 2024	Capital 2025	Capital 2024
Developer contributions:						
(s7.4 & s7.11 - EP&A Act, s64 of the LGA):						
Cash contributions						
S 7.11 – contributions towards amenities/services		2	–	–	6	27
S 7.12 – fixed development consent levies		2	–	–	560	648
Total developer contributions – cash			–	–	566	675
Total developer contributions			–	–	566	675
Total contributions			–	–	566	675
Total grants and contributions			848	1,418	1,575	7,878
Timing of revenue recognition						
Grants and contributions recognised over time (1)			–	–	–	–
Grants and contributions recognised at a point in time (2)			848	1,418	1,575	7,878
Total grants and contributions			848	1,418	1,575	7,878

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B2-4 Grants and contributions (continued)**Unspent grants and contributions**

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:

\$ '000	Operating 2025	Operating 2024	Capital 2025	Capital 2024
Unspent grants and contributions				
Unspent funds at 1 July	26	656	668	6,928
Add: Funds recognised as revenue in the reporting year but not yet spent in accordance with the conditions	142	55	1,999	2,589
Less: Funds recognised as revenue in previous years that have been spent during the reporting year	(65)	(685)	(886)	(8,849)
Unspent funds at 30 June	103	26	1,781	668
Contributions				
Unspent funds at 1 July	–	–	2,211	1,966
Add: contributions received and not recognised as revenue in the current year	–	–	684	617
Less: contributions recognised as revenue in previous years that have been spent during the reporting year	–	–	(113)	(372)
Unspent contributions at 30 June	–	–	2,782	2,211

Unspent contributions refer to Section 7.11 contributions received but not yet spent.

Material accounting policy information**Grants and contributions – enforceable agreement with sufficiently specific performance obligations**

Grant and contribution revenue from an agreement which is enforceable and contains sufficiently specific performance obligations is recognised as or when control of each performance obligations is transferred.

The performance obligations vary according to the agreement but include the completion of specific works or projects. Payment terms vary depending on the terms of the grant, cash is received upfront for some grants and on the achievement of certain payment milestones for others.

Performance obligations may be satisfied either 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 of the goods / services at a single time (e.g. completion of the project when a report / outcome is provided), whereas over time recognition is where the control of the services is ongoing throughout the project (e.g. provision of community health services through the year).

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 grants received by Council under an enforceable contract for the acquisition or construction of infrastructure, property, plant and equipment to identified specifications which will be under Council's control on completion are recognised as revenue as and when the obligation to construct or purchase is completed.

For construction projects, this is generally as the construction progresses in accordance with costs incurred since this is deemed to be the most appropriate measure of the completeness of the construction project.

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 contribution revenues levied on developers under the provisions of sections 7.4, 7.11 and 7.12 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

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B2-4 Grants and contributions (continued)

While Council generally incorporates these amounts as part of a Development Consents Order, such developer contributions are only recognised as income upon receipt by Council, 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 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 fair value when the asset is received. Council considers whether there are any related liability or equity items associated with the asset which are 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.

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B3 Costs of providing services**B3-1 Employee benefits and on-costs**

\$ '000	2025	2024
Salaries and wages	5,206	4,821
Employee leave entitlements (ELE)	924	705
Superannuation	639	622
Workers' compensation insurance	78	165
Fringe benefit tax (FBT)	6	12
Other Employee benefits		
Travel expenses	13	8
Training costs (other than salaries and wages)	34	65
Other - Employee assistance program	7	11
Total employee costs expensed	6,907	6,409

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.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B3-2 Materials and services

\$ '000	Notes	2025	2024
Consultancy costs		604	634
Advertising		23	52
Raw materials and consumables		1,414	1,467
Contractor costs		5,758	5,307
Audit Fees	E2-1	170	135
Bank charges		45	46
Electricity and heating		127	116
Insurance		308	325
Printing and stationery		61	69
Street lighting		96	141
Subscriptions and publications		663	629
Telephone and communications		52	44
Valuation fees		–	14
Councillor and Mayoral fees and associated expenses	E1-2	199	209
Legal expenses:			
– Legal expenses: planning and development		983	669
– Legal expenses: other		52	65
Other		19	49
Total materials and services		10,574	9,971
Total materials and services		10,574	9,971

Material accounting policy information

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

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

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

\$ '000	Notes	2025	2024
Depreciation and amortisation			
Plant and equipment		178	167
Office equipment		203	163
Furniture and fittings		32	27
Infrastructure:	C1-5		
– Buildings		819	621
– Other structures		1,124	943
– Roads		1,299	1,190
– Footpaths		231	211
– Kerb and guttering		282	256
– Other road assets		117	106
– Stormwater drainage		213	183
Total gross depreciation and amortisation costs		4,498	3,867
Total depreciation and amortisation costs		4,498	3,867
Total depreciation, amortisation and impairment for non-financial assets		4,498	3,867

Material accounting policy information**Depreciation**

Depreciation and amortisation are calculated using the straight line method to allocate their cost, net of their residual values, over their estimated useful lives. Useful lives are included in Note C1-8 for IPPE assets.

Impairment of non-financial assets

Council assets held at fair value that are not held primarily for their ability to generate net cash flow, and that are deemed to be specialised, are not tested for impairment since these assets are assessed on an annual basis to ensure that the carrying amount is not materially different from fair value and therefore an impairment loss would be captured during this assessment.

Intangible assets not yet available for use, are tested annually for impairment, or more frequently if events or changes in circumstances indicate that they might be impaired.

Other non-financial assets that do not meet the criteria above are tested for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less costs to sell and value in use.

For the purposes of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash inflows that are largely independent of the cash inflows from other assets or groups of assets (cash-generating units).

Impairment losses for revalued assets are firstly offset against the amount in the revaluation surplus for the class of asset, with only the excess to be recognised in the Income Statement.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B4 Performance against budget

B4-1 Material budget variations

Council's original budget was adopted by the Council on 24 June 2024 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 Council.

While these General Purpose Financial Statements include the original budget adopted by Council, the 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 or where the variance is considered material by nature are explained below.

Variation Key: **F** = Favourable budget variation, **U** = Unfavourable budget variation.

\$ '000	2025 Budget	2025 Actual	2025 ----- Variance -----	
Revenues				
User charges and fees	1,439	1,713	274	19% F
Other revenues	3,722	1,133	(2,589)	(70)% U
Capital grants and contributions	1,989	1,575	(414)	(21)% U
Expenses				
Other expenses	1,345	1,003	342	25% F
Net losses from disposal of assets	297	517	(220)	(74)% U

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

B4-1 Material budget variations (continued)

\$ '000	2025 Budget	2025 Actual	2025 ----- Variance -----	
Statement of cash flows				
Cash flows from operating activities	3,697	4,172	475	13% F
Cash flows from investing activities	(5,813)	(4,348)	1,465	(25)% F

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

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

\$ '000	2025	2024
Cash assets		
Cash on hand and at bank	2,019	2,267
Cash equivalent assets		
– Short-term deposits	2,076	2,004
Total cash and cash equivalents	4,095	4,271

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C1-2 Financial investments

\$ '000	2025 Current	2025 Non-current	2024 Current	2024 Non-current
Financial assets at fair value through the profit and loss				
Managed funds	–	2,288	–	2,116
NCD's, FRN's (with maturities > 3 months)	–	506	–	507
Total	–	2,794	–	2,623
Debt securities at amortised cost				
Long term deposits	11,855	–	12,527	–
Equity securities at fair value through other comprehensive income				
CivicRisk	–	654	–	545
Total	–	654	–	545
Total cash assets, cash equivalents and investments	15,950	3,448	16,798	3,168

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 expensed as incurred).

Financial assets

All recognised financial assets are subsequently measured in their entirety at either amortised cost 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.

Fair value through other comprehensive income – equity instruments

Council has a number of strategic investments in entities over which they do not have significant influence nor control. Council has made an irrevocable election to classify these equity investments as fair value through other comprehensive income as they are not held for trading purposes.

These investments are carried at fair value with changes in fair value recognised in other comprehensive income (financial asset reserve). On disposal any balance in the financial asset reserve is transferred to accumulated surplus and is not reclassified to profit or loss.

Other net gains and losses excluding dividends are recognised in the Other Comprehensive Income Statement.

Financial assets through profit or loss

All financial assets not classified as measured at amortised cost or fair value through other comprehensive income as described above are measured at fair value through profit or loss.

Net gains or losses, including any interest or dividend income, are recognised in profit or loss.

Council's financial assets measured at FVTPL comprise investments in NSW TCorp Medium Term Growth Fund and Commonwealth Bank of Australia Senior Fixed Rate Note (Jan28) BBSW +1.15%.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

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

\$ '000	2025	2024
(a) Externally restricted cash, cash equivalents and investments		
Total cash, cash equivalents and investments	19,398	19,966
Less: Externally restricted cash, cash equivalents and investments	(7,497)	(5,413)
Cash, cash equivalents and investments not subject to external restrictions	11,901	14,553
External restrictions		
External restrictions – included in liabilities		
External restrictions included in cash, cash equivalents and investments above comprise:		
Specific purpose unexpended grants – general fund	(1)	–
External restrictions – included in liabilities	(1)	–
External restrictions – other		
External restrictions included in cash, cash equivalents and investments above comprise:		
Developer contributions – general	2,782	2,211
Other developer contributions	138	138
Specific purpose unexpended grants (recognised as revenue) – general fund	1,885	694
Domestic waste management	1,619	1,023
Other special levies	1,074	1,347
External restrictions – other	7,498	5,413
Total external restrictions	7,497	5,413

Cash, cash equivalents and 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.

\$ '000	2025	2024
(b) Internal allocations		
Cash, cash equivalents and investments not subject to external restrictions	11,901	14,553
Less: Internally restricted cash, cash equivalents and investments	(10,810)	(12,611)
Unrestricted and unallocated cash, cash equivalents and investments	1,091	1,942

Internal allocations

At 30 June, Council has internally allocated funds to the following:

Plant and vehicle replacement	333	426
Employees leave entitlement	720	801
Deposits, retentions and bonds	3,792	3,674
Construction of buildings	169	195
Office equipment	205	229
Road reconstruction	–	224
Elections	105	279
Insurance reserve	138	138
Property strategy	–	–
Sustainability Reserve	226	197
Council work depot - LC	–	–
Asset Re-purposing	4,864	5,479
Traffic and transport	–	71

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C1-3 Restricted and allocated cash, cash equivalents and investments (continued)

\$ '000	2025	2024
Boronia Park - disposal soil	–	87
Safety and welfare expenses - OH&S incentive	41	34
Community initiatives and minor capital works	20	20
Stormwater and marine maintenance reserve	50	15
Community Building Maintenance Reserve	50	11
Depot Operations Strategy	–	459
Gladesville Masterplan	82	260
Contributions for Hillman orchard restoration project	15	12
Total internal allocations	10,810	12,611

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

\$ '000	2025	2024
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(c) Unrestricted and unallocated

Unrestricted and unallocated cash, cash equivalents and investments	1,091	1,942
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C1-4 Receivables

\$ '000	2025 Current	2025 Non-current	2024 Current	2024 Non-current
Rates and annual charges	1,001	–	910	–
Interest and extra charges	81	–	55	–
User charges and fees	1,610	–	1,096	–
Accrued revenues				
– Interest on investments	154	–	533	–
– Other income accruals	590	–	638	–
Other debtors	237	–	174	–
Payroll Debtor	(7)	–	71	–
Total	3,666	–	3,477	–
Total net receivables	3,666	–	3,477	–

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.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C1-5 Infrastructure, property, plant and equipment

By aggregated asset class	At 1 July 2024			Asset movements during the reporting period							At 30 June 2025		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	WIP transfers	Adjustments and transfers	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000													
Capital work in progress	9,380	–	9,380	593	284	–	–	(9,334)	(40)	–	883	–	883
Plant and equipment	1,301	(716)	585	259	–	(41)	(178)	–	–	–	1,416	(791)	625
Office equipment	2,353	(2,114)	239	168	55	–	(203)	–	–	–	2,575	(2,316)	259
Furniture and fittings	514	(346)	168	–	45	–	(32)	–	–	–	558	(377)	181
Land:													
– Operational land	40,611	–	40,611	–	–	–	–	–	–	–	40,611	–	40,611
– Community land	102,832	–	102,832	–	–	–	–	–	–	–	102,832	–	102,832
Infrastructure:													
– Buildings – non-specialised	14,761	(6,765)	7,996	180	732	(169)	(309)	6,582	–	270	22,579	(7,423)	15,156
– Buildings – specialised	17,979	(8,653)	9,326	704	–	(37)	(510)	25	–	316	19,308	(9,358)	9,950
– Other structures	54,217	(22,554)	31,663	67	466	(53)	(1,124)	2,680	(1,080)	1,804	59,524	(25,101)	34,423
– Roads	68,288	(18,672)	49,616	982	437	(219)	(1,299)	16	–	3,352	73,970	(21,085)	52,885
– Footpaths	16,028	(5,167)	10,861	–	–	–	(231)	–	492	533	17,322	(5,667)	11,655
– Kerb and guttering	22,442	(6,844)	15,598	124	–	(37)	(282)	–	79	466	23,272	(7,324)	15,948
– Other road assets (including bulk earthworks)	3,710	(1,075)	2,635	–	–	(10)	(117)	31	–	108	3,888	(1,241)	2,647
– Stormwater drainage	30,886	(11,603)	19,283	48	–	(14)	(213)	–	509	123	31,616	(11,880)	19,736
Total infrastructure, property, plant and equipment	385,302	(84,509)	300,793	3,125	2,019	(580)	(4,498)	–	(40)	6,972	400,354	(92,563)	307,791

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C1-5 Infrastructure, property, plant and equipment (continued)

By aggregated asset class	At 1 July 2023			Asset movements during the reporting period							At 30 June 2024		
	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount	Additions renewals ¹	Additions new assets	Carrying value of disposals	Depreciation expense	Adjustments and transfers	Revaluation decrements to equity (ARR)	Revaluation increments to equity (ARR)	Gross carrying amount	Accumulated depreciation and impairment	Net carrying amount
\$ '000													
Capital work in progress	2,073	–	2,073	–	7,307	–	–	–	–	–	9,380	–	9,380
Plant and equipment	1,266	(670)	596	203	–	(47)	(167)	–	–	–	1,301	(716)	585
Office equipment	2,149	(1,951)	198	204	–	–	(163)	–	–	–	2,353	(2,114)	239
Furniture and fittings	495	(319)	176	19	–	–	(27)	–	–	–	514	(346)	168
Land:													
– Operational land	40,611	–	40,611	–	–	–	–	–	–	–	40,611	–	40,611
– Community land	96,391	–	96,391	–	–	–	–	–	–	6,441	102,832	–	102,832
Infrastructure:													
– Buildings – non-specialised	11,300	(4,970)	6,330	92	–	(12)	–	(133)	–	1,719	14,761	(6,765)	7,996
– Buildings – specialised	21,026	(10,862)	10,164	88	25	(6)	(621)	133	(458)	–	17,979	(8,653)	9,326
– Other structures	20,914	(11,201)	9,713	155	3,111	–	(943)	–	–	19,627	54,217	(22,554)	31,663
– Roads	62,459	(16,581)	45,878	1,327	66	(278)	(1,190)	–	–	3,815	68,288	(18,672)	49,616
– Footpaths	15,029	(4,741)	10,288	260	–	(141)	(211)	–	–	665	16,028	(5,167)	10,861
– Other road assets (including bulk earthworks)	3,402	(895)	2,507	23	31	–	(106)	–	–	179	3,710	(1,075)	2,635
– Stormwater drainage	27,284	(10,117)	17,167	49	100	(35)	(183)	–	–	2,185	30,886	(11,603)	19,283
– Kerb and guttering	20,412	(6,042)	14,370	189	–	(56)	(256)	–	–	1,350	22,442	(6,844)	15,598
Total infrastructure, property, plant and equipment	324,811	(68,349)	256,462	2,609	10,640	(575)	(3,867)	–	(458)	35,981	385,302	(84,509)	300,793

(1) Renewals are defined as the replacement of existing assets (as opposed to the acquisition of new assets).

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C1-5 Infrastructure, property, plant and equipment (continued)

Material accounting policy information

Infrastructure, property, plant and equipment are held at fair value. Independent 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.

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.

Land is not depreciated. The property, plant and equipment acquired under finance leases is depreciated over the asset's useful life or over the shorter of the asset's useful life and the lease term if there is no reasonable certainty that the Council will obtain ownership at the end of the lease term. 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:

Plant and equipment	Years	Other equipment	Years
Office equipment	5 to 10	Playground equipment	5 to 20
Office furniture	10 to 20	Benches, seats etc.	5 to 10
Vehicles	5 to 8		
Other plant and equipment	5 to 15	Buildings	
		Buildings: masonry	50 to 100
		Buildings: other	50 to 100
Transportation assets		Stormwater assets	
Sealed roads: surface	10 to 25	Drains	60 to 150
Sealed roads: structure	60 to 100		
Kerb, gutter and footpaths	20 to 80		
Other Infrastructure	10 to 70		

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

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.

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C1-5 Infrastructure, property, plant and equipment (continued)

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.

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.

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C2 Liabilities of Council**C2-1 Payables**

\$ '000	2025 Current	2025 Non-current	2024 Current	2024 Non-current
Goods and services – operating expenditure	433	–	1,079	–
Accrued expenses:				
– Salaries and wages	87	–	55	–
– Other expenditure accruals	1,141	–	866	–
Security bonds, deposits and retentions	3,765	–	3,674	–
Government departments and agencies	22	–	54	–
Prepaid rates	213	–	182	–
Total payables	5,661	–	5,910	–

Material accounting policy information

Council measures all financial liabilities initially at fair value less transaction costs, subsequently financial liabilities are measured at amortised cost using the effective interest rate method. Payables represent liabilities for goods and services provided to Council prior to the end of the financial year that are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C2-2 Contract Liabilities

\$ '000	Notes	2025 Current	2025 Non-current	2024 Current	2024 Non-current
Grants and contributions received in advance:					
Unexpended capital grants (to construct Council controlled assets)	(i)	1,782	–	668	–
Total grants received in advance		1,782	–	668	–
User fees and charges received in advance:					
Other		276	–	231	–
Total user fees and charges received in advance		276	–	231	–
Total contract liabilities		2,058	–	899	–

Notes

(i) Council has received funding to construct assets including sporting facilities and playspace. 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.

Significant changes in contract liabilities

The decrease in a contract liability is primarily due to grants in the scope of AASB 15 and capital grants received by Council to acquire or construct assets which will be under Council's control.

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.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

C2-3 Employee benefit provisions

	2025	2025	2024	2024
\$ '000	Current	Non-current	Current	Non-current
Annual leave	429	–	389	–
Long service leave	755	111	648	14
Other leave	103	–	102	–
Total employee benefit provisions	1,287	111	1,139	14

Current employee benefit provisions not anticipated to be settled within the next twelve months

\$ '000	2025	2024
The following provisions, even though classified as current, are not expected to be settled in the next 12 months.		
Provisions – employees benefits	813	583
	813	583

Employee benefit provisions are presented as current liabilities in the Statement of Financial Position if 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.

Material accounting policy information

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 the aggregate on-cost liabilities that will arise when payment of current employee benefits is made in future periods.

These amounts include superannuation, payroll tax and workers compensation expenses which will be payable upon the future payment of certain leave liabilities which employees are entitled to at the reporting period.

C3 Reserves

C3-1 Nature and purpose of reserves

IPPE Revaluation Surplus

The infrastructure, property, plant and equipment (IPPE) revaluation surplus is used to record increments and decrements in the revaluation of infrastructure, property, plant and equipment.

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

D Risks and accounting uncertainties

D1-1 Risks relating to financial instruments held

Council's activities expose it to a variety of financial risks including (1) price risk, (2) credit risk, (3) liquidity risk and (4) interest rate risk.

The 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 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 Council's finance section under policies approved by the Council.

A comparison by category of the carrying amounts and fair values of Council's financial assets and financial liabilities recognised in the financial statements is presented below.

\$ '000	Carrying value 2025	Carrying value 2024	Fair value 2025	Fair value 2024
Financial assets				
Measured at amortised cost				
Cash and cash equivalents	4,095	4,271	4,095	16,798
Receivables	3,666	3,477	3,666	3,477
Investments				
– Debt securities at amortised cost	11,855	12,527	11,855	–
Fair value through other comprehensive income				
Investments				
– Equity securities at fair value through other comprehensive income	654	545	654	533
Fair value through profit and loss				
Investments				
– Amortised cost	2,794	2,623	2,794	2,623
Total financial assets	23,064	23,443	23,064	23,431
Financial liabilities				
Payables	5,661	5,910	5,661	5,910
Total financial liabilities	5,661	5,910	5,661	5,910

Fair value is determined as follows:

- **Cash and cash equivalents, receivables, payables** – are estimated to be the carrying value that approximates market value.
- Financial assets classified (i) '**at fair value through profit and loss**' or (ii) '**available-for-sale**' – are based upon quoted market prices (in active markets for identical investments) at the reporting date or independent valuation.

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

Council has an investment policy which complies with the Local Government Act 1993 and Minister's investment order 625. This policy is regularly reviewed by Council and its staff and an investment report is tabled before Council on a monthly basis setting out the portfolio breakup and its performance as required by Local Government regulations.

The risks associated with the instruments held are:

- **Price risk** – the risk that the capital value of Investments may fluctuate due to changes in market prices, whether there changes are caused by factors specific to individual financial instruments or their issuers or are caused by factors affecting similar instruments traded in a market.
- **Interest rate risk** – the risk that movements in interest rates could affect returns and income.
- **Liquidity risk** – the risk that Council will not be able to pay its debts as and when they fall due.

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D1-1 Risks relating to financial instruments held (continued)

• **Credit risk** – the risk that the investment counterparty will not complete their obligations particular to a financial instrument, resulting in a financial loss to Council – be it of a capital or income nature.
Council manages these risks (amongst other measures) by diversifying its portfolio and only purchasing investments with high credit ratings or capital guarantees.

(a) Market risk – interest rate and price risk

\$ '000	2025	2024
The impact on the 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 movements were determined based on historical movements and economic conditions in place at the reporting date.		
Impact of a 1% movement in interest rates		
– Equity / Income Statement	162	173
Impact of a 10% movement in price of investments		
– Equity / Income Statement	220	50

(b) Credit risk

Council's major receivables comprise (i) rates and annual charges and (ii) user charges and fees.

Council manages the credit risk associated with these receivables by monitoring outstanding debt and employing stringent debt recovery procedures.

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, whether through exposure to individual customers, specific industry sectors and/or regions.

The balances of receivables that remain within initial trade terms (as detailed in the table) are considered to be of high credit quality. The maximum exposure to credit risk at reporting date is the carrying amount of each class of receivable in the financial statements.

Council makes suitable provision for doubtful receivables as required and carries out credit checks on most non-rate debtors.

There are no material receivables that have been subjected 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.

\$ '000	Not yet overdue	overdue rates and annual charges < 5 years	≥ 5 years	Total
2025				
Gross carrying amount	–	983	18	1,001
2024				
Gross carrying amount	–	887	23	910

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

D1-1 Risks relating to financial instruments held (continued)**Receivables - non-rates and annual charges and contract assets**

Council applies the simplified approach for non-rates and annual charges debtors 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, non-rates and annual charges debtors and contract assets have been grouped based on shared credit risk characteristics and the days past due.

The loss allowance provision is determined as follows. The expected credit losses incorporate forward-looking information.

\$ '000	Not yet overdue	Overdue debts				Total
		0 - 30 days	31 - 60 days	61 - 90 days	> 91 days	
2025						
Gross carrying amount	644	700	120	150	1,051	2,665
Expected loss rate (%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
ECL provision	—	—	—	—	—	—
2024						
Gross carrying amount	1,071	230	110	115	1,041	2,567
Expected loss rate (%)	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
ECL provision	—	—	—	—	—	—

(c) Liquidity risk

Payables are 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 by maintaining an adequate cash buffer. Payment terms can be extended, and overdraft facilities drawn upon in extenuating circumstances.

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 and therefore the balances in the table may not equal the balances in the Statement of Financial Position due to the effect of discounting.

	Weighted average interest rate	Subject to no maturity	≤ 1 Year	payable in: 1 - 5 Years	> 5 Years	Total cash outflows	Actual carrying values
\$ '000							
2025							
Payables	0.00%	3,765	3,765	—	—	7,530	5,661
Total financial liabilities		3,765	3,765	—	—	7,530	5,661
2024							
Payables	0.00%	3,674	2,236	—	—	5,910	5,910
Total financial liabilities		3,674	2,236	—	—	5,910	5,910

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

D2-1 Fair value measurement

The Council measures the following asset and liability classes at fair value on a recurring basis:

– Infrastructure, property, plant and equipment

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 entity 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

		Fair value measurement hierarchy					
		Level 2 Significant observable inputs		Level 3 Significant unobservable inputs		Total	
\$ '000	Notes	2025	2024	2025	2024	2025	2024
Recurring fair value measurements							
Infrastructure, property, plant and equipment							
	C1-5						
Plant & Equipment		–	–	625	585	625	585
Office Equipment		–	–	259	239	259	239
Furniture & Fittings		–	–	181	168	181	168
Operational Land		40,611	40,611	–	–	40,611	40,611
Community Land		–	–	102,832	102,832	102,832	102,832
Building – Non Specialised		–	–	15,282	7,996	15,282	7,996
Building – Specialised		–	–	9,942	9,326	9,942	9,326
Other Structures		–	–	34,423	31,663	34,423	31,663
Roads		–	–	52,886	49,616	52,886	49,616
Footpaths		–	–	11,655	10,861	11,655	10,861
Kerb & Guttering		–	–	15,948	15,598	15,948	15,598
Other road assets		–	–	2,647	2,635	2,647	2,635
Stormwater Drainage		–	–	19,736	19,283	19,736	19,283
Total infrastructure, property, plant and equipment		40,611	40,611	266,416	250,802	307,027	291,413

Transfers between level 1 and level 2 fair value hierarchies

During the year, there were no transfers between level 1 and level 2 fair value hierarchies for recurring fair value measurements.

Valuation techniques

Where Council is unable to derive fair valuations using quoted market prices of identical assets (ie. level 1 inputs) Council instead utilises a spread of both observable inputs (level 2 inputs) and unobservable inputs (level 3 inputs).

The fair valuation techniques Council has employed while utilising level 2 and level 3 inputs are as follows:

Infrastructure, property, plant and equipment (IPPE)

The market approach using Level 2 inputs was used to value operational land and Council's minor holdings of residential properties. The level 2 inputs used were quoted prices for similar assets in active markets and comparison of rates per square metre of floor area.

The following table summarises the quantitative information relating to significant unobservable inputs used in deriving the various Level 3 asset class fair values.

Fair value measurements using significant unobservable inputs (level 3)

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D2-1 Fair value measurement (continued)

The valuation process for level 3 fair value measurements

The council engaged external, independent and qualified valuers to determine the fair value of the infrastructure assets on a regular basis. An annual assessment is undertaken to determine whether the carrying amount of the assets is materially different from the fair value. If any variation is considered material a revaluation is undertaken either by comprehensive revaluation or by applying an interim revaluation using appropriate indices.

Changes in level 3 fair values are analysed at the end of each reporting period and discussed between the valuation team and Council.

Community Land was valued based on the Land Value provided by the Valuer-General. Where the Valuer-General did not provide Land Value an average unit rate based on the Land Value for similar community land was used.

As at 30 June 2023 a comprehensive valuation was undertaken for Operational Land was performed by Assetic.

As 30 June 2024 a Buildings revaluation was performed by Brightly Australia and Non-Specialised Buildings have been valued at market value from the sales evidence of similar or reference assets. Specialised Buildings have been valued using depreciated replacement cost. The method is based on determine the replacement cost for each building by componentising the buildings into significant parts with different useful lives and taking into account a range of factors.

Valuation of Roads was undertaken at 30 June 2023 by Brightly Australia. This asset class comprises the Road Carriageway, Suburb Markers and Traffic facilities. The road carriageway is defined as the trafficable portion of a road, between but not including the Kerb and gutter. The Cost Approach using Level 3 inputs was used to value the road and other road infrastructure. Valuation for the road carriageway, comprising surface, pavement and formation were based on calculations undertaken by the external valuation process.

Footpaths and Kerb & Gutter were segmented to match the adjacent road segment where possible and no further componentisation was undertaken. Footpaths and Kerb & Gutter were originally mapped and the condition assessed based on a physical inspection. Condition information is updated as changes in the network are observed through regular inspections. Valuation of the Footpaths and Kerb & Gutter was undertaken at 30 June 2023.

Stormwater Drainage comprise pits, pipes, open channels, headwalls and various types of water quality devices. The Cost Approach estimated the replacement cost for each asset by componentising the assets into significant parts with different useful lives and taking into account a range of factors. While the unit rates based on linear metres of certain diameter pipes and prices per pit or similar could be supported through extensive professional judgement and market evidence. Valuation of the stormwater drainage was undertaken at 30 June 2023 by Assetic.

Significant unobservable valuation inputs used (for level 3 asset classes) and their relationship to fair value.

The following table summarises the quantitative information relating to the significant unobservable inputs used in deriving the various level 3 asset class fair values.

	Valuation technique/s	Unobservable inputs
Infrastructure, property, plant and equipment		
Community Land	Land values obtained from the NSW Valuer General	Land value and land area
Plant & Equipment	Cost approach	Gross Replacement Cost, remaining useful life
Office Equipment	Cost approach	Gross Replacement Cost, remaining useful life
Furniture & Fittings	Cost approach	Gross Replacement Cost, remaining useful life
Buildings	Cost approach	Current replacement cost of modern equivalent asset using componentisation, asset condition, remaining lives, residual value
Other Structures	Cost approach	Current replacement cost of modern equivalent asset, asset condition, remaining lives, residual value
Roads	Cost approach	Asset condition, remaining lives using componentisation. Unit rates per m2 or length
Footpaths	Cost approach	Asset condition, remaining lives using componentisation. Unit rates per m2 or length

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D2-1 Fair value measurement (continued)

	Valuation technique/s	Unobservable inputs
Kerb & Gutter	Cost approach	Asset condition, remaining lives using componentisation. Unit rates per m2 or length
Other Road Assets	Cost approach	Asset condition and remaining lives using componentisation
Stormwater Drainage	Cost approach	Asset condition, remaining lives Unit rates per m2 or length

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

\$ '000	Total	
	2025	2024
Opening balance 1 July	242,806	195,028
Total gains or losses for the period		
Recognised in other comprehensive income – revaluation surplus	6,656	46,358
Other movements		
Transfers from/(to) another asset class	9,309	–
Purchases (GBV)	3,847	5,850
Disposals (WDV)	(543)	(563)
Depreciation and impairment	(3,987)	(3,867)
Closing balance 30 June	258,088	242,806

Highest and best use

All of Council's non-financial assets are considered as being utilised for their highest and best use.

D3-1 Contingencies

The following assets and liabilities do not qualify for recognition in the Statement of Financial Position, but their knowledge and disclosure is considered relevant to the users of Council's financial report.

LIABILITIES NOT RECOGNISED

1. Guarantees

(i) Defined benefit superannuation contribution plans

Council is party to an Industry Defined Benefit Plan under Active Super - Pool B (The Scheme) which is a defined benefit plan that has been deemed to be a 'multi-employer fund' for purposes of AASB 119 *Employee Benefits* for the following reasons:

- Assets are not segregated within the sub-group according to the employees of each sponsoring employer.
- The contribution rates have been the same for all sponsoring employers. That is, contribution rates have not varied for each sponsoring employer according to the experience relating to the employees of that sponsoring employer.
- Benefits for employees of all sponsoring employers are determined according to the same formula and without regard to the sponsoring employer.
- The same actuarial assumptions are currently used in respect of the employees of each sponsoring employer.

Given the factors above, each sponsoring employer is exposed to the actuarial risks associated with current and former employees of other sponsoring employers, 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 future service employer contributions and past service employer contributions to the Fund.

The future service employer contributions were determined using the new entrant rate method under which a contribution rate sufficient to fund the total benefits over the working life-time of a typical new entrant is calculated. The current future service employer contribution rates are:

Division B	1.9 times member contributions for non-180 Point Members; Nil for 180 Point Members*
Division C	2.5% of salary
Division D	1.64 times member contributions

* For 180 Point Members, Employers are required to contribute 9.5% from 1 July 2025 of salaries to these members' accumulation accounts in line with current level of SG contributions, which are paid in addition to members' defined benefits.

The past service contribution for each Pooled Employer is a share of the total past service contributions of \$20.0 million per annum for 1 January 2022 to 31 December 2024, apportioned according to each employer's share of the accrued liabilities as at 30 June. Given the funding position of the Fund as at 30 June 2024, it was recommended to cease these past service contributions effective 1 January 2025.

The adequacy of contributions is assessed at each actuarial investigation which will be conducted annually, the next of which is due effective 30 June 2025.

Description of the extent to which Council can be liable to the plan for other Council's obligations under the terms and conditions of the multi-employer plan

As stated above, each sponsoring employer (Council) is exposed to the actuarial risks associated with current and former employees of other sponsoring employers and hence shares in the associated gains and losses.

However, there is no relief under the Fund's trust deed for employers to walk away from their defined benefit obligations. Under limited circumstances, an employer may withdraw from the plan when there are no active members, on full payment of outstanding additional contributions. There is no provision for allocation of any surplus which may be present at the date of withdrawal of the Council.

There are no specific provisions under the Fund's trust deed dealing with deficits or surplus on wind-up.

There is no provision for allocation of any surplus which may be present at the date of withdrawal of an employer.

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D3-1 Contingencies (continued)

The amount of Council employer contributions to the defined benefit section of the Local Government Superannuation Scheme and recognised as an expense for the year ending 30 June 2025 was \$ 36,709.93. The last valuation of the Scheme was performed by fund actuary, Richard Boyfield, FIAA as at 30 June 2024.

The amount of additional contributions included in the total employer contribution advised above is \$xx. Council's expected contribution to the plan for the next annual reporting period is \$2,682.69.

The estimated employer reserves financial position for the Pooled Employers at 30 June 2025 is:

Employer reserves only *	\$millions	Asset Coverage
Assets	2,197.6	
Past Service Liabilities	2,092.0	105.0%
Vested Benefits	2,130.4	103.2%

* excluding other accumulation accounts and reserves in both assets and liabilities.

The share of this deficit that is broadly attributed to the Council is estimated to be 0.10% as at 30 June 2025.

Council's share of that deficiency cannot be accurately calculated as the Scheme is a mutual arrangement where assets and liabilities are pooled together for all member councils. For this reason, no liability for the deficiency has been recognised in Council's accounts. Council has a possible obligation that may arise should the Scheme require immediate payment to correct the deficiency.

The key economic long term assumptions used to calculate the present value of accrued benefits are:

Investment return	6.0% per annum
Salary inflation	3.5% per annum
Increase in CPI	2.5% per annum

The contribution requirements may vary from the current rates if the overall sub-group experience is not in line with the actuarial assumptions in determining the funding program; however, any adjustment to the funding program would be the same for all sponsoring employers in the Pooled Employers group.

Please note that the estimated employer reserves financial position above is a preliminary calculation, and once all the relevant information has been received by the Funds Actuary, the final end of year review will be completed by December 2025.

(ii) Mutual Management Services Ltd

Mutual Management Services Ltd (MMS) is a company limited by guarantee and was created to provide administration services to the three CivicRisk self-insurance pools CivicRisk West (previously West Pool), CivicRisk Metro (previously Metro Pool) and CivicRisk Mutual (previously United Independent Pools).

MMS operates as a mutual for the benefit of the members who are the sixteen Councils which make up our combined CivicRisk membership being Blacktown, Blue Mountains, Burwood, Bayside, Cumberland, Camden, Hawkesbury, Fairfield, Hunters Hill, Kiama, Lane Cove, Liverpool, Penrith, Parramatta, Shellharbour and Wollongong.

The CivicRisk Self-insurance pools have been operating since the late 1980's when Councils could not purchase insurance in the market and the Councils decided to work together to share the risks and self-fund their claims costs.

MMS was created to move the administration staff and responsibilities from West Pool (now CivicRisk West) to a separate entity that provides the services to all three pools. The creation of obligations rather than a change in the underlying operations.

(iii) StateCover Limited

Council is a member of StateCover Mutual Limited and holds a partly paid share in the entity.

StateCover is a company providing workers compensation insurance cover to the NSW local government industry and specifically Council.

Council has a contingent liability to contribute further equity in the event of the erosion of the company's capital base as a result of the company's past performance and/or claims experience or as a result of any increased prudential requirements from APRA.

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D3-1 Contingencies (continued)

These future equity contributions would be required to maintain the company's minimum level of net assets in accordance with its licence requirements.

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E People and relationships

E1 Related party disclosures

E1-1 Key management personnel (KMP)

Key management personnel (KMP) of the council are those persons having the authority and responsibility for planning, directing and controlling the activities of the council, directly or indirectly.

The aggregate amount of KMP compensation included in the Income Statement is:

\$ '000	2025	2024
Compensation:		
Short-term benefits	1,636	1,606
Post-employment benefits	144	104
Other long-term benefits	348	293
Total	2,128	2,003

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E1-2 Councillor and Mayoral fees and associated expenses

\$ '000	2025	2024
The aggregate amount of Councillor and Mayoral fees and associated expenses included in materials and services expenses in the Income Statement are:		
Mayoral fee	46	47
Councillors' fees	146	153
Other Councillors' expenses (including Mayor)	7	9
Total	199	209

E2 Other relationships**E2-1 Audit fees**

\$ '000	2025	2024
During the year, the following fees were incurred for services provided by the auditor of Council, related practices and non-related audit firms		
Auditors of the Council - NSW Auditor-General:		
(i) Audit and other assurance services		
Audit and review of financial statements	79	52
Remuneration for audit and other assurance services	79	52
Total Auditor-General remuneration	79	52
Non NSW Auditor-General audit firms		
(i) Audit and other assurance services		
Internal auditors	91	83
Remuneration for audit and other assurance services	91	83
Total remuneration of non NSW Auditor-General audit firms	91	83
Total audit fees	170	135

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F Other matters

F1-1 Statement of Cash Flows information

Reconciliation of net operating result to cash provided from operating activities

\$ '000	2025	2024
Net operating result from Income Statement	(1,425)	6,435
Add / (less) non-cash items:		
Depreciation and amortisation	4,498	3,867
(Gain) / loss on disposal of assets	517	501
Non-cash capital grants and contributions	(21)	–
Losses/(gains) recognised on fair value re-measurements through the P&L:		
– Investments classified as 'at fair value' or 'held for trading'	(280)	(151)
Movements in operating assets and liabilities and other cash items:		
(Increase) / decrease of receivables	(189)	(624)
(Increase) / decrease of inventories	3	–
(Increase) / decrease of other current assets	(86)	2
Increase / (decrease) in payables	(646)	(781)
Increase / (decrease) in other accrued expenses payable	307	296
Increase / (decrease) in other liabilities	90	251
Increase / (decrease) in contract liabilities	1,159	(5,387)
Increase / (decrease) in employee benefit provision	245	25
Net cash flows from operating activities	4,172	4,434

F2-1 Commitments

Capital commitments (exclusive of GST)

\$ '000	2025
Capital expenditure committed for at the reporting date but not recognised in the financial statements as liabilities:	
Property, plant and equipment	
Information Systems	105
Buildings	726
Parks & Sports fields	230
Traffic & Transport	749
Footpaths	334
Kerb & Gutter	210
Stormwater Drainage	452
Total commitments	2,806
These expenditures are payable as follows:	
Within the next year	3,258
Total payable	3,258

Details of capital commitments

Council had commenced works or contracted works at 30 June 2025 that required funding to be carried-forward. These amounts are detailed in Table 2 of Report "4.4 Capital Program as at 30 June 2025 - Works in progress and funding required to be revoked" in the agenda of Ordinary Council Meeting

F3-1 Events occurring after the reporting date

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F3-1 Events occurring after the reporting date (continued)

Council is unaware of any material or significant 'non-adjusting events' that should be disclosed.

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

F4 Statement of developer contributions

F4-1 Summary of developer contributions

\$ '000	Opening balance at 1 July 2024	Contributions received during the year			Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2025	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other					
Other	2,211	560	–	–	124	(113)	–	2,782	–
S7.11 contributions – under a plan	2,211	560	–	–	124	(113)	–	2,782	–
Total S7.11 and S7.12 revenue under plans	2,211	560	–	–	124	(113)	–	2,782	–
Total contributions	2,211	560	–	–	124	(113)	–	2,782	–

Under the *Environmental Planning and Assessment Act 1979*, local infrastructure contributions, also known as developer contributions, are charged by councils when new development occurs. They help fund infrastructure like parks, community facilities, local roads, footpaths, stormwater drainage and traffic management. 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.

F4-2 Developer contributions by plan

\$ '000	Opening balance at 1 July 2024	Contributions received during the year			Interest and investment income earned	Amounts expended	Internal borrowings	Held as restricted asset at 30 June 2025	Cumulative balance of internal borrowings (to)/from
		Cash	Non-cash Land	Non-cash Other					
S7.11 contributions – under a plan									
CONTRIBUTION PLAN NUMBER 27 NOVEMBER 2013									
Other	2,211	560	–	–	124	(113)	–	2,782	
Total	2,211	560	–	–	124	(113)	–	2,782	

The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

End of the audited financial statements

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

The Council of the Municipality of Hunter's Hill

General Purpose Financial Statements

for the year ended 30 June 2025

Independent Auditor's Reports:

On the Financial Statements (Sect 417 [2])

Independent Auditor's Report

Please uplift Council's Audit Report PDF (opinion) for inclusion in the GPFS report (via the Home screen).

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The Council of the Municipality of Hunter's Hill | Notes to the Financial Statements 30 June 2025

The Council of the Municipality of Hunter's Hill

General Purpose Financial Statements

for the year ended 30 June 2025

Independent Auditor's Reports: (continued)

On the Financial Statements (Sect 417 [3])

Independent Auditor's Report

Please uplift Council's Audit Report PDF (commentary) for inclusion in the GPFS report (via the Home screen).

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The Council of the Municipality of Hunter's Hill

SPECIAL SCHEDULES
for the year ended 30 June 2025



The Council of the Municipality of Hunter's Hill

Special Schedules

for the year ended 30 June 2025

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Permissible income for general rates	3
Report on infrastructure assets as at 30 June 2025	5

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The Council of the Municipality of Hunter's Hill | Permissible income for general rates | for the year ended 30 June 2025

The Council of the Municipality of Hunter's Hill

Permissible income for general rates

\$ '000	Notes	Calculation 2024/25	Calculation 2025/26
Notional general income calculation ¹			
Last year notional general income yield	a	11,342	11,951
Plus or minus adjustments ²	b	2	—
Notional general income	c = a + b	11,344	11,951
Permissible income calculation			
Percentage increase	d	5.00%	4.40%
Plus percentage increase amount ³	f = d x (c + e)	567	526
Sub-total	g = (c + e + f)	11,911	12,477
Plus (or minus) last year's carry forward total	h	44	4
Sub-total	j = (h + i)	44	4
Total permissible income	k = g + j	11,955	12,481
Less notional general income yield	l	11,951	12,471
Catch-up or (excess) result	m = k - l	4	10
Carry forward to next year ⁶	p = m + n + o	4	10

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 'percentage increase' is inclusive of the rate-peg percentage, and/or special variation and/or Crown land adjustment (where applicable).
- (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 Act. The OLG will extract these amounts from Council's Permissible income for general rates Statement in the financial data return (FDR) to administer this process.

Permissible income for general rates

Permissible income for general rates: PLUS PDF inserted here

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The Council of the Municipality of Hunter's Hill | Report on infrastructure assets as at 30 June 2025

The Council of the Municipality of Hunter's Hill

Report on infrastructure assets as at 30 June 2025

Asset Class	Asset Category	Estimated cost to bring assets to satisfactory standard	Estimated cost to bring to the agreed level of service set by Council	2024/25 Required maintenance ^a	2024/25 Actual maintenance	Net carrying amount	Gross replacement cost (GRC)	Assets in condition as a percentage of gross replacement cost				
		\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	\$ '000	1	2	3	4	5
Buildings	Council Offices/ Administration Centres	—	—	96	188	6,009	11,185	0.0%	64.0%	36.0%	0.0%	0.0%
	Council Works Depot	—	—	19	39	1,204	2,031	31.0%	24.0%	45.0%	0.0%	0.0%
	Council Public Halls	1,665	1,592	251	423	4,228	10,816	0.0%	25.0%	44.0%	31.0%	0.0%
	Other Buildings	44	—	110	217	13,661	17,850	55.0%	35.0%	10.0%	0.0%	0.0%
	Sub-total	1,709	1,592	476	867	25,106	41,882	24.9%	39.6%	27.4%	8.0%	0.0%
Other structures	Other structures	1,903	3,012	854	994	34,423	59,524	12.0%	21.0%	61.0%	5.0%	1.0%
	Sub-total	1,903	3,012	854	994	34,423	59,524	12.0%	21.0%	61.0%	5.0%	1.0%
Roads	Sealed roads	1,663	3,762	634	1,355	43,865	64,518	12.0%	59.0%	24.0%	5.0%	0.0%
	Bridges	—	—	8	—	414	634	12.0%	30.0%	58.0%	0.0%	0.0%
	Footpaths	255	33	152	209	11,654	17,322	15.0%	27.0%	56.0%	2.0%	0.0%
	Other road assets	57	—	49	185	2,647	3,888	57.0%	28.0%	12.0%	2.0%	1.0%
	Bulk earthworks	—	—	36	—	7,156	7,156	100.0%	0.0%	0.0%	0.0%	0.0%
	Car Parks	—	—	2	58	1,451	1,663	81.0%	17.0%	2.0%	0.0%	0.0%
	Sub-total	1,975	3,795	881	1,807	67,187	95,181	22.2%	46.5%	27.4%	3.8%	0.0%
Stormwater drainage	Stormwater drainage	40	60	496	232	19,736	31,616	22.0%	1.0%	77.0%	0.0%	0.0%
	Sub-total	40	60	496	232	19,736	31,616	22.0%	1.0%	77.0%	0.0%	0.0%
Kerb and Gutter	Kerb and Gutter	397	181	404	7	15,948	23,272	5.0%	14.0%	77.0%	4.0%	0.0%
	Sub-total	397	181	404	7	15,948	23,272	5.0%	14.0%	77.0%	4.0%	0.0%
Total – all assets		6,024	8,640	3,111	3,907	162,400	251,475	18.6%	30.6%	46.2%	4.3%	0.3%

(a) Required maintenance is the amount identified in Council's asset management plans.

Infrastructure asset condition assessment 'key'

#	Condition	Integrated planning and reporting (IP&R) 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

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The Council of the Municipality of Hunter's Hill
Report on infrastructure assets as at 30 June 2025 (continued)

5 **Very poor** Urgent renewal/upgrading required

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The Council of the Municipality of Hunter's Hill | Report on infrastructure assets as at 30 June 2025

The Council of the Municipality of Hunter's Hill

Report on infrastructure assets as at 30 June 2025

Infrastructure asset performance indicators (consolidated) *

\$ '000	Amounts 2025	Indicator 2025	Indicators 2024 2023		Benchmark
Buildings and infrastructure renewals ratio					
Asset renewals ¹	4,976	130.84%	62.17%	55.30%	> 100.00%
Depreciation, amortisation and impairment	3,803				
Infrastructure backlog ratio					
Estimated cost to bring assets to a satisfactory standard	6,024	3.69%	4.47%	11.90%	< 2.00%
Net carrying amount of infrastructure assets	163,283				
Asset maintenance ratio					
Actual asset maintenance	3,907	125.59%	108.72%	134.61%	> 100.00%
Required asset maintenance	3,111				
Cost to bring assets to agreed service level					
Estimated cost to bring assets to an agreed service level set by Council	8,640	3.44%	2.25%	2.07%	
Gross replacement cost	251,475				

(*) All asset performance indicators are calculated using classes identified in the previous table.

(1) Asset renewals represent the replacement and/or refurbishment of existing assets to an equivalent capacity/performance as opposed to the acquisition of new assets (or the refurbishment of old assets) that increases capacity/performance.

Hunter's Hill Council

Quarterly Budget Review Statement
for the period 01/01/25 to 31/03/25

Income & expenses budget review statement

Budget review for the quarter ended 31 March 2025

Income & expenses - Council Consolidated

(\$'s)	Original budget 2024/25	Approved Changes		Revised budget 2024/25	Variations for this Mar Qtr	Notes	Projected year end result	Actual YTD figures
		Sep QBRS	Dec QBRS					
Income								
Rates and annual charges	15,837,350			15,837,350		1	15,837,350	15,890,649
User charges and fees	1,439,006		50,000	1,489,006	(70,000)	2	1,419,006	1,484,297
Other revenues	1,221,142			1,221,142		3	1,221,142	928,398
Other income	2,500,000			2,500,000	(2,500,000)	4	-	-
Grants and contributions - operating	1,030,359	26,400	33,000	1,089,759	11,200	5	1,100,959	411,604
Grants and contributions - capital	1,989,215	92,935	600,000	2,682,150		6	2,682,150	417,934
Interest and investment revenue	891,286			891,286		7	891,286	721,794
Net gain from disposal of assets	50,000			50,000		8	50,000	15,963
Total income from continuing operations	24,958,358	119,335	683,000	25,760,693	(2,558,800)		23,201,893	19,870,638
Expenses								
Employee benefits and on-costs	7,520,729			7,520,729		9	7,520,729	4,924,289
Materials and services	9,586,297	279,400	19,500	9,885,197	11,200	10	9,896,397	6,961,225
Depreciation and amortisation	4,062,614			4,062,614		11	4,062,614	3,036,106
Other expenses	1,552,027			1,552,027		12	1,552,027	1,008,991
Net Loss from disposal of assets	297,300			297,300		13	297,300	-
Total expenses from continuing operations	23,018,967	279,400	19,500	23,317,867	11,200		23,329,067	15,930,611
Net operating result from continuing operations	1,939,391	(160,065)	663,500	2,442,826	(2,570,000)		(127,174)	3,940,027
Net Operating Result before Capital Items	(49,824)	(253,000)	63,500	(239,324)	(2,570,000)		(2,809,324)	3,522,093

This statement forms part of Council's Quarterly Budget Review Statement (QBRS) for the quarter ended 31/03/25 and should be read in conjunction with the total QBRS report

Hunter's Hill Council

Quarterly Budget Review Statement
for the period 01/01/25 to 31/03/25

Income & expenses budget review statement
Recommended changes to revised budget

Budget Variations being recommended include the following material items:

Notes Details		
Proposed March Variations		
1	Rates and annual charges No Change	0
2	User charges and fees Reduce Mini Skips fees, lower than expected activity	-70,000 -70,000
3	Other Revenue No change	0
4	Other Income Budgeted sale of property deferred to FY 2026, has been included in FY 2026 Budget	-2,500,000 -2,500,000
5	Grants and contributions - operating Local Small Commitments Allocation (LSCA) Program- Valentia Street Reserve upgrade	11,200 11,200
6	Grants and contributions - capital No change	0
7	Interest and investment revenue No change	0
8	Net gain from disposal of assets No Change	0
9	Employee benefits and on-costs No change	0
10	Materials and services Valentia Street Reserve upgrade to match LSCA grant	11,200 11,200
11	Depreciation and amortisation No change	0
12	Other expenses No change	0
13	Net Loss from disposal of assets No change	0

Adopted December Variations

2	User charges and fees	
	Stand Plant Applications	50,000
4	Grants and contributions - operating	
	NSW Emergency Services Funding Reform - land classification	33,000
6	Grants and contributions - capital	
	Towards Zero Safer Roads Program - Boronia Park	
	Local Area Traffic Management (LATM)	100,000
	Road Safety Program - Alexandra St	500,000
		<u>600,000</u>
10	Materials and Services	
	Consultant - Henley Precinct Masterplan	19,500
	Labour hire & temporary employment	-10,000
	Consultant - Library Strategy	10,000
		<u>19,500</u>

Adopted September Variations

4	Grants and contributions - operating	
	Local Small Commitments Allocation - Playground	6,400
	Weed control at Gladesville Reserve	10,000
	Weed control along Lane Cove & Parramatta River	10,000
		<u>26,400</u>
6	Grants and contributions - capital	
	Local Roads and Community Infrastructure Program Phase 4	92,935
10	Materials and services	
	Local Small Commitments Allocation - Playground	6,400
	Weed control at Gladesville Reserve	10,000
	Weed control along Lane Cove & Parramatta River	10,000
	Planning legal expenses	253,000
		<u>279,400</u>

External Restrictions & Internal Allocations Workpaper as at 30 June 2025				
	Opening			Closing
	1/07/2024	Transfers to	Transfers from	30/06/2025
Internal Allocations				
Plant & Vehicle Reserve	426,420.68	120,320.00	213,832.58	332,908.10
Comment: Acquisition of Tipper and Tractor in FY 2025. An amount equivalent to annual depreciation for Plant is transferred to reserves to fund future renewal				
Employees leave entitlement	800,672.87	135,569.04	215,756.00	720,485.91
Comment: Probability that leave entitlements would be paid on termination was revised downward, leading to a reduction in this internal allocation				
Deposits, retentions and bonds	3,687,301.59	181,494.00	76,591.41	3,792,204.18
Comment: Liability for various damage, retentions and booking deposits. 100% funded.				
Construction of Buildings				
Town Hall - Reserve	169,130.00	-	-	169,130.00
Town Hall - reception area	25,992.00	-	25,992.00	-
Boronia Park Sporting & Community Facility	-	615,000.00	615,000.00	-
Sub Total	195,122.00	615,000.00	640,992.00	169,130.00
Comment: Additional funds for Boronia transferred from Asset Repurposing Reserve. Balance remaining is for emergency works on Town Hall facility				
Office equipment				
Office Equip - Reserve	89,790.43	-	-	89,790.43
Projects software	30,000.00	-	-	30,000.00
Upgrade finance and payroll system	43,075.00	-	43,075.00	-
IT Office Equipment	42,351.69	-	42,351.69	-
Software Systems Program	23,322.65	20,000.00	43,322.65	-
Upgrade Microsoft licence	-	24,849.00	-	24,849.00
GIS Upgrade	-	10,000.00	-	10,000.00
Meeting Management system	-	50,000.00	-	50,000.00
	228,539.77	104,849.00	128,749.34	204,639.43
Comment: Transfers to are from FY 2024 carried forward.				
Road reconstruction				
Ryde Road to End of Road	177,920.00	-	177,920.00	-
Batemans Road to End of Road	45,840.00	-	45,840.00	-
	223,760.00	-	223,760.00	-
Comment: Returned to General Fund as no activities on these works in recent years				
Elections - Reserve	278,582.73	-	173,705.00	104,877.73
Comment: 2024 Election paid. Will be replenished year to year as the next elections approach				
Insurance reserve	137,859.78	-	-	137,859.78
Comment: To cover excess payments as they arise				

Sustainability Reserve	196,500.48	30,345.66	-	226,846.14
Comment: Replenished from electricity savings to be applied to further sustainability projects				
Asset Re-purposing	5,478,841.74	-	615,000.00	4,863,841.74
Comment: \$615k allocated to complete Boronia Sport & Community Facility				
Traffic				
Crown Street Traffic Calming Devices	71,160.00	-	71,160.00	-
Comment: Funds allocated to completed projects.				
Boronia Park - disposal soil	86,657.08	-	86,657.08	-
Comment: Funds allocated to completed projects.				
Safety and welfare expenses - WHS incentive	34,472.64	18,480.00	12,418.31	40,534.33
Comment: Incentive payment received from insurer is applied WHS initiative, training and improvements				
Community initiatives & minor capital works	20,000.00	-	-	20,000.00
Comment: \$20k is maintained for minor works and community initiatives not identified in the Operational Plan				
Stormwater and marine maintenance reserve	15,000.00	35,000.00	-	50,000.00
Comment: \$50k is maintained as a buffer against emergency works.				
Community Building Maintenance Reserve	11,300.00	38,700.00	-	50,000.00
Comment: \$50k is maintained as a buffer against emergency works.				
Depot Operations strategy	459,031.16	15,453.84	474,485.00	-
Comment: Funds allocated to completed Depot Project				
Gladesville Masterplan	260,000.00	-	177,790.00	82,210.00
Comment: Funds held for Stage 2. Transfer from to fund Stage 1 work				
Contributions for Hillman Orchard Restoration Project	11,951.84	6,000.30	3,170.00	14,782.14
Comment: \$6k donation from Hunters Hill Rotary Club				
Total Internal Allocations	12,623,174.36	1,301,211.84	3,114,066.72	10,810,319.48
External Restrictions				
Developer contributions – general	2,211,095.01	683,848.92	113,498.70	2,781,445.23
Comment: Unspent 7.12 Developer Contribution. To fund delivery of Plan in future years				

Other developer contribution	138,000.61	-	-	138,000.61
Comment: Unspent VPA contributions: \$84.7k 107 Pittwater Road \$53.3 1-3 Ryde Road				
Specific purpose unexpended grants (recognised as revenue)	693,977.14	2,141,179.00	949,591.34	1,885,564.80
Comment: Grants received but not yet spent				
Domestic Waste Management	1,023,411.40	3,913,016.50	3,317,782.57	1,618,645.33
Comment: Net increase of \$595k. \$1.6m available for FO implementation				
Special Enviro Levy	229,921.52	-	105,195.50	124,726.02
Comment: Special rate for drainage and bushland. Transferred from reserve as relevant works are complete.				
Special Community Facilities	1,117,351.10	481,485.60	649,620.64	949,216.06
Comment: Special rate for relevant buildings. Transferred from reserve as relevant works are complete.				
Total External Restrictions	5,413,756.77	7,219,530.02	5,135,688.75	7,497,598.04
Total Restrictions	18,036,931.13	8,520,741.86	8,249,755.47	18,307,917.52

ITEM NO	: 4.2
SUBJECT	: QUARTERLY BUDGET REVIEW STATEMENT - SEPTEMBER 2025
STRATEGIC OUTCOME	: RESOURCES ARE MANAGED EFFICIENTLY TO ENSURE THAT PROGRAMS, SERVICES AND COLLABORATIVE PROJECTS HAVE THE NECESSARY SUPPORT AND FUNDING TO SUCCEED
ACTION	: PROVIDE TIMELY FINANCIAL INFORMATION, ADVICE AND REPORTS TO COUNCIL, THE COMMUNITY AND STAFF INCLUDING THE LONG-TERM FINANCIAL PLAN
REPORTING OFFICER	: CHRISTIAN MENDAY

Ref:802214

PURPOSE

The purpose of this report is to present Hunter's Hill Council's Quarterly Budget Review Statement (QBRs) for the quarter ended 30 September 2025, in accordance with the requirements of the Office of Local Government (OLG) Quarterly Budget Review Statement Guidelines (August 2025) and Clause 203 of the Local Government (General) Regulation 2021.

This report provides Council and the community with an update on Council's financial performance relative to the adopted 2025-26 Operational Plan and Budget and seeks Council's resolution on variations that require on budget revision.

RECOMMENDATION

1. That Council adopts the Quarterly Budget Review Statement – September 2025 report in accordance with clause 203 of the Local Government (General) Regulation 2021.
2. That Council endorses the budget variations in this report.

BACKGROUND

Clause 203 of the Local Government (General) Regulation 2021 requires Council to review its financial performance at the end of each quarter and present the results to a Council meeting within two months.

In August 2025 the Office of Local Government (OLG) has updated its guidelines and provided a standardised reporting format. The review must include:

- A QBRs Financial Overview – providing a one-page snapshot of how Council is performing at the end of the quarter,
- Income and Expenses Budget Review Statement,
- Capital Budget Review Statement,
- Cash and Investments Budget Review Statement,
- A Summary of Developer Contributions, and

- a report from the Responsible Accounting Officer (RAO) stating whether the RAO believes Council's financial position is satisfactory, and if not, what recommendations should be implemented.

The attached QBRS statements (**Attachments 1, 2 and 3**) are prepared per the OLG requirements.

REPORT

Original Budget

Operating Income and Expenses

The 2025-26 original budget projected a deficit of \$1.065 million before capital grants and contributions, and an operating surplus from continuing operations of \$2.034 million.

Capital Expenditures

The original budget allocated \$8.559 million for capital works and the replacement of plant and equipment.

Cash Reserves

Cash, cash equivalents, and investments were budgeted at \$16.447 million, comprising \$4.842 million in externally restricted, \$13.310 million internally restricted, and \$0.627 million in unrestricted funds. This review will reflect the updated cash balances based on the final 2024-25 financial year results.

Performance to 30 September 2025

Operating Income and Expenses

The following table details financial performance to 30 September 2025:

Income Statement to 30 September 2025						
	Ref	YTD Actual (\$,000)	YTD Budget (\$,000)	Variance Fav/(Unfav) (\$,000)	Variance %	2025-25 Original Budget (\$,000)
Income from continuing operations						
Rates and annual charges		16,508	16,528	20	0	16,528
User charges and fees		457	369	(88)	(0)	1,478
Other revenues		204	301	97	0	1,206
Grants and contributions provided for operating purposes		118	237	119	1	946
Grants and contributions provided for capital purposes		234	775	541	1	3,099
Interest and investment income		199	235	37	0	942
Other income		0	0	0	1	0
Net gain from the disposal of assets		14	657	643	1	2,628
Total income from continuing operations		17,734	19,103	1,369	0	26,827
Expenses from continuing operations						
Employee benefits and on-costs		1,889	1,979	90	0	7,916
Materials and services		2,225	2,607	383	0	10,430
Borrowing costs		0	0	0	1	0
Depreciation, amortisation and impairment of non-financial assets		1,180	1,180	0	0	4,721
Other expenses		179	355	176	0	1,420
Net loss from the disposal of assets		0	77	77	1	307
Total expenses from continuing operations		5,473	6,198	725	0	24,793
Operating result from continuing operations		12,262	12,905	643	0	2,034
Operating result from discontinued operations		0	0	0	1	0
Net operating result for the year attributable to Council		12,262	12,905	643	0	2,034
Net operating result for the year before grants and contributions		12,028	12,130	102	0	(1,065)

Performance to date is within expectations and no major variances are noted.

Capital Works Budget

As at the date of writing the following projects have been delivered:

Project Name	Funding Source	Actuals
Buffalo Creek Footpath	S7.12/ SRV	181,654
Park Road Footpath Works	SRV Footpaths	12,349
Cowell Street Footpath Works	SRV Footpaths	4,181
High Street Footpath Works	SRV Footpaths	15,374
Pittwater Road- Footpath Works	SRV Footpaths	8,073
Blaxland Street - Footpath Works	SRV Footpaths	8,094
Earnshaw Street -Footpath Works	SRV Footpaths	3,894
Makinson Street - Footpath Works	SRV Footpaths	13,014
Ryde Rd -Footpath Works	SRV Footpaths	9,775
Earl St - Footpath Repairs	SRV Footpaths	18,786
Martin Street - Footpath Repairs	SRV Footpaths	11,836
Cnr Goerge & Joubert - Footpath Works	SRV Footpaths	5,646
Boronia Grandstand - Footpath Works	SRV Footpaths	33,704
Total		326,379

The following table summarises expenditure compared to budget as at 30 September:

Capital Expenditure \$'000 YT 30 September 2025			
Description	Prior Year 2024/25	Current Year Original Budget	Actual YTD
WIP	883	-	-
New Assets	8,850	2,617	465
Asset Renewal	4,740	5,942	394
Total Capital Expenditure	14,473	8,559	859

Progress on the capital works program has been delayed due to staff turnover. Scope, design and planning is now progressing, and it is expected the program will be delivered by year end.

QBRs September 2025 Adjustments

Grants for Operating Purposes

Council has secured a grant from Heritage NSW for \$12,500. Funds will be spent on the photo digitisation project. A corresponding adjustment to Materials & Services is also required.

Grants for Capital Purposes

The following adjustments are recommended:

Item	\$	Funding	Comment
Increase - Figtree Amenities Grant	800,000		Funding secured to complete amenities works
Increase - LRCI Phase 4	21,735		Final instalment of LRCI round 4 grant
Total	821,735		

Employee Benefits & On-cost

The following adjustments are recommended:

Item	\$	Funding	Comment
Increase - for fixed term employment contract for FOGO implementation	60,000	Grant/Domestic Waste - External	Reallocate from Materials & Services to reflect engagement of fixed term employee for FOGO implementations

Materials & Services

The following adjustments are recommended:

Item	\$	Funding	Comment
Increase - cleansing contractor for public buildings and amenities	97,541	General Fund - Internal	Increase budget to reflect actual cost of new contract. Ref 8.1 Cleaning Tender for Public Buildings & Amenities - 25 August 2025
Increase - for Gladesville Master	82,210	Gladesville Master Plan Reserve - Internal	Contractor to finalise development of plan.
Increase - for Go FOGO (EPA)	79,665	Unspent Grants FY25 - External	Expenditure of unspent EPA grant received FY 25.
Increase - WHS Initiatives	20,000	Safety & Welfare Reserve - Internal	WHS improvement initiatives, funded by WHS incentive payments (internal reserve)
Increase - Tarban Creek Flying Fox Colony	15,450	General Fund - Internal	To satisfy resolution of 4.12 Tarban Creek Flying Fox Colony - 23 June 2025
Increase - Heritage NSW grant funded	12,500	Grant - External	Expenditure of grant funding received from Heritage for NSW photo digitisation project
Increase - Landcare Australia Grant expenditure	1,048	Unspent Grants FY25 - External	To expend unspent bushcare grant funding received from Heritage NSW in FY 2025.
Decrease - labour hire for FOGO	-60,000	Grant/Domestic Waste - External	Reallocate to Employee Benefits & On-costs to reflect engagement of fixed term employee for FOGO implementations
Total	248,414		

Total Impact of Recommended Revisions

The following table shows the impact of the recommended revisions:

Income Statement Incorporating Recommended Changes			
	2025-25	2025-25	2025-25
	Original Budget	Recommended	Revised
	(\$,000)	revisions	(Proposed)
			Budget
			(\$,000)
Income from continuing operations			
Rates and annual charges	16,528	0	16,528
User charges and fees	1,478	0	1,478
Other revenues	1,206	0	1,206
Grants and contributions provided for operating purposes	946	13	959
Grants and contributions provided for capital purposes	3,099	0	3,099
Interest and investment income	942	0	942
Other income	0	0	0
Net gain from the disposal of assets	2,628	0	2,628
Total income from continuing operations	26,827	13	26,840
Expenses from continuing operations			
Employee benefits and on-costs	7,916	60	7,976
Materials and services	10,430	248	10,678
Borrowing costs	0	0	0
Depreciation, amortisation and impairment of non-financial assets	4,721	0	4,721
Other expenses	1,420	0	1,420
Net loss from the disposal of assets	307	0	307
Total expenses from continuing operations	24,793	308	25,101
Operating result from continuing operations	2,034	(295)	1,739
Operating result from discontinued operations	0	0	0
Net operating result for the year attributable to Council	2,034	(295)	1,739
Net operating result for the year before grants and contributions provided for capital purposes	(1,065)	(295)	(1,360)

The net operating deficit before Grants for Capital Purposes has increased by \$0.295 million to \$1.360 million. Of this \$0.113 is unfunded will result in a reduction of unrestricted cash unless savings are identified. The general fund items are:

- Buildings cleansing contract requiring, and
- Tarban Creek flying fox colony works.

The balance of \$0.182 million is funded from external and internal reserves.

Capital Works Budget

The following adjustments are recommended:

Item	\$	Funding	Comment
Increase - Figtree Park Amenities	863,848	Grant - External/Unspent Grants - External	To expend grant funds secured to complete project
Decrease - Hunter's Hill Kindergarten Building	-13,500	SRV - Internal	Reallocate to priority works Town Hall drain re-lining.
Increase - Town Hall Building - Priority works	13,500	SRV - Internal	Reallocate from Hunter's Hill Kindergarten building.
Decrease - Henley Community Centre external stairs	-8,850	SRV - Internal	Reallocate to priority works Boronia Park Grandstand.
Increase - Boronia Park Grandstand - Priority works	8,850	SRV - Internal	Reallocate - from Henley Community Centre external stairs
Decrease- Park Road Kerb	-138,387	SRV - Internal	Reprioritise work and reallocate to priority projects
Increase - Footpath Johnson Street - Priority works	11,195	SRV - Internal	Reallocate from Park Road Kerb & Gutter
Increase - Abigail Street Kerb & Gutter - Priority works	14,724	SRV - Internal	Reallocate from Park Road Kerb & Gutter
Increase - Blaxland Street Kerb & Gutter - Priority works	34,220	SRV - Internal	Reallocate from Park Road Kerb & Gutter
Increase - William Street Kerb & Gutter - Priority works	18,355	SRV - Internal	Reallocate from Park Road Kerb & Gutter
Increase - Alexandra Wharf Kerb & Gutter - Priority works	19,215	SRV - Internal	Reallocate from Park Road Kerb & Gutter
Increase - James Street Kerb & Gutter - Priority works	16,228	SRV - Internal	Reallocate from Park Road Kerb & Gutter
Increase - Traffic Management LRCI Grant	21,735	Grant - External	Expenditure of LRCI Grant
Local Small Commitment Allocation	11,200	Unspent Grants FY25 - External	To expend unspent LSCA Valentia Street Reserve upgrade received FY 2025.
Local Small Commitment Allocation	6,400	Unspent Grants FY25 - External	To expend unspent LSCA Program - Replacement of Swing set at Price George Parade Reserve received FY 2025.
Total	878,733		

The new QBRs guidelines specify a format that the attached QBRs Statement must be presented. The guidelines do not allow a column for changes Council has adopted other than by QBRs. The recommended changes column in the Capital Budget Review Statement therefore includes carried-forward capital budget amounts previously adopted by Council at its meeting

of 25 August 2025 (Item 4.4 Capital Program as at 30 June 2025 – Works in Progress and Funding Required to be Revoted is **Attachment 4**).

FINANCIAL IMPACT ASSESSMENT

This report forecasts a slight increase in Council's Operating Deficit before Capital Grants of \$0.295 million. Of this \$0.182 is funded from external and internal reserves held at 30 June 2025.

\$0.182 million is unfunded. Savings will be identified through the year to cover this.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Responsible Accounting Officer's Statement [↓](#)
2. QBRS - Summary - Income Statement - Capital - Reserves [↓](#)
3. Statement of Developer Contributions [↓](#)
4. 4.4 Capital Program as at 30 June 2025 – Works in Progress and Funding Required to be Revoted [↓](#)

Hunter's Hill Council

Quarterly Budget Review Statement

for the period 01/07/25 to 30/09/25

Report by responsible accounting officer

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulations 2021:

30-Sep-25

It is my opinion that the Quarterly Budget Review Statement for Hunter's Hill Council for the quarter ended 30/09/25 indicates that Council's projected financial position at 30/6/25 will be satisfactory at year end, having regard to the projected estimates of income and expenditure and the original budgeted income and expenditure.

Signed: Christian Menday

date: 12-Nov-25

Responsible accounting officer

QBRs FINANCIAL OVERVIEW											
Hunters Hill Council											
Budget review for the quarter ended 30/09/25											
DESCRIPTION	Previous Year	Current Year Original	Approved Changes	Approved Changes	Approved Changes	Revised	Recommended changes	Projected Year End (PYE)	VARIANCE	ACTUAL YTD	
	Actual 2024/25 \$000's	Budget 2025/26 \$000's	Review Q 1 \$000's	Review Q 2 \$000's	Review Q 3 \$000's	Budget \$000's	for council resolution \$000's	Result 2025/26 \$000's	ORIGINAL budget v PYE 2025/26 \$000's	2025/26 \$000's	
Net Operating Result before grants and contributions provided for capital purposes	General Fund	-3,131	-1,065	0	0	0	-1,065	-295	-1,360	-295	12,027
	Water Fund	0	0	0	0	0	0	0	0	0	0
	Sewer Fund	0	0	0	0	0	0	0	0	0	0
	Consolidated	-3,131	-1,065	0	0	0	-1,065	-295	-1,360	-295	12,026
Operating Result from continuing operations (with capital grants and contributions) excluding depreciation, amortisation and impairment of non financial assets	Consolidated	2,942	6,754	0	0	0	6,754	527	7,281	527	13,440
	Borrowings	0	0					0	0	0	0
Liquidity	External restrictions	7,497	4,810	0	0	0	4,810	0	4,810	0	7,637
	Internal Allocations	10,810	10,990	0	0	0	10,990	0	10,990	0	10,908
	Unallocated	1,091	647	0	0	0	647	-113	534	-113	2,686
	Total Cash, Cash Equivalents and Inves	19,398	16,447	0	0	0	16,447	-113	16,334	-113	21,231
Capital	Capital Funding	14,473	8,559	0	0	0	8,559	4,019	12,578	4,019	859
	Capital Expenditure	14,473	8,559	0	0	0	8,559	4,019	12,578	4,019	859
	Net Capital	0	0	0	0	0	0	0	0	0	0

	Opening Balance	Total Cash Contributions Received	Total Interest Earned	Total Expended	Total Internal Borrowings (to)/from	Held as Restricted Asset	Cumulative balance of internal borrowings (to)/from
	As at 1 July 2025 \$000's	As at this Q \$000's	As at this Q \$000's	As at this Q \$000's	As at this Q \$000's	As at this Q \$000's	As at this Q \$000's
Developer Contribution							
Total Developer Contributions	2,782	234	36	97	0	2,955	0

Income and Expenses Budget Review Statement

Hunters Hill Council

Budget review for the quarter ended 30/09/2025

Consolidated Fund

Description	Previous Year	Current Year	Approved	Approved	Approved	Revised	Recommended	Projected	VARIANCE	ACTUAL
	Actual	Original	Changes	Changes	Changes	Budget	changes	Year End		YTD
	2024/25 \$000's	2025/26 \$000's	Review Q 1 \$000's	Review Q 2 \$000's	Review Q 3 \$000's	Budget \$000's	for council resolution \$000's	Result 2025/26 \$000's	ORIGINAL budget v PYE 2025/26 \$000's	2025/26 \$000's
INCOME										
Rates and Annual Charges	15,605	16,528				16,528	0	16,528	0	16,508
User Charges and Fees	1,793	1,477				1,477	0	1,477	0	457
Other Revenue	1,053	1,205				1,205	0	1,205	0	204
Grants and Contributions - Operating	848	946				946	13	959	13	117
Grants and Contributions - Capital	1,575	3,099				3,099	822	3,921	822	234
Interest and Investment Income	920	941				941	0	941	0	198
Other Income	280	0				0	0	0	0	0
Net gain from disposal of assets	0	2,628				2,628	0	2,628	0	14
Total Income from continuing operations	22,074	26,824	0	0	0	26,824	835	27,659	835	17,732
EXPENSES										
Employee benefits and on-costs	6,907	7,915				7,915	60	7,975	60	1,889
Materials & Services	10,851	10,429				10,429	248	10,677	248	2,225
Borrowing Costs	0	0				0	0	0	0	0
Other Expenses	857	1,419				1,419	0	1,419	0	178
Net Loss from Disposal of Assets	517	307				307	0	307	0	0
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	19,132	20,070	0	0	0	20,070	308	20,378	308	4,292
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	2,942	6,754	0	0	0	6,754	527	7,281	527	13,440
Depreciation, amortisation and impairment of non financial assets	4,498	4,720				4,720		4,720	0	1,180
Operating result from continuing Operations	-1,556	2,034	0	0	0	2,034	527	2,561	527	12,260
Net Operating Result before grants and contributions provided for capital purposes	-3,131	-1,065	0	0	0	-1,065	-295	-1,360	-295	12,026

Notes

Original Budget +/- approved budget changes in previous quarters = REVISED Budget

Revised Budget +/- recommended changes this quarter = PROJECTED year results

The quarterly recommended changes to the revised budget are to include:

- 1) an explanation for the recommended changes and any impact this will have on the Operational Plan, Delivery Program and Long Term Financial Plan
- 2) any impacts of year to date expenditure on recommended changes to budget

Explanations are to be in plain English and in a style that is easily understood by readers of non-financial information.

The narrative is important in understanding why budget changes are necessary.

Income and Expenses Budget Review Statement										
Hunters Hill Council										
Budget review for the quarter ended 30/09/2025										
General Fund										
Description	Previous Year Actual 2024/25 \$000's	Current Year Original Budget 2025/26 \$000's	Approved Changes Review Q 1 \$000's	Approved Changes Review Q 2 \$000's	Approved Changes Review Q 3 \$000's	Revised Budget \$000's	Recommended changes for council resolution \$000's	Projected Year End (PYE) Result 2025/26 \$000's	VARIANCE ORIGINAL budget v PYE 2025/26 \$000's	ACTUAL YTD 2025/26 \$000's
INCOME										
Rates and Annual Charges	15,605	16,280				16,280	0	16,280	0	16,257
User Charges and Fees	1,793	1,726				1,726	0	1,726	0	708
Other Revenue	1,053	1,206				1,206	0	1,206	0	204
Grants and Contributions - Operating	848	946				946	13	959	13	117
Grants and Contributions - Capital	1,575	3,099				3,099	822	3,921	822	234
Interest and Investment Income	920	942				942	0	942	0	199
Other Income	280	0				0	0	0	0	0
Net gain from disposal of assets	0	2,628				2,628	0	2,628	0	14
Total Income from continuing operations	22,074	26,827	0	0	0	26,827	835	27,662	835	17,733
EXPENSES										
Employee benefits and on-costs	6,907	7,916				7,916	60	7,976	60	1,889
Materials & Services	10,851	10,429				10,429	248	10,677	248	2,225
Borrowing Costs	0	0				0	0	0	0	0
Other Expenses	857	1,420				1,420	0	1,420	0	178
Net Loss from Disposal of Assets	517	307				307	0	307	0	0
Total Expenses from continuing operations excluding depreciation, amortisation and impairment of non financial assets	19,132	20,072	0	0	0	20,072	308	20,380	308	4,292
Operating Result from continuing operations excluding depreciation, amortisation and impairment of non financial assets	2,942	6,755	0	0	0	6,755	527	7,282	527	13,441
Depreciation, amortisation and impairment of non financial assets	4,498	4,721				4,721		4,721	0	1,180
Operating result from continuing Operations	-1,556	2,034	0	0	0	2,034	527	2,561	527	12,261
Net Operating Result before grants and contributions provided for capital purposes	-3,131	-1,065	0	0	0	-1,065	-295	-1,360	-295	12,027

Notes

Original Budget +/- approved budget changes in previous quarters = REVISED Budget

Revised Budget +/- recommended changes this quarter = PROJECTED year results

The quarterly recommended changes to the revised budget are to include:

- 1) an explanation for the recommended changes and any impact this will have on the Operational Plan, Delivery Program and Long Term Financial Plan
- 2) any impacts of year to date expenditure on recommended changes to budget

Explanations are to be in plain English and in a style that is easily understood by readers of non-financial information.

The narrative is important in understanding why budget changes are necessary.

Capital Budget Review Statement

Hunters Hill Council

Budget review for the quarter ended 30/09/2025

Description	Previous Year	Current Year Original	Approved Changes	Approved Changes	Approved Changes	Revised	Recommended changes	Projected Year End (PYE)	VARIANCE	ACTUAL YTD
	Actual	Budget	Review	Review	Review	Budget	for council resolution	Result	ORIGINAL budget v PYE	
	2024/25	2025/26	Q 1	Q 2	Q 3			2025/26	2025/26	2025/26
	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's	\$000's
CAPITAL FUNDING										
Rates & other untied funding	7,063	4,262				4,262	1,058	5,320	1,058	272
Capital Grants & Contributions	7,285	2,490				2,490	2,318	4,808	2,318	476
Reserves - External Restrictions	101	1,508				1,508	643	2,151	643	97
Reserves - Internally Allocated		171				171	0	171	0	0
New Loans	0	0				0	0	0	0	0
Proceeds from sale of assets	24	128				128	0	128	0	14
Other						0	0	0	0	
Total Capital Funding	14,473	8,559	0	0	0	8,559	4,019	12,578	4,019	859
CAPITAL EXPENDITURE										
WIP	883					0		0	0	0
New Assets	8,850	2,617				2,617	1,648	4,265	1,648	465
Asset Renewal	4,740	5,942				5,942	2,371	8,313	2,371	394
Other	0	0				0	0	0	0	
Total Capital Expenditure	14,473	8,559	0	0	0	8,559	4,019	12,578	4,019	859
Net Capital Funding - Surplus /(Deficit)	0	0	0	0	0	0	0	0	0	0

Notes

Original Budget +/- approved budget changes in previous quarters = REVISED Budget

Revised Budget +/- recommended changes this quarter = PROJECTED year results

Where the **Total Capital Funding** and the **Total Capital Expenditure** values do not match an explanation is to be provided.

Carry over funding from previous year should be identified and any proposed carry forwards into next financial year are to be explained.

The quarterly recommended changes to the revised budget are to include:

- 1) an explanation for the recommended changes and any impact this will have on the Operational Plan, Delivery Program and Long Term Financial Plan
- 3) any impacts of year to date expenditure on recommended changes to budget

Explanations are to be in plain English and in a style that is easily understood by readers of non-financial information.**The narrative is important in understanding why budget changes are necessary.**

Cash and Investments Budget Review Statement

Hunters Hill Council

Budget review for the quarter ended 30/09/2025

Description	Previous Year Actual 2024/25 \$000's	Current Year Original Budget 2025/26 \$000's	Approved Changes Review Q 1 \$000's	Approved Changes Review Q 2 \$000's	Approved Changes Review Q 3 \$000's	Revised Budget \$000's	Recommended changes for council resolution Q1 \$000's	Projected Year End (PYE) Result 2025/26 \$000's	VARIANCE ORIGINAL budget v PYE 2025/26 \$000's	ACTUAL YTD 2025/26 \$000's
Total Cash, Cash Equivalents & Investments	19,398	16,447				16,447	-113	16,334	-113	21,231
EXTERNALLY RESTRICTED										
Water Fund	0	0				0	0	0	0	0
Sewer Fund	0	0				0	0	0	0	0
Developer contributions - General	2,782	2,104				2,104	0	2,104	0	2,865
Developer contributions - Water	0	0				0	0	0	0	0
Developer contributions - Sewer	0	0				0	0	0	0	0
Transport for NSW Contributions	0	0				0	0	0	0	0
Domestic waste management	1,619	2,030				2,030	0	2,030	0	1,619
Stormwater management	0	0				0	0	0	0	0
Other	3,096	676				676	0	676	0	3,153
Total Externally Restricted	7,497	4,810	0	0	0	4,810	0	4,810	0	7,637
Cash, cash equivalents & investments not subject to external restrictions	11,901	11,637	0	0	0	11,637	-113	11,524	-113	13,594
INTERNAL ALLOCATIONS										
Employee entitlements	720	720				720	0	720	0	720
Plant & vehicle replacement	333	333				333	0	333	0	333
Deposits, retentions & bonds	3,792	3,792				3,792	0	3,792	0	3,850
Construction of buildings	169	169				169	0	169	0	169
Office equipment	205	205				205	0	205	0	247
Election	105	105				105	0	105	0	105
Other	5,486	5,666				5,666	0	5,666	0	5,484
Total Internally Allocated	10,810	10,990	0	0	0	10,990	0	10,990	0	10,908
Unallocated	1,091	647	0	0	0	647	-113	534	-113	2,686

These figures are based on the approved budget and are not to be used as a guide to the actual performance of the council. The figures are based on the approved budget and are not to be used as a guide to the actual performance of the council. The figures are based on the approved budget and are not to be used as a guide to the actual performance of the council.

Developer Contributions Summary																
Hunters Hill Council																
Budget review for the quarter ended 30/09/2025																
Purpose	Opening Balance As at 1 July 2025 \$000's	Developer Contributions Received									Interest Earned Q1 \$000's	Interest Earned Q2 \$000's	Interest Earned Q3 \$000's	Amounts Expended Q1 \$000's	Amounts Expended Q2 \$000's	Amounts Expended Q3 \$000's
		Cash	Cash	Cash	Non-Cash Land	Non-Cash Land	Non-Cash Land	Non-Cash Other	Non-Cash Other	Non-Cash Other						
		Q1 \$000's	Q2 \$000's	Q3 \$000's	Q1 \$000's	Q2 \$000's	Q3 \$000's	Q1 \$000's	Q2 \$000's	Q3 \$000's						
Drainage	0	0			0			0			0			0		
Roads	0	0			0			0			0			0		
Traffic facilities	0	0			0			0			0			0		
Parking	0	0			0			0			0			0		
Open space	0	0			0			0			0			0		
Community facilities	0	0			0			0			0			0		
Other	2,782	0			0			0			35			0		
Total S7.11 Under plans	2,782	0	0	0	0	0	0	0	0	0	35	0	0	0	0	0
S7.11 Not under plans	0	234			0			0			1			97		
S7.12 Levies	0	0			0			0			0			0		
S7.4 Planning agreements	0	0			0			0			0			0		
S64 Contributions	0	0			0			0			0			0		
Other	0	0			0			0			0			0		
Total Developer Contributions	2,782	234	0	0	0	0	0	0	0	0	36	0	0	97	0	0

Notes

All developer contributions received are to be disclosed, and distinguished as cash or non cash. Recognition occurs when council gains control over the asset (cash or non cash). Councils have obligations to provide facilities from contribution revenue levied on developers under the provisions of s7.4, s7.11 and s7.12 of the *Environmental Planning and Assessment Act 1979*. Developer contributions may only be expended for the purpose for which the contributions were required, however council may apply contributions according to the priorities of the council. 'Amounts Expended' only includes monetary expenditure. The result should be a positive and not negative result.

Internal Borrowings (to)/from	Internal Borrowings (to)/from	Internal Borrowings (to)/from	Held as Restricted Asset	Cumulative balance of internal borrowings (to)/from
Q1	Q2	Q3	As at this Q	As at this Q
\$000's	\$000's	\$000's	\$000's	\$000's
0			0	0
0			0	0
0			0	0
0			0	0
0			0	0
0			0	0
0			0	0
0			2,817	0
0	0	0	2,817	0
0			138	0
0			0	0
0			0	0
0			0	0
0			0	0
0	0	0	2,955	0

non cash).
and Assessment Act 1979.
ss established in work schedules for the contribution plan.

COUNCIL REPORTS

25 August 2025

ITEM NO	: 4.4
SUBJECT	: CAPITAL PROGRAM AS AT 30 JUNE 2025 - WORKS IN PROGRESS AND FUNDING REQUIRED TO BE REVOTED
STRATEGIC OUTCOME	: RESOURCES ARE MANAGED EFFICIENTLY TO ENSURE THAT PROGRAMS, SERVICES AND COLLABORATIVE PROJECTS HAVE THE NECESSARY SUPPORT AND FUNDING TO SUCCEED
ACTION	: MANAGE COUNCIL'S FINANCIAL RESOURCES
REPORTING OFFICER	: CHRISTIAN MENDAY

Ref:775248

PURPOSE

The purpose of the report is to inform about the progress of Council's Capital Program for FY2024-25, including adopting revoted funds to FY2025-26.

RECOMMENDATION

1. That the report be received and noted.
2. That the recommended re-voted capital projects totalling \$478,958 included in this report be adopted for inclusion in the FY2025-26 budget.
3. That the recommended reallocations of budgets be noted.
4. That the carryovers of \$2,803,155 be noted.

BACKGROUND

The delegation for the approval of budgets and re-voted expenditure is detailed in section 211 of Local Government (General) Regulation 2021:

Section 211 - Authorisation of expenditure

(1) A council, or a person purporting to act on behalf of a council, must not incur a liability for the expenditure of money unless the council at the annual meeting held in accordance with subclause (2) or at a later ordinary meeting:

- (a) has approved the expenditure, and*
- (b) has voted the money necessary to meet the expenditure.*

(2) A council must each year hold a meeting for the purpose of approving expenditure and voting money.

(3) All such approvals and votes lapse at the end of a council's financial year. However, this subclause does not apply to approvals and votes relating to—

- (a) work carried out or started, or contracted to be carried out, for the council, or*
- (b) any service provided, or contracted to be provided, for the council, or*
- (c) goods or materials provided, or contracted to be provided, for the council, or*
- (d) facilities provided or started, or contracted to be provided, for the council, before the end of the year concerned, or to the payment of remuneration to members of the council's staff.*

COUNCIL REPORTS

25 August 2025

A key component of Council's annual Delivery Program includes construction of new assets, and renewal of existing assets.

Where works have not commenced (or been contracted to commence), it is requirement that these funds be re-voted to the new financial year by the elected governing body. Where the works have been commenced (or contracted) the budgets may be carried-over without the resolution of the elected body. There are therefore two categories of budget carried forward, revotes and carry-overs.

REPORT

Table A details the projects budgeted for FY 2025 that were not commenced or contracted and must now be included in the FY 2025-26 budget if they are to be completed.

Table A – Items to be revoted to the FY 2025-26 Budget							
Asset Class	Project Description	Funding source	\$				
Information Systems	Project Management Software – is still needed by has been deferred pending recruitment of senior staff	General Fund	30,000				
Furniture & Fittings	Key facilities defibrillators – awaiting delivery Yarn Upgrades	General Fund	12,000 15,000				
Sustainability Initiatives	LGA Wide - PV Panels – awaiting advice on success of Grant application to determine scope	General Fund/S 7.12	60,000 40,000				
Buildings	Replace Shed at Rear (Henley Cottage) Henley Cottage-Henley Cottage Garage – Electricity Woolwich Baths-Woolwich Baths Change/Toilets	SV SV SV	42,488 6,166 94,012				
Parks and Garden	Park Seating Program	SV	39,293				
Traffic & Transport	<div><div><div>Local Area Traffic Management Plans & Works</div><div>The following projects are expected to commence in FY2026</div><table><tr><td>LGA Parking Strategy</td><td>40,000</td></tr><tr><td>Bus Stop Upgrade-Upgrade Existing Bus Stops to DDA</td><td>100,000</td></tr></table></div></div>	LGA Parking Strategy	40,000	Bus Stop Upgrade-Upgrade Existing Bus Stops to DDA	100,000	s.7.12 Contributio ns	140,000
LGA Parking Strategy	40,000						
Bus Stop Upgrade-Upgrade Existing Bus Stops to DDA	100,000						

Table B details the projects budgeted for FY 2025 that were commenced or contracted and will now be included in the FY 2025-26 budget for completion without the requirement of formal adoption or revote.

Table B – Items to be carried-over to the FY 2025-26 Budget			
Asset Class	Project Description	Funding source	\$
Information Systems	Upgrade Microsoft license Meeting Management System – order has been placed	General Fund General Fund	24,849 50,000

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	Digital Record upgrade - order has been placed GIS Upgrade	General Fund General Fund	20,000 10,000
Buildings	Gladesville Reserve Multi-Sport Community Facility – under construction	Grant	726,744
Parks & Sports fields	Playground Renewals Gladesville Reserve	Grant	73,426
	Parks Signage Project	SV	29,670
	Boronia Park South Picnic Sets	SV	5,282
	Boronia Park North Picnic Set	SV	2,641
	CAP-OS-Gladesville Reserve (sport grant project)	Grant	57,357
	Boronia Park- Oval 2 extension	SV	61,305
Traffic & Transport	Traffic Management - Design	General Fund	28,800
	Traffic Management - Construction	S 7.12	50,000
	Traffic Management - LRCI Grant	Grant	71,200
	Towards Zero Safer Roads - Local Area Traffic Mana	Grant	100,000
	Alexandra Street, Foss Rd & Ellesmere Avenue	Grant	499,100
Footpaths	The following planned projects were contracted as at 30 June but did not proceed due to wet weather late in the Financial Year: Buffalo Creek Reserve-Buffalo Creek Reserve West from Kerb 181,654 Boronia Park Reserve-Boronia Park Reserve North to 33,480 95 Park Rd, 34 Park Rd 12,349 9 Cowell St 4,181 57 & 53 Hight St 15,374 93 Pittwater Rd 8,073 56,58,58a,62 Blaxland Street & Driveway repairs 8,094 13 A Earnshaw St 3,894 Johnson St 1,815 6-8 Makinson Street to 16 Makinson St 13,014 6A Figtree Rd & 4 Figtree Rd 5,600 Ryde Rd Intersection front of 155 Ryde Rd. 9,775 9,17 & 21 Earl St 18,786 Corner Figtree and Martin St 11,836 1 George St & 2 Joubert S 5,646	S 7.12 for Buffalo Creek SV	333,571
Kerb & Gutter	The following works were underway or contracted as at 30 June Park Road - High Street to Ramleh Street – Right Park Road - Ryde Road to Princes Street - Left Park Road - Ryde Road to Princes Street - Right	SV SV SV	71,823 74,131 64,256
Stormwater & Drainage	The following works were underway or contracted as at 30 June LGA Flood Study Alexandra Street, Foss Rd & Ellesmere Avenue 1 Hilcrest Av Gladesville Junction St Hs2 Martin St Milling St Stormwater maintenance 24 The Point Rd	S 7.12	120,000 11,927 69,719 105,000 53,000 91,719 1,463

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Table C details material budget reallocations necessary following the review at 30 June. During the year certain projects were identified that were of a higher priority than those initially planned, necessitating budget adjustments.

Table C – Other Material Budget Reallocations			
Asset Class	Project Description	Funding source	\$
Buildings	Riverside Pre School – savings reallocated to urgent Hunter's Hill Depot cabling works	SV	-16,941
	Boronia Park Sporting & Community Facility – Overspend due to unbudgeted payment of contract retention	SV	92,581
	Depot Operations Strategy – Buildings (overspend), reallocate from Road patching underspend	SV	36,921
	Hunters Hill Depot - Urgent Cabling Works – reallocate from Riverside Pre School savings	SV	16,941
Roads and Bridges	Depot Operations Strategy – Road, reallocate from road patching savings	General Fund	35,116
	Depot Operations Strategy – Road, reallocate from Kerb & Gutter	SV	68,940
	The following projects did not proceed as works with a higher priority were identified:	SV	-55,300
	• Crown Close-From Ferry Street to End of Road		-119,044
	• Lyndhurst Crescent-From Stanley Road Mid intersect		-49,256
	• De Milhau Road-From Centenary Avenue to End of Roa		-57,100
	• Rooke Street-From Crescent Street to Rooke Lane		-66,960
	• Lyndhurst Crescent-From Mid intersection to End Mi		-66,380
	• Rooke Street-From Rooke Lane to End of Road		-12,544
	• Wandella Avenue-From Herberton Avenue to End of Ro		
	The following project was completed with savings that were reallocated to other high priority projects:	SV	-137,203
	• Park Road-From Ryde Road to Princess Street		

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	<p>The following projects were identified as having higher priorities and had funding allocated from other deferred projects and savings:</p> <ul style="list-style-type: none"> • Boronia Park Carpark Rehabilitation • Makinson St Driveways upgrade • Park Rd -From Ramleh St to High St • Werambie St (whole length) • Barons Cr, Hunters Hill (Park Rd to Last Bus Stop) • Mary St, Hunters Hill (Mark St to Gladesville Rd) 	SV	132,393 81,742 85,066 58,614 86,236 100,700
Footpaths	<p>The following projects were deferred as works with a higher priority were identified:</p> <ul style="list-style-type: none"> • Everard Street -From Abbey Street and Pittwater Ro • Ferry Street -From Muirbank Avenue to Croissy Av • Joubert Street-From Martin to end of the road • Ferdinand Street -From Cullens Lane to Madeline S • D'Aram Street-North Parade to Madeline St <p>The following were identified as having a higher priority were identified (these budgets were supplemented by reallocation of \$213,352 from Kerb & Gutter):</p> <ul style="list-style-type: none"> • 95 Park Rd, 34 Park Rd • 13 A Earnshaw St • Johnson St • 6-8 Makinson Street to 16 Makinson St • 6A Figtree Rd & 4 Figtree Rd • Ryde Rd Intersection front of 155 Ryde Rd. • 9,17 & 21 Earl St • Corner Figtree and Martin St • 1 George St & 2 Joubert S • Buffalo Creek Reserve-Bufferalo Creek Reserve West t • 95 Park Rd, 34 Park Rd • 57 & 53 Hight St • 93 Pittwater Rd • 56,58,58a,62 Blaxland Street & Driveway repairs 	SV SV	-17,064 -13,320 -5,832 -14,976 -31,590 12,192 3,894 1,815 13,014 5,600 9,775 18,786 11,836 5,646 181,654 157 15,374 8,073 8,094

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Kerb & Gutter	The following projects were deferred with funding reallocated to the footpaths program and Boronia Depot: <ul style="list-style-type: none"> • Park Road - High Street to Ramleh Street – (to Depot) • Park Road - Ryde Road to Princes Street – Right (to footpaths) 	SV	-45,523
Parks & Sports fields	Bedlam Bay Swim Site – Overspend reallocated from Road Patching Program	General Fund	31,074

FINANCIAL IMPACT ASSESSMENT

This report recommends a total of \$3,282,113 of FY 2024-25 Capital works budget be carried forward. Of this \$478,958 is to be revoted.

Funding is as follows:

Source	\$ Revotes (Works not commenced)	\$ Carry-forward (Works commenced)	\$ Total
Grants	0	1,527,826	1,527,826
Section 7.12	180,000	502,827	682,827
Internal funding sources	298,958	772,502	1,071,460
Total Funding	478,958	2,803,155	3,282,113

This will take the Capital Works budget for FY 2025-26 to \$11,841,442. The progress of the program will be carefully monitored and reported quarterly.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. Detailed Review of Capital Works Program as at 30 June 2025

Review of Capital Works Program as at 30 June 2025

Project Name	Funding Source	Original Budget Full Year	Revised Budget per March QBRs	Actuals Year to Date	June Qtr Adjustment (Over)/Under Type	Amount	Revised Budget	Works status	Comment
Information Systems									
Software Systems Upgrade	General Fund	43,323	43,323	31,965	11,358 Adj	(11,358)	31,965	Completed	Savings returned to General Fund
		120,000	120,000	95,151	24,849 C/F	(24,849)	95,151		Migration 365 project is mostly completed, the final milestone, Sharepoint data migration, is outstanding. Carry forward to FY 2026
Upgrade Microsoft licence	General Fund				0		0	Work in progress	
	General Fund				0		0		
Business 365 Finance and Payroll system	General Fund	43,075	43,075	0	43,075 Adj	(43,075)	0	Deferred	Savings returned to General Fund, to be funded from FY2026 budget
		30,000	30,000	0	30,000 RV	(30,000)	0		PMS is still required. Project was placed on hold due to recruitment of General Manager. Revote to FY 2026
Software - Project Management System	General Fund/Internal Funding	170,000	170,000	106,844	63,156 C/F	(50,000)		Work in progress	
IT & Office equipment	General Fund	0	0	0	0 Adj	(13,156)	106,844	Work in progress	\$50K Budget reallocated to new Meeting Management system. RFQ completed in June 2025 and vendor selected. Carry forward to FY 2026
IT & Office equipment	General Fund							Completed	Savings returned to General Fund
Software system	General Fund/Internal Funding	115,000	115,000	88,826	26,174 C/F	(26,174)	88,826	Work in progress	
									\$20K DR Upgrade is required and will be completed in line with Council's BCP review which is scheduled for later this year. \$10KGIS updates required as part of the LEP/DCP review and Gladesville Masterplan will be still underway.
Total		521,398	521,398	322,786		(198,612)	322,786		
Furniture & Fittings									
Key facilities defibrillators	General Fund	12,000	12,000	0	12,000 RV	(12,000)	0	Work in progress	Revote to FY 2026
Furniture and Fitting Community Buildings	General Fund	65,000	65,000	27,543	37,457 Adj	(22,457)		Work in progress	Savings returned to General Fund
Furniture and Fitting Community Buildings	General Fund	0	0	0	0 RV	(15,000)	27,543	Work in progress	Revote Yarn Upgrades to FY 2026
Total		77,000	77,000	27,543		(49,457)	27,543		
Sustainability Initiatives									
LGA Wide-PV Panels	General Fund	60,000	60,000	0	60,000 RV	(60,000)	0	Not commenced	Co-contribution amount for Community Energy Upgrades Fund. Expect application outcome by end of financial year. Revote to FY 2026
		40,000	40,000	0	40,000 RV	(40,000)	0		
LGA Wide-PV Panels	S 7.12							Not commenced	Co-contribution amount for Community Energy Upgrades Fund. Expect application outcome by end of financial year. Revote to FY 2026
Total		100,000	100,000	0		(100,000)	0		
Plant & Equipment									
Minor Plant - Other Costs	General Fund	5,000	5,000	4,780	220 Adj	(220)	4,780	Completed	Savings returned to General Fund
Public Works Plant	General Fund	340,000	340,000	215,035	124,965 Adj	(124,965)	215,035	Completed	Savings returned to General Fund
Fleet- Motor Vehicles - Other Costs	General Fund	95,000	95,000	38,911	56,089 Adj	(56,089)	38,911	Completed	Savings returned to General Fund
Total		440,000	440,000	258,726		(181,274)	258,726		
Buildings									
Croquet Club	SV	45,099	0	0	0 Adj	0	0	Deferred	Reallocated to Riverside Pre-School flood damage at December Qtr Review
Replace Shed at Rear (Henley Cottage)	SV	0	48,124	5,637	42,488 RV	(42,488)	5,637	Works in Progress	Works in Progress, funding to be carried forward
Riverside Pre School	SV	0	45,099	25,401	19,698 Tfr	(19,698)	25,401	Completed	Savings reallocated to urgent depot cabling works
Henley Day Care Centre - replace fencing	SV	0	0	9,983	-9,983 Tfr	9,983	9,983	Completed	Reallocate funding from riverside pre-school for urgent cabling works
		0	615,000	707,581	-92,581 Tfr	92,581	707,581		Overspend due to unbudgeted refund of contract retention, increase allocation form SV
Boronia Park Sporting & Community Facility	SV							Completed	
Town Hall reception area	General Fund	0	25,992	24,864	1,128 Tfr	(1,128)	24,864	Completed	Savings returned to General Fund
Boronia Park Grandstand Pavilion	SV	214,793	240,000	223,501	16,499 Tfr	(16,499)	223,501	Completed	Saving reallocated to Internal fitout/returned to general fund
Boronia Park Grandstand (Storage & Amenities)	SV	130,000	139,649	150,112	-10,463 Tfr	10,463	150,112	Completed	Saving reallocated to Internal fitout
Boronia Park Toilets-Boronia Park Public Toilets -	SV	105,781	131,781	128,985	2,796 Tfr	(2,796)	128,985	Completed	Savings returned to general fund
Depot Operations Strategy - Buildings	SV	280,000	283,667	320,588	-36,921 Tfr	36,921	320,588	Completed	Reallocate funding from Road Patching underspend
Gladesville Reserve Multi-Sport Community Facility	Grant	1,000,000	1,000,000	273,256	726,744 C/F	(726,744)	273,256	Work in progress	Scheduled for completion late 2025/early 2026
Boronia Park-Community Facilities- Renewal of Comm	S 7.12	50,000	50,000	39,488	10,512 Tfr	(10,512)	39,488	Completed	Savings returned to S 7.12 Reserve
Henley Cottage-Henley Cottage Garage - Electricity	SV	6,166	6,166	0	6,166 RV	-6,166	0	Work in progress	Funds to be revoted
Woolwich Baths-Woolwich Baths Change/Toilets	SV	200,013	200,013	106,001	94,012 RV	(94,012)	106,001	Work in progress	Minor delay due to sourcing of bench seating to be carried forward
Hunters Hill Depot - Urgent Cabling Works	SV	0	0	16,941	-16,941 Tfr	16,941	16,941	Completed	Savings from Riverside Pre-School reallocated for urgent cabling works
Total		2,031,852	2,785,491	2,032,340		(753,151)	2,032,341		
Parks & Sports fields									
CAP-OS-Flitree Park Public Space Legacy project	Grant	0	0	7,738	-7,738 Adj	7,738	7,738	Work in progress	Scheduled for Stage 2
Bollards Program	SV	0	19,106	25,190	-6,084 Adj	6,084	25,190	Complete	
Park Seating Program	SV	39,293	39,293	0	39,293 RV	-39,293	0	Not commenced	Revote to FY 2026
Playground, Gladesville Reserve - Henley	SV	94,556	94,556	94,556	0 Adj	0	94,556	Completed - Design	Complete
Playground Renewals Program- Gladesville Reserve a	Grant	100,000	100,000	26,574	73,426 C/F	(73,426)	26,574	Work in Progress	Carry forward to FY 2026
Parks Signage Project	SV	44,016	44,016	14,346	29,670 C/F	(29,670)	14,346	Work in Progress	Carry forward to FY 2026
Boronia Park South Picnic Sets	SV	5,282	5,282	0	5,282 C/F	(5,282)	0	Not commenced	Carry forward to FY 2026
Boronia Park North Picnic Set	SV	2,641	2,641	0	2,641 C/F	(2,641)	0	Not commenced	Carry forward to FY 2026
Pulpit Pit Reserve- Footpath Renewal	S 7.12	80,000	0	0	0 Adj	0	0	Not commenced	Reallocated to Buffalo Creek Reserve footpath at March Qtr Review
Total		365,788	304,894	168,405		(136,489)	168,405		

Review of Capital Works Program as at 30 June 2025

Project Name	Funding Source	Original Budget	Revised Budget	Actuals	June Qtr Adjustment	Revised Budget		
CAP-OS-Gladesville Reserve (sport grant project)	Grant	0	278,571	221,215	57,357 C/F	(57,357)	221,215	Work in Progress Carry forward to FY 2026
Boronia Park- Oval 2 extension	SV	70,000	70,000	8,695	61,305 C/F	(61,305)	8,695	Work in Progress Carry forward to FY 2026
Total		70,000	348,571	229,910	118,662	(118,662)	68,940	
Roads and Bridges								
Depot Operations Strategy - Road	General Fund	220,000	229,818	264,934	-35,116 Tfr	35,116	264,934	Complete Reallocate from LGS Patching Program
Depot Operations Strategy - Road	SV	0	0	68,940	-68,940 Tfr	45,523	45,523	Complete Reallocate from Kerb Program
Depot Operations Strategy - Road	SV	0	0	0	0 Tfr	23,417	23,417	Complete Reallocate from Kerb Program
Crown Close-From Ferry Street to End of Road	SV	55,300	55,300	0	55,300 Tfr	(55,300)	0	Deferred Reallocate to other roads works
Lyndhurst Crescent-From Stanley Road Mid Intersect	SV	119,044	119,044	0	119,044 Tfr	(119,044)	0	Deferred Reallocate to other roads works
De Milhau Road-From Centenary Avenue to End of Roa	SV	49,256	49,256	0	49,256 Tfr	(49,256)	0	Deferred Reallocate to other roads works
Rooke Street-From Crescent Street to Rooke Lane	SV	57,100	57,100	0	57,100 Tfr	(57,100)	0	Deferred Reallocate to other roads works
Lyndhurst Crescent-From Mid Intersection to End Mi	SV	66,960	66,960	0	66,960 Tfr	(66,960)	0	Deferred Reallocate to other roads works
Rooke Street-From Rooke Lane to End of Road	SV	66,380	66,380	0	66,380 Tfr	(66,380)	0	Deferred Reallocate to other roads works
Wandella Avenue-From Herberton Avenue to End of Ro	SV	12,544	12,544	0	12,544 Tfr	(12,544)	0	Deferred Reallocate to other roads works
Park Road-From Ryde Road to Princess Street	SV	545,511	545,511	399,431	146,080 Tfr	(146,080)	399,431	Complete Reallocate to other roads works
Crescent Street-From Rooke Street to Bend at Number	SV	243,556	243,556	252,433	-8,877 Tfr	8,877	252,433	Complete Reallocate to other roads works
Road Patching-LGA	General Fund	83,000	83,000	4,361	78,639 Tfr	(78,639)	4,361	Ongoing Reallocate savings to Bedlam Bay \$31k and Boronia Park Depot \$37k
Boronia Park Carpark Rehabilitation	SV	0	0	132,393	-132,393 Tfr	132,393	132,393	Complete Reallocate from other roads works
Makinson St Driveways upgrade	SV	0	0	81,742	-81,742 Tfr	81,742	81,742	Complete Reallocate from other roads works
Park Rd -From Ramleh St to High St	SV	0	0	85,066	-85,066 Tfr	85,066	85,066	Complete Reallocate from other roads works
Werambie St (whole length)	SV	0	0	58,614	-58,614 Tfr	58,614	58,614	Complete Reallocate from other roads works
Barons Cr, Hunters Hill (Park Rd to Last Bus Stop)	SV	0	0	86,236	-86,236 Tfr	86,236	86,236	Complete Reallocate from other roads works
Mary St, Hunters Hill (Mark St to Gladesville Rd)	SV	0	0	100,700	-100,700 Tfr	100,700	100,700	Complete Reallocate from other roads works
Total		1,518,651	1,528,469	1,534,850	(6,381)	6,381	1,534,850	
Traffic & Transport								
LGA Parking Strategy	S 7.12	0	40,000	0	40,000 RV	-40,000	0	Not commenced Revote to FY 2026
Local Area Traffic Management Plan - Boronia	S 7.12	0	60,000	0	60,000 Adj	(60,000)	0	Not required Has been completed in recent years, return to reserve
Bus Stop Upgrade-Upgrade Existing Bus Stops to DDA	S 7.12	100,000	100,000	0	100,000 RV	-100,000	0	Not commenced Revote to FY 2026
Traffic Management - Design	General Fund	28,800	28,800	0	28,800 C/F	-28,800	0	Not commenced Carry forward to FY 2026
Traffic Management - Construction	S 7.12	50,000	50,000	0	50,000 C/F	-50,000	0	Not commenced Carry forward to FY 2026
Traffic Management - LRCI Grant	Grant	71,200	71,200	0	71,200 C/F	-71,200	0	80% design complete Carry forward to FY 2026
Towards Zero Safer Roads - Local Area Traffic Mana	Grant	0	100,000	0	100,000 C/F	-100,000	0	Not commenced Carry forward to FY 2026
Alexandra Street, Foss Rd & Ellesmere Avenue	Grant	0	500,000	900.00	499,100 C/F	-499,100	900	Design stage commen Carry forward to FY 2026
Total		250,000	950,000	900	949,100	(949,100)	900	
Footpaths								
LGA Implementation of Bike Plan Stage 2	SV	0	9,000	0	9,000 Tfr	-9,000	0	Deferred Reallocated to Traffic Management Bike Plan
Everard Street -From Abbey Street and Pittwater Ro	SV	17,064	17,064	0	17,064 Tfr	-17,064	0	Deferred Reallocated to alternate footpath projects below.
Ferry Street -From Muirbank Avenue to Croissey Av	SV	13,320	13,320	0	13,320 Tfr	-13,320	0	Deferred Reallocated to alternate footpath projects below.
Joubert Street-From Martin to end of the road	SV	5,832	5,832	0	5,832 Tfr	-5,832	0	Deferred Reallocated to alternate footpath projects below.
Ferdinand Street -From Cullens Lane to Madenline S	SV	14,976	14,976	0	14,976 Tfr	-14,976	0	Deferred Reallocated to alternate footpath projects below.
D'Aram Street-North Parade to Madeline St	SV	31,590	31,590	0	31,590 Tfr	-31,590	0	Deferred Reallocated to alternate footpath projects below.
Buffalo Creek Reserve-Buffalo Creek Reserve West t	SV	26,730	106,730	0	106,730 Tfr	74,924	181,654	Deferred Reallocated from Kerb & Gutter.
Buffalo Creek Reserve-Buffalo Creek Reserve West from Kerb	SV	0	0	0	0 C/F	-181,654	-181,654	Deferred Carry forward to FY 2026
Boronia Park Reserve-Boronia Park Reserve North to	SV	33,480	33,480	0	33,480 C/F	-33,480	0	Deferred Carry forward to FY 2026
95 Park Rd, 34 Park Rd	SV	0	0	0	0 Tfr	157	157	Deferred Reallocated from Kerb & Gutter.
95 Park Rd, 34 Park Rd	SV	0	0	0	0 Tfr	12,192	12,192	Deferred Reallocated from footpath projects above.
95 Park Rd, 34 Park Rd	SV	0	0	0	0 C/F	-12,349	-12,349	Deferred Carry forward to FY 2026
9 Cowell St	SV	0	0	0	0 Tfr	4,181	4,181	Deferred Reallocated to alternate footpath projects below.
9 Cowell St	SV	0	0	0	0 C/F	-4,181	-4,181	Deferred Carry forward to FY 2026
57 & 53 Hight St	SV	0	0	0	0 Tfr	15,374	15,374	Deferred Reallocated from Kerb & Gutter.
57 & 53 Hight St	SV	0	0	0	0 C/F	-15,374	-15,374	Deferred Carry forward to FY 2026
93 Pittwater Rd	SV	0	0	0	0 Tfr	8,073	8,073	Deferred Reallocated from Kerb & Gutter.
93 Pittwater Rd	SV	0	0	0	0 C/F	-8,073	-8,073	Deferred Carry forward to FY 2026
56,58,58a,62 Blaxland Street & Driveway repairs	SV	0	0	0	0 Tfr	8,094	8,094	Deferred Reallocated from Kerb & Gutter.
56,58,58a,62 Blaxland Street & Driveway repairs	SV	0	0	0	0 C/F	-8,094	-8,094	Deferred Carry forward to FY 2026
13 A Earnshaw St	SV	0	0	0	0 Tfr	3,894	3,894	Deferred Reallocated from footpath projects above.
13 A Earnshaw St	SV	0	0	0	0 C/F	-3,894	-3,894	Deferred Carry forward to FY 2026
Johnson St	SV	0	0	0	0 Tfr	1,815	1,815	Deferred Reallocated from footpath projects above.
Johnson St	SV	0	0	0	0 C/F	-1,815	-1,815	Deferred Carry forward to FY 2026
6-8 Makinson Street to 16 Makinson St	SV	0	0	0	0 Tfr	13,014	13,014	Deferred Reallocated from footpath projects above.
6-8 Makinson Street to 16 Makinson St	SV	0	0	0	0 C/F	-13,014	-13,014	Deferred Carry forward to FY 2026
6A Figtree Rd & 4 Figtree Rd	SV	0	0	0	0 Tfr	5,600	5,600	Deferred Reallocated from footpath projects above.
6A Figtree Rd & 4 Figtree Rd	SV	0	0	0	0 C/F	-5,600	-5,600	Deferred Carry forward to FY 2026
Ryde Rd Intersection front of 155 Ryde Rd.	SV	0	0	0	0 Tfr	9,775	9,775	Deferred Reallocated from footpath projects above.
Ryde Rd Intersection front of 155 Ryde Rd.	SV	0	0	0	0 C/F	-9,775	-9,775	Deferred Carry forward to FY 2026
9,17 & 21 Earl St	SV	0	0	0	0 Tfr	18,786	18,786	Deferred Reallocated from footpath projects above.

Review of Capital Works Program as at 30 June 2025

Project Name	Funding Source	Original Budget	Revised Budget	Actuals	June Qtr Adjustment	Revised Budget		
9,17 & 21 Earl St	SV	0	0	0	0 C/F	-18,786	Deferred	Carry forward to FY 2026
Corner Figtree and Martin St	SV	0	0	0	0 Tfr	11,836	Deferred	Reallocated from footpath projects above.
Corner Figtree and Martin St	SV	0	0	0	0 C/F	-11,836	Deferred	Carry forward to FY 2026
1 George St & 2 Joubert S	SV	0	0	0	0 Tfr	5,646	Deferred	Reallocated from footpath projects above.
1 George St & 2 Joubert S	SV	0	0	0	0 C/F	-5,646	Deferred	Carry forward to FY 2026
Total		142,992	231,992	0	231,992	(231,992)	(0)	
Kerb & Gutter								
Park Road - High Street to Ramleh Street - Left	SV	45,523	45,523	0	45,523 Tfr	-45,523	0 Deferred	Reallocate to Depot Project
Park Road - High Street to Ramleh Street - Right	SV	238,456	238,456	32,393	206,063 C/F	-71,823	166,633 Deferred	Carry forward to FY 2026
Park Road - High Street to Ramleh Street - Right transfer to Depot Project	SV	0	0	0	0 Tfr	-23,437	-23,437 Deferred	Reallocate to Depot Project
Park Road - High Street to Ramleh Street - Right transfer to Footpath Project	SV	0	0	0	0 Tfr	-110,803	-110,803 Deferred	Reallocate to Footpath Program
Park Road - Ryde Road to Princes Street - Left	SV	74,131	74,131	0	74,131 C/F	-74,131	0 Deferred	Carry forward to FY 2026
Park Road - Ryde Road to Princes Street - Right	SV	74,131	74,131	9,875	64,256 C/F	-64,256	9,875 Deferred	Carry forward to FY 2026
Total		432,241	432,241	42,268	389,973	(389,974)	42,268	
Stormwater & Drainage								
Riverglade Reserve	General Fund	35,000	35,000	30,462	4,538 Adj	-4,538	30,462 Completed	Savings returned to General Fund
CAP-D-FY23-LGA Flood Study	S 7.12	120,000	120,000	0	120,000 C/F	-120,000	0 Deferred	Carry forward to FY 2026
Stormwater Pit Renewal - Inspected	SV	6,041	0	0	0 Adj	0	0 Deferred	Reallocated to below program in June 2025
Gladesville Rd (s7.12 prev. Woolwich Stormwater Up	S 7.12	250,000	0	0	0 Adj	0	0 Deferred	Reallocated to below program in June 2025
LGA Stormwater Management Plan	S 7.12	19,499	0	0	0 Adj	0	0 Deferred	Reallocated to below program in June 2025
Pit Replacement -Existing Lintel upgrade at Makinson	SV	6,192	0	0	0 Adj	0	0 Deferred	Reallocated to below program in June 2025
Stormwater improvement-Venus/Junction Street and M	S 7.12	100,000	0	0	0 Adj	0	0 Deferred	Reallocated to below program in June 2025
Alexandra Street, Foss Rd & Ellesmere Avenue	S 7.12	0	30,000	18,073	11,927 C/F	-11,927	18,073 Work in progress	Carry forward to FY 2026
1 Hilcrest Av Gladesville	S 7.12	0	78,000	8,281	69,719 C/F	-69,719	8,281 Work in progress	Carry forward to FY 2026
Junction St Hs2	S 7.12	0	105,000	0	105,000 C/F	-105,000	0 Work in progress	Carry forward to FY 2026
Martin St	S 7.12	0	53,000	0	53,000 C/F	-53,000	0 Work in progress	Carry forward to FY 2026
Milling St	S 7.12	0	100,000	8,281	91,719 C/F	-91,719	8,281 Work in progress	Carry forward to FY 2026
Stormwater maintenance 24 The Point Rd	S 7.12	0	8,000	6,538	1,463 C/F	-1,463	6,538 Work in progress	Carry forward to FY 2026
Total		536,732	529,000	71,635	457,365	(457,365)	71,635	
Marine Structures								
CAP-OS-FY23-Bedlam Bay Swim Site (DPIE grant)	Grant	0	407,444	438,518	-31,074 Tfr	-31,074	376,370 Completed	Reallocated from Road Patching Program
Collingwood Reserve - Ocean Bath	SV	43,127	43,127	44,175	-1,048 Adj	-1,048	42,079 Completed	Additional allocation from General Fund
Total		43,127	450,571	482,693	(32,122)	(32,122)	418,449	

ITEM NO	: 4.3
SUBJECT	: YOUTH PROGRAMS AND SERVICES
STRATEGIC OUTCOME	: PROGRAMS, SERVICES AND EVENTS ARE WELCOMING, INCLUSIVE, SAFE AND DEDICATED TO PROMOTING ACTIVE LIVING, HEALTH AND WELL-BEING
ACTION	: ACTIVELY SEEK YOUTH PARTICIPATION IN THE DEVELOPMENT OF YOUTH EVENTS, SERVICES AND PROGRAMS
REPORTING OFFICER	: ANNIE GOODMAN

Ref:802076

PURPOSE

To update Council on Council's progress in developing and actioning youth services and programs.

RECOMMENDATION

1. That the report be received and noted.

BACKGROUND

At the October Council Meeting Council resolved to allocate up to the \$5,000 underspend from Community Grants and \$4,000 from the 28 July resolution to funding the Man Cave and Enlighten Education programs at Hunters Hill High School and at Riverside Girls High School jointly.

This report is to update Council on the progress of this resolution. A further, more detailed report will be brought to Council in December.

REPORT

Hunters Hill High School and Riverside Girls High School will each host the Enlighten Program. Hunters Hill High School will also undertake the Man Cave Project.

Funding for these programs will be split across both schools - \$4,500 per school. Council is in liaison with the Head Teachers of Wellbeing at both Hunters Hill High School and Riverside High School respectively.

Further details will be provided to Council at the December Council Meeting.

CONCLUSION

Council will continue to explore opportunities to support youth services and programs that have positive impacts on youth mental health initiatives.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.4
SUBJECT	: REVISED CODE OF MEETING PRACTICE - FOR ADOPTION
STRATEGIC OUTCOME	: COUNCIL, COMMUNITY MEMBERS AND LOCAL BUSINESSES COMMUNICATE CLEARLY AND OPENLY ABOUT POLICIES, DECISIONS AND PROJECTS
ACTION	: PROVIDE UP-TO-DATE AND TRANSPARENT INFORMATION TO THE COMMUNITY
REPORTING OFFICER	: NICK TOBIN

Ref:801712

PURPOSE

The purpose of this report is to provide Council with the revised Code of Meeting Practice, as shown at Attachment 1 to adopt following a 42-day exhibition period.

RECOMMENDATION

That Council:

1. That Council adopt the revised Code of Meeting Practice; and
2. That a further review of the Code of Meeting Practice be undertaken within 12 months of election of new council, or in line with any legislative updates.

BACKGROUND

At September 2025 Council Meeting (on 22 September 2025), Council resolved (170/25) to:

1. *Endorse the DRAFT Code of Meeting Practice attached to this report (see **Attachment 3**).*
2. *Place the endorsed Code of Meeting Practice on exhibition for a period of not less than 42 days, inviting submissions from the public.*
3. *Receive a further report on the Code of Meeting Practice that includes consideration of any submissions made within the time allowed, prior to formal adoption.*

REPORT

The Revised Draft of Code of Meeting Practice was placed on public exhibition for a period of 42 days, from 23 September 2025 to 4 November 2025, inviting submissions to be made during the same period. The policy was placed in the TWT, promoted on e-news and Council's engagement hub, Connect Hunters Hill.

No submission has been made.

CONCLUSION

The Revised Draft of Code of Meeting Practice was on public exhibition for 42 days with no submission.

It is recommended that the draft of revised Code of Meeting Practice be adopted with no further amendments.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

The Code of Meeting Practice should allow for participation by members of the public.

RISK ASSESSMENT

If Council fails to adopt a new Code of Meeting Practice within the timeframe stipulated under the *Local Government Act 1993*, this may impede the efficient functioning of future meetings.

ATTACHMENTS

1. Draft Hunter's Hill Council Code of Meeting Practice [↓](#)

HUNTER'S HILL COUNCIL

POLICY



POLICY NO.	CPMCS2
POLICY TITLE	Code of Meeting Practice
STATUS	Council
SERVICE	Management and Council Support
DOCUMENT ID	615175

1. PURPOSE

This Model Code of Meeting Practice for Local Councils in NSW (the Model Meeting Code) is prescribed under section 360 of the *Local Government Act 1993* (the Act) and the *Local Government (General) Regulation 2021* (the Regulation). The Model Meeting Code applies to all meetings of councils and committees of councils of which all the members are councillors (committees of council). Council committees whose members include persons other than councillors may adopt their own rules for meetings unless the council determines otherwise. Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code. A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of this Model Meeting Code.

SCOPE

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

DEFINITIONS

the Act	means the <i>Local Government Act 1993</i>
act of disorder	means an act of disorder as defined in clause 15.11 of this code
amendment	in relation to an original motion, means a motion moving an amendment to that motion
audio recorder	any device capable of recording speech
audio-visual link	means a facility that enables audio and visual communication between persons at different places
business day	means any day except Saturday or Sunday or any other day the whole or part of which is observed as a public holiday throughout New South Wales
chairperson	in relation to a meeting of the council – means the person presiding at the meeting as provided by section 369 of the Act and clauses 6.1 and 6.2 of this code, and in relation to a meeting of a committee – means the person presiding at the meeting as provided by clause 20.11 of this code
this code	means the council's adopted code of meeting practice
committee of the council	means a committee established by the council in accordance with clause 20.2 of this code (being a committee consisting only of councillors) or the council when it has resolved itself into committee of the whole under clause 12.1
council official	includes councillors, members of staff of a council, administrators, council committee members, delegates of council and any other person exercising functions on behalf of the council
day	means calendar day
division	means a request by two councillors under clause 11.7 of this code requiring the recording of the names of the councillors who voted both for and against a motion
livestream	a video broadcast of a meeting transmitted across the internet concurrently with the meeting
open voting	means voting on the voices or by a show of hands or by a visible electronic voting system or similar means
planning decision	means a decision made in the exercise of a function of a council under the <i>Environmental Planning and Assessment Act 1979</i> including any decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but not including the making of an order under Division 9.3 of Part 9 of that Act

performance improvement order	means an order issued under section 438A of the Act
quorum	means the minimum number of councillors or committee members necessary to conduct a meeting
the Regulation	means the <i>Local Government (General) Regulation 2021</i>
year	means the period beginning 1 July and ending the following 30 June

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2. MEETING PRINCIPLES

2.1 Council and committee meetings should be:

- Transparent:* Decisions are made in a way that is open and accountable.
- Informed:* Decisions are made based on relevant, quality information.
- Inclusive:* Decisions respect the diverse needs and interests of the local community.
- Principled:* Decisions are informed by the principles prescribed under Chapter 3 of the Act.
- Respectful:* Councillors, staff and meeting attendees treat each other with respect.
- Trusted:* The community has confidence that councillors and staff act ethically and make decisions in the interests of the whole community.
- Effective:* Meetings are well organised, effectively run and skilfully chaired.
- Orderly:* Councillors, staff and meeting attendees behave in a way that contributes to the orderly conduct of the meeting.

3. BEFORE THE MEETING

Timing of ordinary council meetings

- 3.1 Ordinary meetings of the council will be held on the fourth Monday of each month in the Council Chamber at the Town Hall, Hunters Hill, commencing at 6.00pm except where a meeting falls within school holidays or another significant calendar event, including but not limited to a national day of mourning.

~~When a Public Holiday or another significant calendar event falls on the Monday set down for a meeting, such meeting is to be held on the succeeding Tuesday, unless the Council decides otherwise by resolution.~~

- 3.2 Ordinary meeting times and venues may be varied by specific resolution of Council or by direction of the Mayor. Wherever practicable, public notice of the variation shall be given.

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

Extraordinary meetings

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

Note: Clause 3.3 reflects section 366 of the Act.

- 3.4 The Mayor may call an extraordinary meeting without the need to obtain the signature of two (2) councillors.

Notice to the public of council meetings

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

Note: Clause 3.5 reflects section 9(1) of the Act.

- 3.6 For the purposes of clause 3.5, notice of a meeting of the council and of a committee of council is to be published before the meeting takes place. The notice must be published on the council's website, and in such other manner that the council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.

- 3.7 For the purposes of clause 3.5, notice of more than one (1) meeting may be given in the same notice.

Notice to councillors of ordinary council meetings

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

Note: Clause 3.8 reflects section 367(1) of the Act.

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

Note: Clause 3.9 reflects section 367(3) of the Act.

Notice to councillors of extraordinary meetings

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

Note: Clause 3.10 reflects section 367(2) of the Act.

Giving notice of business to be considered at council meetings

- 3.11 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted within such reasonable time before the meeting is to be held as determined by the Council. Council's current requirement is seven (7) business days.

- 3.12 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.

Questions with notice

- 3.13 A councillor may, by way of a notice submitted under clause 3.11, ask a question for response by the general manager about the performance or operations of the council.
- 3.14 A councillor is not permitted to ask a question with notice under clause 3.13 that would constitute an act of disorder.
- 3.15 The general manager or their nominee may respond to a question with notice submitted under clause 3.13 by way of a report included in the business papers for the relevant meeting of the council.

Agenda and business papers for ordinary meetings

- 3.16 The general manager must cause the agenda for a meeting of the council or a committee of the council to be prepared as soon as practicable before the meeting.
- 3.17 The general manager must ensure that the agenda for an ordinary meeting of the council states:
- (a) all matters to be dealt with arising out of the proceedings of previous meetings of the council, and
 - (b) if the mayor is the chairperson – any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
 - (c) all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
 - (d) any business of which due notice has been given under clause 3.11.
- 3.18 Nothing in clause 3.17 limits the powers of the mayor to put a mayoral minute to a meeting under clause 9.7.
- 3.19 The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is, or the implementation of the business would be, unlawful. The general manager must report, without giving details of the item of business, any such exclusion to the next meeting of the council.
- 3.20 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the general manager, is likely to take place when the meeting is closed to the public, the general manager must ensure that the agenda of the meeting:
- (a) identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
 - (b) states the grounds under section 10A(2) of the Act relevant to the item of business.
- Note: Clause 3.20 reflects section 9(2A)(a) of the Act.*
- 3.21 The general manager must ensure that the details of any item of business which, in the opinion of the general manager, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to councillors for the meeting concerned. Such details

must not be included in the business papers made available to the public and must not be disclosed by a councillor or by any other person to another person who is not authorised to have that information.

Availability of the agenda and business papers to the public

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

Note: Clause 3.22 reflects section 9(2) and (4) of the Act.

- 3.23 Clause 3.22 does not apply to the business papers for items of business that the general manager has identified under clause 3.21 as being likely to be considered when the meeting is closed to the public.

Note: Clause 3.23 reflects section 9(2A)(b) of the Act.

- 3.24 For the purposes of clause 3.22, copies of agendas and business papers must be published on the council's website and made available to the public at a time that is as close as possible to the time they are available to councillors.

Note: Clause 3.24 reflects section 9(3) of the Act.

- 3.25 A copy of an agenda, or of an associated business paper made available under clause 3.22, may in addition be given or made available in electronic form unless the council determines otherwise.

Note: Clause 3.25 reflects section 9(5) of the Act.

Agenda and business papers for extraordinary meetings

- 3.26 The council must ensure that the agenda for an extraordinary meeting of the council deals only with the matters stated in the notice of the meeting.

- 3.27 Nothing in clause 3.26 limits the powers of the mayor to put a mayoral minute to an extraordinary meeting without notice under clause 9.7.

- 3.28 Despite clause 3.26, business may be considered at an extraordinary meeting of the council at which all councillors are present, even though due notice has not been given of the business, if the council resolves to deal with the business on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council. A resolution adopted under this clause must state the reasons for the urgency.

- 3.29 A motion moved under clause 3.28 can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with. Despite any other provision of this code, only the mover of a motion moved under clause 3.28, and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

- 3.30 If all councillors are not present at the extraordinary meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution

is adopted in accordance with clause 3.28 and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.

- 3.31 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.30 on whether a matter is of great urgency.

Prohibition of pre-meeting briefing sessions

- 3.32 Briefing sessions must not be held to brief councillors on business listed on the agenda for meetings of the council or committees of the council.

Note: The prohibition on the holding of briefing sessions under clause 3.32 reflects the intent of Chapter 4, Part 1 of the Act which requires business of the council to be conducted openly and transparently at a formal meeting of which due notice has been given and to which the public has access. Pre-meeting briefing sessions are inconsistent with the principles of transparency, accountability and public participation and have the potential to undermine confidence in the proper and lawful decision-making processes of the council.

- 3.33 Nothing in clause 3.32 prevents a councillor from requesting information from the general manager about a matter to be considered at a meeting, provided the information is also available to the public. Information requested under this clause must be provided in a way that does not involve any discussion of the information.

4. PUBLIC FORUMS

- 4.1 The council may hold a public forum prior to meetings of the council and committees of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to meetings of other committees of the council.
- 4.2 The council may determine the rules under which public forums are to be conducted and when they are to be held between 6-6.30pm prior to council meetings and for the first 15 minutes of any committee meeting. This may be extended if required subject to a Council resolution at the meeting.
- 4.3 The provisions of this code requiring the livestreaming of meetings also apply to public forums.
- 4.4 Participants who want to speak at the public forum of council will need to notify the general manager with a formal request no later than 12 noon on the nominated day of the meeting.

Note: Any person seeking to address a meeting under this clause shall complete and lodge the appropriate form "Request to Address Public Forum of Council" (see Appendix 1)

- 4.5 Public attendance at Public Forum via online audio-visual link

A member of the public may be permitted to address Council via audio visual link provided that the member of the public:

- has available the necessary technology to join the meeting;
- does not allow others to log onto the audio visual link;
- ensures there will be minimal background noise or interruption.

- 4.6 This provision is subject to limit of three minutes for any speaker – this time can be extended by a resolution of Council.

5. COMING TOGETHER

Attendance by councillors at meetings

- 5.1 All councillors must make reasonable efforts to attend meetings of the council and of committees of the council of which they are members.
- Note: A councillor may not attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected or a meeting at which the councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.*
- 5.2 The council may determine standards of dress for councillors when attending meetings.
- 5.3 A councillor cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.
- 5.4 Where a councillor is unable to attend one or more ordinary meetings of the council, the councillor should request that the council grant them a leave of absence from those meetings. This clause does not prevent a councillor from making an apology if they are unable to attend a meeting. However, the acceptance of such an apology does not constitute the granting of a leave of absence for the purposes of this code and the Act.
- 5.5 The council must act reasonably when considering whether to grant a councillor's request for a leave of absence.
- 5.6 Where a councillor makes an apology under clause 5.4, the council must determine by resolution whether to grant the councillor a leave of absence for the meeting for the purpose of section 234(1)(d) of the Act. If the council resolves not to grant a leave of absence for the meeting, it must state the reasons for its decision in its resolution.
- 5.7 A councillor's civic office will become vacant if the councillor is absent from three (3) consecutive ordinary meetings of the council without prior leave of the council, or leave granted by the council at any of the meetings concerned, unless the holder is absent because they have been suspended from office under the Act, or because the council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.
- Note: Clause 5.7 reflects section 234(1)(d) of the Act.*

The quorum for a meeting

- 5.8 The quorum for a meeting of the council is a majority of the councillors of the council who hold office at that time and are not suspended from office.
- Note: Clause 5.8 reflects section 368(1) of the Act.*
- 5.9 Clause 5.8 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the council.
- Note: Clause 5.9 reflects section 368(2) of the Act.*

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

Meetings held by audio-visual link

- 5.15 A meeting of the council or a committee of the council may be held by audio-visual link where the mayor determines that the meeting should be held by audio-visual link because of a natural disaster or a public health emergency. The mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of councillors and staff at risk. The mayor must make a determination under this clause in consultation with the general manager and, as far as is practicable, with each councillor.
- 5.16 Where the mayor determines under clause 5.15 that a meeting is to be held by audio-visual link, the general manager must:
- (a) give written notice to all councillors that the meeting is to be held by audio-visual link, and
 - (b) take all reasonable steps to ensure that all councillors can participate in the meeting by audio-visual link, and

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

- 5.17 This code applies to a meeting held by audio-visual link under clause 5.15 in the same way it would if the meeting was held in person.

Note: Where a council holds a meeting by audio-visual link under clause 5.15, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.

Attendance by councillors at meetings by audio-visual link

- 5.18 Councillors may attend and participate in meetings of the council and committees of the council by audio-visual link with the approval of the council or the relevant committee where they are prevented from attending the meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities
- 5.19 Clause 5.18 does not apply to meetings at which a mayoral election is to be held.
- 5.20 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the general manager prior to the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.
- 5.21 Councillors may request approval to attend more than one meeting by audio-visual link. Where a councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.20.
- 5.22 The council must comply with the Health Privacy Principles prescribed under the *Health Records and Information Privacy Act 2002* when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting by audio-visual link.
- 5.23 A councillor who has requested approval to attend a meeting of the council or a committee of the council by audio-visual link may participate in the meeting by audio-visual link until the council or committee determines whether to approve their request and is to be taken as present at the meeting. The councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.
- 5.24 A decision whether to approve a request by a councillor to attend a meeting of the council or a committee of the council by audio-visual link must be made by a resolution of the council or the committee concerned. The resolution must state:
- (a) the meetings the resolution applies to, and
 - (b) the reason why the councillor is being permitted to attend the meetings by audio-visual link where it is on grounds other than illness, disability, or caring responsibilities.
- 5.25 If the council or committee refuses a councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.

- 5.26 A decision whether to approve a councillor's request to attend a meeting by audio-visual link is at the council's or the relevant committee's discretion. The council and committees of the council must act reasonably when considering requests by councillors to attend meetings by audio-visual link.
- 5.27 The council and committees of the council may refuse a councillor's request to attend a meeting by audio-visual link where the council or committee is satisfied that the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the council or a committee of the council by audio-visual link.
- 5.28 This code applies to a councillor attending a meeting by audio-visual link in the same way it would if the councillor was attending the meeting in person. Where a councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.
- 5.29 A councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.
- 5.30 A councillor must be appropriately dressed when attending a meeting by audio-visual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

Entitlement of the public to attend council meetings

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

Note: Clause 5.31 reflects section 10(1) of the Act.

- 5.32 Clause 5.31 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.

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

(a) by a resolution of the meeting, or

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

Note: Clause 5.33 reflects section 10(2) of the Act.

Note: Clauses 15.14 authorises chairpersons to expel persons other than councillors from a council or committee meeting.

- 5.34 On the adoption of this code and at the commencement of each council term, the council must determine whether to authorise the person presiding at a meeting to exercise a power of expulsion.

Note: If adopted, clauses 15.14 and 15.15 confer a standing authorisation on all chairpersons of meetings of the council and committees of the council to expel persons from meetings. If

adopted, clause 15.14 authorises chairpersons to expel any person, including a councillor, from a council or committee meeting. Alternatively, if adopted, clause 15.15 authorises chairpersons to expel persons other than councillors from a council or committee meeting.

Livestreaming of meetings

- 5.35 Each meeting of the council or a committee of the council is to be recorded by means of an audio or audio-visual device.
- 5.36 At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:
- (a) the meeting is being recorded and made publicly available on the council's website, and
 - (b) persons attending the meeting should refrain from making any defamatory statements.
- 5.37 The recording of a meeting is to be made publicly available on the Council's website at the same time as the meeting is taking place.
- 5.38 The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting or for the balance of the council's term, whichever is the longer period.
- 5.39 Clauses 5.35 and 5.38 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.
- Note: Clauses 5.35 – 5.39 reflect section 236 of the Regulation.*
- 5.40 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.

Attendance of the general manager and other staff at meetings

- 5.41 The general manager is entitled to attend, but not to vote at, a meeting of the council or a meeting of a committee of the council of which all of the members are councillors.
- Note: Clause 5.41 reflects section 376(1) of the Act.*
- 5.42 The general manager is entitled to attend a meeting of any other committee of the council and may, if a member of the committee, exercise a vote.
- Note: Clause 5.42 reflects section 376(2) of the Act.*
- 5.43 The general manager may be excluded from a meeting of the council or a committee while the council or committee deals with a matter relating to the standard of performance of the general manager or the terms of employment of the general manager.
- Note: Clause 5.43 reflects section 376(3) of the Act.*
- 5.44 The attendance of other council staff at a meeting (other than as members of the public) shall be determined by the general manager in consultation with the mayor.

6. THE CHAIRPERSON

The chairperson at meetings

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

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

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

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

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

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

- 6.4 The election of a chairperson must be conducted:

(a) by the general manager or, in their absence, an employee of the council designated by the general manager to conduct the election, or

(b) by the person who called the meeting or a person acting on their behalf if neither the general manager nor a designated employee is present at the meeting, or if there is no general manager or designated employee.

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

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

(a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and

(b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.

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

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

Chairperson to have precedence

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

(a) any councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and

- (b) every councillor present must be silent to enable the chairperson to be heard without interruption.

7. MODES OF ADDRESS

- 7.1 Where physically able to, councillors and staff should stand when the mayor enters the chamber and when addressing the meeting.
- 7.2 If the chairperson is the mayor, they are to be addressed as 'Mr Mayor' or 'Madam Mayor' or Mayor.
- 7.3 If the chairperson is the deputy mayor, they are to be addressed as 'Mr Deputy Mayor', or 'Madam Deputy Mayor' or 'Deputy Mayor'.
- 7.4 Where the chairperson is not the mayor, they are to be addressed as either 'Mr Chairperson' or 'Madam Chairperson'.
- 7.5 A councillor is to be addressed as 'Councillor [surname]'.
- 7.6 A council officer is to be addressed by their official designation or as Mr/Ms [surname].

8. ORDER OF BUSINESS FOR ORDINARY COUNCIL MEETINGS

- 8.1 The general order of business for an ordinary meeting of the council shall be:

*01 Acknowledgement of country**

*02 Ordinary Meetings are to commence with a Prayer***

03 Attendance, Apologies, Applications for Leave of Absence, Declarations of Interest

04 Confirmation of minutes

05 Mayoral Minutes & Reports

06 Tabling of Petitions

07 Addresses from the Public

08 Notices of Motion (including rescission motions)

09 Council Reports (Including Committee and Delegates Reports)

10 Questions With or Without Notice

11 Confidential Matters

Note 1: *Acknowledgement of Country

An *Acknowledgment of Country* is a way that non-Aboriginal people can show respect for Aboriginal and Torres Strait Islander heritage and the ongoing relationship of traditional owners with the land.

The Mayor or Chair of the meeting begins the meeting by acknowledging that the meeting or event is taking place on the country of the traditional custodians.

The following are examples of appropriate wording for the "Acknowledgement of Country":

- *I would like to show my respect and acknowledge the traditional custodians of the land, of elders past, present and emerging, on which this meeting takes place:*
- Or
- *I acknowledge the Traditional Custodians of country throughout Australia and recognise their continuing connection to land, waters and culture. I pay my respects to their Elders past, present and emerging.*
- Or
- *I would like to acknowledge that we are here today on the land of the Wallumedegal people. The Wallumedegal people are the Traditional Custodians of this land and form part of the wider Aboriginal nation known as the Eora Nation. I would also like to acknowledge the present Aboriginal and Torres Strait Islander peoples who now reside within this area.*

Note 2 **Prayer:

The late Rev. W. Gumbley wrote the following prayer, when Chaplain to the Council, in consultation with the clergy of all local churches, and adopted by the Council.

"We thank you Lord, for the honour of being called by our fellow citizens to this office of honour and trust. Give us grace, diligently and honourably, free from private interest or prejudice, to discharge the duties entrusted to us, to the common good and as in your sight. Through Jesus Christ, our Lord. Amen."

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

Note: Part 13 allows council to deal with items of business by exception.

- 8.3 Despite any other provision of this code, only the mover of a motion referred to in clause 8.2 may speak to the motion before it is put.

9. CONSIDERATION OF BUSINESS AT COUNCIL MEETINGS

Business that can be dealt with at a council meeting

- 9.1 The council must not consider business at a meeting of the council:
- (a) unless a councillor has given notice of the business, as required by clause 3.11, and
 - (b) unless notice of the business has been sent to the councillors in accordance with clause 3.8 in the case of an ordinary meeting or clause 3.10 in the case of an extraordinary meeting called in an emergency.
- 9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:
- (a) is already before, or directly relates to, a matter that is already before the council, or

(b) is the election of a chairperson to preside at the meeting, or

(c) is a matter or topic put to the meeting by way of a mayoral minute, or

(d) is a motion for the adoption of recommendations of a committee, including, but not limited to, a committee of the council.

- 9.3 Despite clause 9.1, business may be considered at a meeting of the council at which all councillors are present even though due notice has not been given of the business to councillors, if the council resolves to deal with the business on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting. A resolution adopted under this clause must state the reasons for the urgency.
- 9.4 A motion moved under clause 9.3 (can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 9.3 can speak to the motion before it is put.
- 9.5 If all councillors are not present at a meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 9.3, and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.
- 9.6 A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.5.

Mayoral minutes

- 9.7 They Mayor may, by minute signed by the mayor, put to the meeting without notice any matter or topic that the mayor determines should be considered at the meeting.
- 9.8 A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The mayor may move the adoption of a mayoral minute without the motion being seconded.
- 9.9 A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.

Staff reports

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

Reports of committees of council

- 9.11 The recommendations of a committee of the council are, so far as they are adopted by the council, resolutions of the council.
- 9.12 If in a report of a committee of the council distinct recommendations are made, the council may make separate decisions on each recommendation.

Questions

- 9.13 A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.11 and 3.13, unless the council determines otherwise in accordance with this code
- 9.14 A councillor may, through the chairperson, put a question to another councillor about a matter on the agenda.
- 9.15 A councillor may, through the general manager, put a question to a council employee about a matter on the agenda. The general manager may request another council employee to answer the question.
- 9.16 A councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to information. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.
- 9.17 Councillors must put questions directly, succinctly, respectfully and without argument.
- 9.18 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.

10 RULES OF DEBATE

Motions to be seconded

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

Notices of motion

- 10.2 A councillor who has submitted a notice of motion under clause 3.11 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.
- 10.3 If a councillor who has submitted a notice of motion under clause 3.11 wishes to withdraw it, they may request its withdrawal at any time. If the notice of motion is withdrawn after the agenda and business paper for the meeting at which it is to be considered have been sent to councillors, the chairperson is to note the withdrawal of the notice of motion at the meeting unless the council determines to consider the notice of motion at the meeting.
- 10.4 In the absence of a councillor who has placed a notice of motion on the agenda for a meeting of the council:
- (a) any other councillor may, with the leave of the chairperson, move the motion at the meeting, or
 - (b) the chairperson may defer consideration of the motion until the next meeting of the council.

Chairperson's duties with respect to motions

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

- 10.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.
- 10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.

Amendments to motions

- 10.8 An amendment to a motion must be moved and seconded before it can be debated.
- 10.9 An amendment to a motion must relate to the matter being dealt with in the original motion before the council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.
- 10.10 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.
- 10.11 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before council at any one time.
- 10.12 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.
- 10.13 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.
- 10.14 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.

Limitations on the number and duration of speeches

- 10.15 A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.
- 10.16 A councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.
- 10.17 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.
- 10.18 Despite clause 10.17, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding.
- 10.19 Despite clauses 10.15 and 10.16, a councillor may move that a motion or an amendment be now put:

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

- 10.20 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.19. A seconder is not required for such a motion.
- 10.21 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.15.
- 10.22 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.
- 10.23 All councillors must be heard without interruption and all other councillors must, unless otherwise permitted under this code, remain silent while another councillor is speaking.
- 10.24 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.
- 10.25 Clause 10.24 does not prevent a further motion from being moved on the same item of business where the original motion is lost provided the motion is not substantially the same as the one that is lost.

11 VOTING

Voting entitlements of councillors

- 11.1 Each councillor is entitled to one (1) vote.

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

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

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

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

Voting at council meetings

- 11.4 A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.
- 11.5 If a councillor who has voted against a motion put at a council meeting so requests, the general manager must ensure that the councillor's dissenting vote is recorded in the council's minutes.
- 11.6 The decision of the chairperson as to the result of a vote is final unless the decision is immediately challenged and not fewer than two (2) councillors rise and call for a division.

- 11.7 When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The general manager must ensure that the names of those who vote for the motion and those who vote against it are recorded in the council's minutes for the meeting.
- 11.8 When a division on a motion is called, any councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.4 of this code.
- 11.9 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot.
- 11.10 All voting at council meetings, (including meetings that are closed to the public), must be recorded in the minutes of meetings with the names of councillors who voted for and against each motion or amendment (including the use of the casting vote) being recorded.

Note: If clause 11.10 is adopted, clauses 11.5 – 11.8 and clause 11.14 may be omitted.

Voting on planning decisions

- 11.11 The council or a council committee must not make a final planning decision without receiving a staff report containing an assessment and recommendation in relation to the matter put before the council for a decision.
- 11.12 Where the council or a council committee makes a planning decision that is inconsistent with the recommendation made in a staff report, it must provide reasons for its decision and why it did not adopt the staff recommendation.
- 11.13 The general manager must keep a register containing, for each planning decision made at a meeting of the council or a council committee (including, but not limited to a committee of the council), the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- 11.14 For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the council or a council committee.
- 11.15 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.
- 11.16 Clauses 11.13–11.15 apply also to meetings that are closed to the public.

Note: Clauses 11.13–11.15 reflect section 375A of the Act.

Note: The requirements of clause 11.13 may be satisfied by maintaining a register of the minutes of each planning decision.

12 COMMITTEE OF THE WHOLE

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

Note: Clause 12.1 reflects section 373 of the Act.

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

Note: Clauses 10.15–10.25 limit the number and duration of speeches.

Note: Clause 7.1 encourages councillors and staff to stand when addressing the meeting where they can.

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

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

13 DEALING WITH ITEMS BY EXCEPTION

- 13.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution where it considers it necessary to expedite the consideration of business at a meeting.

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

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

- 13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with clause 8.2.

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

- 13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.

- 13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1.

14 CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC

Grounds on which meetings can be closed to the public

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

- (a) personnel matters concerning particular individuals (other than councillors),
- (b) the personal hardship of any resident or ratepayer,
- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
- (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
- (i) alleged contraventions of the council's code of conduct.

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

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

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

Matters to be considered when closing meetings to the public

- 14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:

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

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

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

- (a) are substantial issues relating to a matter in which the council or committee is involved, and

(b) are clearly identified in the advice, and

(c) are fully discussed in that advice.

(d) are subject to legal professional privilege

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

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

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

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

(a) a person may misinterpret or misunderstand the discussion, or

(b) the discussion of the matter may:

(i) cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or

(ii) cause a loss of confidence in the council or committee.

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

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

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

Notice of likelihood of closure not required in urgent cases

14.8 Part of a meeting of the council, or of a committee of the council, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.20 as a matter that is likely to be considered when the meeting is closed, but only if:

(a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and

(b) the council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:

(i) should not be deferred (because of the urgency of the matter), and

(ii) should take place in a part of the meeting that is closed to the public.

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

Representations by members of the public

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

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

- 14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.
- 14.11 Despite clauses 14.9 and 14.10, the council may resolve to close the meeting to the public in accordance with this Part to hear a representation from a member of the public as to whether the meeting should be closed to consider an item of business where the representation involves the disclosure of information relating to a matter referred to in clause 14.1.
- 14.12 Where the matter has been identified in the agenda of the meeting under clause 3.20 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the council in the approved form (see Appendices). Applications must be received by 12 noon on the day of the meeting at which the matter is to be considered.

Expulsion of non-councillors from meetings closed to the public

- 14.13 If a meeting or part of a meeting of the council or a committee of the council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.
- 14.14 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary restrain that person from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

Obligations of councillors attending meetings by audio-visual link

- 14.15 Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

Information to be disclosed in resolutions closing meetings to the public

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

- (a) the relevant provision of section 10A(2) of the Act,

(b) the matter that is to be discussed during the closed part of the meeting,

(c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

Note: Clause 14.16 reflects section 10D of the Act.

Resolutions passed at closed meetings to be made public

- 14.17 If the council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.
- 14.18 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.17 during a part of the meeting that is webcast.
- 14.19 The general manager must cause business papers for items of business considered during a meeting, or part of a meeting, that is closed to public, to be published on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.
- 14.20 The general manager must consult with the council and any other affected persons before publishing information on the council's website under clause 14.19 and provide reasons for why the information has ceased to be confidential.

15 KEEPING ORDER AT MEETINGS

Points of order

- 15.1 A councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.
- 15.2 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order – either by upholding it or by overruling it.

Questions of order

- 15.3 The chairperson, without the intervention of any other councillor, may call any councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.
- 15.4 A councillor who claims that another councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.
- 15.5 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the council.
- 15.6 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

Motions of dissent

- 15.7 A councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.
- 15.8 If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.
- 15.9 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

Acts of disorder

- 15.10 A councillor commits an act of disorder if the councillor, at a meeting of the council or a committee of the council:
- (a) contravenes the Act, the Regulation or this code, or
 - (b) assaults or threatens to assault another councillor or person present at the meeting, or
 - (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the council or the committee, or addresses or attempts to address the council or the committee on such a motion, amendment or matter, or
 - (d) uses offensive or disorderly words, or
 - (e) makes gestures or otherwise behaves in a way that is sexist, racist, homophobic or otherwise discriminatory, or, if the behaviour occurred in the Legislative Assembly, would be considered disorderly, or
 - (f) imputes improper motives to or unfavourably personally reflects upon any other council official, or a person present at the meeting, except by a motion, or
 - (g) says or does anything that would promote disorder at the meeting or is otherwise inconsistent with maintaining order at the meeting.

Note: Clause 15.10 reflects section 182 of the Regulation.

Note: The Legislative Assembly's Speaker's Guidelines state that "Members are not to use language, make gestures, or behave in any way in the Chamber that is sexist, racist, homophobic or otherwise exclusionary or discriminatory. Such conduct may be considered offensive and disorderly, in accordance with Standing Order 74".

- 15.11 The chairperson may require a councillor:
- (a) to apologise without reservation for an act of disorder referred to in clauses 15.10(a), (b), (d) (e) or (g), or
 - (b) to withdraw a motion or an amendment referred to in clause 15.10(c) and, where appropriate, to apologise without reservation, or
 - (c) to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.10(d) (e), (f) and (g).

Note: Clause 15.11 reflects section 233 of the Regulation.

- 15.12 A failure to comply with a requirement under clause 15.11 constitutes a fresh act of disorder for the purposes of clause 15.10.
- 15.13 Where a councillor fails to take action in response to a requirement by the chairperson to remedy an act of disorder under clause 15.11 at the meeting at which the act of disorder occurred, the chairperson may require the councillor to take that action at each subsequent meeting until such time as the councillor complies with the requirement. If the councillor fails to remedy the act of disorder at a subsequent meeting, they may be expelled from the meeting under clause 15.18.

How disorder at a meeting may be dealt with

- 15.14 If disorder occurs at a meeting of the council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of councillors.

Expulsion from meetings

- 15.15 All chairpersons of meetings of the council and committees of the council and committees of the council are authorised under this code to expel any person, including any councillor, from a council or committee meeting, for the purpose of section 10(2)(b) of the Act
- 15.16 All chairpersons of meetings of the council and committees of the council are authorised under this code to expel any person other than a councillor, from a council or committee meeting, for the purposes of section 10(2)(b) of the Act. Councillors may only be expelled by resolution of the council or the committee of the council

Note: Councils may use either of clause 15.15 or clause 15.16. Hunter's Hill Council is using 15.15.

- 15.17 Clause 15.15, does not limit the ability of the council or a committee of the council to resolve to expel a person, including a councillor, from a council or committee meeting, under section 10(2)(a) of the Act.
- 15.18 A councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for having failed to comply with a requirement under clause 15.11 or clause 15.13. The expulsion of a councillor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

Note: Clause 15.18 reflects section 233(2) of the Regulation.

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

15.20 Members of the public attending a meeting of the council:

- (a) must remain silent during the meeting unless invited by the chairperson to speak,
- (b) must not bring flags, signs or protest symbols to the meeting, and
- (c) must not disrupt the meeting.

15.21 Without limiting clause 15.19, a contravention of clause 15.20 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Members of the public may, as provided by section 10(2) of the Act, be expelled from a meeting for a breach of clause 15.20.

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

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

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

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

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

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

Use of mobile phones and the unauthorised recording of meetings

15.26 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.

15.27 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.

15.28 Without limiting clause 15.19, a contravention of clause 15.27 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Any person who contravenes or attempts to contravene clause 15.27, may, as provided for under section 10(2) of the Act, be expelled from the meeting.

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

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

16 CONFLICTS OF INTEREST

- 16.1 All councillors and, where applicable, all other persons, must declare and manage any conflicts of interest they may have in matters being considered at meetings of the council and committees of the council in accordance with the council's code of conduct. All declarations of conflicts of interest and how the conflict of interest was managed by the person who made the declaration must be recorded in the minutes of the meeting at which the declaration was made.
- 16.2 Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they may have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has declared a pecuniary or significant non-pecuniary conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting must be suspended or terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

17 DECISIONS OF THE COUNCIL

Council decisions

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

Note: Clause 17.1 reflects section 371 of the Act in the case of council

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

Rescinding or altering council decisions

- 17.3 A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given in accordance with this code.

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

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

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

- 17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with this code.

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

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

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

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

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

- 17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

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

- 17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.12 with the consent of all signatories to the notice of motion.

- 17.10 A notice of motion to alter or rescind a resolution relating to a development application must be submitted to the general manager no later than four (4) business days after the meeting at which the resolution was adopted.

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

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

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

(a) a notice of motion signed by three councillors is submitted to the chairperson, and

(b) the council resolves to deal with the motion at the meeting on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council.

- 17.13 A motion moved under clause 17.12(b) can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 17.12(b) can speak to the motion before it is put.

- 17.14 A resolution adopted under clause 17.12(b) must state the reasons for the urgency.

Recommitting resolutions to correct an error

- 17.15 Despite the provisions of this Part, a councillor may, with the leave of the chairperson, move to recommit a resolution adopted at the same meeting:
- (a) to correct any error, ambiguity or imprecision in the council's resolution, or
 - (b) to confirm the voting on the resolution.
- 17.16 In seeking the leave of the chairperson to move to recommit a resolution for the purposes of clause 17.15(a), the councillor is to propose alternative wording for the resolution.
- 17.17 The chairperson must not grant leave to recommit a resolution for the purposes of clause 17.15(a), unless they are satisfied that the proposed alternative wording of the resolution would not alter the substance of the resolution previously adopted at the meeting.
- 17.18 A motion moved under clause 17.15 can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 17.15 can speak to the motion before it is put.
- 17.19 A motion of dissent cannot be moved against a ruling by the chairperson under clause 17.15.
- 17.20 A motion moved under clause 17.15 with the leave of the chairperson cannot be voted on unless or until it has been seconded.

18 TIME LIMITS ON COUNCIL MEETINGS

- 18.1 Meetings of the council and committees of the council are to conclude no later than 9:30pm.
- 18.2 If the business of the meeting is unfinished at 9:30pm, the council or the committee may, by resolution, extend the time of the meeting by 30 minutes.
- 18.3 If the business of the meeting is unfinished at 9:30pm, and the council does not resolve to extend the meeting, the chairperson must either:
- (a) defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the council, or
 - (b) adjourn the meeting to a time, date and place fixed by the chairperson.
- 18.4 Clause 18.2 does not limit the ability of the council or a committee of the council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.
- 18.5 Where a meeting is adjourned under clause 18.2 or 18.3, the general manager must:
- (a) individually notify each councillor of the time, date and place at which the meeting will reconvene, and
 - (b) publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the general manager is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

19 AFTER THE MEETING

Minutes of meetings

19.1 The council is to keep full and accurate minutes of the proceedings of meetings of the council.

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

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

- (a) the names of councillors attending a council meeting and whether they attended the meeting in person or by audio-visual link,
- (b) details of each motion moved at a council meeting and of any amendments moved to it,
- (c) the names of the mover and seconder of the motion or amendment,
- (d) whether the motion or amendment was passed or lost, and
- (e) such other matters specifically required under this code.

19.3 The minutes of a council meeting must be confirmed at a subsequent meeting of the council.

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

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

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

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

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

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

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

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

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

- 19.9 Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

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

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

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

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

Implementation of decisions of the council

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

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

20 COUNCIL COMMITTEES

Application of this Part

- 20.1 This Part only applies to committees of the council whose members are all councillors.

Council committees whose members are all councillors

- 20.2 The council may, by resolution, establish such committees as it considers necessary.
- 20.3 A committee of the council is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the council.
- 20.4 The quorum for a meeting of a committee of the council is to be:
- (a) such number of members as the council decides, or
 - (b) if the council has not decided a number – a majority of the members of the committee.

Functions of committees

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

Notice of committee meetings

- 20.6 The general manager must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:
- (a) the time, date and place of the meeting, and

(b) the business proposed to be considered at the meeting.

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

Non-members entitled to attend committee meetings

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

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

Chairperson and deputy chairperson of council committees

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

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

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

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

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

Procedure in committee meetings

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

20.14 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause 20.13.

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

Mayoral minutes

- 20.16 The provisions of this code relating to mayoral minutes also apply to meetings of committees of the council in the same way they apply to meetings of the council.

Closure of committee meetings to the public

- 20.17 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.
- 20.18 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended, and report the resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.
- 20.19 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 20.18 during a part of the meeting that is webcast.
- 20.20 The general manager must cause business papers for items of business considered during a meeting, or part of a meeting, that is closed to public, to be published on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.
- 20.21 The general manager must consult with the committee and any other affected persons before publishing information on the council's website under clause 20.20 and provide reasons for why the information has ceased to be confidential.

Disorder in committee meetings

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

Minutes of council committee meetings

- 20.23 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:
- (a) the names of councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,
 - (b) details of each motion moved at a meeting and of any amendments moved to it,
 - (c) the names of the mover and seconder of the motion or amendment,

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

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

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

21 IRREGULARITIES

- 21.1 Proceedings at a meeting of a council or a council committee are not invalidated because of:
- (a) a vacancy in a civic office, or
 - (b) a failure to give notice of the meeting to any councillor or committee member, or
 - (c) any defect in the election or appointment of a councillor or committee member, or
 - (d) a failure of a councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a council or committee meeting in accordance with the council's code of conduct, or
 - (e) a failure to comply with this code.

Note: Clause 21.1 reflects section 374 of the Act.

RELATED POLICIES/PROCEDURES

Local Government Act 1993

Local Government (General) Regulation 2021

Model Meeting Code of Practice for Local Councils 2021

Model Code of Conduct

Procedures for the Administration of the Model Code of Conduct

POLICY AUTHORITY

Council

General Manager

GETTING HELP

Please contact the General Manager for further guidance or assistance.

REVIEW

This policy to be reviewed at least once per term of Council. A council must, not later than 12 months after an ordinary election of councillors, adopt a code of meeting practice that incorporates the mandatory provisions of the model code prescribed by the regulations. The adopted code may also incorporate the non-mandatory provisions and other provisions.

The document will be reviewed following the next Local Council elections in September 2028 or on receipt of advice from Office of Local Government regarding changes to the Act or Regulations relating to Meeting Practice.

Next review date is: May 2029

ADOPTED BY COUNCIL/EXECUTIVE:

DATE:

RESOLUTION NO:

VERSION CONTROL TABLE

DATE	VERSION	RES. NO.	KEY CHANGES
1/09/1999	1.0	Regulation Commenced	Adoption of LG (Meetings) Regulation
25/09/2006	1.1	418/06	Amendments from LG Act and Regulations consolidation
15/06/2010	1.2	163/10	DLG Practice Note 16 Update amendments
14/11/2011	1.3	395/11	2011 amendments to Local Government Act
28/10/2013	1.4	337/13	2013 Review and incorporation of amendments to Local Government Act
9/03/15	1.5	58/15	Minor Amendments S19.6 Procedures in Workshops
11/05/15	1.6	144/15	Incorporation of Acknowledgement of Country and other minor changes to S2.1 Order of Business
9/04/18	1.7	100/18	Incorporation of changes to permit live streaming of Council Meetings

27/05/19	1.8	100/19	2019 Review and incorporation of Model Code of Meeting Practice
23/09/19	1.9	188/19	Minor amendment to s4.2 Public Participation
Oct 2022	2.0	278/22	Addition of provisions relating to public participation and audio-visual technologies.
July 2025		139/25	Deletion of 8.1 <i>10 General Business</i>
Sept 2025	3.0		Incorporation of updated Model Code of Meeting Practice

APPENDIX 1 REQUEST TO ADDRESS COUNCIL



Hunter's Hill Council
**Request to Address Council Meeting Public
 Forum**

(A limit of 3 minutes per speaker applies)

Details of Applicant

Name Signature

Address

Mobile Telephone

Email Date

Details of Proposed Address

Date of meeting you wish to address

Item listed on the agenda for this meeting that you wish to address

Agenda Item number (e.g. 2.1)

Are you speaking as an **Applicant** ☐ **Owner** ☐ **Supporter** ☐ **Objector** ☐ **Other** ☐ (specify)

Subject of address

Please provide a brief outline of your planned address:

Important Notes:

1. Permission to speak may be withdrawn at any time, should inappropriate comments be made and potentially offensive or defamatory remarks will render a speaker open to legal action.
2. Electronic recordings of Council meetings will be made publicly available on Council's webpage.
3. **For Ordinary Council Meetings this form must be submitted to Council no later than 12:00 noon on the day of the nominated meeting. Applications received after this time will not be accepted.**
4. You will be advised by email if your request has been approved for the relevant Ordinary Council meeting after 12:00 noon on the day of the Council Meeting.

Council is an agency as defined by the NSW Privacy and Personal Information Protection Act 1998 and has adopted a Privacy Management Plan that covers retention and security of personal information, access to personal information held by Council, limits on use of personal information, and limits on disclosure of personal information. The form may be submitted through the website forms.

APPENDIX 2 GUIDELINES – REQUEST TO ADDRESS COUNCIL***Applications to Address Council or Committee Meeting Public Forum***

A member of the public may, be granted permission to address Council or a Committee where such a request is received by the General Manager no later than 12 noon on the day of the nominated meeting.

This provision is subject to the following conditions and qualifications: -

- Each speaker being permitted to address a meeting for up to three minutes. Council may resolve to extend the address by one further three minutes if considered appropriate.

Conduct of Speakers

Speakers should conduct themselves with due respect to the Council and observe the Code of Conduct and Code of Meeting Practice, i.e. not disrupt the conduct of the meeting and to treat all people with respect, courtesy, compassion, and sensitivity and not insult, denigrate or make defamatory or personal reflections on or impute improper motives to the Council, Councillors, staff or other members of the public. In the event that a speaker does not conduct themselves accordingly, the Chairperson may request the speaker to apologise, desist from the inappropriate behavior, return to the public gallery and/ or otherwise enact provisions of Council's Code of Meeting Practice

Council accepts no responsibility for any defamatory comments made by the speaker in respect of anything said or any material presented to the Meeting.

Addressing Council – Application Process

All requests are to be made to the General Manager no later than 12 noon on the day of the nominated meeting.

Applicants shall state:

- Their name, address and contact telephone number;
- Organisation or group they are representing (if applicable);
- Details of the issue to be addressed and the item number of the report in the Business Paper (if applicable)

ITEM NO	: 4.5
SUBJECT	: CODE OF CONDUCT - ANNUAL COMPLAINT STATISTICS
STRATEGIC OUTCOME	: COUNCIL, COMMUNITY MEMBERS AND LOCAL BUSINESSES COMMUNICATE CLEARLY AND OPENLY ABOUT POLICIES, DECISIONS AND PROJECTS
ACTION	: REPORT TO COUNCIL AND THE COMMUNITY ON MATTERS OF PUBLIC INTEREST VIA MAYORAL MINUTES AND STAFF REPORTS
REPORTING OFFICER	: NICK TOBIN

Ref:802039

PURPOSE

The purpose of this report is to provide the annual Code of Conduct Complaints Statistics for the reporting period ending 31 August 2025.

RECOMMENDATION

1. That the report be received and noted.
2. That Hunter's Hill Council's Code of Conduct Complaint Statistics is forwarded to the Office of Local Government.

BACKGROUND

The Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW 2020 (the Procedures) requires the Code of Conduct Complaints Coordinator to provide complaint statistics to Council. The report must provide data stipulated by Part 11.1 of the Procedures, in regards to Code of Conduct complaints concerning Councillors and the General Manager.

Under Part 11.2 of the Procedure, Council is to provide the Office of Local Government with a report containing the statistics referred to in Part 11.1 within three months of the end of September each year.

REPORT

For the period 1 September 2024 to 31 August 2025 there were no Code of Conduct complaints received about a Councillor or the General Manager.

CONCLUSION

As we have received no Code of Conduct complaints, this will be notified to Office of Local Government accordingly.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

There are no attachments to this report.

ITEM NO	: 4.6
SUBJECT	: HUNTERS HILL MUSIC 2026
STRATEGIC OUTCOME	: COMMUNITY, CULTURAL EVENTS AND ACTIVITIES ARE COORDINATED AND DELIVERED INCLUSIVELY
ACTION	: COORDINATE AND DELIVER COMMUNITY, CULTURAL EVENTS AND ACTIVITIES
REPORTING OFFICER	: SHERY DEMIAN

Ref:801399

PURPOSE

For Council to consider a request for sponsorship of the Hunters Hill Music Society 2026 season through a fee waiver for the hire of Hunters Hill Town Hall which will be used as the venue for their concerts.

RECOMMENDATION

1. That Council supports the Hunters Hill Music Society 2026 season by waiving the hire fee for the Hunters Hill Town Hall on 22 March, 28 June, 10 October and 29 November 2026, in the amount of approximately \$3200.
2. That Hunters Hill Music Society is required to pay a bond of \$1000 for 2025 concert series.
3. That Hunters Hill Music Society be required to pay a fee to cover the cost of cleaning the Hunters Hill Town Hall following the events in the amount of \$180 for each concert event.
4. That Hunters Hill Music Society pay fees for any additional requirements including the use of the grand piano.
5. That any after-hours callouts to Council Officers during the event will be charged at \$160 per hour, minimum one hour, as per Council's fees and charges.
6. That Hunters Hill Music Society is required to acknowledge Council's sponsorship of the season in its marketing collateral.

BACKGROUND

Hunters Hill Music Society has been presenting music concerts in Hunters Hill for 80 years. The Hunters Hill Music concert series returned in 2024 after a hiatus due to the pandemic. It will continue to present the concerts in the Hunters Hill Town Hall in 2026.

REPORT

Hunters Hill Music Society has requested a full-fee waiver of the hire charge for the Hunters Hill Town Hall for their 2026 concert series. They will host four concerts in 2026 that will be held in the Hunters Hill Town Hall on the following dates:

- Sunday 15 March, chamber concert (to be confirmed); 10.30am to 4.30pm
- Sunday 28 June, Andrea Lam, Piano; 10.30am to 4.30pm
- Sunday 10 October, Siobhan Stagg and Jonathan Ware; 2.30pm to 10.30pm

- Sunday 29 November, James Crabbe, Accordion; 10.30am to 2.30pm

These dates have been tentatively held in Council's booking system.

The total hall hire fees for use of the Town Hall for the four concert events is approximately \$3200, pending the 2026/27 fees and charges.

The recommendation in this report to charge a cleaning fee is intended to prevent a direct cost to Council, notwithstanding the loss of potential income should Council resolve to grant a fee waiver. It is also recommended that the music society pay for any additional hire requirement including the use of the grand piano, and a \$1000 bond for each concert event.

Additionally, if the Music Society needs to use the hall for rehearsal/setup before or after the event date, this will need to be booked according to the cost of hiring the Town Hall as set out in Council's Fees and Charges.

This fee waiver adheres to the *Reduction or Waiver of Hire Fees for Council Facilities Policy*.

The Society is selling tickets for the concerts at \$45 each or a season subscription of \$160. Student concession tickets are \$10 for each concert. Over the past two years, there have been approximately 140 patrons at each concert. The Society aims to have 150 annual subscribers for the 2026 season. The Music society was successful in their application for a community grant from Hunters Hill Council recently and will receive \$1500 to support their season.

Hunters Hill Music Society is a community-based organisation run by volunteers. The concerts have run for many years. They present a vibrant and engaging event that brings residents together and enrich the area's cultural offerings by providing affordable concert experiences. The Music Society has asked for Council's support to help them gain financial stability by waiving hire fees this year so those funds could be redirected to artist engagement.

CONCLUSION

It is a matter for Council to consider whether it wishes to support the Hunters Hill Music Society 2026 concert series by waiving the hiring fee for use of the Hunters Hill Town Hall.

FINANCIAL IMPACT ASSESSMENT

The cost to hire the Hunters Hill Town Hall for this event series is approximately \$3200. The direct impact on Council's budget would be a loss of approximately \$3200 income from the hire of Hunters Hill Town Hall.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

If Council charges the Hunters Hill Music Society a hire fee for use of the Hunters Hill Town Hall, the Society will have less funds to engage artists.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.7
SUBJECT	: DEVELOPMENT APPLICATIONS DETERMINED UNDER DELEGATED AUTHORITY IN OCTOBER 2025
STRATEGIC OUTCOME	: DEVELOPMENT APPLICATION, REGULATION AND MONITORING SERVICES ARE STREAMLINED, MORE ACCESSIBLE, AND USER FRIENDLY
ACTION	: ASSESSMENT OF DEVELOPMENT AND CONSTRUCTION PROCESSES IS REVIEWED AND STREAMLINED
REPORTING OFFICER	: STEVE KOUREPIS

Ref:801895

PURPOSE

The purpose of this report is to advise of Development Applications determined under delegated authority for the period of October 2025.

DELEGATED AUTHORITY

In accordance with Section 327 of the Local Government Act 1993, authority is hereby delegated to the Director, Town Planning to exercise and perform those powers, duties and functions in line with the authority and limitations of that position. These include approval and refusal of Development Applications as per Section 10 of Hunter's Hill Council Delegations of Authority.

Further information and documentation regarding approval or refusal of Development Applications can be found on Council's DA Tracker -

<https://eplanning.huntershill.nsw.gov.au/Public/PlanningRegister.aspx>

RECOMMENDATION

1. That the report be received and noted.

REPORT

Type of Report	Delegated Authority	Inspection Date	31.07.25
Development Application No.	DA2020/0190-3	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Ying Xia	Value	\$797,500
Premises	147 Pittwater Road Hunters Hill	Landscaped Area	51.3%
Classification (BCA)	1a, 10a, 10b	Date lodged	16.07.25
Assessing Officer	Shahram Mehdizadgan	Determination Date	22.09.25
Proposal	Demolition of existing building and construction of new dwelling - s4.55 Modification - various internal and external changes		

Determination	Approval		
Type of Report	Delegated Authority	Inspection Date	29.09.25
Development Application No.	DA2022/0203-2	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Con Kakakios	Value	N/A
Premises	26 Farnell Street, Hunters Hill	Landscaped Area	N/A
Classification (BCA)	9b	Date lodged	18.09.25
Assessing Officer	Shahram Mehdizadgan	Determination Date	08.10.25
Proposal	Construction of a new centre based child care facility with a capacity of 39 children, including basement car parking for seven (7) vehicles. The facility is approved to operate Monday to Friday between 7.00am and 6.00pm - s4.56 modification – minor amendment to approved plans to accommodate a lift over run for the approved passenger lift		
Determination	Approval		

Development Application No.	DA 2025-0214	Zone	R2
Construction Certificate No.	CC ****/****	Notification	Yes
Applicant	Melissa McKennay	Value	N/A
Premises	21 Ferdinand Street Hunters Hill	Garden Area	N/A
Classification (BCA)	N/A	Date lodged	12.09.2025
Assessing Officer	Anna Hopwood Martin Peacock	Determination Date	25.09.2025
Proposal	Removal of one (1) tree		
Determination	Approve removal of one (1) tree, with the planting of one (1) replacement trees within the property		

Tree 1 – *Jacaranda mimosifolia* (Jacaranda)

- Early-mature specimen with moderate landscape value
- Good/fair health
- Trunk and lower crown covered in ivy
- Reduced crown density (50-75%)
- Growing to rear of 2m high (approx.) sandstone retaining wall on property boundary
- Portion of this sandstone retaining wall forms part of a wider heritage listed landscape group within Hunters Hill ('Stone Walls' LEP Item No. I287).
- Retaining wall is cracked and displaced
- Rebuilding of retaining wall in original alignment will require excavation and pruning of roots within the trees Structural Root Zone (SRZ) which is highly likely to affect tree health and root plate stability
- Application for tree removal is **approved** to allow for rebuilding of the retaining wall
- Replacement planting is required to maintain the canopy cover in the suburb
- It is recommended that, to minimise the potential for future retaining wall damage from root growth, a root barrier and compressible layer (100mm polystyrene board) is installed to the rear of the wall before backfilling

The following trees may be removed:

Tree 1	Location	Comments
<i>Jacaranda mimosifolia</i> (Jacaranda)	Front garden adjacent to damaged boundary retaining wall	Remove tree to allow for rebuilding of retaining wall

The following replacement planting is required:

Location	Minimum container size at purchase	No. of replacement plants required	Replacement tree species
Within the property	45 litre	1	<i>Magnolia x soulangiana</i> (Saucer Magnolia) or <i>Acer palmatum</i> (Japanese Maple) or <i>Lagerstoemia indica</i> (Crepe Myrtle)

Note 1: Please contact Council's Tree & Landscape Consultant if you would like to nominate an alternate replacement species

Note 2: The replacement trees should be located at sufficient distance as to minimise conflict with adjacent structures when fully mature.

Type of Report	Delegated Authority	Inspection Date	25.07.25
Development Application No.	DA2019/1148-1	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Dominic Barba	Value	N/A
Premises	12 Toocooya Road, Hunters Hill	Landscaped Area	50.2%
Classification (BCA)	1a, 10a, 10b	Date lodged	19.06.25
Assessing Officer	Shahram Mehdizadgan	Determination Date	08.10.25
Proposal	Demolition of existing dwelling, construction of a 2 storey dwelling with basement, swimming pool and related landscaping - s4.55 Modification - including changes to driveway, basement, internal configuration, glazing and roof form		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	08/09/25
Development Application No.	DA2024/0024-1	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Hao Yan	Value	\$1,000,000
Premises	15 Huntleys Point Road, Huntleys Point	Landscaped Area	61%
Classification (BCA)	1a	Date lodged	23/07/2025
Assessing Officer	Patrick Ogisi	Determination Date	15/09/2025
Proposal	Alterations or additions to an existing building or structure, Dwelling House		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	07.08.25
Development Application No.	DA2025/0090	Zone	R2
Construction Certificate No.	N/A	Notification	Yes
Applicant	Mark Armstrong	Value	\$1,930,289
Premises	99 Park Road, Hunters Hill	Landscaped Area	51.9%
Classification (BCA)	1a, 10a, 10b	Date lodged	19.05.25
Assessing Officer	Shahram Mehdizadgan	Determination Date	21.10.25
Proposal	Demolition of existing buildings, construction of a two storey dwelling, with basement carparking and a swimming pool.		
Determination	Approval		

Type of Report	Delegated Authority	Inspection Date	24/09/25
Development Application No.	DA2023/0100-1	Zone	R2 Low Density Residential
Construction Certificate No.	N/A	Notification	Yes
Applicant	Stephan Elias	Value	\$737,550
Premises	38 Hillcrest Avenue, Gladesville	Landscaped Area	50.17%
Classification (BCA)	1a, 10a, 10b	Date lodged	12/09/25
Assessing Officer	Patrick Ogisi	Determination Date	14/10/25
Proposal	Alterations and additions to the existing dwelling with associated pool and landscaping s4.55 modification - deleting windows and skylights, retaining existing windows, change of material to the front stairs and balustrade, replace approved carport with timber gates, replace existing damaged masonry front fence with new front fence to same height and location.		
Determination	Approval		

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.8
SUBJECT	: DEVELOPMENT APPLICATIONS DETERMINED BY THE LOCAL PLANNING PANEL IN OCTOBER 2025
STRATEGIC OUTCOME	: DEVELOPMENT APPLICATION, REGULATION AND MONITORING SERVICES ARE STREAMLINED, MORE ACCESSIBLE, AND USER FRIENDLY
ACTION	: ASSESSMENT OF DEVELOPMENT AND CONSTRUCTION PROCESSES IS REVIEWED AND STREAMLINED
REPORTING OFFICER	: STEVE KOUREPIS

Ref:801922

PURPOSE

This report provides the outcome of determinations of Development Applications referred to the Local Planning Panel (LPP) in October 2025. From time to time, other matters may be considered by the Local Planning Panel. These matters would be the subject of a separate report to Council.

The primary role of the Local Planning Panel is to determine Development Applications where submissions (10 and over) have been received and/or a Clause 4.6 (variation to Hunters Hill Local Environmental Plan 2012) has been received.

Panel Members:

Charles Hill	Chairperson
David Milliken	Expert Member
Greg Woodhams	Expert Member
Barry Buffier	Community Representative

All reports presented to the LPP as shown below are available on the Council's website
<http://www.huntershill.nsw.gov.au/lpp>

RECOMMENDATION

1. That the report be received and noted.

REPORT OF MEETING HELD 30 OCTOBER 2025

Summary of determinations:

Development Application No.	20211284-1	Zone	R2 Low Density Residential
Premises	30 Alexandra Street, Hunters Hill		

Applicant	Marc Lane	Date Lodged	3 September 2025
Assessing Officer	Steve Kourepis	Determination Date	30 October 2025
Proposal	Alterations and additions to the existing dwelling, demolition, garage to rear lane and landscaping. s4.55 modification - modified landscape plan and DA conditions to address removal of tree 11 (lemon scented gum) and replacement planting to the same general location		

RESOLUTION

That pursuant to Section 4.55(1A) of the Environmental Planning and Assessment Act 1979, that Development Application 2021/1284-1 for alterations and additions to the existing dwelling, demolition, garage to rear lane and landscaping – s4.55 modification – modified landscape plan and DA conditions to address removal of tree 11 (lemon scented gum) and replacement planting to the same general location at No.30 Alexandra Street, Hunters Hill, be approved, subject to Condition No.2 Part A being amended, Condition No.26 Part C being amended, Condition No.39 Part D being deleted, Condition No.66 being amended, and Standard Condition GEN 9 being added, as follows:

Condition No.2

Drawing Number	Drawn By	Plan Dated
Site Plan, 4.55-01	Dalgliesh Ward Architects	04.07.25
DA Modification Plan, DA-01, Revision A	Secret Gardens	28.07.25
Ground Floor, DA02, Rev A	Dalgliesh Ward Architects	21.09.22
First Floor, DA03, Rev A	Dalgliesh Ward Architects	21.09.22
Section AA & BB, DA04, Rev A	Dalgliesh Ward Architects	21.09.22
South Elevation, DA05, Rev A	Dalgliesh Ward Architects	21.09.22
West Elevation, DA06, Rev A	Dalgliesh Ward Architects	21.09.22
East Elevation, DA07, Rev A	Dalgliesh Ward Architects	21.09.22
North Elevation, DA08, Rev A	Dalgliesh Ward Architects	21.09.22
Finishes and Materials, Rev A	Dalgliesh Ward Architects	21.09.22
Landscape Plan, DA01	Secret Gardens	08.08.22

Condition 26 amended to delete Tree 11 from the following table:

a)

Tree No/ Location	Species	TPZ (m)
Tree 3	Crepe myrtle Lagerstroemia indica	2.4

Tree 4	Saucer magnolia <i>Magnolia soulangeana</i>	3.6
Tree 8	Crepe myrtle <i>Lagerstroemia indica</i>	2.4
Tree 10	Jacaranda <i>Jacaranda mimosifolia</i>	3.5
Tree 11	Lemon Scented Gum <i>Corymbia citriodora</i>	10.2

Condition 39 – deleted.

~~Demolition works within TPZ of Tree 11 Lemon Scented Gum *Corymbia citriodora* shall be supervised by the Project Arborist (AQF Level 5).~~

Condition 66 – Modify as follows:

Prior to the issue of an Occupation Certificate a Compliance Certificate shall be prepared by the Project Arborist demonstrating compliance with the supplied Arboricultural Report prepared by Horticultural Management Services, dated 28 August 2021 and Conditions of Consent, with the exception of any tree protection measures relating to Tree 11 Lemon Scented Gum *Corymbia citriodora*.

Standard Condition

GEN9

1.

No of Trees	Species	Location	Minimum container size at purchase
1	Tristanopsis laurina (Water Gum)	As shown on Landscape Plans (prepared by Secret Gardens, dwg no DA-01, dated 28.07.2025)	75L

2. – 8

RECORD OF VOTING	
For	Against
Chairperson Charles Hil	
Expert Member David Milliken	
Expert Member Greg Woodhams	
Community Representative Barry Buffier	

Development Application No.		20250126	Zone	R3 Medium Density Residential												
Premises		1 Karrabee Avenue, Huntleys Cove														
Applicant		Krystal Narbey	Date Lodged	5 June 2025												
Assessing Officer		Patrick Ogisi	Determination Date	30 October 2025												
Proposal	Three-storey shop-top housing consisting of two (2) neighbourhood shops and three (3) residential apartments; basement parking and; landscaping with associated site works.															
RESOLUTION That DA2025-0126 for the construction of a new three-storey shop-top housing consisting of two (2) neighbourhood shops and three (3) residential apartments; basement parking and landscaping with associated site works be approved subject to the conditions listed in the report, with condition DBW 15 to be as follows: <i>All kerb and gutters, roads and footpaths are to be protected throughout the building operations as required by Council. No obstruction to be caused to pedestrian use of Council’s footpath area or vehicular use of Council’s roadway area during building operations.</i> <i>Pedestrian access to the surrounding recreational facilities along the eastern footpath must not be obstructed during construction works. The construction management plan must provide for access to the nearby recreational facilities at all times.</i>																
<table><tr><td colspan="2">RECORD OF VOTING</td></tr><tr><td>For</td><td>Against</td></tr><tr><td>Chairperson Charles Hil</td><td></td></tr><tr><td>Expert Member David Milliken</td><td></td></tr><tr><td>Expert Member Greg Woodhams</td><td></td></tr><tr><td>Community Representative Barry Buffier</td><td></td></tr></table>					RECORD OF VOTING		For	Against	Chairperson Charles Hil		Expert Member David Milliken		Expert Member Greg Woodhams		Community Representative Barry Buffier	
RECORD OF VOTING																
For	Against															
Chairperson Charles Hil																
Expert Member David Milliken																
Expert Member Greg Woodhams																
Community Representative Barry Buffier																

Development Application No.		20250166	Zone	E1 Local Centre
Premises		Hunters Hill Hotel, 68 Gladesville Road, Hunters Hill		
Applicant		Joe Vescio	Date Lodged	23 July 2025
Assessing Officer		Shahram Mehdizadgan	Determination Date	30 October 2025
Proposal	Extend trading hours by 2 hours as follows: Monday – Saturday 10:00am – 2:00am Sunday 10:00am – 12:00 midnight			
RESOLUTION				
That pursuant to Section 4.15 of the Environmental Planning and Assessment Act 1979, that Development Application No.2025/0166 for extension of trading hours at the Hunters Hill Hotel, No.64-68 Gladesville Road, Hunters Hill, be refused for the following reasons:				

1. The proposal does not satisfy the provisions of Section 4.15 of the Environmental Planning & Assessment Act 1979, particularly in relation to clauses (1)(a)(i), (iii), (b)(c)(d) and (e) for general matters of consideration of development applications.
2. This proposal would not satisfy the condition of the DA2003/1051 consent which applies to the Hotel, condition 214(a). The originally approved hours were material to limit the hours of the Hotel to 12 midnight. The original applicant to DA2003/1051 obtained development consent in 2004 to redevelop the Hotel, carpark, bottle shop and access to build a mixed use development which included residential dwellings as well as carrying out completed works on the Hotel.

The proposed extended trading hours for the Hotel, would fail to satisfy the original conditions of consent and matters of public interest.

3. The proposal is not satisfactory due to a lack of public transport, there is inadequate bus services operating within Hunters Hill, from Monday to Friday, and do not operate after 12am. On Saturdays, buses in close proximity of the Hotel do not operate after 12.30am. Due to the lack of public transport options during the proposed late-night trading hours of 12am and 2am, it is anticipated that the amenity of surrounding residential properties will be adversely affected. These impacts may include increased vehicle traffic, the noise associated with car doors opening and closing, patrons departing the venue, groups gathering while waiting for ride-share services or taxis, and individuals migrating to the hotel after attending other licensed premises.

Antisocial behaviour is expected to increase in the immediate and residential surrounding area with extended trading hours and more availability to alcohol.

4. The proposed Plan of Management, Acoustic report and Statement of Environmental Effects are not satisfactory due to these reports only providing assessment and controls to address behaviours within the hotel and the immediate vicinity. These reports and management plans cannot control the adverse impacts to the local community outside of the immediate vicinity.

The proposal is considered to be unsatisfactory, due to the incompatibility of a late night trading venue surrounded by low density residential development and the inability of the Hotel to manage patron behaviour once patrons leave the Hotel.

5. The proposed extended trading hours fail to satisfy the objective of E1 Local Centre Zone use that seeks compatible land uses, in particular Clause 1.2 (2) (a) the aims and objectives of *Hunters Hill Local Environmental Plan 2012*.
6. The proposed increase of hours and late night activity fails to satisfy the objectives and controls that apply to Hunters Hill Village, Village Core Precinct that seek to protect the amenity of adjoining residential neighbourhoods, in particular Part 4.5.2(a)(f) and 4.5.3(b)(v) of the *Hunters Hill Consolidated Development Control Plan 2013*.

7. The subject application was considered unsatisfactory by the Gladesville Police – licencing supervisor and raised part of the following issues *“Police concerns regarding this application are primarily focused on the potential negative social impacts on the local community and the overall unsuitability of the site for extended trading hours.”*

8. The proposal would not be in the public interest.

RECORD OF VOTING		
For	Against	
Chairperson Charles Hil		
Expert Member David Milliken		
Expert Member Greg Woodhams		
Community Representative Barry Buffier		

ATTACHMENTS

There were no attachments to this report.

ITEM NO	: 4.9
SUBJECT	: INVESTMENTS REPORT AS AT 31 OCTOBER 2025
STRATEGIC OUTCOME	: RESOURCES ARE MANAGED EFFICIENTLY TO ENSURE THAT PROGRAMS, SERVICES AND COLLABORATIVE PROJECTS HAVE THE NECESSARY SUPPORT AND FUNDING TO SUCCEED
ACTION	: PROVIDE TIMELY FINANCIAL INFORMATION, ADVICE AND REPORTS TO COUNCIL, THE COMMUNITY AND STAFF INCLUDING THE LONG-TERM FINANCIAL PLAN
REPORTING OFFICER	: CHRISTIAN MENDAY

Ref:802060

PURPOSE

The purpose of this report is to detail Council's investment holdings and performance for the month ending 31 October 2025.

RECOMMENDATION

1. That the report on Investments held at 31 October 2025, prepared in accordance with clause 212 of the Local Government (General) Regulation 2021, be received and noted.

BACKGROUND

Clause 212 of the Local Government (General) Regulation 2021, states that the Responsible Accounting Officer must provide Council with a monthly report detailing all funds invested under Section 625 of the Local Government Act 1993. This report must include certification that the investments have been made in accordance with:

- the Act and the Regulations made thereunder,
- the revised Investment Order issued by the Minister for Local Government, and
- Council's Financial Investment Policy.

REPORT

Total Cash and Investment Balances

Total cash and investment balances are \$20,149,520. Most of this balance is held in reserves to be spent on nominated projects and activities.

Reserves fall into one of two categories:

- external restrictions (Council is obliged by legislation, or contract, to spend the funds on certain projects and activities); and

- internal allocations (Council has resolved to spend the funds on certain projects and activities).

The following table details the reserves held. Council had an unrestricted cash balance of \$1.7 million. The unrestricted balance is high due to the receipt of the first rates instalment and efforts to review and lodge final grant acquittal for projects.

Table 6 – EXTERNAL RESTRICITIONS & INTERNAL ALLOCATIONS

	Actual as at 30 September 2025	Actual as at 31 October 2025
Developer contributions - S7.12	\$2,865,249.14	\$2,833,349.14
Other developer contribution	\$138,000.61	\$138,000.61
Specific purpose unexpended grants	\$1,442,183.00	\$1,416,322.38
Domestic waste management	\$1,618,645.33	\$1,618,645.33
Other special levies	\$1,572,879.51	\$1,536,972.51
Total External Restrictions	\$7,636,957.58	\$7,543,289.97
Internal Restrictions		
Plant and vehicle replacement	\$332,908.10	\$332,908.10
Employee leave entitlements	\$720,485.91	\$720,485.91
Deposits, retentions and bonds	\$3,850,127.68	\$3,842,592.53
Construction of building	\$169,130.00	\$169,130.00
Office equipment & furniture	\$247,714.43	\$247,714.43
Elections	\$104,877.73	\$104,877.73
Insurance reserve	\$137,859.78	\$137,859.78
Sustainability Reserve	\$226,846.14	\$226,846.14
Asset Re-purposing	\$4,863,841.74	\$4,863,841.74
Safety & welfare expenses OH&S Incentive	\$38,583.77	\$37,710.32
Community Initiatives & Minor Capital Works	\$20,000.00	\$20,000.00
Stormwater & marine maintenance reserve	\$50,000.00	\$50,000.00
Community building maintenance reserve	\$50,000.00	\$50,000.00
Gladesville Masterplan	\$81,210.00	\$50,710.00
Contributions for Hillman Orchard Restoration Project	\$14,782.14	\$14,782.14
Total Internal Restrictions	\$10,908,367.42	\$10,869,458.82
Total Restrictions	\$18,545,325.00	\$18,412,748.79
Unrestricted Cash	\$2,685,445.00	\$1,736,771.21
Total Cash and Investments	\$21,230,770.00	\$20,149,520.00

Investment Portfolio

Under Council's Investment Policy, investments are selected with the objective of generating additional income revenue streams, whilst balancing liquidity to meet organisational cash flow requirements.

Council's investment portfolio posted a marked-to-market return of 5.13%pa (0.43% actual) versus the bank bill index benchmark return of 3.55%pa (0.30% actual). For the past 12 months, Council's investment portfolio has returned 5.11% versus the benchmark's 4.11%.

The NSW TCorp Medium Term Growth Fund recorded another strong result during the month with a gain of 0.99% (actual), reflective of the gains in the domestic and international markets.

Table 1 Summary of Investment Performance

Historical Performance Summary (%pa)			
	Portfolio	Annualised BB Index	Outperformance
Oct 2025	5.13%	3.55%	1.58%
Last 3 months	5.20%	3.67%	1.53%
Last 6 months	5.29%	3.78%	1.51%
Financial Year to Date	4.98%	3.65%	1.33%
Last 12 months	5.11%	4.11%	1.00%

Table 2 compares income to budget for the cash and investment portfolio. Income from the portfolio comes in two forms, interest on deposits and fair value movements on the TCorp managed fund portfolio. Fair value adjustments are non-cash. Cash is realised when the funds are sold.

Table 2 Interest on Investment Income Compared to Budget						
Year	Original Annual Budget (\$)	Revised Annual Budget (4)	YTD Budget (\$)	YTD Interest (\$)	YTD FV (\$)	YTD Earning Variance
2025/26	891,594	891,594	297,199	243,116	89,337	35,254
2024/25 (full year)	853,200	853,200		826,996	171,812	145,608
2023/24 (full year)	705,000	705,000		1,060,306	151,494	506,800

Term deposits are made across several financial institutions to spread risk, with the majority currently having terms over 180 days to benefit from higher interest yields. Floating Rate Notes are also permissible within Investment Policy's portfolio, institution and credit rating parameters.

Attachment 1 – Council continues to seek independent advice for investments from Prudential Investment Services Corp. Prudential's Investment Summary Report for October 2025 is attached. The portfolio is actively managed on this advice to ensure that returns are maximised, considering diversification, cash flow requirements and risk. The attachment contains a complete analysis of the performance. The attachment also provides details of the value of accrued interest earnings for each investment holding.

The advisor makes recommendations regarding the ideal terms to maximise returns. Council's scope to act on this advice is limited by the cash flow requirements of its capital works program. Council will generally seek longer terms once it has satisfied the short to medium term requirements of the capital works program.

Table 3 - Summary of Council's Investments as at 30 September 2025

Institution	Reference	Rating	Principal	Lodged	Matures	Rate	Interest earned at maturity
Floating Rate Notes							
CBA	Floating Rate Note	AA-	\$ 500,000	13/01/2023	13/01/2028	4.87%	
Managed Funds							
TCorp	Medium Term	NR	\$ 1,785,239	2/06/2021			
TCorp	Medium Term	NR	\$ 591,750	9/08/2021			
Institution	Reference	Rating	Principal	Lodged	Matures	Rate	Interest earned at maturity
Term Deposits							
NAB	Term Deposit	AA-	\$ 1,000,000	11/03/2025	10/03/2026	4.65%	\$ 46,372.60
NAB	Term Deposit	AA-	\$ 1,000,000	18/03/2025	17/03/2026	4.63%	\$ 46,173.15
Suncorp	Term Deposit	AA-	\$ 1,000,000	29/04/2025	25/11/2025	4.06%	\$ 18,876.71

BOQ	Term Deposit	A-	\$	1,000,000	2/06/2025	1/12/2025	4.30%	\$	21,441.10
AMP	Term Deposit	BBB+	\$	1,000,000	27/05/2025	3/11/2025	4.50%	\$	19,726.03
AMP	Term Deposit	BBB+	\$	1,000,000	11/06/2025	15/12/2025	4.45%	\$	22,798.63
NAB	Term Deposit	AA-	\$	1,200,000	27/05/2025	9/03/2026	4.22%	\$	33,066.30
AMP	Term Deposit	BBB+	\$	500,000	11/06/2025	20/03/2026	4.15%	\$	16,031.51
AMP	Term Deposit	BBB+	\$	1,000,000	6/08/2025	12/01/2026	4.30%	\$	18,731.51
AMP	Term Deposit	BBB+	\$	555,008	12/08/2025	10/02/2026	4.25%	\$	21,191.78
Westpac	Term Deposit	AA-	\$	500,000	28/08/2025	23/02/2026	4.15%	\$	10,176.03
Westpac	Term Deposit	AA-	\$	1,000,000	28/08/2025	6/04/2026	4.13%	\$	25,006.30
Westpac	Term Deposit	AA-	\$	1,000,000	28/08/2025	10/06/2026	4.11%	\$	32,204.38
Westpac	Term Deposit	AA-	\$	500,000	29/08/2025	29/06/2026	4.12%	\$	17,157.26
Westpac	Term Deposit	AA-	\$	1,000,000	29/08/2025	2/07/2026	4.12%	\$	34,653.15
NAB	Term Deposit	AA-	\$	1,000,000	29/09/2025	1/06/2026	4.25%	\$	28,527.40
NAB	Term Deposit	AA-	\$	1,000,000	30/09/2025	13/07/2026	4.24%	\$	33,223.01
Deposits at Call									
CBA	Business online saver	AA-	\$	715,974			3.60%		
Macquarie	At call	A+	\$	789,816			3.90%		
Transaction Account									
CBA	Transaction Account	AA-	\$	511,733			0.00%		
Total									

Investment Policy

I certify that the investments detailed in this report have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2021, relevant ministerial orders and in accordance with Council's Investment Policy.

The following tables detail compliance with the various parameters set out in the Investment Policy.

Table 4 Portfolio Total by Credit Exposure

Credit Rating Group	Face Value (\$)	Policy Max	
AA	11,927,706	59%	100% ✓
A	1,789,816	9%	60% ✓
BBB	4,055,008	20%	30% ✓
TC	2,376,989	12%	15% ✓
20,149,520			

Table 5 Portfolio Total by Investment Holdings

	Face Value (\$)	Current Value (\$)
Cash	2,017,522	2,017,522
Floating Rate Note	500,000	506,180
Managed Funds	2,376,989	2,376,989
Term Deposit	15,255,008	15,255,008
	20,149,520	20,155,700

Table 6 Portfolio Total by Institutional Exposure

	Current Exposures		Policy Limit		Capacity
AMP Bank (BBB+)	4,055,008	20%	6,044,856	30%	1,989,848
Bank of Queensland (A-)	1,000,000	5%	12,089,712	60%	11,089,712
Commonwealth Bank of Australia (AA-)	1,727,706	9%	12,089,712	60%	10,362,006
Macquarie Bank (A+)	789,816	4%	12,089,712	60%	11,299,896
National Australia Bank (AA-)	5,200,000	26%	12,089,712	60%	6,889,712
NSW T-Corp (TCm)	2,376,989	12%	3,022,428	15%	645,439
Suncorp Bank (AA-)	1,000,000	5%	12,089,712	60%	11,089,712
Westpac Group (AA-)	4,000,000	20%	12,089,712	60%	8,089,712
	20,149,520				

Table 7 Portfolio Total by Term to Maturity

	Face Value (\$)		Policy Max	
Between 0 and 1 years	19,649,520	98%	100%	✓
Between 1 and 3 years	500,000	2%	60%	✓
	20,149,520			

FINANCIAL IMPACT ASSESSMENT

Year-to-date returns on the portfolio are in line with budget.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

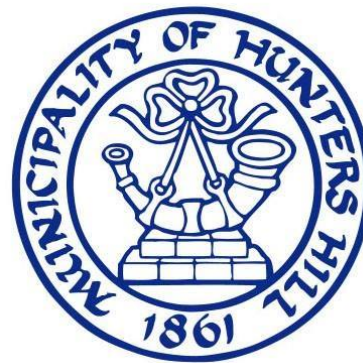
There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter. The portfolio is within the risk management parameters specified by the Investment Policy.

ATTACHMENTS

1. Hunter's Hill Council Investment Summary Report October 2025 [↓](#)



Investment Summary Report
October 2025



Hunters Hill Council

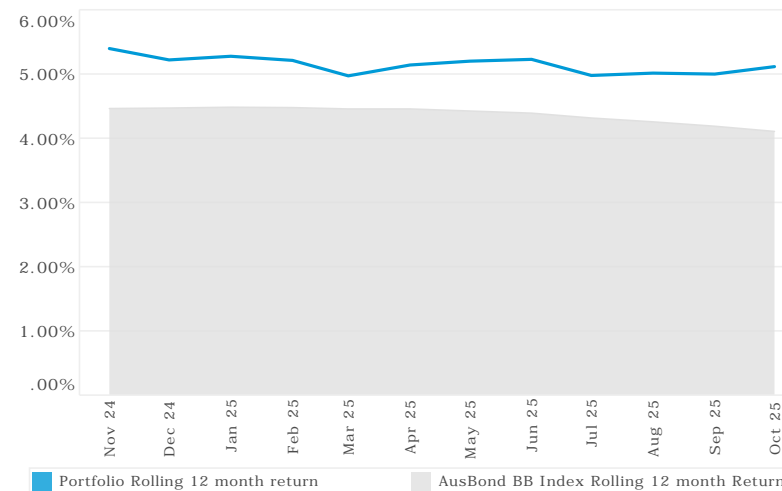
Executive Summary - October 2025



Investment Holdings

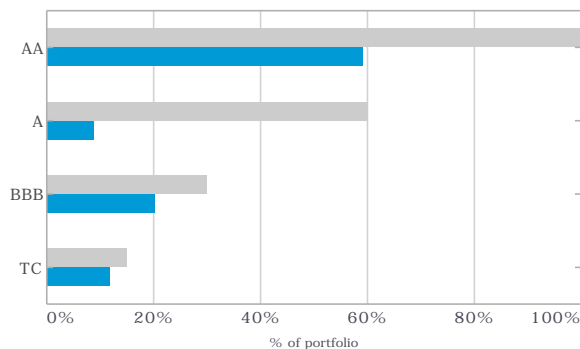
	Face Value (\$)	Current Value (\$)
Cash	2,017,522	2,017,522
Floating Rate Note	500,000	506,180
Managed Funds	2,376,989	2,376,989
Term Deposit	15,255,008	15,255,008
	20,149,520	20,155,700

Investment Performance

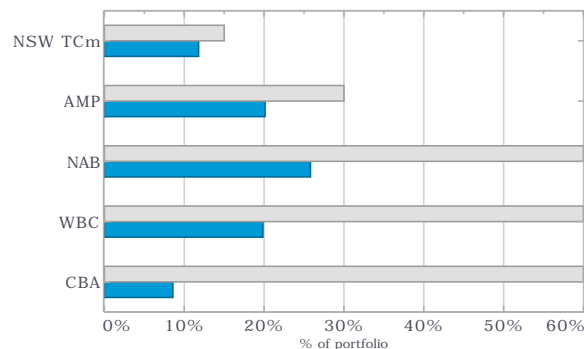


Investment Policy Compliance

Total Credit Exposure



Individual Institutional Exposures



Term to Maturities

	Face Value (\$)	Policy Max
Between 0 and 1 years	19,649,520	98% 100% a
Between 1 and 3 years	500,000	2% 60% a
	20,149,520	

Portfolio Exposure

Investment Policy Limit

Hunters Hill Council

Investment Holdings Report - October 2025



Cash Accounts											
	Face Value (\$)	Current Rate (%)	Institution	Credit Rating		Current Value (\$)	Deal No.				Reference
	511,733.15	0.00%	Commonwealth Bank of Australia	AA-		511,733.15	538227				General
	715,972.80	3.60%	Commonwealth Bank of Australia	AA-		715,972.80	545055				BOS
	789,816.12	3.90%	Macquarie Bank	A+		789,816.12	540871				Accelerator
	2,017,522.07	2.81%				2,017,522.07					

Managed Funds											
	Face Value (\$)	Monthly Return (%)	Institution	Credit Rating	Funds Name	Current Value (\$)	Deal No.				Reference
	2,376,989.40	0.9938%	NSW T-Corp (MT)	TCm	Medium Term Growth Fund	2,376,989.40	541469				
	2,376,989.40	0.9938%				2,376,989.40					

Term Deposits											
Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
3-Nov-25	1,000,000.00	4.50%	AMP Bank	BBB+	1,000,000.00	27-May-25	1,019,479.45	546088	19,479.45	At Maturity	
25-Nov-25	1,000,000.00	4.60%	Suncorp Bank	AA-	1,000,000.00	29-Apr-25	1,023,441.10	546008	23,441.10	At Maturity	
1-Dec-25	1,000,000.00	4.30%	Bank of Queensland	A-	1,000,000.00	2-Jun-25	1,017,906.85	546105	17,906.85	At Maturity	
15-Dec-25	1,000,000.00	4.45%	AMP Bank	BBB+	1,000,000.00	11-Jun-25	1,017,434.25	546155	17,434.25	At Maturity	
12-Jan-26	1,000,000.00	4.30%	AMP Bank	BBB+	1,000,000.00	6-Aug-25	1,010,249.32	546309	10,249.32	At Maturity	
10-Feb-26	555,008.31	4.25%	AMP Bank	BBB+	555,008.31	12-Aug-25	560,242.87	546329	5,234.56	At Maturity	
23-Feb-26	500,000.00	4.15%	Westpac Group	AA-	500,000.00	28-Aug-25	503,695.21	546385	3,695.21	At Maturity	
9-Mar-26	1,200,000.00	4.22%	National Australia Bank	AA-	1,200,000.00	27-May-25	1,221,920.88	546087	21,920.88	At Maturity	
10-Mar-26	1,000,000.00	4.65%	National Australia Bank	AA-	1,000,000.00	11-Mar-25	1,029,938.36	545897	29,938.36	At Maturity	
17-Mar-26	1,000,000.00	4.63%	National Australia Bank	AA-	1,000,000.00	18-Mar-25	1,028,921.64	545938	28,921.64	At Maturity	
20-Mar-26	500,000.00	4.15%	AMP Bank	BBB+	500,000.00	11-Jun-25	508,129.45	546154	8,129.45	At Maturity	
6-Apr-26	1,000,000.00	4.13%	Westpac Group	AA-	1,000,000.00	28-Aug-25	1,007,354.79	546386	7,354.79	At Maturity	
1-Jun-26	1,000,000.00	4.25%	National Australia Bank	AA-	1,000,000.00	29-Sep-25	1,003,842.47	546612	3,842.47	At Maturity	
10-Jun-26	1,000,000.00	4.11%	Westpac Group	AA-	1,000,000.00	28-Aug-25	1,007,319.18	546387	7,319.18	At Maturity	

Hunters Hill Council

Investment Holdings Report - October 2025



Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
29-Jun-26	500,000.00	4.12%	Westpac Group	AA-	500,000.00	29-Aug-25	503,612.05	546393	3,612.05	At Maturity	
2-Jul-26	1,000,000.00	4.12%	Westpac Group	AA-	1,000,000.00	29-Aug-25	1,007,224.11	546392	7,224.11	At Maturity	
13-Jul-26	1,000,000.00	4.24%	National Australia Bank	AA-	1,000,000.00	30-Sep-25	1,003,717.26	546615	3,717.26	At Maturity	
	15,255,008.31	4.32%			15,255,008.31		15,474,429.24		219,420.93		

Floating Rate Notes

Maturity Date	Face Value (\$)	Current Rate (%)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Date	Reference
13-Jan-28	500,000.00	4.7250%	CBA Snr FRN (Jan28) BBSW+ 1.15%	AA-	500,000.00	13-Jan-23	507,409.79	543689	1,229.79	13-Jan-26	
	500,000.00	4.7250%			500,000.00		507,409.79		1,229.79		

Hunters Hill Council

Accrued Interest Report - October 2025



Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Cash									
Commonwealth Bank of Australia	538227					1.83	0	0.55	0.00%
Commonwealth Bank of Australia	545055					3,262.81	0	1,419.80	3.60%
Macquarie Bank	540871					3,118.66	0	3,118.66	3.90%
						6,383.30		4,539.01	3.47%
Floating Rate Note									
CBA Snr FRN (Jan28) BBSW+ 1.15%	543689		500,000.00	13-Jan-23	13-Jan-28	6,066.83	31	2,029.81	4.78%
						6,066.83		2,029.81	4.78%
Term Deposits									
Bank of Queensland	546091		1,000,000.00	28-May-25	27-Oct-25	17,698.63	26	3,027.40	4.25%
AMP Bank	546088		1,000,000.00	27-May-25	3-Nov-25	0.00	31	3,821.92	4.50%
Suncorp Bank	546008		1,000,000.00	29-Apr-25	25-Nov-25	0.00	31	3,906.85	4.60%
Bank of Queensland	546105		1,000,000.00	2-Jun-25	1-Dec-25	0.00	31	3,652.06	4.30%
AMP Bank	546155		1,000,000.00	11-Jun-25	15-Dec-25	0.00	31	3,779.46	4.45%
AMP Bank	546309		1,000,000.00	6-Aug-25	12-Jan-26	0.00	31	3,652.06	4.30%
AMP Bank	546329		555,008.31	12-Aug-25	10-Feb-26	0.00	31	2,003.35	4.25%
Westpac Group	546385		500,000.00	28-Aug-25	23-Feb-26	0.00	31	1,762.33	4.15%
National Australia Bank	546087		1,200,000.00	27-May-25	9-Mar-26	0.00	31	4,300.93	4.22%
National Australia Bank	545897		1,000,000.00	11-Mar-25	10-Mar-26	0.00	31	3,949.32	4.65%
National Australia Bank	545938		1,000,000.00	18-Mar-25	17-Mar-26	0.00	31	3,932.32	4.63%
AMP Bank	546154		500,000.00	11-Jun-25	20-Mar-26	0.00	31	1,762.33	4.15%
Westpac Group	546386		1,000,000.00	28-Aug-25	6-Apr-26	0.00	31	3,507.67	4.13%
National Australia Bank	546612		1,000,000.00	29-Sep-25	1-Jun-26	0.00	31	3,609.59	4.25%
Westpac Group	546387		1,000,000.00	28-Aug-25	10-Jun-26	0.00	31	3,490.69	4.11%
Westpac Group	546393		500,000.00	29-Aug-25	29-Jun-26	0.00	31	1,749.58	4.12%
Westpac Group	546392		1,000,000.00	29-Aug-25	2-Jul-26	0.00	31	3,499.18	4.12%
National Australia Bank	546615		1,000,000.00	30-Sep-25	13-Jul-26	0.00	31	3,601.10	4.24%
						17,698.63		59,008.14	4.32%

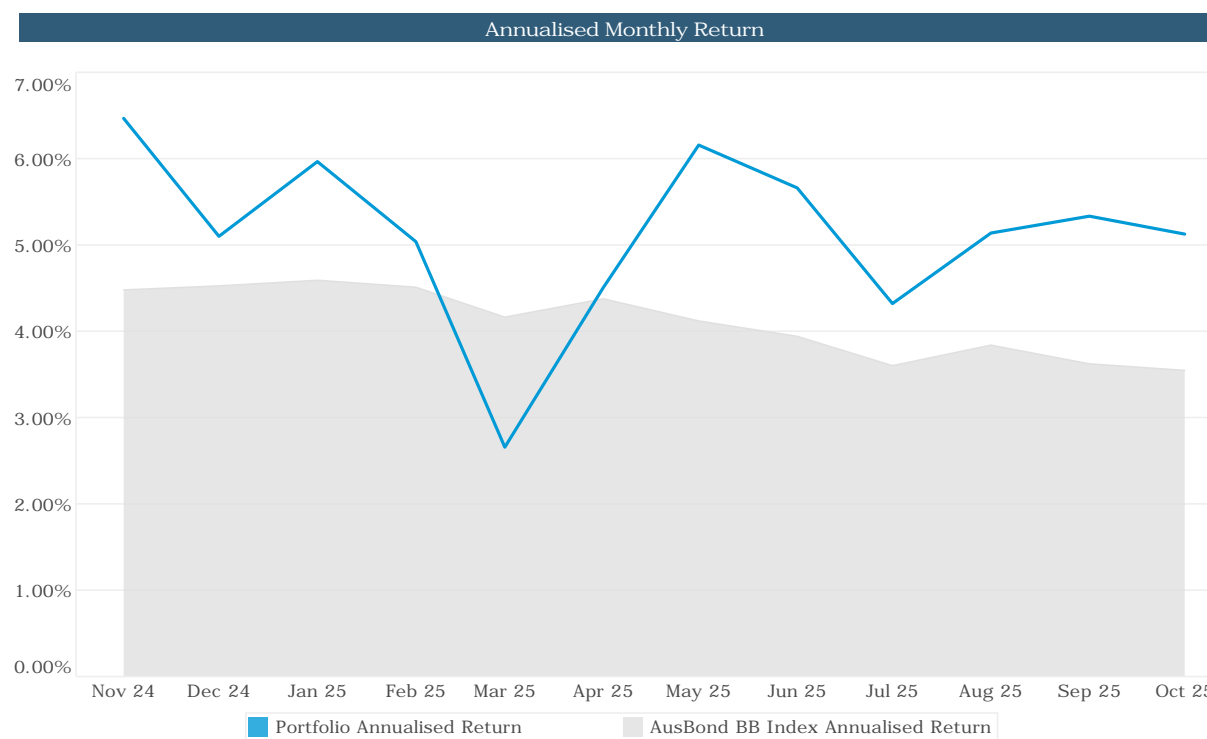
Hunters Hill Council
Accrued Interest Report - October 2025



Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Grand Totals						30,148.76		65,576.96	4.26%

Hunters Hill Council

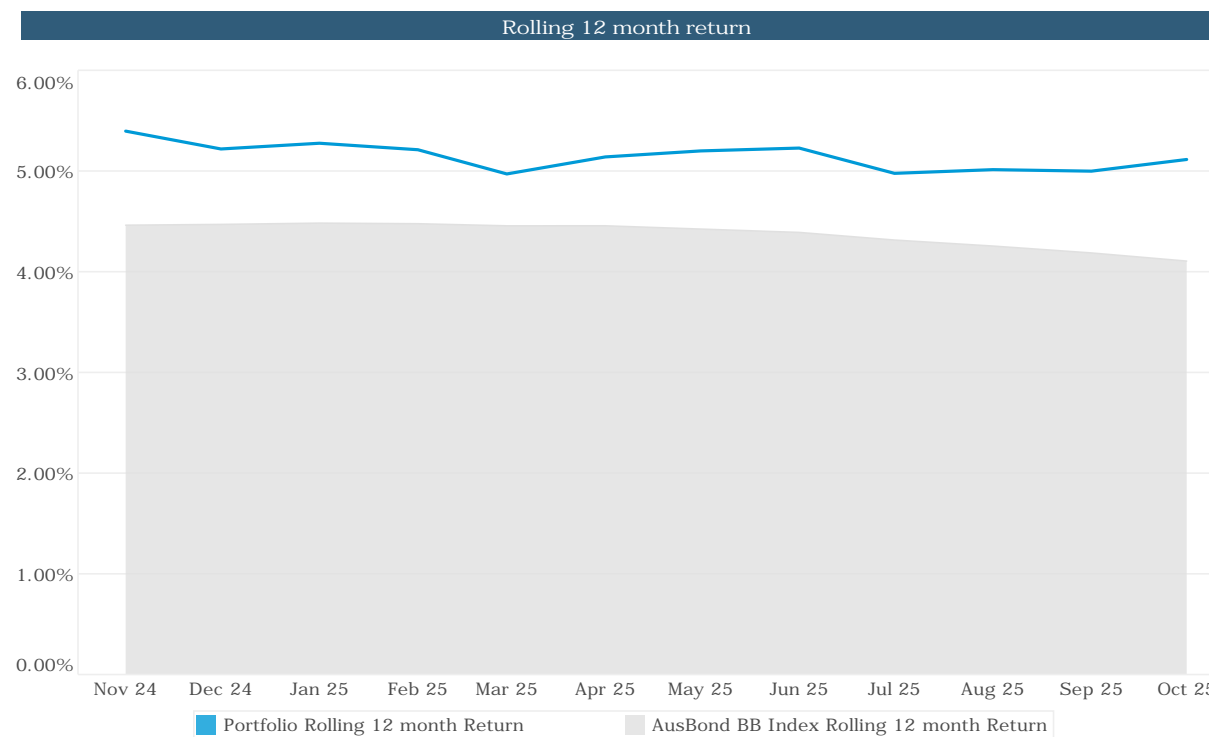
Investment Performance Report - October 2025



Historical Performance Summary (% pa)			
	Portfolio	Annualised BB Index	Outperformance
Oct 2025	5.13%	3.55%	1.58%
Last 3 months	5.20%	3.67%	1.53%
Last 6 months	5.29%	3.78%	1.51%
Financial Year to Date	4.98%	3.65%	1.33%
Last 12 months	5.11%	4.11%	1.00%

Hunters Hill Council

Investment Performance Report - October 2025

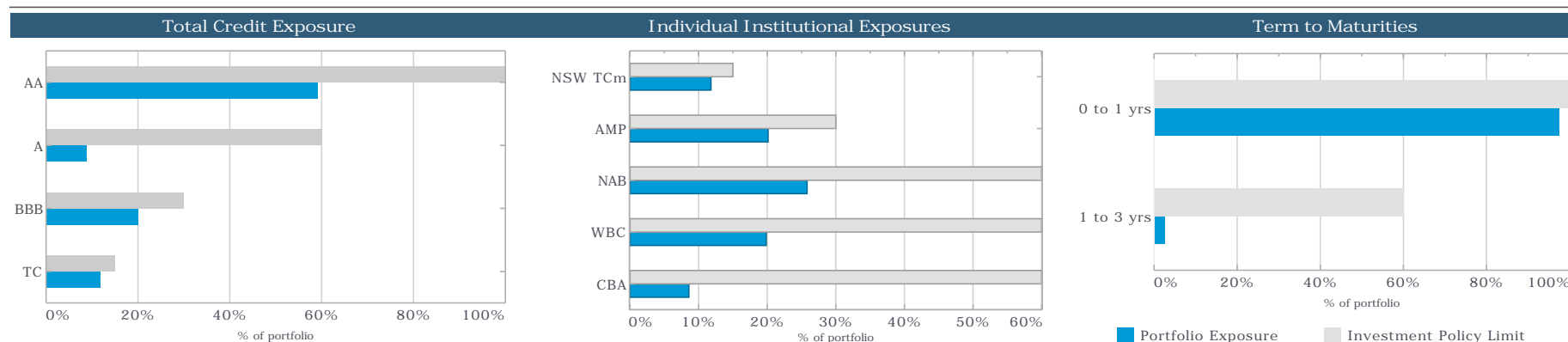


Historical Performance Summary (% actual)			
	Portfolio	Annualised BB Index	Outperformance
Oct 2025	0.43%	0.30%	0.13%
Last 3 months	1.29%	0.91%	0.38%
Last 6 months	2.63%	1.89%	0.74%
Financial Year to Date	1.65%	1.22%	0.43%
Last 12 months	5.11%	4.11%	1.00%



Hunters Hill Council

Investment Policy Compliance Report - October 2025



Credit Rating Group	Face Value (\$)	Policy Max	
AA	11,927,706	59% 100%	a
A	1,789,816	9% 60%	a
BBB	4,055,008	20% 30%	a
TC	2,376,989	12% 15%	a
	20,149,520		

Institution	% of portfolio	Investment Policy Limit	
NSW T-Corp (TCm)	12%	15%	a
AMP Bank (BBB+)	20%	30%	a
National Australia Bank (AA-)	26%	60%	a
Westpac Group (AA-)	20%	60%	a
Commonwealth Bank of Australia (AA-)	9%	60%	a
Bank of Queensland (A-)	5%	60%	a
Suncorp Bank (AA-)	5%	60%	a
Macquarie Bank (A+)	4%	60%	a

	Face Value (\$)	Policy Max	
Between 0 and 1 years	19,649,520	98% 100%	a
Between 1 and 3 years	500,000	2% 60%	a
	20,149,520		

a = compliant
r = non-compliant

Hunters Hill Council

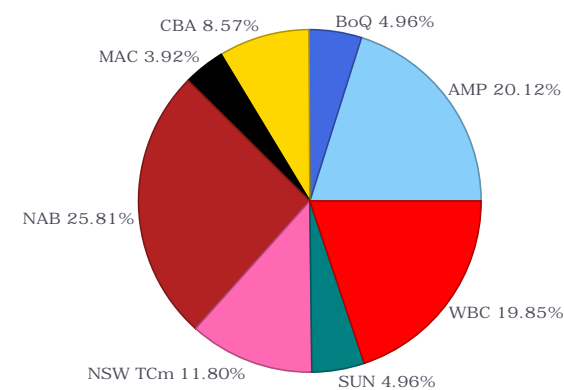
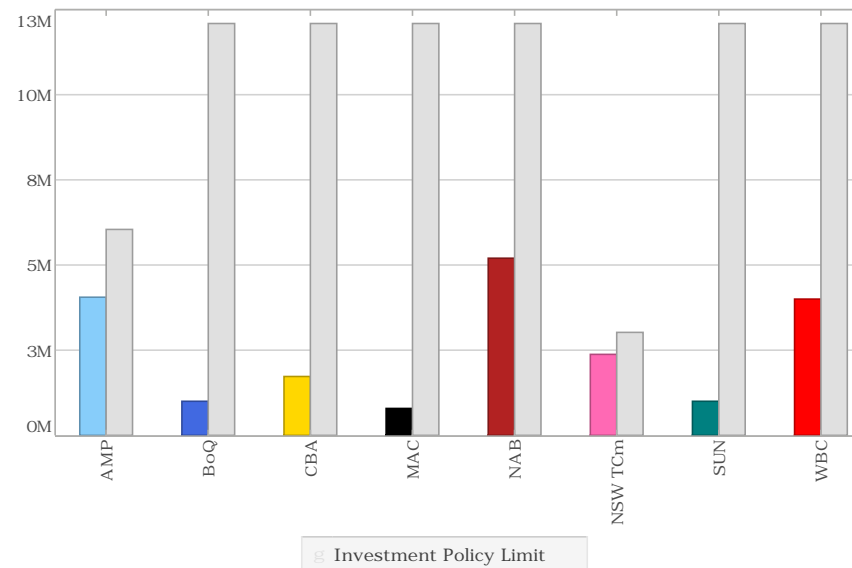
Individual Institutional Exposures Report - October 2025



Individual Institutional Exposures

	Current Exposures		Policy Limit		Capacity
AMP Bank (BBB+)	4,055,008	20%	6,044,856	30%	1,989,848
Bank of Queensland (A-)	1,000,000	5%	12,089,712	60%	11,089,712
Commonwealth Bank of Australia (AA-)	1,727,706	9%	12,089,712	60%	10,362,006
Macquarie Bank (A+)	789,816	4%	12,089,712	60%	11,299,896
National Australia Bank (AA-)	5,200,000	26%	12,089,712	60%	6,889,712
NSW T-Corp (TCm)	2,376,989	12%	3,022,428	15%	645,439
Suncorp Bank (AA-)	1,000,000	5%	12,089,712	60%	11,089,712
Westpac Group (AA-)	4,000,000	20%	12,089,712	60%	8,089,712
	20,149,520				

Individual Institutional Exposure Charts



Hunters Hill Council

Cashflows Report - October 2025



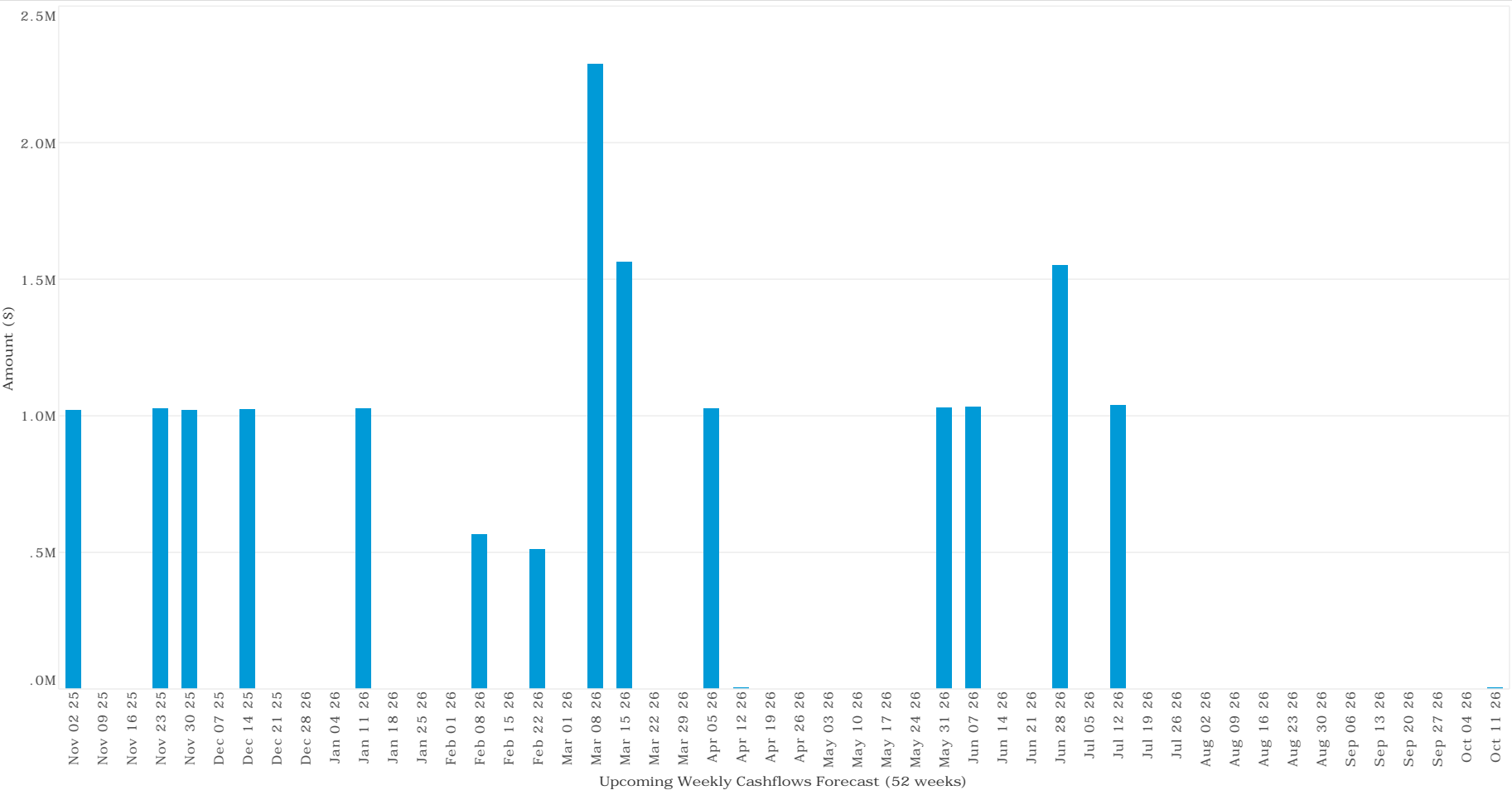
Actual Cashflows for October 2025

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
13-Oct-25	543689	CBA Snr FRN (Jan28) BBSW+ 1.15%	Floating Rate Note	Coupon Date	6,066.83
				<u>Deal Total</u>	<u>6,066.83</u>
				Day Total	6,066.83
27-Oct-25	546091	Bank of Queensland	Term Deposit	Maturity: Face Value	1,000,000.00
		Bank of Queensland	Term Deposit	Maturity: Interest Received/Paid	17,698.63
				<u>Deal Total</u>	<u>1,017,698.63</u>
				Day Total	1,017,698.63
				<u>Total for Month</u>	<u>1,023,765.46</u>

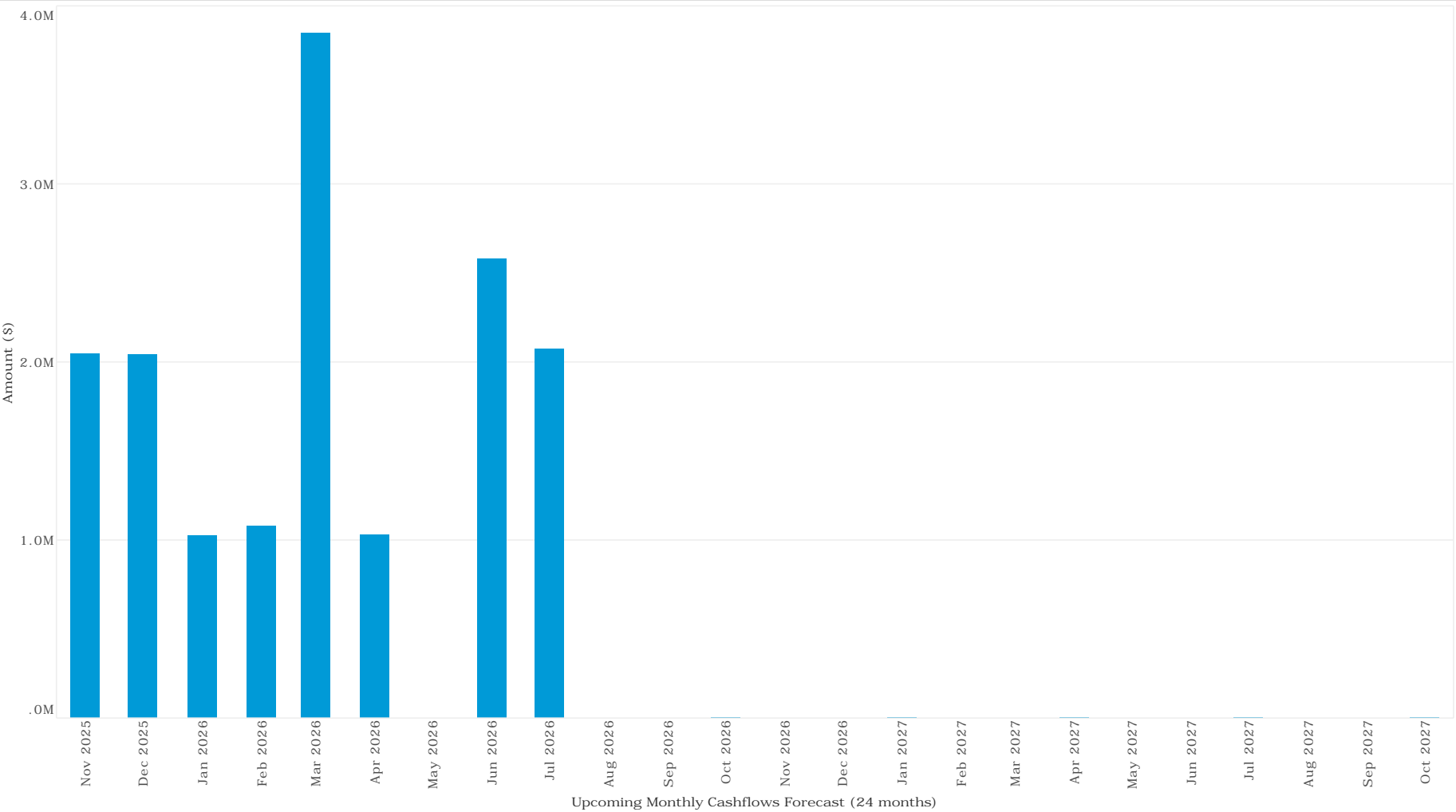
Forecast Cashflows for November 2025

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
3-Nov-25	546088	AMP Bank	Term Deposit	Maturity: Face Value	1,000,000.00
		AMP Bank	Term Deposit	Maturity: Interest Received/Paid	19,726.03
				<u>Deal Total</u>	<u>1,019,726.03</u>
				Day Total	1,019,726.03
25-Nov-25	546008	Suncorp Bank	Term Deposit	Maturity: Face Value	1,000,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	26,465.75
				<u>Deal Total</u>	<u>1,026,465.75</u>
				Day Total	1,026,465.75
				<u>Total for Month</u>	<u>2,046,191.78</u>

Hunters Hill Council
Cashflows Report - October 2025



Hunters Hill Council
Cashflows Report - October 2025



ITEM NO	: 4.10
SUBJECT	: MINUTES OF THE CLARKE'S POINT RESERVE AND MORTS RESERVE PLAN OF MANAGEMENT COMMUNITY ADVISORY COMMITTEE (CAG) MEETING
STRATEGIC OUTCOME	: NATURAL SPACES, INCLUDING OUR BUSHLAND, URBAN TREE CANOPY, FORESHORES AND WATERWAYS ARE PRESERVED AND ENHANCED
ACTION	: UPDATE THE CLARKE'S POINT RESERVE PLAN OF MANAGEMENT (POM)
REPORTING OFFICER	: ANNIE GOODMAN

Ref:802124

PURPOSE

To provide Council with the minutes of the Clarke's Point Reserve and Morts Reserve Plan of Management Community Advisory Group (CAG) Meeting held on 22 October 2025.

RECOMMENDATION

1. That the minutes be received and noted.

BACKGROUND

The role of the CAG is to shape future management by providing input into how Clarke's Point Reserve and Morts Reserve will be managed, balancing open space and recreation needs with heritage and ecological conservation.

The CAG will ensure decisions are community-informed, transparent, and sustainable by representing diverse stakeholder perspectives.

The key functions of the CAG are:

- Provide feedback by reviewing and commenting on draft strategies, landscape concepts, and management priorities.
- Identifying priorities by helping to determine the vision for the reserve, identify key values, and highlight any data gaps.
- Providing engagement support by suggesting strategies for community engagement and transparency and assist in promoting participation.
- Collaborating on studies by reviewing findings from technical studies (e.g., flora and fauna, traffic) and advise on implications.
- Encouraging ownership by supporting broad community ownership of the Plan of Management and its outcomes.

REPORT

The Community Advisory Group (CAG) for Clarke's Point Reserve and Morts Reserve was established following a Council resolution to ensure community-informed, transparent, and sustainable management of these significant public spaces. The CAG plays a critical role in shaping the PoM by reporting its minutes to Council. This is not just procedural, it underpins governance, accountability, and strategic alignment. Reporting minutes demonstrates that community voices, which are represented through the CAG are influencing decisions. This builds trust and reinforces Council's commitment to participatory governance.

Published minutes allow stakeholders and residents to stay informed about progress, priorities, and actions, reducing ambiguity and fostering engagement.

CONCLUSION

Feedback received from the Community Advisory Group (CAG) and the broader community will be used for consideration within the updated Plan of Management (PoM). This ensures that community perspectives are reflected in the final document and informs Council's decision-making process. By incorporating this feedback, the PoM will align with local priorities, enhance transparency, and strengthen Council's commitment to collaborative governance.

FINANCIAL IMPACT ASSESSMENT

There is no direct financial impact on Council's adopted budget as a result of this report.

ENVIRONMENTAL IMPACT ASSESSMENT

There is no direct environmental impact on Council arising from Council consideration of this matter.

SOCIAL IMPACT ASSESSMENT

There is no direct social impact on Council arising from Council consideration of this matter.

RISK ASSESSMENT

There are no direct or indirect risks impacting on Council arising from consideration of this matter.

ATTACHMENTS

1. MInutes of the Clarke's Point Reserve and Morts Reserve CAG [↓](#)



ITEM	: MINUTES
SUBJECT	: CLARKE'S POINT RESERVE & MORTS RESERVE PLAN OF MANAGEMENT COMMUNITY ADVISORY COMMITTEE (CAG)
DATE/TIME	: WEDNESDAY 22 OCTOBER 2025 AT 6.00PM
LOCATION	: HUNTER'S HILL COUNCIL CHAMBER 22 ALEXANDRA STREET HUNTERS HILL
CHAIRPERSON	: COUNCILLOR TATYANA VIRGARA
PURPOSE	: The CAG will play a critical role in shaping how Clarke's Point Reserve and Morts Reserve are managed for the future - balancing open space and recreation needs with heritage and ecological conservation. The CAG will ensure that decisions are community-informed, transparent, and sustainable.

1. PRESENT

Cr Virgara	Councillor
Nick Tobin	General Manager
Annie Goodman	Director, Community & Customer
Jeff Ellis	Council's Property Advisor
Richard White	Community Member
Nicholas Yap	Community Member
Jason Chai	Hunters Hill Sailing Club
Daniel Sealy	Director, Planning - Sydney Harbour Trust

COMMERCIAL MEMBERS (TO ATTEND NEXT MEETING OR VIA CORRESPONDENCE)

Kerrie Dedes	Deckhouse
David Kellet	Woolwich Dock

2. BUSINESS ARISING

2.1 Introduction of Members

Each member shared their role, interests, and extensive relevant experience.

It was agreed that each Member will provide a photograph and outlining relevant experience to be displayed on Council's project webpage, introducing the Community Advisory Group (CAG) to the community.

3.2 Site Boundary

Managed by Council - Clarke's Point Reserve and Morts Reserve (bounded by the green dashed line)

Owned and managed by the Harbour Trust - Horse Paddock, Woolwich Dock and the Goat Paddock (bounded by the red line).



3.2 Relevant Authorities

- Office of Strategic Lands (owner)
- Hunter's Hill Council - care, control and management of Clarke's Point Reserve and Morts Reserve
- Sydney Harbour Trust - neighbouring Commonwealth Government stakeholder (ex-Defence lands) responsible for Woolwich Dock (marina, Deckhouse, etc), Goat Paddock and Horse Paddock
- Parramatta River Catchment Group (PRCG) includes the NSW EPA, Sydney Water and Hunter's Hill and Ryde Council – primary body for managing the health of the Parramatta and Lane Cove Rivers
- Maritime Services - managed by transport for NSW and responsible for the safety and regulation of waterways and watercraft
- NSW Police

3.3 Land Categorisation

- Morts Reserve (location of the Hunters Hill Sailing Club and boat ramp) – Community Land.
- Clarke's Point Reserve – Crown Land (owned by the Office of Strategic Lands) with Council having care, control and management.

2.2 The Stages of the Plan of Management Process

Stage	Details	Process Stage	Indicative Time Frame
1	Project initiation and scoping	✓	March – April 2025
2	Engage with relevant planning authorities	✓	May - June 2025
3	Prepare relevant background studies	✓	July – October 2025
4	Community engagement commences by forming a CAG, pop up sessions, online engagement and targeted stakeholder meetings (* see further detail overpage)	Commenced	October - December 2025
5	Drafting the PoM – include studies, feedback, legislative compliance, landscape concept plans and management strategies and actions	Not commenced	Ongoing to February 2026
6	Public Exhibition	Not commenced	February – March 2026
7	Review and Adoption	Not Commenced	April 2026
8	Implementation and Monitoring	Not Commenced	June 2026

* To commence community engagement Council hosted a stall at the Le Marché French market at Woolwich Dock and received the following feedback:

- Parking - support for additional parking, provided it does not reduce green or open space.
- Fishing practices - a need for improved management of fishing activities.
- Connectivity - desire for a continuous walking track linking all sites.

Engagement activities for the update to the PoM will include:

- Onsite QR coded signage.
- Social media.
- DL QR coded brochure for letterbox drop and general distribution.
- Website updates (to contain previous PoM and associated studies).
- Community Meeting to be held at the Hunters Hill Sailing Club.

CAG members are welcome to send through any additional ideas for engagement.

2.3 Role of the CAG

The role of the CAG is to shape future management by providing input into how Clarke's Point Reserve and Morts Reserve will be managed, balancing open space and recreation needs with heritage and ecological conservation.

The CAG will ensure decisions are community-informed, transparent, and sustainable by representing diverse stakeholder perspectives.

The key functions of the CAG will be to:

- Provide feedback by reviewing and commenting on draft strategies, landscape concepts, and management priorities.
- Identifying priorities by helping to determine the vision for the reserve, identify key values, and highlight any data gaps.
- Providing engagement support by suggesting strategies for community engagement and transparency and assist in promoting participation.
- Collaborating on studies by reviewing findings from technical studies (e.g., flora and fauna, traffic) and advise on implications.
- Encouraging ownership by supporting broad community ownership of the Plan of Management and its outcomes.

3. BUSINESS ARISING

3.1 Carparking

Responsibility for the carpark is shared between the Harbour Trust and Hunter's Hill Council.

- The Trust manages the section located north-west and west of the Sailing Club.
- Hunter's Hill Council manages the section situated north-east of the Sailing Club.

4.2 Hunters Hill Sailing Club

Originally located at Onions Point at the end of The Point Road the Sailing Club is located within Morts Reserve and operates a number of sailing programs particularly those targeted at juniors and youth.

4.3 Boat Ramps

Discussion included:

- Boat ramp upgrades - identified need for improvements to both the Margaret Street boat ramp and the Morts Reserve boat ramp.

- Adjacent boat ramps - two ramps are located close together – one at the end of Morts Reserve and another adjacent to the bottom of the Horse Paddock. The latter is managed by the Sydney Harbour Trust and is primarily used for major event logistics on Cockatoo Island.
- Additional capacity - a further boat ramp within the Harbour Trust site at Woolwich Dock may have potential to be used for emergency services. Also noted during discussion was the use of the Horse Paddock being used for emergency helicopter landings.

4.4 Horse Paddock

Importance of retaining heritage values. Tree plantings to be carefully considered to not obstruct views but to still provide shade – the importance of discouraging tree vandalism. The importance of not formalising the area too much with symmetrical plantings.

4.5 Key Studies

Flora and Fauna Study

Careful consideration of tree replacement species to be used particularly in the Horse Paddock and along the boundary of Alfred Street. Council will get specialist advice on appropriate species to be listed within the study.

Traffic and Parking

A Traffic and Parking Study has been undertaken by the Harbour Trust across both Trust sites and Council sites.

4.5 Management Plan for Woolwich Dock, Horse Paddock and Goat Paddock

The Woolwich Dock, Horse Paddock and Goat Paddock are managed by the Harbour Trust. The Harbour Trust are in the process of updating their management plan for Woolwich Dock and associated parklands, with a draft expected to be completed by late 2025/early 2026 to be placed on exhibition for community feedback.

The Harbour Trust would like both the Management Plan for Woolwich Dock and Parklands and the Clarke's Point and Morts Reserve Plan of Management to go on public exhibition at the same time.

Areas of commonality and topics to engage for both Harbour Trust sites and Council sites include:

- Pathways and connection points
- Impact studies, e.g. Flora & Fauna Study, Traffic & Parking Study

- Operational common language (in signage, wayfinding, etc)
- Park benches
- Signage

4. Any Other Business

5.1 Other suggestions included:

- Consideration of linkages to Kelly's Bush. There is an area behind the marina that has the potential to provide a link between Kelly's Bush and the Horse Paddock, etc.
- Walking Connections – The CAG discussed opportunities for a continuous walking route from Kelly's Bush through the Horse Paddock, Morts Reserve, Clarke's Point Reserve, Woolwich Dock and the Goat Paddock.
- The end of Alfred Street has an outcrop that would make for a lovely viewing spot.
- A bushfire hazard reduction area may need consideration.
- Worth noting is that the Alfred Street area is part of the Great North Walk.
- Clarification as to whether an electric vehicle charging station will be placed near the Hunters Hill Sailing Club.

NEXT MEETING

Wednesday 26 November 2026 at 6.00pm in Council's Chamber.

CONFIDENTIAL MATTERS

In accordance with Section 10A(2) of the *Local Government Act 1993*, Council can exclude members of the public from the meeting and go into Closed Session to consider confidential matters, if those matters involve:

- a) personnel matters concerning particular individuals; or
- b) the personal hardship of any resident or ratepayer; or
- c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business; or
- d) commercial information of a confidential nature that would, if disclosed;
 - i. prejudice the commercial position of the person who supplied it, or
 - ii. confer a commercial advantage on a competitor of the council, or
 - iii. reveal a trade secret, or
- e) information that would, if disclosed, prejudice the maintenance of law; or
- f) matters affecting the security of the council, councillors, council staff or council property; or
- g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege or information concerning the nature and location of a place; or
- h) an item of Aboriginal significance on community land,

and Council considers that the closure of that part of the meeting for the receipt or discussion of the nominated items or information relating thereto is necessary to preserve the relevant confidentiality, privilege or security of such information, and discussion of the material in open session would be contrary to the public interest.

In accordance with Section 10A(4) of the *Local Government Act 1993* the Chairperson will invite members of the public to make verbal representations to the Council on whether the meeting should be closed to consider the following confidential matters.

RECOMMENDATION

1. THAT pursuant to Section 10A subsections 2 & 3 and Section 10B of the *Local Government Act, 1993* (as amended) the following items on the agenda for the Ordinary Council meeting be dealt with in Closed Session for the reasons specified below:

8.1 Tenders for provision of the legal services

Item 8.1 is confidential in accordance with s10A(2)(c) of the *Local Government Act* because it contains information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

2. The press and public be excluded from the proceedings of the Council in Closed Session on the basis that these items are considered to be of a confidential nature.

3. That the Minutes and Business Papers including any reports, correspondence, documentation or information relating to such matter be treated as confidential and be withheld from access by the press and public, until such time as the Council resolves that the reason for confidentiality has passed or become irrelevant.