




**PALERANG  
COUNCIL**



**STATUTORY  
DISCLOSURES  
FORMER PALERANG  
COUNCIL**



## Statutory Disclosures – Former Palerang Council

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### Contents

Legal matters.....	3
Partnerships, cooperatives and joint ventures .....	3
Privacy and Personal Information ACT 1998 .....	3
External bodies exercising Council functions .....	3
Controlling interests in companies .....	4
Government Information (Public Access) Act 2009 – statistical report .....	4
General Manager's remuneration package .....	4
Senior staff remuneration packages .....	4
Council-funded overseas visits by councillors or others.....	4
Mayor and councillor fees.....	4
Fraud control .....	4
Equal Employment Opportunity Activities .....	5
Complaints Management Policy .....	5
Code of Conduct .....	5
Annual donations program and other contributions.....	6
Rates and charges written off .....	6
Works - Section 67 .....	6
Major contracts awarded .....	6
Swimming pools .....	7

## Statutory Disclosures – Former Palerang Council

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### Legal matters

Fees	2015-16
Legal fees – Planning	\$141,338.35
Legal fees – Other	\$50,893.52
<b>Total</b>	<b>\$192,231.87</b>

### Partnerships, cooperatives and joint ventures

Palerang Council is a member of the Queanbeyan Palerang Library Service. Council is also a member of the South East Weight of Loads Group. Council is in partnership with the NSW Cancer Council to assist in promoting awareness of the Cancer Council's activities.

### Privacy and Personal Information ACT 1998

Statistical details of any review conducted by or on behalf of the Council under Part 5 of the PPIP Act are as follows:

Requests	2015-16
Brought forward	0
New requests	0
Total to be processed	0
Completed	0
Transferred	0
Withdrawn	0
To be determined	0
<b>Total</b>	<b>0</b>

### External bodies exercising Council functions

The following external bodies were delegated functions by Council during 2015-16:

- Araluen Area Committee
- Braidwood Historic Cemetery Committee
- Braidwood Gymnasium Committee Braidwood National Theatre
- Community Centre Committee
- Braidwood Recreation Ground Committee
- Braidwood Saleyards Committee
- Braidwood Showground Reserve Trust
- Bungendore School Hall Management Committee
- Bungendore School of Arts Management Committee
- Bungendore Town Centre and Environs Committee
- Bungendore War Memorial Committee
- Burra/Cargill Park Management Committee
- Canning Close Reserve Management Committee
- Captains Flat Area Committee
- Carwoola/Stoney Creek Area Management Committee
- Greenways Project Management Committee
- Hoskinstown Community Hall Committee
- Les Reardon Reserve Facility Management Committee
- Mick Sherd Oval Canteen Facility Committee

## Statutory Disclosures – Former Palerang Council

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- Nerriga Sports Ground Reserve Committee
- Palerang Climate Change Committee
- Palerang Heritage Advisory Committee
- Royalla Common Committee
- Wamboin Community Hall Management Committee

### Controlling interests in companies

Council did not hold any controlling interest in any companies during 2015-16

### Government Information (Public Access) Act 2009 – statistical report

See Attachment 1

### General Manager's remuneration package

The General Manager's total remuneration package from 1 July 2015 until 12 May 2016 was \$224,928.

### Senior staff remuneration packages

Apart from the General Manager, Palerang Council did not have any staff on senior staff contracts.

### Council-funded overseas visits by councillors or others

No overseas visits were undertaken during the course of 2015-16 by any Councillors, Council staff or other persons while representing Council.

### Mayor and councillor fees

Item	2015-16
Councillor fees	\$88,605.00
Mayoral fee	\$21,486.74
Travel	\$7,251.38
Phone/IT charges	\$6,751.36
Training and accommodation	\$2,415.25
Miscellaneous equipment	\$3,907.27
Catering of Council meetings	\$2,990.27
Subscriptions	\$204.55
Conference attendance	\$3,706.36
<b>Total</b>	<b>\$137,318.18</b>

### Fraud control

No instances of fraud were reported in 2015-16.

## Statutory Disclosures – Former Palerang Council

Council's Policy is available at Attachment 2

### Equal Employment Opportunity Activities

Council implemented and continued with its EEO program and plan during 2015-16.

There were 15 permanent employees recruited through the period. There were 14 separations of staff holding permanent positions, four due to Retirement and the remaining were employee-instigated resignations. The breakdown of those hired is as follows:

	Professional/Managerial	Indoor	Outdoor
<b>Females</b>	0	3	0
<b>Males</b>	0	3	9

The composition of interview panels created in 2015-16 complied with requirements under Council's Recruitment and Selection Manual and EEO program. There were no formal complaints of discrimination from applicants concerning appointments to positions of employment with Council. The EEO Officer is a permanent member of the Council's Consultative Committee. This Committee also includes an elected staff member who represents non-affiliated staff under EEO principles.

### Complaints Management Policy

See Attachment 3

### Code of Conduct

Number of complaints and associated costs	
The total number of complaints received in the period about councillors and the General Manager (GM) under the code of conduct	1
The total number of complaints finalised in the period about councillors and the GM under the code of conduct	0

Overview of Complaints and Cost	
The number of complaints finalised at the outset by alternative means by the GM or Mayor	0
The number of complaints referred to the Office of Local Government under a special complaints management arrangement	0
The number of code of conduct complaints referred to a conduct reviewer	1
The number of code of conduct complaints finalised at preliminary assessment by conduct reviewer	0
The number of code of conduct complaints referred back to GM or Mayor for resolution after preliminary assessment by conduct reviewer	0
The number of finalised code of conduct complaints investigated by a conduct reviewer	0
The number of finalised code of conduct complaints investigated by a conduct review committee	0
The number of finalised complaints investigated where there was found to be no breach	0
The number of finalised complaints investigated where there was found to be a breach	0
The number of complaints referred by the GM or Mayor to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	1
The number of complaints being investigated that are not yet finalised	1
The total cost of dealing with code of conduct complaints within the period made about councillors and the GM including staff costs	\$300

### Preliminary Assessment Statistics

## Statutory Disclosures – Former Palerang Council

The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:	
To take no action	0
To resolve the complaint by alternative and appropriate strategies	0
To refer the matter back to the GM or the Mayor, for resolution by alternative and appropriate strategies	0
To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	1
To investigate the matter	0
To recommend that the complaints coordinator convene a conduct review committee to investigate the matter	0

### Annual donations program and other contributions

The total amount of donations and other contributions for 2015-16 was \$54,405.64

### Rates and charges written off

Rates and Charges written off	Amount
Pensioner rebates	\$109,373.09
Abandoned water/rates charges	\$27,195.45
Total	\$136,613.09

### Works - Section 67

No contestable or private works were carried out by Council where the works were fully or partially subsidised by Council.

### Major contracts awarded

Nature of Contract	Name of Contractor	Contract Amount
Braidwood water main pipe	Viadux Pty Ltd	\$243,447.05
Two new backhoe loaders	Westrac Equipment Pty Ltd	\$384,780.00
Two sewage pump stations West Braidwood	Q-Max Pumping Systems Pty Ltd	\$265,914.00
Construction of Braidwood Recreation Park Amenities Building	IQON Pty Ltd	\$982,501.31
Vegetation removal services associated with works to be undertaken on the Kings Highway (on behalf of RMS) in the area of River Forest Road	McMahon's Earthmoving and Tree Services	\$255,045.00
Supply of quarry products (Kings Highway at River Forest Road)	Schmidt Quarries	\$1,018,920.00
Supply of quarry products (Kings Highway at River Forest Road)	Holcim Australia Pty Ltd	\$97,520.00
Supply of quarry products (Goulburn Road at Thorns Bridge)	Denrith Pty Ltd	\$308,000
Supply of quarry products (Captains Flat Road at Carwoola Church)	Holcim Australia Pty Ltd	\$265,300.00
Supply of quarry products (Captains Flat Road at Stoney Creek)	Holcim Australia Pty Ltd	\$192,720.00

## Statutory Disclosures – Former Palerang Council

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### Swimming pools

Under section 18 of the *Swimming Pools Act 1992*, Council is required to report via its Annual Report on its activities regarding swimming pool inspections.

During the period 1 July 2015-12 May 2016, the former Palerang Council undertook the following:

Inspections of tourist and visitor accommodation	0
Inspection of premises where there are more than two dwellings	0
Inspections that resulted in Council issuing	
A certificate of compliance under section 22D of the Act	16
A certification of non-compliance under clause 18B of this Regulation	0