MINE SUBSIDENCE BOARD

# Annual Report **2005**

Putting service and the needs of people first

# Contents



**The Mine Subsidence Board has been heavily involved with the approval process and investigation of abandoned mines within the Honeysuckle Development Precinct.**


**We thank the Honeysuckle Development Corporation for their assistance in providing several photographs for our Annual Report.**


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**Editorial**
The Office of the Mine Subsidence Board and Helen Duncan Promotions

**Production** Helen Duncan Promotions

**Design** Bounce Design

**Printing** WHO Services

# Welcome

**Hon Ian Macdonald MLC**
**Minister for Mineral Resources**

Dear Mr Macdonald

**Annual Report for the Year Ended 30th June 2005**
**Freedom of Information Act Statement of Affairs**

I am pleased to present to you the Mine Subsidence Board's Annual Report for the year ended 30th June 2005, in accordance with Section 10 of the Annual Reports (Statutory Bodies) Act 1984. The Report includes the Statement of Affairs required by Section 14(i)(a) of the Freedom of Information Act 1989 (NSW).

The accounts have been audited in accordance with the requirements of the Public Finance and Audit Act 1983, as evidenced by the Auditor-General's Certificate.

Yours sincerely

***A Coutts – Chairman***

**The Mine Subsidence Board is a statutory body operating for the community in coal mining areas of NSW. The Board manages the scheme of compensation as provided for in the Mine Subsidence Compensation Act. The Act provides for compensation or repair services where improvements are damaged by mine subsidence resulting from the extraction of coal.**

**The Act also gives the Board responsibility for reducing the risk of mine subsidence damage to properties by assessing and controlling the types of buildings and improvements, which can be erected in Mine Subsidence Districts.**

**Other important roles include the elimination of public and private danger caused by mine subsidence and the provision of a comprehensive and accessible advisory and technical service.**

# Charter

The Mine Subsidence Board's Charter is set out in the Mine Subsidence Compensation Act, which is designed to provide a scheme for the payment of compensation where improvements on the surface are damaged by subsidence following the extraction of coal or shale anywhere in NSW. Under the Act, the Board is subject to the control and direction of the Minister for Mineral Resources, reporting through the Minister to the NSW Parliament.

The Board is responsible for its own operating and capital funds and manages the Mine Subsidence Compensation Fund. Coal mining companies are levied annually by the Board against each company's land value. Additional income is generated by investment of its financial resources.

### Expert Advice

Expert advice is provided to property owners, government departments and authorities, local councils, community organisations and industries within Mine Subsidence Districts, and throughout NSW. This advice aims to provide compatibility between surface development and underground mining. To this end, the Board controls building and other surface development in Mine Subsidence Districts, setting building and construction requirements that provide protection from subsidence damage. These requirements cover the nature and class of improvements, including height, type of building materials used and the method of construction.

### Stop Work Notices

The Board has the power to issue stop work notices to prevent illegal construction in Mine Subsidence Districts, and any improvements erected without the Board's approval, or contrary to an approval are not eligible for compensation.

### Elimination of Danger

An important role is the elimination of public and private danger caused by mine subsidence.

# Mission

The Board has two principal functions, which are highlighted by Sections 12 and 15 of the Mine Subsidence Compensation Act 1961 from which it derives power and authority to:

- Provide for payment of compensation for damage to improvements on land anywhere in NSW caused by mine subsidence following the extraction of coal or shale.
- Control surface development within Mine Subsidence Districts where all subdivisions of land and all applications to erect or alter improvements require the Board's approval.

These functions form the Board's Mission and Corporate Objectives incorporated in a Corporate Plan.

**Mission Statement**

To mitigate the effects of mine subsidence on the community by promoting compatibility between surface developments and underground coal mining, restoring damaged improvements and managing the compensation fund.

**Corporate Philosophy**

In performance of our charter, we have as our prime concern the welfare and security of the people of NSW coalfields and their properties. A Mine Subsidence District is used to recognise areas where our expertise and service are likely to be in higher demand.

With the use of innovative and progressive practices, and the expertise of the organisation, we will ensure that the delivery of high quality service is continually achieved.

By striving for excellence and efficiency we will put service and the needs of people first.

# Year at a glance

2004/05 was a successful year for the Mine Subsidence Board with significant projects to repair properties at Appin, the introduction of the new Information Management System (IMS) and a review of graduated guidelines all nearing completion.

Most important was the continuing development of a strong working relationship between residents, mining companies and the Board in areas where mining is underway. Board staff met with claimants, attended community consultative forums and information days on mining and made presentations to special interest groups. This was complemented by targeted advertising on the Board's role and services and information provided by staff at regional shows, as well as the static displays which were set up in the foyer of each Council within Mine Subsidence Districts.

The Board processed 15,500 transactions, including building applications, claims and certificates. This was 18% less than the previous year and reflects the slowing of the property market and an initiative to allow local Councils to approve minor development without reference to the Mine Subsidence Board. The number of claims was 25% less than the five year average. This reduction resulted from mining taking place in areas of lower density surface development and mine subsidence having a lesser effect on structures. Also, through pre-mining inspections and liaison with the Board, owners are now better informed of existing and other causes of damage. Around 160 pre-mining inspections were completed in areas where mining was planned.

Over several years the Board received a total of 106 claims at Appin when higher than expected damage occurred during longwall mining in the northern area. Of these, 101 have been finalised. Interaction with the community is important in this type of project and the assistance provided by property owners has been appreciated.

Mine Subsidence Board staff contributed to the assessment of various mining and surface development projects. This involved attendance at Planning Focus Meetings, discussions with mining and development companies and advice to other Government departments. The Board was also represented on the committee which reviews Subsidence Management Plans.

During the year the Board commenced a project to upgrade our website. In particular, this will enable improved quality of maps to be printed and will introduce an educational/fun section for children. All Board brochures and many transactions, including feedback, can be completed through the website. The annual Maurie Mole Safety Awareness Campaign to educate children on the dangers from old mine workings was again a great success. The Board's mascot, Maurie Mole, attracted big crowds at regional shows and this year made his first appearance in the Southern Coalfields.

The Board was involved in a number of ongoing research and development projects which will assist understanding of mine subsidence effects and repairs. This included relevelling of slabs, the effect of ground movement on residential structures and computer modelling of structural performance.

Our commitment to the quality principles required by International Standard ISO 9001:2000 continued. This Standard places a high emphasis on customer service. As part of certification our procedures are regularly reviewed by both internal and external auditors.

The Board's operations are funded by compulsory levies on the owners of all registered collieries in NSW. No State funds are received, nor any subsidies from the State. Funds surplus to immediate operational requirements are invested to generate interest income, in trustee status investments. There is currently $39.9m in the accumulated fund. This provides a buffer to annual fluctuations in the levy, generates income and provides a reserve to meet an event of significant financial proportion, which would otherwise require raising of loan funds.

Income for the year from all sources was $10.9m. Increased mitigatory work to prevent damage and reduced returns due to low interest rates resulted in a higher levy for the year. Expenditure of $8.9m was 8% above that of last year. This was largely due to commitments at Appin and preventative works on transmission towers and pipelines. Administration costs were similar and include depreciation costs associated with the new computer system.

A major project to review surface development guidelines and Mine Subsidence Districts commenced in January 2005 and will continue over a couple of years.

The Board will continue to work closely with its stakeholders to ensure it provides a high standard of customer service to the community of NSW.

# Review of operations

The Mine Subsidence Board's offices are strategically located in the coalfields of NSW and are readily accessible to the community. Details of the role of the Mine Subsidence Board and information on mine subsidence can be accessed via the Board's website. Claim applications, requests for guidelines, tender information for repair contracts, and feedback on service provided are available on the website. A range of brochures, including 'Mine Subsidence: A Community Guide', is also available free of charge.

During 2004/05, in addition to issuing development guidelines and investigating mine subsidence issues, the Board processed around 15,500 transactions, including building applications and certificates, within the 21 Mine Subsidence Districts of NSW. The Board's experienced staff provided advice on mine subsidence to our customers, who include the community, mining and building industries and State and Local Governments. During the year, the Board's information display was located at various regional shows and council offices.

Details of the Board's operations follow and are supported by information elsewhere in this Report.

### Surface Development and Mining Advice

The Mine Subsidence Board's approval is required for all subdivision of land and surface development in Mine Subsidence Districts. The Board continued to provide advice regarding mining and surface development to the community and developers. This support is particularly relevant in areas of residential growth or where mining is proposed in the short-term.

Board staff were actively involved in discussions with developers proposing high-rise structures over existing mine workings. Extensive geotechnical investigations were undertaken by developers to establish the condition and long-term stability of the old abandoned mine workings that underlie sections of the development sites. In some cases, independent expertise was sought to review the geotechnical reports which were submitted by the applicants as a condition of Board approval.

The Mine Subsidence Board also gave advice to a number of developers considering significant residential subdivisions. Board staff played an important role in providing comment on proposed subdivisions in areas identified for future mining, such as Wilton and Menangle Park. The Board liaises closely with developers, mining companies, local councils and State Government organisations regarding these projects.

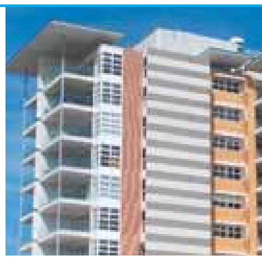
During the year, a project to review the Board's graduated surface development guidelines introduced in 2001 was commenced. The project will be completed in October 2005.

A programme to review mine subsidence parameters in all Mine Subsidence Districts commenced in 2005. The project is being co-ordinated through the Development Application and Rezoning Liaison (DARZL) Committee.

### Claims Analysis

Based on a five year average, the number of claims for 2004/05 has reduced by 25%. This has resulted from mining moving away from residential areas, reduced levels of mine subsidence, liaison with property owners regarding pre-mining damage and education on other causes of damage to houses. Around 10% of claims investigated were found not to be undermined. Each claim is thoroughly assessed and further investigation, such as site testing or ongoing monitoring may be undertaken. There were 89 pothole subsidence events from shallow mined workings, which is a 3% increase based on the five year average. Potholes often occur during wet weather as a result of the ingress of water and it is thought that the introduction of drainage associated with new residential areas may be contributing to this reduction.

# Review of operations continued


**Community Involvement**

The Mine Subsidence Board is represented on various committees and attends community forums where there are mine subsidence issues. The Board's staff are available to address public meetings or community groups. The Board is represented on the Interagency Subsidence Management Plan Committee which will review applications for mining.

The District Manager Newcastle gave presentations to building and architecture, and geotechnical students at Newcastle University.

The District Manager Wyong is a member of the Wyong Community Liaison Committee, which covers proposed mining to the west of Wyong. A community forum on the Warnervale Town Centre and a meeting to discuss Precinct 4 at Bushells Ridge were also attended. The District Manager Lake Macquarie is the Board's representative on Council's Lake Macquarie Planning, Technical and Environmental Committee. He also attended meetings with Newstan, West Wallsend and Mandalong Collieries in relation to proposed mining and its possible impact on surface structures. In the Southern Coalfields, the District Manager represents the Board on both the Appin Area Community Working Group and the Tahmoor Colliery Community Consultative Committee. Board staff also participated in community open days for the mining in the Tahmoor/Thirlmere area. Staff attend the council liaison meetings convened by the Department of Primary Industries – Mineral Resources for Muswellbrook, Singleton and the Southern Coalfields.

The Chief Executive Officer attended planning meetings for Wilton and Menangle Park and was involved in discussions and provided information for the Lower Hunter Strategy to the Department of Planning.

The District Manager Newcastle attends the Newcastle City Council Corridors and Building Guideline Committee, and together with the Chief Executive Officer, participated in a meeting with representatives of Engineers Australia to discuss high-rise development over abandoned mine workings in the Newcastle CBD.

Through the supply of promotional material and small monetary donations, the Board assisted a number of schools, sporting and community organisations throughout the year.

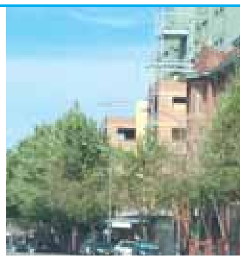
**Major Development Approvals**

Major developments are those which could have a significant effect on the Mine Subsidence Compensation Fund following mine subsidence, by virtue of their cost, complexity or other impacts. In many cases, detailed assessment of old mine workings is required. Major developments approved during the year include:

- **Multi-storey developments at Newcastle and Charlestown**
- **Residential unit and commercial developments in a number of Mine Subsidence Districts**
- **Multi-commodity terminal, grain receival facility and conveyor system at Newcastle**
- **Two-lane concrete bridge in the Newcastle area**
- **Retirement villages in a number of Mine Subsidence Districts**
- **Medical centre, nursing home and private hospital in the Wyong area**
- **Rail infrastructure associated with mining in the Hunter Valley**

# Repair services





The Board contracts qualified tradespersons to complete repairs where damage has resulted from mine subsidence. In the majority of cases, the repairs are of a relatively minor nature. A high standard of workmanship is required and property owners are involved in the repair project from preparation of the scope of works to final inspection. Any concerns raised during repairs are addressed in consultation with the owner.

Around Newcastle, subsidence damage is related primarily to subsidence from shallow abandoned mine workings. This results in either localised depressions or potholes occurring in the ground surface. They are generally repaired by filling with concrete. Repairs are carried out on behalf of the Mine Subsidence Board by contractors or agencies, such as councils, water authorities, and gas suppliers. The Mine Subsidence Board pays the full cost of repairs. During the past year, the Board attended to 89 potholes. The Board's 24 hour emergency free call telephone number (1800 248 083) is available to report any dangers arising from mine subsidence.

Repairs were required in a number of areas following mining. A geological anomaly, which occurred during longwall mining in the northern area of Appin, resulted in the Board receiving 106 claims. The Board has completed repairs to 101 of the properties and work is underway on the remaining five claims. Most damage was considered non-structural, although a small number of houses required relevelling. The Board offered to purchase structures requiring relevelling and several residents accepted. Three structures have been successfully relevelled. The support of property owners is important in such a project and Board staff have appreciated the assistance provided by residents. Along with the community and colliery, the Board participates in the Appin Community Consultative Group, which provides an opportunity to discuss issues relating to mining.

Longwall mining is occurring beneath dwellings in the Tahmoor area. Along with the colliery, the Board has been actively involved in community liaison. A few claims have been received, with most damage to date being of a minor nature.

At Fordwich in the Hunter Valley, Charlton and Cobcroft Roads are being progressively undermined by longwall extraction. Mine subsidence effects were monitored and traffic slowed whilst the longwall passed beneath the road. Four longwalls successfully passed beneath the road with limited disruption to traffic. The Board completed final repairs to the sections where no further ground movement was expected. Temporary repairs were carried out as each longwall passed beneath the road.

Extensive repairs were made to Wakefield Road Wakefield in the Lake Macquarie area, following damage caused by longwall mining.

The Board undertook general repairs for mine subsidence damage in areas of past and present coal mining.

# Risk management services

The Mine Subsidence Board liaises with collieries where planned or current mining has the potential to affect surface structures. Meetings are held with these collieries to discuss their mining layout for the next five years as well as their longer term mine plans. Potential problems relating to surface development and conflicts with mining are identified and steps put into place to manage the subsidence event. Where appropriate, the condition of structures prior to mining is assessed. Mitigation works to eligible structures can be implemented by the Board in conjunction with the owners of improvements where it will reduce the total prospective liability to the Mine Subsidence Compensation Fund. Annually, the Board reviews surface structures that will be undermined in the next three years to ensure mine subsidence effects are managed and to assess the potential liability from damage.

Some major projects the Board has been associated with over the past year include:

- Proposed high-rise development in Newcastle and Charlestown
- Undermining of gas pipelines in the Southern Coalfield
- Undermining of transmission towers

**Building Guidelines**

The Board introduced a set of graduated building guidelines for residential construction in July 2001. These guidelines provide a sound engineering basis for the design of residential construction and provide homeowners and designers with greater flexibility to design individual styles of houses. The houses must remain safe and serviceable and the guideline system will ensure that any damage is of a minor nature that can be readily and economically repaired by the Board. These surface development guidelines are being reviewed to ensure they take into account current building technology and meet best practice.

**Surface Development**

All building applications for residential development must meet the requirements of the Building Code of Australia and good building practices. The graduated guideline system for residential structures emphasises the need for new development to meet the relevant codes and standards. The Board requires that articulation joints be shown on architectural plans and in some circumstances work as executed certification is requested. The guideline system separates the Board's requirements into categories that reflect the exposure of varying structures to mine subsidence. Applications for other structures, such as commercial buildings, roads, pipelines and transmission towers, are assessed on their merits, subject to engineering design. In those areas where design and certification by structural engineers is required, the need to comprehensively design for the predicted levels of mine subsidence is very important. The Board liaises with applicants and design engineers on a regular basis providing advice on the effect of subsidence on structures and techniques that may be useful in design.

The Board's Development Application and Rezoning Liaison (DARZL) Committee considers applications in areas where there may be issues between surface development and proposed mining. The committee can consider the details of proposed developments and gain insight into mine planning below the sites in order to ensure compatibility is achieved. Regular attendees at these committee meetings include representatives from the Department of Primary Industries – Mineral Resources, mining companies, local councils and the Board.

# Risk management services continued



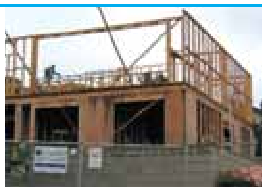
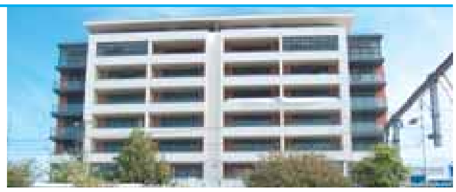
**Major Developments**

Recent years have seen an increase in applications for the construction of significant structures in areas affected by older mine workings. In particular, both the Newcastle and Charlestown CBDs have had an increase in the number of multi-storey commercial and residential developments being proposed. There is also an increased demand for large subdivisions over areas of shallow mine workings or where future mining is proposed. The Board closely examines these applications due to the potential liability should the structure be damaged by mine subsidence. It is generally a requirement of approval that a number of conditions be met by the applicant, including the need to remove the risk of subsidence or confirm, through geotechnical investigations, that the workings are long-term stable. Applicants usually engage the services of experienced geotechnical engineering consultants to carry out this work. Drill holes may be required to provide supporting information. In some cases, structures can be relocated or the development staged to address mining issues. The Board is requiring increased use of computer-aided modelling to determine the risk of mine subsidence and assess the behaviour of a structure should mine subsidence occur.

**Pre-mining Inspections**

Where predicted mine subsidence is to have a significant effect on surface improvements it is the Board's policy to offer Pre-mining Inspections (PMIs) of those properties. The inspections are beneficial in establishing the pre-mining condition of structures. The information gathered also provides a useful database of the typical performance of structures in terms of existing condition, damage, age and location. They are completed at no cost to the owner and a report is provided. Originally contracted out, the Board now completes much of this work using its experienced technical staff. The inspections also provide an opportunity to liaise with the community prior to mining. Around 160 pre-mining inspections were completed in areas to be undermined at Mandalong, Tahmoor and Woongarrah.

# Mapping

The Board's computerised mapping system has been upgraded and replaced by ESRI ArcGIS software. The system contains comprehensive records of mine workings, and digitised and topographical data for all areas of our operations. The information is vital in establishing surface development guidelines and assessing claims. Details are regularly updated through information exchanged electronically. Subdivision details are obtained from the Board's records and registered plans from Land and Property Information NSW (LPI). The text layers to accompany the cadastral information were also supplied by LPI and maintained in-house. Current mine workings are added from plans supplied electronically and/or in hard copy format by operational collieries and the Department of Primary Industries – Mineral Resources. The improved functionality of the new system will allow better use of spatial and archived data held by the Board. This improved flexibility will enhance electronic transfer of information and customer service and provide a common software platform across Government agencies.

**System Update**

A project to increase the amount of mining and geotechnical detail held on the mapping system continued. This project uses information from the Department of Primary Industries – Mineral Resources, record tracings, existing seam sheets, libraries and the mining companies. All of the Board's seam sheets showing old and discontinued workings have been scanned and vectorised and integrated into the Graphical Information System. Verification of these plans continued by checking them against mining records. Verification of coal mine plans is continuing for the Cessnock and Lithgow areas.

The computer system can generate maps showing specific areas where special projects or investigations are underway, to assist with administration of Mine Subsidence Districts, and to support educational and advertising programmes. Maps of Mine Subsidence Districts are available on the Board's website.

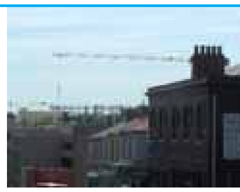
The new computerised Map Query Interface (MQI) system is in use at all District Offices. This system enables District Office staff to prepare A4 maps of selected properties showing cadastral and mining information. Data from the Board's Property Information System can also be added to the map. This allows summaries of the Board's transactions with property owners (eg, claims, building applications, Section 15B Certificates) to be shown on the plan.

**Isopachs**

A project to determine the depth of seam isopachs for areas with old abandoned mining is ongoing. Drilling is continuing at specific locations. Seam isopachs have been prepared for the majority of seams in Mine Subsidence Districts. The depth of seam isopachs project is supplemented by isopachs prepared by active collieries. This enables technical staff to access seam depths to determine claims for compensation and provide surface development guidelines for individual properties. Work continued on a register of shafts and drifts, which will identify their locations and associated features for all areas of interest to the Board. A borehole layer, which includes drilling information and assists with depth of cover contours, has also been introduced. This information is used in assessing claims and to assist in the 'elimination of danger' function of the Board.

# Research and development





The Mine Subsidence Board participates in research and development projects to increase knowledge and information relating to mine subsidence and its effect on structures. The Board also continues to update its information on the latest building materials and techniques as they may provide greater opportunity for flexibility in building design options.

### Relevelling of Slabs

Polyurethane injection (PUI) has been utilised to stabilise soils and relevel structures for over 25 years. The Mine Subsidence Board originally used PUI to relevel sections of damaged houses and in 2003 relevelled a dwelling constructed on a waffle pod slab. Small holes were drilled at regular intervals in the slab to enable the injection of polyurethane material. The controlled expansion of the foam enabled the slab to be raised up to 250 mm in some sections. Relevelling was supplemented by mechanical jacking beneath the external edge beam. Since this time, the Board has successfully relevelled a further two dwellings. Most cracks close-up, however, the relevelling process may induce some additional cracking to internal linings. This can be readily repaired whilst other work is being completed. The Board anticipates relevelling several more dwellings during 2005/06.

### Vibration Monitoring

The Mine Subsidence Board carried out vibration monitoring in areas where reports of ground vibrations have been made and where these vibrations may be associated with underground mining operations. A majority of vibrations recorded are unlikely to cause damage to structures, however, the information gathered provides useful data for better understanding the occurrence of vibrations from mine workings and their effect on structures. During the past year vibration monitors have been located at Doyalson, Buff Point, Woongarrah, Gorokan, Chain Valley Bay, Glendale, Wakefield, Awaba and Ellalong.

### Computer Modelling of Mine Workings and Structural Performance

The irregular shape of some old mine workings can make it difficult to apply constant risk assessment factors over a particular area. The Board has required greater use of computer-aided modelling to assess the status of old mine workings, particularly where larger surface structures are proposed. The Board has also required finite element analysis to determine the performance of a building should mine subsidence occur. A project to assess the performance of 3/4 storey framed structures where there is a small risk of low levels of mine subsidence occurring over old mine workings has been arranged by the Board. Further research and development into the use of computer-aided modelling will continue during 2005/06.

### ACARP Project

The Board is involved in a research project to look at the prediction of mining induced movements in building structures and the development of improved methods of subsidence impact assessment. The collection of information commenced in 2004 and it is anticipated that the project will continue until 2006. The use of pre-mining inspection data, as well as claim investigation details, will be used in this project. The main objectives include gaining a greater understanding of the transfer of ground movements into buildings, understanding the way in which different forms of building construction affect the level of damage, and develop improved methods for assessing the potential subsidence impacts on building structures.

# Public awareness

The Mine Subsidence Board continued its programme of community education and support in areas where there were mine subsidence issues. Strategic advertising of the Board's role and services is focussed in areas where mining is underway or will occur in the immediate future. This year, particular attention was given to the Southern Coalfields due to mining in the Tahmoor and Appin areas. This has provided information and reassurance to residents regarding mine subsidence.

### Community Education

The Board's attendance at regional shows performs an important part in informing existing and new residents about mine subsidence. During the year, the Board's staff have met with large numbers of people who attended the Newcastle Show, the Master Builders Association's HomeShow, Campbelltown Show, Wollongong HomeShow and the Central Coast HomeShow and Outdoor Expo. The Board's educational display was placed in all Council Chambers in Mine Subsidence Districts during the year.

The Board's staff are available at each regional show to answer enquiries and explain the Board's role and services. Feedback indicates that the exchange of information is greatly appreciated by visitors. Many thousands of free showbags, containing mine subsidence information, were given away to adults and children. The children's showbags include specific information about the dangers of old mine workings and promotional items. The Board's plastic showbags have been replaced by bags made from recycled paper product.

### Safety Awareness

The Board's character used to promote safety awareness, Maurie Mole, is a household name in many coal mining areas of NSW. Maurie Mole has been used in the Hunter Valley to promote safety awareness associated with old, shallow mine workings for more than 15 years.

In 2004/05, a new commercial for the Maurie Mole Safety Awareness Campaign was developed using state-of-the-art computer animation for a more modern looking Maurie. The public response to the new commercials was positive and Maurie's message is being heard by an entire new generation.

This year's campaign, held during the summer school holidays, has again been a great success. One of the objectives of the campaign is to encourage the reporting of pothole subsidence by both children and adults. With the support of NBN Television, 50 lucky families watched the Hunter Pirates play the Townsville Crocodiles at the Newcastle Entertainment Centre in January. Judging by the smiling faces, the deafening cheers and the hugs given to Maurie, everyone enjoyed the Mine Subsidence Board's hospitality.

Maurie Mole was also a big hit at the 2005 Newcastle Regional Show. Visitors to the show had the opportunity to have their photograph taken with the life-sized Maurie Mole in front of his modern 'underground' office set from the television commercial. Thumbnails of the photographs were put onto the Board's website and postcard size photographs, via email, could be requested. This also encouraged additional visits to the website. Over the past year, Maurie's appearances included the Hunter Pirates Basketball game, Newcastle Show and Newcastle and Wollongong HomeShows.

# Liaison/communications and working parties

The Mine Subsidence Board maintains an active role in liaising with the community, industry and other government departments.

Meetings are held with the community as the need arises. Most importantly, the Board liaises regularly with property owners as part of the claim process. We also provide information on mine subsidence and the Board's role when undertaking pre-mining inspections. With continuing projects, regular meetings are scheduled, and in other areas they are held to facilitate communication when issues concerning mine subsidence arise. The Board is represented on a number of Community Consultative Committees, which have been formed to discuss mining and community issues.

Regular liaison between the Board's staff and councils ensures local issues are addressed in the early stages of planning.

The Board meets with other state and local government bodies to allow the exchange of information and identification of issues in particular areas. Regular meetings are held with the Department of Primary Industries – Mineral Resources and the Department of Planning, local government bodies and mining companies. This provides an opportunity to discuss short and longer term mine plans so that any issues can be considered during strategic planning for surface development. The Board attends Planning Focus Meetings, which consider mining and other issues during the early stages of mine planning. We are also represented at Commissions of Inquiry where mine subsidence is an issue.

### DARZL Committee

The Development Application and Rezoning Liaison (DARZL) Committee was established by the Board to provide liaison and co-ordination of rezoning and development applications.

Members of the Committee include representatives of the Board, the Department of Primary Industries – Mineral Resources, local councils and mining companies affected by particular developments. Developers may be invited to join the Committee when specific applications are being considered. The Committee meets each month and fulfils an important role in identifying potential issues early in the development process.

### Southern DARZL Committee

The Southern Development Application and Rezoning Liaison Committee was convened by the Board to improve the planning and communication process regarding surface development and coal mining in the Southern Coalfields. Local councils, coal companies, the Department of Planning, and the Department of Primary Industries – Mineral Resources are represented. The Committee meets three monthly and field visits are made as required.

### Other Committees and Working Parties

The Mine Subsidence Board convenes or participates in various Committees as the need arises.

The "Guidelines for Coal Mining and Roads with Respect to Subsidence" was last published by the Roads and Coal Mining Working Party in late 1997. The Third Edition of the publication "Coal Mining and Transmission Lines with Respect to Subsidence" was published by the Transmission Guidelines Working Party in the same year. The Working Parties consist of representatives from the Mine Subsidence Board, the Department of Primary Industries – Mineral Resources, the NSW Minerals Council, the Department of Planning and the infrastructure owners. Further information on the effects of mine subsidence on these structures is being collected and it is planned to review the documents by 2007.

The Chief Executive Officer is a member of the Hunter and Central Coast Regional Co-ordinator's Management Groups. These Groups include representatives of all Government agencies and discuss a holistic approach to Government and community issues.

The Mine Subsidence Board regularly considers the need to proclaim or review Mine Subsidence Districts in various areas of NSW. This function also allows consideration to be given to surface development guidelines. The Board has commenced a project to review surface development guidelines throughout Mine Subsidence District in NSW. This is being done in consultation with Department of Primary Industries – Mineral Resources, mining companies, Local Government and the Department of Planning.

## Council officers with delegated authority

In order to fast track minor building approvals, the Mine Subsidence Board previously delegated approval authority to certain appointed Council officers. These officers could approve items such as carports, above ground pools, garden sheds, fences, etc. The Board must approve all other applications. The delegates were employed by Camden, Campbelltown, Lake Macquarie, Lithgow, Maitland, Newcastle, Wingecarribee, Wollondilly and Wyong Councils. The Board has now instigated a system of deemed approvals for all Councils and has overcome the need for delegations to individual Council officers.

## Payment performance

$15.2m of accounts were paid during the year, on approximately 1,500 invoices.

95% were paid on time, the balance being either invoices in dispute, or instances where the original invoice was not received. No invoice reached 60 days overdue and no penalty interest became due or was paid.

## Properties

Six new properties were purchased during 2004/05 and two were sold. At 30th June 2005, 12 properties valued at $4.1m were held. Properties are purchased as a result of mine subsidence claims in accordance with the Mine Subsidence Compensation Act. The Board's practice is to restore these properties to a marketable condition and sell after the effects of subsidence are remedied.

## Corporate governance

The Mine Subsidence Board is constituted under the Mine Subsidence Compensation Act 1961. In the exercise of their duties and functions, the Board Members are subject to the control and direction of the Minister. Through the Act, certain duties and functions are delegated to staff of the Mine Subsidence Board. Major items are considered by the Board Members at monthly meetings. The Budget and Corporate Plan are approved by the Board Members, who receive a monthly report on progress against programmes. Operational processes are subject to regular audit and an Audit Committee meets annually.

## Code of conduct

The Board Members abide by a Code of Conduct, which requires a high standard of impartiality, fairness and integrity.

## Structure and functions

The Mine Subsidence Board is constituted under the Mine Subsidence Compensation Act 1961 as amended and consists of representation of:

- Director-General of Department of Primary Industries or his nominee
- Chief Inspector of Coal Mines
- Department of Commerce
- Colliery Proprietors
- Owners of Improvements (ie, the community)
- Local Government or the Department of Planning

Two members, the Director-General of the Department of Primary Industries and the Chief Inspector of Coal Mines, are ex officio members appointed by the Act. The remaining four members are nominees and are appointed by the Governor for a period of three years. The term of the Minister for Local Government's nominee will expire in September 2006. The other three appointments expire in September and October 2005.

The Board meets monthly, primarily at Newcastle and Maitland. Meetings are also convened at centres affected by coal mining, where the Board Members inspect various areas of Board activity and meet with local authorities. This year, the Board met at the following locations:

- **August 2004** **Wyong**
- **October 2004** **Campbelltown**
- **April 2005** **Denman**

In 2004/05, 11 regular meetings and no special meetings were held.

**Board Attendance**

| Board Members | Board Meetings Held | Board Meetings Attended |
|---|---|---|
| Barry Buffier (July – January) | 6 | 5 |
| Alan Coutts (February – July) | 5 | 5 |
| Phil Carter | 11 | 10 |
| Peter Hayes | 11 | 11 |
| Jeff Maybury | 11 | 10 |
| Rob Regan* | 11 | 9 |
| Robyn Tozer* | 11 | 9 |

* Board Members nominated for Audit Committee. All non-attendances at the meetings were authorised leave.

# Board members

**Barry Buffier** (Chair) (July – January) BRurSc(Hons), MEcon

Barry took up the position of Director-General of the Department of Primary Industries on 1st July 2004, following careers with Westpac Banking Corporation and NSW Agriculture. He has served on many boards, including the Ricegrowers' Co-operative Ltd, Rural Industries Research & Development Corporation, the National Rural Advisory Committee, and as Chairman of the NSW Poultry Meat Industry Committee.

**Alan Coutts** (Chair) (from January) BCom, DipEd

As Deputy Director-General (Mineral Resources) of the Department of Primary Industries, Alan is the nominated Chairman of the Mine Subsidence Board. Alan has extensive experience in management and Government policy at an executive level. He was also the Chairman of the Board from 1997 to June 2004.

**Robert Regan** BE(Min)(Hons)

Rob leads the Department of Primary Industries – Mineral Resources' Mine Safety Operations and is Chief Inspector of Coal Mines. Rob has had 30 years experience in the mining industry, with the majority at senior management level.

**Peter Hayes** BE(Min), ME(Min), MBA – Colliery Proprietors' Nominee

Peter was appointed to the Board in 2002. He is a successful manager of mining operations, with vast experience in mine planning and interaction with the community.

**Phillip Carter** BE, MEngSc – Minister for Commerce's Nominee

Phil was appointed to the Board in 1992 as the Minister for Commerce's nominee. He has 40 years experience as a civil engineer in major projects and strategic planning.

**Robyn Tozer** BA, MA, MBA – Minister for Mineral Resources' Nominee

Robyn is a Councillor on Muswellbrook Shire Council and was appointed to the Board as the Minister for Mineral Resources nominee, representing owners of improvements within Mine Subsidence Districts, in 1999. Robyn has extensive experience in the public sector and Local Government, and with community organisations.

**Jeffrey Maybury** – Minister for Local Government's Nominee

Jeff is a Councillor on Cessnock City Council. He has experience in Local Government and community issues and was appointed to the Board in 2003.

## Principal and district officers

**Chief Executive Officer**

G J Cole-Clark BE(Mining), MBA

**Secretary and Manager Finance and Administration**

M J Clarke BCom, ASA, JP

**Subsidence Risk Engineer**

Vacant

**District Managers**

| | |
|---|---|
| Newcastle | J O'Donnell |
| Speers Point | P Gray (Acting) |
| Wyong | T Hole (Acting) |
| Singleton | G Moore |
| Picton | D Bullock |

## Staff code of conduct

The Mine Subsidence Board utilises good conduct and administrative practice, including prevention procedures, to eliminate the risk of fraud and corruption.

The Board's Code of Conduct addresses standards of behaviour, conflicts of interest, gifts and benefits, corrupt and unethical conduct. All staff are committed to its principles.

There have been no changes to the Code during the past year.

## Guarantee of service

In the performance of our Charter, the Mine Subsidence Board is committed to providing the people of NSW with quality service delivered in a reliable, responsible and fair manner.

Our Guarantee of Service ensures this statement is fulfilled and is printed as Appendix A.

## Corporate objectives

1. To provide a prompt and efficient compensation and/or repair scheme for damage to improvements caused by the extraction of coal.
2. To eliminate danger to the community from mine subsidence related events.
3. Given that mining will take place, to promote compatibility between surface development and underground coal mining.
4. To actively use risk management expertise to protect the community by reducing future damage from mine subsidence.
5. To identify, complete and promote subsidence research programmes that meet the existing and future needs of the community and industry.
6. To provide a comprehensive and accessible advisory and technical resources service on mine subsidence and surface development.
7. To increase community knowledge and appreciation of the Board and its functions.
8. To implement effective management systems which support the operational objectives.

# Performance indicators

The Mine Subsidence Board aims to maintain the highest standard of customer service delivery. Continuous improvement is facilitated through quality certification audits, future directions workshops involving staff and our willingness to work with the community, industry and other agencies. Our policies and procedures are regularly reviewed. The Board welcomes suggestions from members of the public and feedback can be provided through the Board's website. All persons lodging a claim with the Board are given the opportunity of input through a customer survey.

### Quality Assurance

The Board has Quality Certification to International Standard ISO 9001:2000. To maintain certification, the Board's procedures and performance are regularly subject to external audit by SAI Global. Trained staff carry out six-monthly internal audits.

### Corporate Performance

The Board has various measures in place to monitor its performance. Management reports to the Board Members on a monthly basis on the Corporate Plan. Internal audits, quality certification audits and customer feedback assist in assessing performance. The major Key Performance Indicators (KPIs) relate to the Board's service areas of surface development, claims and the issuing of Section 15 Certificates, which are generally sought during property conveyancing. Elimination of danger identifies pothole events associated with old shallow mine workings.

In 2001/02, the Mine Subsidence Board set challenging KPI targets by increasing the performance measure for Category 1 transactions by 50% through reducing the number of processing days from 10 to 5. Whilst the new targets for processing certificates were not achieved, there has been progress with over 95% of certificates now processed within seven working days. The processing of building applications met the target and there was a significant improvement in the determination of claims from the previous year. Elimination of danger reports must be addressed within 24 hours and this was also achieved. On most occasions, action involved securing a site and filling a mine subsidence pothole with low strength concrete.

| Category | Service | Number Processed | Performance Measures | Target | Performance 2004/05 | Performance 2003/04* |
|---|---|---|---|---|---|---|
| 1(a) | Subdivisions | 492 | Process within 5 working days | 95% | 91% | 89% |
| 1(b) | 15B Certificates | 7,969 | | 95% | 88% | 90% |
| 1(c) | 15C Certificates | 760 | | 95% | 91% | 93% |
| 1(d) | Building Applications | 5,891 | | 95% | 95% | 95% |
| 2 | Claims | 236 | Determine claims within 30 working days | 85% | 94% | 79% |
| 3 | Elimination of Danger | 89 | Eliminate danger within 24 hours | 100% | 100% | 100% |

* Refer to notes on Corporate Performance

# Nature and range of activities

### Certificates

The Board plays an integral role in protecting homebuyers by providing certificates under Section 15 of the Mine Subsidence Compensation Act.

Persons purchasing land and/or buildings, which are located in proclaimed Mine Subsidence Districts, are advised to seek certificates from the Board during conveyancing. Most financial institutions require a Section 15B Certificate as a condition of providing mortgage funds.

- Section 15B Certificate – Certifies that the requirements of the Act relating to the improvements or subdivisions specified have been complied with. This certificate is an assurance that compensation will be paid in the event of mine subsidence damage.
- Section 15C Certificate – Certifies whether or not a claim has been paid in respect of mine subsidence damage to a property.

### Building and Subdivision Applications

Owners of properties in proclaimed Mine Subsidence Districts must obtain approval to erect improvements or subdivide land. The Board issues guidelines for building, and provides subsidence design parameters for major structures within Mine Subsidence Districts. The Board considers building and subdivision applications within Mine Subsidence Districts for approval and gives consideration to Draft Local Environmental Plans for concurrence or objection as required by the Environmental Planning and Assessment Act.

The Mine Subsidence Board is an approval authority under the Environmental Planning and Assessment Act and accordingly Councils are required to seek general terms of approval from the Board for development applications submitted under the Integrated Development process.

### Compensation

The Board compensates owners of improvements for damage caused by mine subsidence, provided that, if located in a Mine Subsidence District, the improvements have been constructed in accordance with the Board's approval, or existed prior to proclamation of the District.

The owners of improvements damaged by mine subsidence can lodge claims for compensation with the Board. In the event of subsidence damage to surface improvements, the Board may offer the owner a number of options including: having the home or improvements repaired by a licensed contractor; making a cash payment to cover the estimated cost of such repairs; or, in appropriate cases, buying the property at present market value as if it was undamaged by subsidence.

Where the Board purchases a dwelling, it may be rented until subsidence is completed, at which time appropriate repairs are carried out and the property is sold. Such dwellings are leased to tenants at fair market rental.

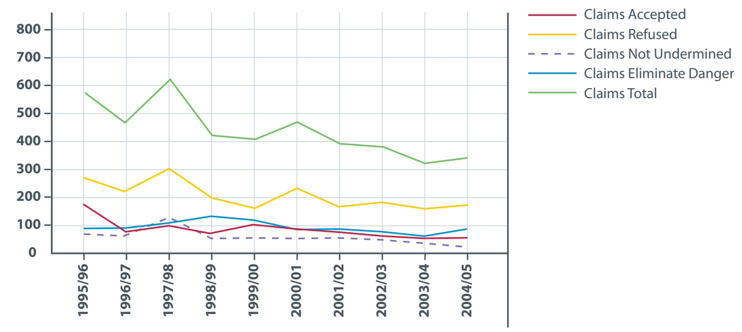
Owners of improvements may appear before the Board, seeking a review of a Board decision. They also have a right of appeal, under Section 12B of the Act, in the Land and Environment Court, against a decision of the Board as to whether or not damage has been caused by mine subsidence, or about the amount of compensation payable. The Board may arrange for Alternate Dispute Resolution procedures to assist in resolving a claim.

# Nature and range of activities continued

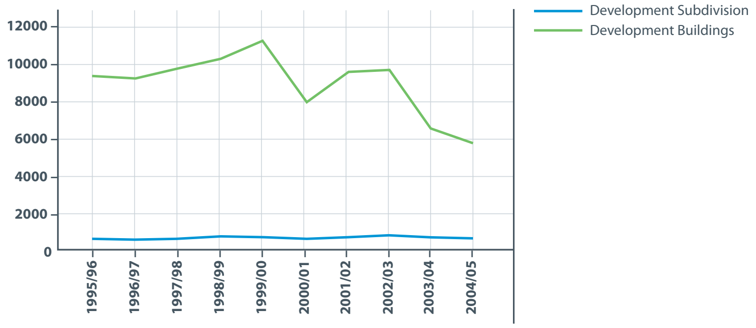
### Transactions

| Transaction Type | Newcastle | | Picton | | Singleton | | Speers Point | | Wyong | | Total | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **04/05** | 03/04 | **04/05** | 03/04 | **04/05** | 03/04 | **04/05** | 03/04 | **04/05** | 03/04 | **04/05** | 03/04 |
| Building Applications | 1,447 | 1,485 | 869 | 1,261 | 195 | 227 | 2,191 | 2,432 | 1,189 | 1,349 | 5,891 | 6,754 |
| Subdivisions | 58 | 69 | 77 | 95 | 38 | 33 | 217 | 246 | 102 | 109 | 492 | 552 |
| 15B Certificates | 2,025 | 2,812 | 1,079 | 1,605 | 362 | 486 | 3,012 | 3,629 | 1,512 | 2,049 | 7,990 | 10,581 |
| 15C Certificates | 179 | 249 | 142 | 188 | 77 | 91 | 200 | 190 | 162 | 195 | 760 | 913 |
| Claims | 62 | 92 | 51 | 46 | 3 | 20 | 87 | 86 | 33 | 36 | 236 | 280 |
| Elimination of Danger | 64 | 48 | 0 | 0 | 8 | 11 | 17 | 7 | 0 | 0 | 89 | 66 |

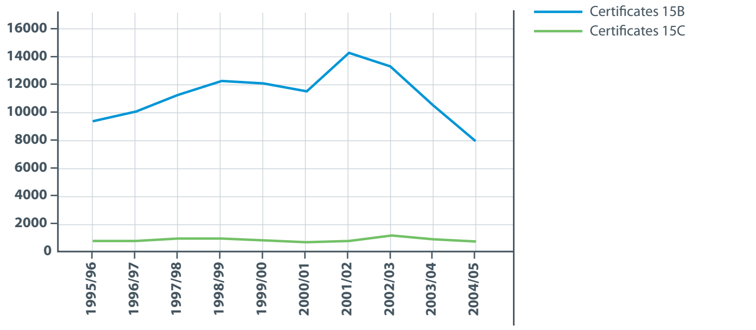
### CLAIMS




### SURFACE DEVELOPMENT




### CERTIFICATES



## Investment performance

Investment performance is monitored monthly through comparison of key performance indicators, such as portfolio average maturity, average portfolio volatility, maturity dissection and accrued capital profit or loss.

The return is measured against an index of 40% 90 day Bank Bill/60% WDR Composite All Maturities for the monthly Board Meeting. A comparison is made later in the month against a standard T-Corp Hourglass Index.

For Annual Report purposes, Treasury has advised us to use their hourglass index of 40% UBS Australian Bank Bill Index + 60% UBS 0 + Australian Government Bond Index. For 2004/05, the Board's portfolio returned 6.66% compared to the nominated Treasury benchmark of 6.95%. On funds invested of approximately $42m, this is a difference of about $96,600 for the year and is probably a reflection of differing levels of conservatism in approaches to timing of interest rate changes.

## Arrangements for public participation in policy formulation

The public may participate in policy formulation through representation to Board Members, the Minister and various liaison committees and working parties established or attended by the Board. Feedback on the Board's role and services can now be provided through its website.

The Board's staff is available to attend relevant public meetings or address community organisations. The Board was represented at two Information Days arranged by Tahmoor Colliery.

## Significant judicial decisions

There were no significant judicial decisions made during the year.

## Changes in legislation

The former Department of Mineral Resources was integrated into the new Department of Primary Industries on 1st July 2004. The Director-General of the Department of Primary Industries became the ex officio Chairperson of the Mine Subsidence Board.

An amendment to the Mine Subsidence Compensation Act by way of Statute Law (Miscellaneous Provisions) was made to permit the Director-General of the Department of Primary Industries to nominate a member of staff of that Department to be Chairperson.

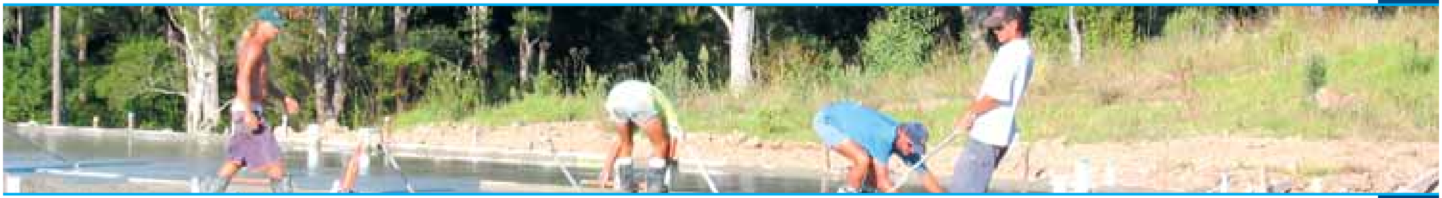
A new Section 15(8A) was added by way of the Environmental Planning and Assessment Act (Infrastructure and Other Planning and Reform) Act 2005. The purpose of this amendment is to prevent approvals under Part 3A of the Environmental Planning and Assessment legislation being an offence under the Mine Subsidence Compensation Act.

## Internal audit

The Board uses the NSW Government's IAB Assurance and Advisory Services for its internal audit. This year's programme called for examination of: Wyong District Office; Corruption Prevention Policy Review; Network Risk Assessment; and Management of Board's Properties.

## Risk management and insurance

The Board's insurance is with the NSW Treasury Managed Fund and covers public liability, motor vehicles, property, workers compensation, fidelity guarantee, burglary, fire and miscellaneous.



## External advisors and consultants

The Board supplements its staff resources by using experienced external sources (advisors, contractors, consultants, etc) to meet increased demands or in areas of special expertise. Services provided cover a wide range, including investment, engineering, public relations, auditing and legal.

AMP Investments manages the Board's investment portfolio.

Helen Duncan Promotions continued to assist with public relations, facilitating the promotion of the Board's community relations, and enhancing the flow of information to the public through the media and publications.

The NSW Government's Internal Audit Bureau provided internal auditing services. Computing maintenance services were provided by Hewlett-Packard.

The Department of Primary Industries – Mineral Resources provided both advice and services to the Board through various Branches, including Coal Geology, Subsidence Engineering, Legal and Research.

The Coal Geology Branch supplied the Board with resource information, while a range of subsidence prediction and other engineering services were provided by the Subsidence Engineering Section. Liaison and information exchange is maintained with the Coal Mines Inspectorate.

The Department's Legal Services Branch provided legal support services to the Board in provision of legal advice and drafting of regulations.

Consultants employed in accordance with the definition in the "Guidelines for the Engagement and Use of Consultants" issued by the Public Employment Office in August 2000, amounted to $6,500 for one engagement (2003/04 $3,800). In the past three years, external expertise has been sought to assist with the development of the new Information Management System.

## Government energy management policy

The Board reported to the NSW Department of Energy and Utilities regarding the Government Energy Management Policy (GEMP): Reducing Greenhouse Emissions from Government Operations. As a small agency, the Board has sought to minimise energy consumption through the increased awareness and co-operation of staff. Energy efficiency is considered when purchasing equipment and power savers are activated when the equipment is installed. The Board monitors electricity usage and timers have been installed on all lighting circuits in our Newcastle office. The next GEMP report is due in October 2005.

## Waste reduction and purchasing plan

As required by the Government's Waste Reduction and Purchasing Plan (WRAPP), the Board reports to the NSW Environment Protection Authority. Staff are kept advised of WRAPP requirements and Board initiatives through our Weekly Bulletin.

The Board participates in a paper-recycling programme. Waste office paper is separated and collected by recycling contractors on a regular basis. Confidential records, which are no longer required, are disposed of through a separate confidential shredding service.

The Board has actively worked to reduce waste. Increased use of our website and electronic transactions has limited the amount of paper required. Compared to the WRAPP 2002/03 Report, in the past year the Board has realised reductions of 29% in printed material, 34% in envelope usage and 20% in toner cartridges purchased. Around 96% of A4/A3 paper has a recycled content and 87% of toner cartridges are recycled.

The Board's plastic showbags have been replaced by bags using recycled paper material.

The Board does not generate construction, demolition or vegetation waste. Our Notice to Tenderers for contractors undertaking repairs to properties includes advice regarding recycling.

## Electronic service delivery

Our Information Management and Technology Plan provides for phased introduction of lodged/delivered applications and services. This has been complemented by the Government's Electronic Service Delivery Plan, which the Board has embraced and complied with, for reporting to Government. Customers can now access Board publications, lodge claims, seek Section 15 Certificates and request guidelines electronically. The website also provides the opportunity for feedback from customers on the Board's services.

## Human resources

The total number of staff employed at 30th June 2005 was 29, comprising:

| Location | Male | Female |
|---|---|---|
| Head Office | 7 | 4 |
| Newcastle | 3 | 2 |
| Speers Point | 3 | 2 |
| Wyong | 2 | 1 |
| Picton | 2 | 1 |
| Singleton | 1 | 1 |
| **Total** | **18** | **11** |

Staff numbers reduced from last year after being constant for the previous five years. There are four vacant positions, for which replacements are being sought.

All human resource administration is "in-house", with administration of staff records and payroll completed through an integrated software package. Outsourcing is utilised when necessary to complete tasks not available internally.

### Staff Training and Development

In-house and external training courses, including: Master Builders Association Industry Briefings; General Computing Skills; Australian Institute of Mining Surveyors Seminar; International Accounting Standards; ArcGIS Desktop and Developer Tools, were attended by members of staff.

All staff have received training in the use of the new Information Management System and have been completing additional computer based training.

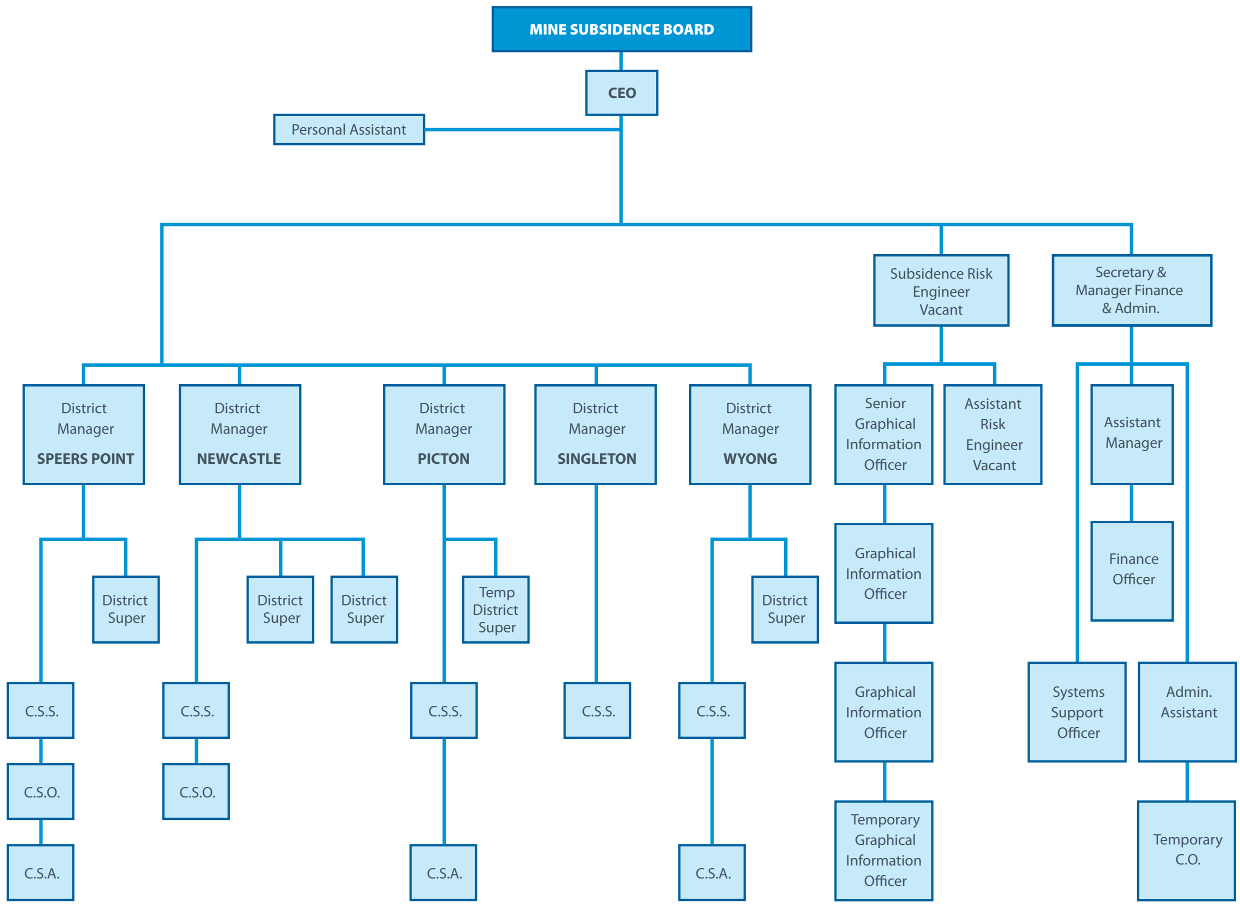
### Occupational Health and Safety

During 2004/05, staff were consulted regarding OH & S requirements. It was agreed that matters relating to OH & S would be processed through District Meetings and Improvement Reports, which are part of the Board's quality-endorsed procedures. The District Meetings are held around five times per year. O H & S issues are included in the monthly report to Board Members.

Details of the Rehabilitation Co-ordinator and nominated provider are displayed in each office.

No work related injuries were reported during the year. However, there was a small loss of time for continuing rehabilitation from the previous period. There was one motor vehicle claim, with minor damage resulting from a collision with a kangaroo.

# Organisational chart




| | |
|---|---|
| District Super | District Supervisor |
| C.S.S. | Client Service Supervisor |
| C.S.O. | Client Service Officer |
| C.S.A. | Client Service Assistant |

## Equal employment opportunity

The Board is an equal opportunity employer and actively promotes all EEO principles.

### EEO Statistics

| | Total | Women | Aboriginal People & Torres Strait Islanders | People from Non-English Speaking Backgrounds | People with a Disability |
|---|---|---|---|---|---|
| **Total Staff** | **29** | **37.9%** | **0%** | **0%** | **0%** |
| Management | 2 | 0.0 | 0% | 0% | 0% |
| Corporate Support | 5 | 80.0% | 0% | 0% | 0% |
| Technical Services | 13 | 0.0% | 0% | 0% | 0% |
| Customer Service | 9 | 77.7% | 0% | 0% | 0% |

The percentage of women employed has dropped slightly this year, with the resignation of two female staff members.

### Action Plan for Women

Approximately 40% of the Board's staff are women. The Board participates in the NSW Government's Spokeswomen's Programme and information on issues is provided to all staff through our Weekly Bulletin.

## Ethnic affairs priorities statement

As a guarantee of service, the Mine Subsidence Board offers free of charge, interpreter services through the Community Relations Commission, for people of non-English speaking backgrounds. Interpreter availability signs are displayed in public areas of each of the Board's offices and are printed in different languages.

A notice about major services and the availability of interpreters is printed in 17 different languages in our major publications. Detailed information sheets on the Board's role and services are also available from our District Offices in each of these languages. All staff have attended a workshop on cultural diversity and are kept informed through the Board's Weekly Bulletin.

Both the Board's Policy and Procedure for Interpreter Services were reviewed in accordance with the Action Plan. The Board will maintain its commitment to providing interpreter services and information sheets, and address any other issues that may arise.

The Mine Subsidence Board is committed to upholding and promoting the Principles of Multiculturalism.

# Freedom of information

This Annual Report forms the 15th Statement of Affairs as required by the Freedom of Information Act 1989. The last Statement of Affairs was published as part of the Board's 2003/04 Annual Report. The most recent Summary of Affairs was published in the NSW Government Gazette on 30th June 2005.

The requirements of the FOI legislation have been incorporated into the Board's policies and procedures. The Board has identified a range of information which is available as part of its normal service without recourse to the provisions of the Act.

Access to documents held by the Mine Subsidence Board and subject to the FOI Act must be made by written application accompanied by a fee of $30. An hourly fee of $30 applies. In regard to personal affairs, the first 20 hours of processing are free. The application should be directed to:

**Freedom of Information Co-ordinator**
**Mine Subsidence Board**
**PO Box 488G**
**NEWCASTLE 2300**

Prior to making an application, it is suggested that the applicant contact (02) 4908 4300, as some of the information sought may be available as part of the Board's free community service. The Board's Offices are open between 8.30 am and 4.30 pm Monday to Friday.

Four requests were made under the Freedom of Information Act during the year. They were complied with and the requested information supplied.

### Publications available at no cost

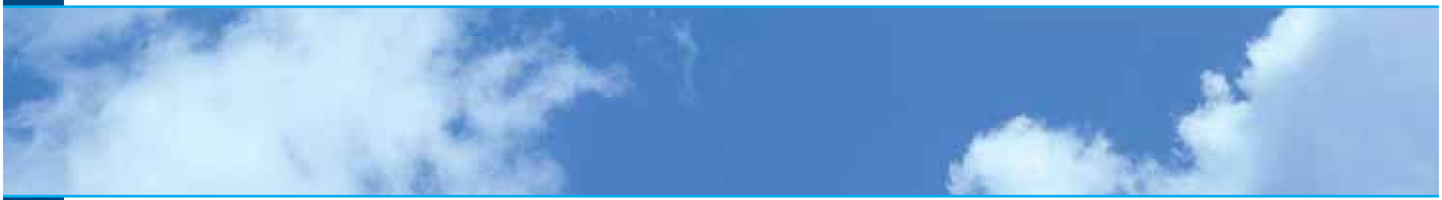
- Mine Subsidence: A Community Guide
- Annual Report (Previous years may be available)
- Buying Property and Building in a Mine Subsidence District
- Claiming for Mine Subsidence Damage
- Mine Subsidence Claims: Appeal Rights and Review Procedures
- Guarantee of Service
- Guide to Designing for Mine Subsidence
- Designing for 'Pothole' Subsidence

### Documents available for inspection

- Annual Reports
- Annual Reviews
- Agendas for and Minutes of Board Meetings
- Maps of Mine Workings
- Guidelines for Coal Mining and Transmission Lines with Respect to Subsidence
- Guidelines for Coal Mining and Roads with Respect to Subsidence
- Guidelines for Surface Development Approvals
- Clough/Smith Report (Ministerial Committee on Mining Subsidence and Urban Development)

### The Board has the following policy documents, which may be accessed for information:

- Accounting Manual
- Agendas and Minutes of Board Meetings
- Code of Conduct
- Complaint Handling Procedures
- Corporate Plan
- Delegations Manual
- Ethnic Affairs Policy Statement
- EEO Policy
- Guarantee of Service
- Internal Reporting Procedures for Protected Disclosures Act



## Freedom of information continued

- IT (Computer) Strategic Plan
- Buying Property and Building in a Mine Subsidence District
- Claiming for Mine Subsidence Damage
- Appeal Rights and Review Procedures for Claims
- Staff and Personnel Handbook
- Policy and Procedures Manual
- Use of Consulting Engineers
- Release of Consultants Reports
- Publication of Research Reports and Papers
- Benefit of Doubt
- Appearances Before the Board
- Elimination of Danger
- Payments, Purchase of Properties
- Payments, Cash Compensation
- Repairs, General
- Repairs, Tenders
- Pre-Mining Inspections
- Investment
- Payment of Accounts
- Purchasing
- Tendering for Works up to $20,000

**Files**

- Property Files
- Policy Files
- Administrative Files
- Personnel Files
- Ministerials

## Privacy and personal information protection act (PIPP)

The Act provides for the protection of personal information, and for the protection of the privacy of individuals generally.

The Board has a Privacy Management Plan, which identifies how it complies with the requirements of this legislation. The Plan has been submitted to the Privacy Commissioner.

No internal reviews were requested nor conducted during 2004/05.

Mr Michael Clarke, the Board's Secretary, is the Privacy Co-ordinator. He is located at 117 Bull Street Newcastle, telephone (02) 4908 4360.

# Financials 2005 FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

**FINANCIAL INFORMATION CONTENTS**



# Financials 2005 FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

The audited financial statements, budget and actual performance for 2004/05 and budget for the period 2004 to 2007, both operating and capital, follow. The budget information is not subject to audit.

In this section, Claim Expenditure and Preventative Works identify the amount paid to claimants and contractors for compensation and claim repairs. Internal costs for claims amount to about 17% of administrative expenses ($0.69m in 2004/05). Surface development controls, aimed at reducing the risk of damage by assessing and controlling the erection of buildings and improvements in Mine Subsidence Districts, use about 64% of administrative expenses ($2.60m in 2004/05). The remaining 19% of Administrative Costs covers other costs, such as administration, research and development, ($0.77m in 2004/05).

### Claims

Claim costs in 2004/05 are approximately 56% more than the 10 year average. Expenditure was about the same as last year, mostly due to additional commitment for transmission line towers, pipelines and road repairs.

### Colliery Contributions

The additional claim costs beyond forecast and sustained lower interest rates have reduced the amount of Accumulated Funds. Combined with forecast additional claims on roads, transmission towers and water and gas pipelines, this meant that a substantial increase in the annual levy was required. $8.0m was collected in 2004/05.

### Increases

Whilst interest rates remained low, interest income was about 16% up on the previous year.

Depreciation expense remained high this year, because of expenditure on our new Information Management System (IMS).

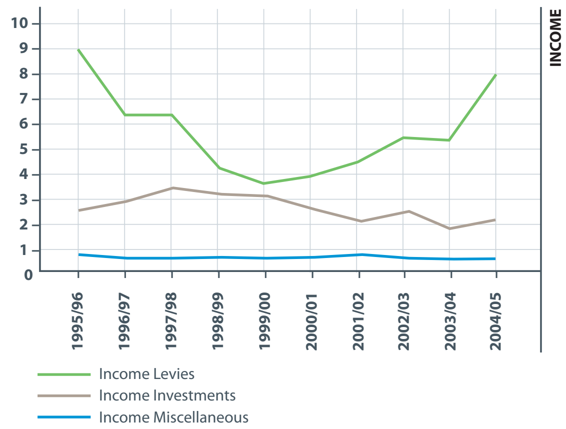
The actuary has again revised our superannuation liability, now decreasing the unfunded component for the old State Super Scheme (SSS). This results in expenditure being much lower than last year.

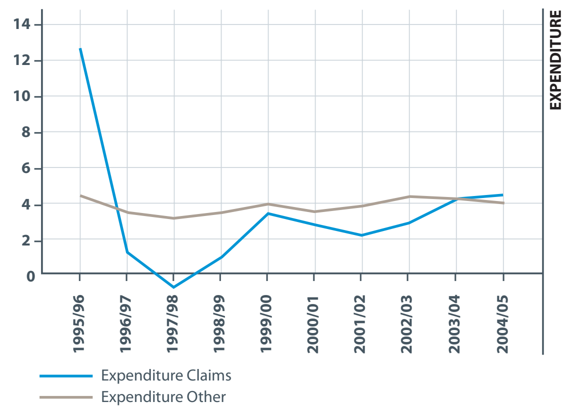
### Reductions

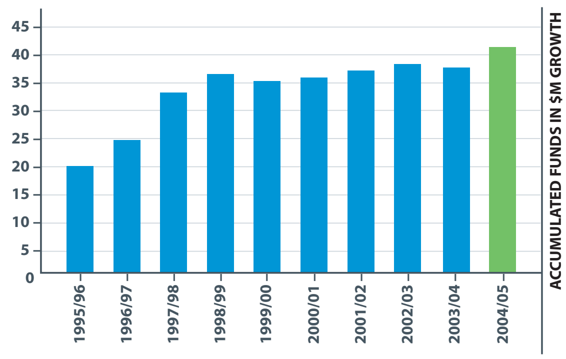
Conveyancing certificates fell about 20%, indicating a further easing of the housing market.

### Financial Position

At the close of 2004/05, the Accumulated Fund is in a healthy position of providing reserves at a rate of about 15 times the 10-year average of compensation claims, and 5.5 times the 10-year average expenditure in real terms. This provides a buffer to annual fluctuations in the levy on colliery proprietors, generates a substantial portion of the annual income and provides a reserve to meet a subsidence event of significant financial proportion, which would otherwise require the raising of loan funds.



GPO BOX 12
Sydney NSW 2001

# INDEPENDENT AUDIT REPORT

## Mine Subsidence Board

To Members of the New South Wales Parliament

### Audit Opinion

In my opinion, the financial report of the Mine Subsidence Board:

(a) presents fairly the Mine Subsidence Board's financial position as at 30 June 2005 and its financial performance and cash flows for the year ended on that date, in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia, and

(b) complies with section 41B of the *Public Finance and Audit Act 1983* (the Act).

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

### The Board's Role

The financial report is the responsibility of the members of the Mine Subsidence Board. It consists of the statement of financial position, the statement of financial performance, the statement of cash flows and the accompanying notes.

### The Auditor's Role and the Audit Scope

As required by the Act, I carried out an independent audit to enable me to express an opinion on the financial report. My audit provides *reasonable assurance* to Members of the New South Wales Parliament that the financial report is free of *material* misstatement.

My audit accorded with Australian Auditing and Assurance Standards and statutory requirements, and I:

- evaluated the accounting policies and significant accounting estimates used by the Mine Subsidence Board in preparing the financial report, and
- examined a sample of the evidence that supports the amounts and other disclosures in the financial report.

An audit does *not* guarantee that every amount and disclosure in the financial report is error free. The terms 'reasonable assurance' and 'material' recognise that an audit does not examine all evidence and transactions. However, the audit procedures used should identify errors or omissions significant enough to adversely affect decisions made by users of the financial report or indicate that Board members had not fulfilled their reporting obligations.

My opinion does *not* provide assurance:

- about the future viability of the Mine Subsidence Board,
- that it has carried out its activities effectively, efficiently and economically, or
- about the effectiveness of its internal controls.

### Audit Independence

The Audit Office complies with all applicable independence requirements of Australian professional ethical pronouncements. The Act further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General, and
- mandating the Auditor-General as auditor of public sector agencies but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Audit Office are not compromised in their role by the possibility of losing clients or income.

Maria Spriggins

M T Spriggins CA
Director, Financial Audit Services

SYDNEY
20 October 2005

### STATEMENT BY MEMBERS OF THE BOARD

Pursuant to Section 41C (1B) and (1C) of the Public Finance and Audit Act 1983, and in accordance with the resolution of the Members of the Board that the financial statements be signed by the Chairman and one Board Member and attested in the following terms:

In our opinion, the accompanying financial statements present a true and fair view of the financial position of the Mine Subsidence Board as at 30 June 2005 and the results of its operations for the year then ended.

The statements have been prepared in accordance with the provisions of the Public Finance and Audit Act 1983, and its accompanying Regulations, and the Treasurer's Directions.

As at the date of signing, we are not aware of any circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.

CHAIRMAN

BOARD MEMBER

DATED: 18/10/05

## STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2005

| | Notes | 2005 $'000 | 2004 $'000 |
|---|---|---|---|
| **REVENUE** | | | |
| Contribution from Colliery Proprietors | | 8,002 | 5,299 |
| Interest on Investments | | 1,517 | 1,327 |
| Miscellaneous | 3 | 438 | 565 |
| Proceeds from Disposal | 4 | 146 | 65 |
| Employers Contribution to Superannuation | | 156 | - |
| Profit on Realisation of Investments | | 654 | 551 |
| | | 10,913 | 7,807 |
| **EXPENDITURE** | | | |
| Claims – Subsidence | 5 | 1,916 | 1,984 |
| Preventative Works | 6 | 2,751 | 2,111 |
| Loss on Revaluation of Investments | | 3 | 77 |
| | | 4,670 | 4,172 |
| **Surface Development and Administration Expenses** | | | |
| Salaries and Associated Costs | | 1,756 | 1,820 |
| Fees for Services Rendered | | 566 | 483 |
| Employer Contribution to Superannuation | | - | 60 |
| Board Fees | | 25 | 24 |
| Microfilming of Records | | 4 | 23 |
| Audit Fee | 7 | 30 | 40 |
| Other Expenses | 8 | 363 | 406 |
| Printing, Stores and Stationery | | 165 | 194 |
| Rent | | 210 | 215 |
| Written Down Value of Assets Disposed | 4 | 147 | 76 |
| Bad Debts Expense | | 4 | 72 |
| Depreciation | 13 | 567 | 501 |
| Provision for Long Service Leave | 19 | 201 | 62 |
| Provision for Annual Leave | 18 | 178 | 149 |
| | | 4,216 | 4,125 |
| | | 8,886 | 8,297 |
| Surplus/ (Deficit) for Year from Ordinary Activities | | 2,027 | (490) |
| Total Revenues, Expenses and Valuation Adjustment Recognised directly in Equity | 21 | - | - |
| Total Changes in Equity Other than those Resulting from Transactions with Owners as Owners | | 2,027 | (490) |

The accompanying notes form part of these Financial Statements

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2005

| | Notes | 2005 $'000 | 2004 $'000 |
|---|---|---|---|
| **CURRENT ASSETS** | | | |
| Cash Assets | 9 | 418 | 44 |
| Receivables | 10 | 1,595 | 499 |
| Inventory | 11 | 1,025 | 320 |
| Other Assets | 20 | 436 | 315 |
| Other Financial Assets | 12 | 41,497 | 41,926 |
| **TOTAL CURRENT ASSETS** | | 44,971 | 43,104 |
| **NON-CURRENT ASSETS** | | | |
| Plant and Equipment | 13 | 1,361 | 1,786 |
| Inventory | 11 | 2,410 | 1,345 |
| **TOTAL NON-CURRENT ASSETS** | | 3,771 | 3,131 |
| **TOTAL ASSETS** | | 48,742 | 46,235 |
| **CURRENT LIABILITIES** | | | |
| Payables | 14 | 146 | 199 |
| Employee Entitlements and Other Provisions | 15(a) | 7,156 | 5,534 |
| Other Liabilities | 20 | 304 | 607 |
| **TOTAL CURRENT LIABILITIES** | | 7,606 | 6,340 |
| **NON-CURRENT LIABILITIES** | | | |
| Employee Entitlements and Other Provisions | 15(b) | 1,215 | 2,001 |
| **TOTAL NON-CURRENT LIABILITIES** | | 1,215 | 2,001 |
| **TOTAL LIABILITIES** | | 8,821 | 8,341 |
| **NET ASSETS** | | 39,921 | 37,894 |
| **EQUITY** | | | |
| Accumulated Funds | 21 | 39,921 | 37,894 |
| **TOTAL EQUITY** | | 39,921 | 37,894 |

The accompanying notes form part of these Financial Statements

## STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 JUNE 2005

| | Notes | 2005 $'000 | 2004 $'000 |
|---|---|---|---|
| **CASH FLOWS FROM OPERATING ACTIVITIES** | | | |
| **Receipts** | | | |
| Contributions Colliery Proprietors | | 6,924 | 5,299 |
| Interest Received | | 1,519 | 1,368 |
| Sale of Inventory | | 790 | - |
| Other Income | | 438 | 565 |
| | | 9,671 | 7,232 |
| **Payments** | | | |
| Other Suppliers, Creditors and Employees | | (3,838) | (3,636) |
| Claims/Preventative Works | | (3,390) | (2,986) |
| Payments for Inventory | | (2,930) | - |
| | | (10,158) | (6,611) |
| **Net Cash Flows from Operating Activities** | 22(b) | (487) | 610 |
| **CASH FLOWS FROM INVESTING ACTIVITIES** | | | |
| Sale of Plant and Equipment | | 146 | 65 |
| Sale of Non-trading Investments | | 109,915 | 58,008 |
| Payments for Property, Plant and Equipment | | (365) | (859) |
| Payments for Non-trading Investments | | (104,139) | (64,554) |
| **Net Cash Flows from Investing Activities** | | 5,557 | (7,340) |
| **Net Cash Flows from Financing Activities** | | - | - |
| Net Increase/(Decrease) in Cash Held | | 5,070 | (6,730) |
| Cash at the Beginning of the Financial Year | | 177 | 6,907 |
| Cash at the End of the Financial Year | 22(a) | 5,247 | 177 |

The accompanying notes form part of these Financial Statements

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

### 1. THE BOARD'S REPORTING ENTITY

The Mine Subsidence Board comprises all the operating activities associated with the Government's plans for compensating and/or repairing damage to improvements caused through mine subsidence. The Board's financial accounts also encompass the accounting activities of the Mine Subsidence Board in accordance with the requirements of the Mine Subsidence Compensation Act 1961 (as amended).

The Board manages a scheme of compensation and/or repair of damage caused by mine subsidence.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Board's financial report is a general purpose financial report prepared in accordance with applicable Australian Accounting Standards and other authoritative pronouncements of the Australian Accounting Standards Board (AASB), Urgent Issues Group (UIG) consensus views, the requirements of the Public Finance and Audit Act 1983 and Regulations, Treasurer's Directions and industry practices.

In the absence of a specific Accounting Standard, other authoritative pronouncements of the AASB or UIG consensus view, the hierarchy of other pronouncements as outlined in Australian Accounting Standard AAS6 "Accounting Policies", is considered.

The Statement of Financial Performance and the Statement of Financial Position are prepared on an accrual basis. The Cash Flow Statement is prepared on a cash basis using the "direct" method. All revenues arising from operating activities are consistent with ordinary activities.

The Financial Report is prepared in accordance with the historical cost convention, except for certain assets, which are at valuation. All amounts are rounded to the nearest one thousand dollars and are expressed in Australian currency. The accounting policies adopted are consistent with those of the previous year.

**(a) Revenue Recognition**

Revenue arising from the sale of goods and the provision of services is recognised when:

(i) the Board has passed control of the goods or other assets to the buyer;
(ii) the Board controls a right to be compensated for services rendered;
(iii) the Board controls a right relating to the consideration payable for the provision of investment assets;
(iv) it is probable that the economic benefits comprising the consideration will flow to the Board and
(v) the amount of the revenue can be measured reliably.

**(b) Employee Benefits**

(i) Wages and salaries, and annual leave

Liabilities for wages and salaries, and annual leave expected to be settled within 12 months of the reporting date are recognised in other creditors in respect of employees' services up to the reporting date and are measured at the amounts expected to be paid when the liabilities are settled.

(ii) Long service leave

The liability for long service leave expected to be settled within 12 months of the reporting date is recognised in the provision for employee benefits and is measured in accordance with (i) above. The liability for long service leave expected to be settled more than 12 months from the reporting date is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

Sick leave is non-vesting and is expensed when taken.

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

**(c) Claims and Preventative Works**

Commitments for compensation claims are recognised when a decision has been made by the Board (or delegate) to accept liability for a claim. The amount is based on repair estimates provided by the Board's technical staff or experts in that area of work.

Preventative Works are recognised when a decision is made by the Board (or delegate) to accept liability for carrying out mitigatory works to reduce the total prospective liability to the Compensation Fund. The amount is based on estimates provided by the Board's technical or engineering staff or experts in that area of work.

**(d) Goods and Services Tax (GST)**

Revenue, expenses and assets are recognised net of GST, except:

- The amount of GST incurred by the Board as a purchase that is not recoverable from the Australian Taxation Office is recognised as part of the cost of acquisition of an asset or as part of an item of expense;
- Receivables and payables are stated with the amount of GST included.

**(e) Plant and Equipment**

Computer equipment, general plant and equipment and motor vehicles are carried at cost.

Depreciation is provided on a straight line basis on computer equipment, general plant and equipment and motor vehicles, over their estimated useful lives.

Major depreciation periods are:

- Computer Equipment – 4 years
- General Plant and Equipment – 5 years
- Office Fittings – 5 - 10 years
- Motor Vehicles – 2 years

**(f) Inventory**

The Board's purchases of land and buildings are as a result of subsidence claims in accordance with the Mine Subsidence Compensation Act 1961. The Board's practice is to restore these properties to a marketable condition and sell after the effects of subsidence are remedied.

In the year of purchase, any difference between the purchase price and the net market value at balance date are brought to account as claims expenditure (refer note 5).

Any gain or loss on the disposal of assets is determined as the difference between the carrying value of the asset at the time of disposal and the proceeds from disposal and is included in the result of the Board in the year of disposal.

Rectification costs to Inventory are incurred as claim expenses.

**(g) Investments**

Investments are stated at the lower of cost and net realisable value. Interest on investments is recognised on an accrual basis.

**(h) Income Tax**

The Board is exempt from income tax under Section 50-25 of the Income Tax Assessment Act 1997.

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

**(i) Financial Instruments**

Financial instruments give rise to both a financial asset of one entity and a financial liability (or equity instrument) of another entity. For the Mine Subsidence Board, these include cash at bank, receivables, investments and creditors.

In accordance with Australian Accounting Standard AAS33, "Presentation and Disclosure of Financial Instruments", information is disclosed in Note 30 in respect of credit risk and interest rate risk of all financial instruments.

| Recognised Financial Instruments | Balance Sheet Notes | Accounting Policies | Terms and Conditions |
|---|---|---|---|
| **(i) Financial assets** | | | |
| Cash | 9 | Carried at nominal amount | Cash at call |
| Receivables – Trade | 10 | Trade receivables are carried at nominal amounts due less any provision for doubtful debts. A provision for doubtful debts is recognised when collection of the full nominal amount is no longer probable. | Credit sales are on 30 day terms. |
| Short-term Deposits | 12 | Short-term deposits are stated at face value. Interest is recognised in the Statement of Financial Performance when earned. | The AMP Investments Cash Account was $4,829,180 as at 30 June 2005. |
| Government Bonds and Bank Securities | 12 | Government bonds and bank securities are carried at amortised cost. This is calculated by taking into account the discount or premium on acquisition. Interest revenue is recognised on an effective yield basis. | Interest is received semi-annually in arrears with an average maturity of 3 July 2007. Effective interest rates are shown in the table of Note 30. |
| Futures (Government Bonds) | 12 | Futures are carried at the lower of cost or recoverable amount. | At balance date, the Board had 3 year Commonwealth Government Bond future contracts with a face value of $4.9 M, delivery month September 2005 and had 10 year Commonwealth Government Bond options contracts with a face value of $0.9 M, delivery month September 2005. They had 90 day bill option contracts with a face value of $33 M, delivery months September &, December 2005, March, June & September 2006. |
| **(ii) Financial liabilities** | | | |
| Trade Creditors and Accruals | 14 | Liabilities are recognised for amounts to be paid in the future for goods and services received, whether or not billed at balance date. | Trade liabilities are normally settled on 30 day terms. |

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

| | 2005 $'000 | 2004 $'000 |
|---|---|---|
| **3. MISCELLANEOUS INCOME** | | |
| Certificates issued under the | | |
| Mine Subsidence Compensation Act 1961 | | |
| – Section 15B | 351 | 439 |
| – Section 15C | 19 | 21 |
| Property Rental | 41 | 43 |
| Bank Interest | 17 | 50 |
| Other | 10 | 12 |
| | 438 | 565 |
| **4. PROCEEDS FROM DISPOSAL OF PLANT AND EQUIPMENT** | | |
| Cost or Value | 203 | 98 |
| Less: Accumulated Depreciation | (56) | (23) |
| Written Down Value | 147 | 76 |
| Less: Proceeds from Disposal | 146 | 65 |
| | (1) | (11) |
| **5. CLAIMS – SUBSIDENCE** | | |
| Claims paid during year ended 30 June 200 | 2,895 | 1,879 |
| Less: Amount paid in respect of claims provided for in previous years | (2,534) | (1,303) |
| Total of claims received and paid in 2004/05 | 361 | 576 |
| Add: Claims accepted during 2004/05 but unsettled at balance date | 171 | 926 |
| Add: Adjustment in respect of claims raised in previous years | 1,014 | 482 |
| Less: Profit on Sale of Inventory | 135 | - |
| Plus: Decrement to Market Value of Inventory Purchases | 505 | - |
| Total Claims Expenditure | 1,916 | 1,984 |
| **6. PREVENTATIVE WORKS** | | |
| Preventative Works paid during year ended 30 June 2005 | 495 | 1,107 |
| Less : Amount paid in respect of Preventative Works of previous years | (495) | (189) |
| Total Preventative Works made and paid in 2004/05 | - | 918 |
| Add: Preventative Works accepted by the Board during 2004/05 but unsettled at balance date | 2,751 | 1,193 |
| Total Preventative Works Expenditure | 2,751 | 2,111 |

**7. AUDIT FEES**

The Audit Office of New South Wales is the Board's auditor. Apart from the audit fee of $30,050 (2004: $40,167) the Audit Office received no other benefits.

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

| | 2005 $'000 | 2004 $'000 |
|---|---|---|
| **8. OTHER EXPENSES** | | |
| Advertising | 69 | 68 |
| Property Expenses | 34 | 69 |
| Property Commission (Sales and Rental) | 9 | 3 |
| Other Expenses | 123 | 137 |
| Motor Vehicle Operations | 42 | 31 |
| Postal | 29 | 27 |
| Telephone | 44 | 55 |
| Electricity | 13 | 16 |
| | 363 | 406 |
| **9. CASH** | | |
| Cash on Hand | 1 | 1 |
| Cash at Bank | 417 | 43 |
| | 418 | 44 |
| **10. RECEIVABLES** | | |
| Colliery Contributions (including Outstanding Interest) | 1078 | 76 |
| Less Provision for Doubtful Debts | (4) | (72) |
| | 1074 | 4 |
| Property Income | 2 | 7 |
| Inspection Fees and Licences | 8 | 9 |
| Miscellaneous Income | - | 1 |
| Prepayments | 11 | 7 |
| GST Refund | - | 92 |
| FBT Refund | - | 4 |
| Claims | 127 | - |
| Accrued Interest Receivable | 373 | 375 |
| | 1,595 | 499 |
| **11. INVENTORY** | | |
| Balance at 1 July 2004 | 1,665 | 1,665 |
| Additions | 2,930 | - |
| Decrement to Market Value of Inventory Purchases | (370) | - |
| Sales 2004/05 | (790) | - |
| Balance at 30 June 2005 | 3,435 | 1,665 |
| Current | 1,025 | 320 |
| Non-Current | 2,410 | 1,345 |
| | 3,435 | 1,665 |

**NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005**

**12. OTHER FINANCIAL ASSETS**

Investments and the interest earned from them are being used to finance a reserve fund which can be utilised to offset the possible future costs of compensation claims, modify the impact of large changes in annual costs and to counter the effects of inflation.

The Board utilises the practice of selling investments on the secondary market when the need for liquidity arises. All investments are saleable investments. The investments are carried at the lower of cost or market valuation, as they were in 2003/ 2004.

| Current Term Investments | Book Value | | Market Value | |
|---|---|---|---|---|
| | 2005 $'000 | 2004 $'000 | 2005 $'000 | 2004 $'000 |
| NSW Treasury Corp (Nominal Value $1.88m) | 1,945 | 4,706 | 2,000 | 4,752 |
| Queensland Treasury Corp (Nominal Value $1.56m) | 1,590 | 1,562 | 1,633 | 1,588 |
| Reserve Bank of Australia (Nominal Value $2.02m) | 2,210 | 4,630 | 2,262 | 4,653 |
| Victorian Treasury Corp (Nominal Value $1.74m) | 1,798 | 1,075 | 1,861 | 1,075 |
| West Australian Treasury Corp (Nominal Value $1.5m) | 1,667 | 140 | 1,686 | 140 |
| South Australian Finance Authority (Nominal Value $1.26m) | 1,307 | 190 | 1,326 | 192 |
| Tasmanian Finance Corporation (Nominal Value $0.32m) | 332 | 133 | 340 | 136 |
| NT Government (Nominal Value $0.39m ) | 407 | - | 420 | - |
| Bank Securities (Nominal Value $24,355m) | 25,381 | 29,325 | 25,762 | 29,506 |
| Futures | 31 | 32 | 31 | 45 |
| AMP Investments Cash Account | 4,829 | 133 | 4,829 | 133 |
| Total Current Investments | 41,497 | 41,926 | 42,150 | 42,220 |

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

| 13. PLANT AND EQUIPMENT | Computer Equipment $'000 | General Plant and Equipment $'000 | Motor Vehicle $'000 | Total $'000 |
|---|---|---|---|---|
| **At Cost** | | | | |
| Balance at 1 July 2004 | 3,258 | 494 | 248 | 4,000 |
| Additions | 72 | 6 | 208 | 286 |
| Disposals | - | - | (203) | (203) |
| Written-off | - | - | - | - |
| Balance at 30 June 2005 | 3,330 | 500 | 253 | 4,083 |
| **Accumulated Depreciation** | | | | |
| Balance at 1 July 2004 | 1,766 | 389 | 56 | 2,211 |
| Depreciation for the Year | 497 | 27 | 43 | 567 |
| Write back on Disposal | - | - | (56) | (56) |
| Write-back on Assets Written-off | - | - | - | - |
| Balance at 30 June 2005 | 2,263 | 416 | 43 | 2,722 |
| **Written Down Value** | | | | |
| At 30 June 2004 | 1,492 | 105 | 192 | 1,789 |
| At 30 June 2005 | 1,067 | 84 | 210 | 1,361 |

| | 2005 $'000 | 2004 $'000 |
|---|---|---|
| **14. PAYABLES** | | |
| Fees for Services Rendered | 39 | 46 |
| Advertising and Promotion | 5 | 4 |
| Other Expenses | 20 | 20 |
| Goods and Services Tax | 13 | - |
| Payroll Tax | 13 | - |
| Printing, Stores and Stationery | 26 | 36 |
| Audit Fee | 30 | 17 |
| Purchase of Non-Current Assets | - | 76 |
| | 146 | 199 |

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

| | Notes | 2005 $'000 | 2004 $'000 |
|---|---|---|---|
| **15. EMPLOYEE ENTITLEMENTS AND OTHER PROVISIONS** | | | |
| (a) Current Provisions | | | |
| Claims | Note 16 | 2,290 | 2,885 |
| Preventative Works | Note 17 | 4,739 | 2,482 |
| Salary Accrual | | - | 52 |
| Annual Leave | Note 18 | 127 | 115 |
| | | 7,156 | 5,534 |
| (b) Non-Current Provisions | | | |
| Claims | Note 16 | 171 | 926 |
| Annual Leave | Note 18 | 71 | 79 |
| Long Service Leave | Note 19 | 973 | 996 |
| | | 1,215 | 2,001 |
| **16. MOVEMENT IN PROVISION FOR UNADJUSTED CLAIMS** | | | |
| Opening Balance 1 July | | 3,811 | 3,706 |
| Claims – Current Year | | 171 | 926 |
| Adjustment to Claims – Previous Years | | 1,014 | 482 |
| Payments of Claims | | (2,535) | (1,303) |
| Closing Balance 30 June | | 2,461 | 3,811 |
| Current | Note 15(a) | 2,290 | 2,885 |
| Non-Current | Note 15(b) | 171 | 926 |
| | | 2,461 | 3,811 |
| **17. MOVEMENT IN PROVISION FOR PREVENTATIVE WORKS** | | | |
| Opening Balance 1 July | | 2,482 | 1,478 |
| Raised Commitments | | 2,751 | 1,193 |
| | | 5,233 | 2,671 |
| Less: Payments | | (494) | (189) |
| Closing Balance 30 June | | 4,739 | 2,482 |
| Current | Note 15(a) | 4,739 | 2,482 |

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

| | Notes | 2005 $'000 | 2004 $'000 |
|---|---|---|---|
| **18. MOVEMENT IN PROVISION FOR ANNUAL LEAVE** | | | |
| Opening Balance 1 July | | 194 | 194 |
| Payments for leave taken 2004/2005 | | (174) | (149) |
| Expense | | 177 | 127 |
| On-Cost Expense | | 1 | 22 |
| Closing Balance 30 June | | 198 | 194 |
| Represents the accrued liability as at 30 June 2005 in respect of unused annual leave for staff. (The balance of the Provision Account comprises of leave $172,000-plus On-cost $26,000.) | | | |
| Current | Note 15(a) | 127 | 115 |
| Non-Current | Note 15(b) | 71 | 79 |
| | | 198 | 194 |
| **19. MOVEMENT IN PROVISION FOR LONG SERVICE LEAVE** | | | |
| Opening Balance 1 July | | 996 | 993 |
| Payments for leave taken 2004/05 | | (224) | (59) |
| Expense | | 204 | 50 |
| On-Cost Expense | | (3) | 12 |
| Closing Balance 30 June | | 973 | 996 |
| Represents the accrued liability as at 30 June 2005 in respect of long service leave for officers with five or more years of service. (The balance of the Provision Account comprises LSL $845,000 plus On-cost $128,000.) | | | |
| Non-Current | Note 15(b) | 973 | 996 |

**20. PROVISION FOR EMPLOYERS CONTRIBUTION TO SUPERANNUATION**

Any unfunded superannuation liability is recognised as a liability in the Statement of Financial Position. Amounts representing prepaid superannuation contributions are recognised as an asset.

A review was undertaken of the key economic assumptions used at the last review prior to calculating the gross superannuation liability of the various defined benefit schemes as at 30 June 2005. The economic assumptions used are as follows:

| | 2004/05 % pa |
|---|---|
| Discount rate | 7.0 |
| Salary Growth Rate | 4.0 |
| Consumer Price Index | 2.5 |

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

Payments are made to the Pillar Administration to reduce the superannuation liability. These payments are held in Employer Reserve Accounts.

The unfunded liability or prepaid contributions disclosed in the Statement of Financial Position is comprised of:

| | SASS (i) $'000 | SANC (ii) $'000 | SSS (iii) $'000 | 2005 $'000 | 2004 $'000 |
|---|---|---|---|---|---|
| Gross Liability Assessed by Actuaries as at 30 June 2005 | (746) | (390) | (4,504) | (5,640) | (5,360) |
| Less: Investment Reserve Account Balance | 1,126 | 446 | 4,199 | 5,771 | 5,068 |
| Unfunded Liability/ (Prepaid Contributions) | 380 | 56 | (304) | 131 | (292) |

(i) SASS – State Authorities Superannuation Scheme
(ii) SANC – State Authorities Non-Contributory Superannuation Scheme
(iii) SSS – State Superannuation Fund

The surplus of $436,000 (SASS & SANCS) as at 30 June 2005 is included in the Statement of Financial Position as Other Assets.

An unfunded liability exists in respect of the State Superannuation Fund of $304,000 has been included as other liabilities.

### 21. EQUITY

Total Equity held by the Board at 30 June 2005 is represented by:

| | 2005 $'000 | 2004 $'000 |
|---|---|---|
| Opening Balance | 37,894 | 38,384 |
| Net Surplus/(Loss) from Operations | 2,027 | (490) |
| Closing Balance | 39,921 | 37,894 |

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

| | 2005 $'000 | 2004 $'000 |
|---|---|---|
| **22. STATEMENT OF CASH FLOWS** | | |
| **(a) Reconciliation of Cash** | | |
| For the purposes of the Statement of Cash Flows, cash includes cash at bank and cash held with Investment Managers. Cash at the end of the financial year as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows: | | |
| Cash | 418 | 44 |
| AMP Cash Investment Account | 4,829 | 133 |
| | 5,247 | 177 |
| **(b) Reconciliation of Net Cash provided by Surplus/ (Deficit) for the Year from Ordinary Activities to Net Cash Flow from Operating Activities** | | |
| Surplus/(Deficit) for Year from Ordinary Activities | 2,027 | (490) |
| Depreciation | 567 | 501 |
| (Profit) on Investment Realisation | (654) | (551) |
| Loss on Revaluation of Investments | 3 | 77 |
| Loss/(Profit) on Sale of Plant and Equipment | 1 | 11 |
| Decrement to Market Value of Inventory Purchases | - | - |
| Bad Debts Expense | - | 72 |
| **Changes in Assets and Liabilities** | | |
| Decrease/(Increase) in Receivables | (1,217) | 453 |
| (Decrease)/Increase in Creditors and Borrowings | 23 | (290) |
| Increase/(Decrease) in Provisions | 836 | 973 |
| (Decrease)/Increase in Other Liabilities | (303) | (146) |
| (Increase) in Inventory | (1,770) | - |
| Net Cash Flow from Operating Activities | (487) | 610 |

### 23. OTHER ITEMS OF INCOME AND EXPENDITURE

**Superannuation Adjustment:**

Pillar Administration has advised the Board of the gross superannuation liabilities as at 30 June 2005. So that the Board's net asset position agrees with that as advised by Pillar an adjustment of ($131,000) has been charged to Employers Superannuation. Further detail is available in Note 20.

**Profit on Realisation of Investments:**

As interest rates changed during the year, investments were traded to maintain the portfolio within the volatility and duration indices set by the Board. A profit on realisation of $654,512 resulted.

### 24. COMMITMENTS

Represents commitments for rent on Newcastle Office, according to Tenancy Agreement Memorandum $123,200. (This amount includes GST, Input Credits from the ATO will be claimed)

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

| | 2005 $'000 | 2004 $'000 |
|---|---|---|
| **25. SIGNIFICANT LEASE EXPENDITURE** | | |
| In accordance with Clause 7(1) (h) of the Public Finance and Audit (Statutory Bodies) Regulations, lease expenditure for the Board's accommodation (excluding Newcastle Office refer Note 24) for the next 12 months is expected to be $74,000. | | |
| Aggregate Operating Lease Expenditure contracted for at balance date but not provided for in the accounts: | | |
| Not later than one year | 81 | 101 |
| Later than one year but not later than 2 years | 81 | 37 |
| | 162 | 138 |

(These amounts includes GST, Input Credits from the ATO will be claimed)

**26. INSURANCE**

The Board has various insurance policies with the GIO Australia covering its Properties, Motor Vehicles, Cash in Transit, Fire and Burglary on Office Equipment, Storm and Tempest and Fidelity.

**27. INCOME AND EXPENDITURE ON PROGRAM BASIS**

In accordance with Section 41(H) of the Public Finance and Audit (Statutory Bodies) Regulation this matter is not applicable as the Board's operations are limited to one programme.

**28. CONTINGENT LIABILITIES**

The Board has received claims for compensation up to 30 June 2005 and subsequent to balance date. These claims are only accepted as a liability when a decision is made by the Board (or a delegate) after an assessment by the Board's technical staff or experts in that area of work.

As a result, there is a contingent liability for these claims lodged and yet to be approved. It is not practical to estimate the potential effect of these claims until the technical assessment has been completed and from that assessment a liability may then arise.

At 30th June 2005, an appeal had been lodged in the Land and Environment Court against a decision of the Board, where the amount claimed was $600,000. The Board was also seeking legal advice on another matter where a developer alleges losses attributable to the Board, amounting to $1,215,000.

**29. CONSULTANTS**

The total amount paid during the financial year to consultants was $6,500 (2003/04 $3,800). (Consultants are defined as per the "Guidelines for the Engagement and Use of Consultants" issued by the NSW Premiers Department in July 2004.)

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

### 30. FINANCIAL INSTRUMENTS

**(a) Net Fair Values**

| | Total Carrying Amount as per Statement of Financial Position 2005 $'000 | Aggregate Net Fair Value 2005 $'000 | Total Carrying Amount as per Statement of Financial Position 2004 $'000 | Aggregate Net Fair Value 2004 $'000 |
|---|---|---|---|---|
| **Financial Assets** | | | | |
| Cash | 4,860 | 4,860 | 177 | 177 |
| Receivables – Trade | 1 | 1 | 408 | 408 |
| Short-term Deposits | - | - | - | - |
| Government Bonds | 11,522 | 11,522 | 12,436 | 12,536 |
| Bank Securities | 25,752 | 25,752 | 29,325 | 29,506 |
| Futures(Government Bonds) | (3) | (3) | 32 | 45 |
| Capital Indexed Bonds | - | - | - | - |
| Negotiable Certificates of Deposit | - | - | - | - |
| Total Financial Assets | 42,132 | 42,132 | 42,378 | 42,672 |
| **Financial Liabilities** | | | | |
| Trade Creditors and Accruals | - | - | 160 | 160 |
| Total Financial Liabilities | - | - | 160 | 160 |

The following methods and assumptions are used to determine the net fair values of financial assets and liabilities:

**Cash, Cash Equivalents and Short-term Investments:**
The carrying amount approximates fair value because of their short-term to maturity.

**Trade Receivables and Payables:**
The carrying amount approximates fair value.

**Current Investments/Securities:**
For financial instruments traded in organised financial markets, fair value is the current quoted market bid price for an asset or offer price for a liability, adjusted for transaction costs necessary to realise the asset or settle the liability. For investments where there is no quoted market price, a reasonable estimate of the fair value is determined by reference to the current market value of another instrument which is substantially the same or is calculated based on the expected cash flows or the underlying net asset base of the investment/security.

**(b) Derivative Financial Instruments**

A derivative financial instrument is a contract, the price or value of which is derived from the price or value of an underlying asset, liability or index. Investments in derivatives such as futures and options are authorised investments, which are used to manage financial risks associated with the Scheme's investment transactions, and as a means of effecting a change in the asset mix.

The market value of derivatives shown represents the amount of unrealised gains and losses, whereas the notional amount is an aggregate exposure value of all contracts.

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

| | 2005 | | 2004 | |
|---|---|---|---|---|
| | Market Value $ | Notional Amount $ | Market Value $ | Notional Amount $ |
| Futures Contracts – Three Year Bond Futures | (3) | (4,919) | 8 | (3,337) |
| Futures Contracts – Ten Year Bond Futures | (1) | 855 | (2) | (504) |
| Bank Bill Options/Futures | 1 | 32,552 | - | (1,238) |
| Total Derivative Instrument | (3) | 28,488 | 6 | (5,079) |

**(c) Interest Rate Risk**

Interest rate risk is the risk that a financial instrument's value will fluctuate as a result of the changes in market interest rates. The Board's exposure to interest rate risk is as follows:

| | 2005 | | | | | | |
|---|---|---|---|---|---|---|---|
| | Weighted Average Effective Interest rate | Floating Rate | Fixed Interest Rate Maturing Within 1 Year | Fixed Interest Rate Maturing Within 1 - 5 Year | Fixed Interest Rate Maturing Over 5 Years | Non - Interest Bearing | Total Nominal Value/ Net Mkt Value (Fair Value) |
| Cash | 4.97 | 3,890 | - | - | - | - | 3,890 |
| Receivables – Trade | - | - | - | - | - | 1 | 1 |
| Derivatives | - | - | - | - | - | (3) | (3) |
| Fixed Interest | - | - | - | - | - | - | 0 |
| Bank Accepted Bills | 5.65 | - | 145 | 11,359 | 2,275 | - | 13,778 |
| Loans – Private Sector Misc. | 5.30 | - | 1,047 | 6,665 | 4,856 | - | 11,522 |
| Government & Semi Govt Securities | 5.63 | 11,974 | - | - | - | - | 11,974 |
| Capital Indexed Bonds | - | 3,890 | 12,120 | 18,024 | 7,131 | (2) | 41,162 |
| Financial Liabilities | | | | | | | |
| Trade Creditors | - | - | - | - | - | 141 | 141 |
| Total Financial Liabilities | - | - | - | - | - | 141 | 141 |

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

| | 2004 | | | | | | |
|---|---|---|---|---|---|---|---|
| | Weighted Average Effective Interest rate | Floating Rate | Fixed Interest Rate Maturing Within 1 Year | Fixed Interest Rate Maturing Within 1 - 5 Year | Fixed Interest Rate Maturing Over 5 Years | Non - Interest Bearing | Total Nominal Value/ Net Mkt Value (Fair Value) |
| Cash | 5.36 | 177 | - | - | - | - | 177 |
| Receivables – Trade | N/A | - | - | - | - | 408 | 408 |
| Derivatives | N/A | - | - | - | - | 6 | 6 |
| Fixed Interest | - | - | - | - | - | - | - |
| Bank Accepted Bills | - | - | - | - | - | - | - |
| Loans – Private Sector Misc. | 6.03 | - | 71 | 8,904 | 3,636 | - | 12,611 |
| Government & Semi Govt Securities | 5.85 | - | 137 | 4,151 | 7,595 | - | 11,883 |
| Capital Indexed Bonds | 3.10 | - | - | 647 | - | - | 647 |
| Negotiable Certificates of Deposit | 5.44 | - | 16,887 | - | - | - | 16,887 |
| Total Financial Assets | - | 177 | 17,095 | 13,702 | 11,231 | 414 | 42,619 |
| Financial Liabilities | | | | | | | |
| Trade Creditors | - | - | - | - | - | 160 | 160 |
| Total Financial Liabilities | - | - | - | - | - | 160 | 160 |

**Credit Risk Exposures**

The Board's maximum exposures to credit risk at balance date in relation to each class of recognised financial asset is the carrying amount of those assets as indicated in the Statement of Financial Position.

In relation to unrecognised financial assets, credit risk arises from the potential failure of counterparties to meet their obligations under the contract or arrangement. The Board's maximum credit risk exposure in relation to these is as follows:

Futures (in Government Bonds) – Minimal

## NOTES TO AND FORMING PART OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2005

**Concentration of credit risk**
Concentrations of credit risk on trade accounts receivable arise in the following industries:

**Maximum Credit Risk Exposure for Each Concentration**

| | Consolidated Percentage of debtors (%) | $'000 |
|---|---|---|
| Industry | 2005 | 2005 |
| Manufacturing | – | – |
| Mining | 93.38 | 127 |
| Other | 6.62 | 9 |
| | 100.00 | 136 |

### 31. SUBSEQUENT EVENTS

**(a) International Financial Reporting Standards**

The Mine Subsidence Board will apply the Australian Equivalents to International Financial Reporting Standards (AIFRS) from the first reporting period commencing after 1 January 2005.

The Mine Subsidence Board is managing the transition to the new standards by allocating internal resources and/or engaging consultants to analyse the pending standards and Urgent Issues Group Abstracts to identify key areas regarding policies, procedures, systems and financial impacts affected by the transition.

As a result of this exercise, the agency has taken the following steps to manage the transition to the new standards:

- The Mine Subsidence Board's Audit Committee is oversighting the transition. The Manager Finance and Administration is responsible for the project and reports regularly to the Audit Committee on progress against the plan.
- The following phases have been identified:
  Determination of opening values as at 1 July 2004 and full year comparatives 2004/2005 (Completed as at 30/6/2005)
  Preparation of 2005/2006 accounts in accordance with AIFRS
  Determination of specific policy changes and the accounting affect.
- Work in each of these phases will be progressed in accordance with the plan.

NSW Treasury is assisting agencies to manage the transition by developing policies, including mandates of options; presenting training seminars to all agencies; providing a website with up-to-date information to keep agencies informed of any new developments; and establishing an IAS Agency Reference Panel to facilitate a collaborative approach to manage the change.

The Mine Subsidence Board has identified a number of significant differences in accounting policies that will arise from adopting AIFRS. Some differences arise because AIFRS requirements are different from existing AASB requirements. Other differences could arise from options in AIFRS. To ensure consistency at the whole of government level, NSW Treasury has advised the agency of options it is likely to mandate, and will confirm these during 2005-06. This disclosure reflects these likely mandates.

The Board's accounting policies may also be affected by a proposed standard designed to harmonise accounting standards with Government Finance Statistics (GFS). This standard is likely to change the impact of AIFRS and significantly affect the presentation of the income statement. However, the impact is uncertain, because it depends on when this standard is finalised and whether it can be adopted in 2005-06.

Based on current information, management's best estimates as at the date of preparing the 30th June 2005 financial report, of the following key differences in accounting policies expected to arise from adopting AIFRS are:

**(b) Impact of Adopting Australian Equivalents to IFRS**

AASB 1 First-time Adoption of Australian Equivalents to International Financial Reporting Standards requires retrospective application of the new AIFRS from 1 July 2004, with limited exemptions. Similarly, AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors requires voluntary changes in accounting policy and correction of errors to be accounted for retrospectively by restating comparatives and adjusting the opening balance of accumulated funds. This differs from current Australian requirements, because such changes must be recognised in the current period through profit or loss, unless a new standard mandates otherwise.

**(c) Reconciliation of Key Aggregates**

**Reconciliation of equity under existing Standards (AGAAP) to equity under AEIFRS**

| | 30-Jun-05<br>$'000 |
|---|---|
| Total Equity under AGAAP | 39,921 |
| Adjustment for defined benefit superannuation discount rate | (2,067) |
| **Total Equity under AEIFRS** | **37,854** |

**Reconciliation of surplus/(deficit) under AGAAP to surplus/)deficit) under AEIFRS**

| Year ended 30 June 2005 | $'000 |
|---|---|
| Surplus/(deficit) under AGAAP – | 2,027 |
| Defined benefit superannuation adjustment for change in discount rate | (2,067) |
| **Surplus/(deficit) under AEIFRS** | **(40)** |

**Note:**

AASB 119 Employee Benefits requires the defined benefit superannuation obligation to be discounted using the government bond rate as at each reporting date, rather than the long-term expected rate of return on plan assets. This will increase the defined benefit superannuation liability (or decrease the asset for those agencies in an overfunded position) and change the quantum of the superannuation expense.

**(d) Financial Instruments**

In accordance with NSW Treasury's indicative mandates, the Board will apply the exemption provided in AASB 1 First-time Adoption of Australian Equivalents to International Financial Reporting Standards not to apply the requirements of AASB 132 Financial Instruments: Presentation and Disclosures and AASB 139 Financial Instruments: Recognition and Measurement for the financial year ended 30 June 2005. These Standards will apply from 1 July 2005. None of the information provided above includes any impacts for financial instruments. However, when these Standards are applied, they are likely to impact on retained earnings (on first adoption) and the amount and volatility of profit / loss. Further, the impact of these Standards will in part depend on whether the fair value option can or will be mandated consistent with Government Finance Statistics. If they were applied at 30/6/2005, it would have increased the Book Value by $652,000.

End of Audited Financial Statements

# 2005/2008 Budget

## INTRODUCTION AND BACKGROUND

**INTRODUCTION**

The Budget includes a costing of the Workplan outlined in the Board's Corporate Plan for 2005 to 2008. It provides funding for the Board's responsibilities under the Mine Subsidence Compensation Act, which include:

**CLAIMS**

This is an extremely difficult item to budget because of the conditions of uncertainty and the large number of variables involved. It covers old abandoned mining which goes back almost 200 years, as well as current mining.

There are three elements:

(a) Claims - Investigation, assessment, reporting and paying for repairs are largely internal costs, which amount to some % of total budgeted costs.

(b) Compensation – External costs which consist of payments to contractors and consultants for repairs, and cash payments to claimants where repairs by the Board are not undertaken.

(c) Elimination of Danger – Sometimes the old, abandoned mine workings can collapse and cause a public or private danger on the surface. Because there is no mine owner, the Act gives the Board the discretion to eliminate these dangerous situations. There may be a risk of injury from falling into a hole, but there may be a greater danger from poisonous gasses or a lack of oxygen in the hole.

**DEVELOPMENT**

(a) Surface Development Controls – This is a pro-active process of proclaiming Mine Subsidence Districts, where new surface development is likely to be adversely affected by mine subsidence. Guidelines for surface development are established, based on subsidence predictions. Building and subdivision applications are assessed within those guidelines and either conditionally or unconditionally approved or they are refused. Potential purchasers are protected by a system of certificates available to conveyancers. The importance of "prevention is better than cure" is reflected by the fact that the greatest proportion of internal resources is devoted to this function. Research and Development costs are included here.

(b) Community Education and Information – An important role recognised by both a Ministerial and a Judicial Inquiry held in the late 80's/early 90's. It includes advice on the Board's role and functions, entitlements under the Act, information on the subsidence process etc.

**ADMINISTRATION**

Not all claims can be remedied immediately. In fact, some restoration projects take years to plan, organise and complete. To permit this, reserve funds to meet these costs have to be effectively managed and invested, to achieve the best return. The systems and facilities for public access and processing of claims and applications must be efficient and effective. Costs of servicing the Board members are included here, as is the cost of reporting to Government. Staff, personnel and financial management costs are also included.

Not part of the Audited Accounts

# Budgeted statement OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2006

| | Note | Budgeted 2004/05 $ | Estimated Actual 2004/05 $ | Budgeted 2005/06 $ | Budgeted 2006/07 $ | Budgeted 2007/08 $ |
|---|---|---|---|---|---|---|
| **INCOME** | | | | | | |
| Contributions from Colliery Proprietors | | 8,000,000 | 8,000,000 | 8,000,000 | 8,000,000 | 8,000,000 |
| Interest on Investments | | 1,794,000 | 1,477,416 | 1,500,000 | 1,530,000 | 1,560,600 |
| Miscellaneous | 2 | 552,000 | 463,261 | 453,800 | 462,876 | 470,677 |
| Profit on Realisation of Investments | | 0 | 750,095 | 700,000 | 714,000 | 728,280 |
| Proceeds on Sale of Non-Recurrent Assets | | 120,000 | 117,937 | 73,000 | 142,000 | 64,000 |
| Totals | | 10,466,000 | 10,808,709 | 10,726,800 | 10,848,876 | 10,823,557 |
| **EXPENDITURE** | | | | | | |
| Claims: | | | | | | |
| Subsidence | 3 | 2,580,000 | 1,362,472 | 1,870,000 | 2,050,000 | 2,000,000 |
| Preventative Works | | 1,500,000 | 2,853,600 | 1,800,000 | 4,000,000 | 2,500,000 |
| Loss on Revaluation of Investments | 0 | 0 | 0 | 0 | 0 | |
| Totals | | 4,080,000 | 4,216,072 | 3,670,000 | 6,050,000 | 4,500,000 |
| Surface Development and Administration: | | | | | | |
| Salaries & Associated Charges | 4 | 2,074,017 | 1,880,368 | 2,148,725 | 2,213,187 | 2,279,582 |
| Employer Contribution to Superannuation | 4 | 250,000 | 248,402 | 250,000 | 257,500 | 265,225 |
| Fees for Services Rendered | 5 | 592,000 | 558,560 | 775,200 | 798,456 | 822,410 |
| Board Fees & Entertainment | | 28,000 | 24,848 | 28,000 | 28,840 | 29,705 |
| Microfilming of Records | | 10,000 | 4,421 | 5,000 | 5,150 | 5,305 |
| Audit Fee | 6 | 29,000 | 28,500 | 32,000 | 32,960 | 33,949 |
| Printing, Stores & Stationery | 7 | 217,000 | 174,119 | 214,500 | 220,935 | 227,563 |
| Rent | 8 | 218,000 | 215,318 | 227,000 | 233,810 | 240,824 |
| Other Expenses | 9 | 389,700 | 339,868 | 377,100 | 390,698 | 400,065 |
| Depreciation | 1 | 511,000 | 509,081 | 502,000 | 517,060 | 532,572 |
| Bad Debts | | 0 | 0 | 0 | 0 | 0 |
| Written Down Value Asset Disposal | | 120,000 | 99,883 | 97,000 | 208,000 | 96,000 |
| Long Service Leave Expense | | 72,000 | 90,786 | 90,000 | 92,700 | 95,481 |
| Annual Leave Expense | | 155,000 | 133,298 | 150,000 | 154,500 | 159,135 |
| **Totals** | | **4,665,717** | **4,307,454** | **4,896,525** | **5,153,796** | **5,187,816** |
| **TOTAL EXPENDITURE** | | **8,745,717** | **8,523,525** | **8,566,525** | **11,203,796** | **9,687,816** |
| **OPERATING RESULT** | | **1,720,283** | **2,285,184** | **2,160,275** | **-354,920** | **1,135,741** |
| **RETAINED EARNINGS AT BEGINNING OF YEAR** | | **37,894,000** | **37,894,000** | **40,179,184** | **42,339,459** | **41,984,540** |
| **RETAINED EARNINGS AT END OF YEAR** | | **39,614,283** | **40,179,184** | **42,339,459** | **41,984,540** | **43,120,281** |

Not part of the Audited Accounts

# Narrative 2005/2008

1. **STATEMENT OF MAJOR ACCOUNTING POLICIES**

   The budgeted statement of financial performance has been prepared on a historical cost and accrual basis and does not take into account changing money values. This is the same method applied in the previous year's actual statement.

   Items, which cost more than $500 and have a useful life of at least three years are treated as capital assets and depreciated by the straight-line method. This includes the cost of purchasing data for the digitised mapping system.

2. **INCOME**

   Continued low interest rates has lowered the Fund's earning capacity, shifting a greater share to Colliery Contributions. Miscellaneous Income includes Bank Interest, Section 15 Certificates and property rentals.

3. **CLAIMS - SUBSIDENCE**

   Details are in the section on "Levy". Increases in Claims and Preventative Works are resulting from areas with improvements (especially utilities) being affected by subsidence, following a period of little such activity, as mining was mainly under developed areas or open space.

4. **SALARIES AND ASSOCIATED CHARGES**

   Allows for existing staff, temporary relief staff, overtime for emergency callouts and displays/ shows, and temporary staff as listed below. Some 64% of staff time is devoted to surface development controls, which aim to achieve compatibility with mining. This reduces the total prospective liability of the Compensation Fund and the impact of mining on the community.

   Budgeted expenditure also includes allowance for annual leave loading, higher duties allowance (when relevant officers are on leave) and a 4% allowance for an Award Wage increase. Also includes Payroll Tax and Superannuation Guarantee Levy (currently 9% ) and:

   The position of Subsidence Risk Engineer has been vacant - a full years cost is included in the 2005/06 budget. Allowance has also been made for full time temporary staff (Survey Drafting Officer, Clerical Officer, District Supervisor and Clerical Officer at Picton and Relief Staff.

5. **FEES FOR SERVICES RENDERED**

   **Includes:**
   - Fees paid for Subsidence Predictions (Dept Mineral Resources and others)
   - Public Relations Consultant's Fees
   - Public Relations Activities
   - Investment Manager's Fees
   - Internal Audit Office
   - Other Consultants' Fees
   - Computer Software Support, License Fees and Development
   - Training Course Fees
   - Production of Replacement Corporate Videos
   - Isopach Drilling Program (old workings)
   - Maintenance Agreements on Computer Hardware
   - Quality Assurance Program
   - Sites Fees, etc for Building Centre, Show Sites and Displays
   - Insurances (other than Workers Compensation and Vehicles)

Research and Development - no funds expended in 2004/05

# Narrative 2005/2008 continued

**6. AUDIT FEES**

Costs for External Auditor (Price Waterhouse Cooper for Audit Office of NSW)

**7. PRINTING, STORES, STATIONERY**

Printing costs will be reduced, following our decision to change the "Annual Review" to an electronic newsletter. Reprographic costs are included in this heading. Major items are:

- Display and Promotional Materials
- Purchase of Deposited Plans for Digitising
- Mapping Consumables
- New Pamphlets
- Annual Report
- Brochures Reprints
- Stationery, Computer and Office Consumables

**8. RENT**

Rental of offices at Singleton, Newcastle, Speers Point, Wyong and Picton.

**9. OTHER EXPENSES**

**Includes:**

- Agent's Commission on sale of properties, collection of rentals and property management
- Motor Vehicles
- Telephones and Computer Lines
- Property Expenses
- Travel Expenses
- Electricity
- Postage and Document Exchange
- Advertising
- Office Cleaning and Sundries

Not part of the Audited Accounts

# Budgeted capital expenditure

| | 2005/06 | 2006/07 | 2007/08 |
|---|---|---|---|
| **(1) PLANT AND EQUIPMENT** | $ | $ | $ |
| (a) Computer Equipment | | | |
| Replacement PC's | 20,000 | 80,000 | 40,000 |
| Colour Laser Printers | 12,000 | 12,000 | 35,000 |
| Replacement Scanners | 6,000 | 6,000 | 25,000 |
| Upgrade PC Software | 15,000 | 15,000 | 15,000 |
| Disk Storage Increase | 40,000 | 0 | 10,000 |
| Mobile Computers | 40,000 | 10,000 | 10,000 |
| (b) GIS | | | |
| Data Updates | 22,000 | 30,000 | 25,000 |
| (c) Office equipment | | | |
| Photocopiers | 12,000 | 4,000 | 12,000 |
| Telephone Systems | 5,000 | 0 | 5,000 |
| (d) Field Equipment | | | |
| GPS Handhelds | 10,000 | - | - |
| Digital Cameras | 3,000 | 3,000 | 6,000 |
| Penetrometer | 0 | 2,000 | 0 |
| Subsidence Measuring Equipment | 0 | 10,000 | 0 |
| Vibrations Meters | 10,000 | 10,000 | 6,000 |
| Mobile Phone Replacements | 10,000 | 0 | 10,000 |
| (e) Other | | | |
| New Maurie Mole Suit | 0 | 0 | 9,000 |
| TOTAL PLANT AND EQUIPMENT | 205,000 | 182,000 | 208,000 |
| (2) FURNITURE | | | |
| Office Furniture Maintenance | 10,000 | 10,000 | 10,000 |
| Workstations/Office Upgrades | 10,000 | 0 | 10,000 |
| Display Boards | 5,000 | 5,000 | 5,000 |
| Conference Room Newcastle | 10,000 | 0 | 0 |
| TOTAL FURNITURE | 35,000 | 15,000 | 25,000 |
| (3) VEHICLES | | | |
| CEO | - | 20,000 | 20,000 |
| DM Newcastle | - | 6,000 | - |
| DS Newcastle | 6,000 | 6,000 | - |
| Relief DS | 6,000 | - | 6,000 |
| DM Picton | - | 6,000 | - |
| DS Picton | - | 6,000 | - |
| DM Singleton | 6,000 | - | 6,000 |
| DM Speers Point | - | - | - |
| DS Speers Point | - | 6,000 | - |
| DM Wyong | 6,000 | 6,000 | - |
| DS Wyong | - | - | - |
| Pool Car | - | 10,000 | - |
| TOTAL MOTOR VEHICLES | 24,000 | 66,000 | 32,000 |
| TOTAL BUDGETED CAPITAL EXPENDITURE | 264,000 | 263,000 | 265,000 |

Not part of the Audited Accounts

# Capital expenditure narrative

**Introduction**

Funds to purchase Capital items are not included in the annual levy, but are a conversion of one form of asset to another. The new asset is depreciated, which is an expense each year, until the cost of the asset is written off over its useful life.

Since the previous three-year budget, strategies to link the Graphical and Property Information Systems have been implemented. Access is to now available by operatives on one desktop device.

The change has also facilitated the downloading, storage and retrieval of digital photographs taken for claims and Pre-mining Inspections; introduction of electronic images. The next stage is to make the benefits of the new system available to operatives in the field.

This is a significant move forward in increased efficiency and greater satisfaction of customer needs.

**1. PLANT AND EQUIPMENT**

***(a) Computer Equipment***

(i) Allowance has been made to replace the PC desktop assets after 4 years.

(ii) Laser Printers - Replacement of items at the end of their useful life (asset maintenance)

(iii) Portable computers have potential use as virtual notebooks in the field, for pre-mining surveys, claim inspections, etc. This extends the benefits of our new IMS to operatives in the field.

***(b) GIS***

Data Updates - This is an allowance to purchase new topo/cadastral data from the Land Information Centre, for all of NSW.

***(c) Office Equipment***

These are generally asset maintenance items.

***(d) Field Equipment***

(i) Handheld GPS Devices - These will permit accurate location of potholes and mineworkings in the field.

(ii) Digital Cameras - While photographs have been used for claims investigation and reporting for some time, more use is now being made for Pre-mining inspections. Digital cameras offer a better quality picture with more efficient storage and retrieval methods

(iii) Penetrometer - Replacement of ground testing equipment used for claims investigation.

(iv) Vibration Meters - Provides for additional/replacement meters, which are are used to record ground vibrations that may emanate from coal mining.

(v) Allowance has been made for replacement of mobile phones after 3 years.

**2. FURNITURE**

Some existing furniture has not kept pace with today's needs to cater for electronic processing. It needs to be upgraded to provide a high standard of ergonomic and effective furniture, and an efficient user of floor space.

**3. VEHICLES**

Allowance is made for replacement of vehicles in accordance with government policy. The cost increase over previous years allows for changes to car models and the impact of a GST on resale values.

Not part of the Audited Accounts

# Appendix A

## GUARANTEE OF SERVICE

***Guarantee of Service***

In the performance of our Charter, the Mine Subsidence Board is committed to providing the people of NSW with quality service delivered in a reliable, responsible and fair manner.

Our Guarantee of Service ensures this statement is fulfilled through:

- all staff taking responsibility for ensuring a high standard of service
- adoption of quality management principles
- the provision of information brochures detailing the Board's services
- liaising with the community through public forums, displays and residents meetings
- encouraging feedback from the community
- maintaining an up-to-date technical base

To ensure this commitment is met, significant initiatives have been put in place.

***Standards of Service***

- We aim to reply to or acknowledge all correspondence within two weeks by letter or by telephone.
- A contact name and telephone number will be provided in all correspondence.
- Time of response for building applications and certificates will be such that 95% are processed within five working days. Rezonings, subdivisions and claims may take longer to resolve, but an initial contact will be made within seven working days.
- Only licensed tradespeople will be contracted to effect repairs on behalf of the Board.

***Standards of Behaviour***

Employees of the Mine Subsidence Board are at all times expected to act in a manner consistent with the high standard required to meet the Board's Code of Conduct.

The Board's representatives will identify their name and, where appropriate, their position, in all dealings with the public. Courteous telephone techniques will be utilised at all times.

***Community Relations***

The Mine Subsidence Board will provide interpreter services free of charge to people of non-English speaking backgrounds. Basic information on the Board's role is available in a number of community languages.

The Board has prepared a Statement of Intent under the NSW Charter of Principles for a Culturally Diverse Society.

***Pre-mining Inspections***

As a guarantee of service, the Mine Subsidence Board will offer to carry out pre-mining inspections of residential areas, where predetermined subsidence parameters may be exceeded, to establish the pre-mining conditions of improvements likely to be damaged by the mining.

The Board may also undertake pre-mining inspections in areas not covered by the above to address genuine public concern or specific subsidence issues. Property owners will be provided with a written report upon completion of a pre-mining inspection.

A copy of the policy is available from the Board's District Offices.

# Appendix A continued

***Emergency Service***

The Mine Subsidence Board will provide a 24-hour emergency on call service for elimination of danger.

An emergency services brochure is made available to emergency services providers.

***Commitment to Improving our Services***

Information

The Mine Subsidence Board has developed and regularly updates, publications designed to keep the general public, local government, industry and involved professions fully informed on the Board's role, services and mine subsidence issues.

The Mine Subsidence Board will readily provide information on building guidelines in proclaimed Mine Subsidence Districts, assistance with building design, details of mining activity, and endeavour at all times to provide open and frequent communications with the public.

***Suggestions and Complaints***

The Mine Subsidence Board has a commitment to improving its services and welcomes any suggestions and the opportunity to address complaints that members of the public may have.

The Board will regularly monitor public satisfaction with its services by way of surveys and will ensure that all steps are taken to maintain a high level of customer service.

The Board has established frontline complaint handling procedures, which ensure the person you initially contact will follow the matter through. Our experienced staff at each District Office are happy to assist with any complaint you may have involving the Mine Subsidence Board.

**ANNUAL REPORT COSTS**

**As the Board's Statement of Affairs under the Freedom of Information Legislation forms part of this Report, sufficient copies are available to cater for demand for that Statement of Affairs. Copies are provided to designated institutions as required by the Government's guidelines for Access to Published Information.**

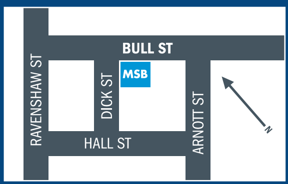
**The Annual Report is available on the Board's website, (www.minesub.nsw.gov.au), on CD ROM and as a printed document (limited availability).**

**In line with the Mine Subsidence Board's commitment to the environment and modern business practice we have, once again, elected to have the 2004/2005 Annual Report presented on CD Rom rather than a full print run. A limited number of printed copies have been prepared.**

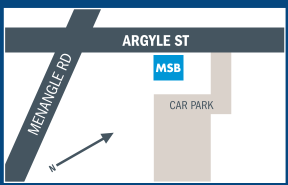
**The total external costs for producing this Annual Report/ Statement of Affairs was $21,176.80**

# Index

# Office locations

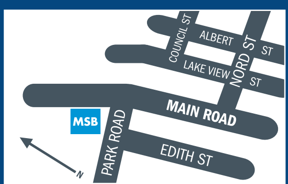



**NEWCASTLE**
Ground Floor, NSW Government Offices,
117 Bull Street, Newcastle West NSW 2302
Postal Address: PO Box 488G, Newcastle 2300
Telephone: 02 4908 4300
Facsimile: 02 4929 1032
DX 4322 Newcastle West
Hours: 8.30am – 4.30pm

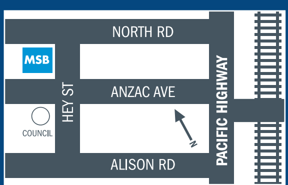



**PICTON**
100 Argyle Street, Picton NSW 2571
Postal Address: Po Box 40, Picton NSW 2571
Telephone: 02 4677 1967
Facsimile: 02 4677 2040
DX 26053 Picton
Hours: 8.30am – 4.30pm


**SINGLETON**
Joint Coal Board Building,
1 Civic Avenue, Singleton NSW 2330
Telephone: 02 6572 4344
Facsimile: 02 6572 4504
Hours: 8.30am – 12.00pm
1.00pm – 4.30pm




**SPEERS POINT**
143 Main Road, Speers Point NSW 2284
Postal Address: PO Box 9, Boolaroo NSW 2284
Telephone: 02 4950 8088
Facsimile: 02 4950 8101
DX 7820 Newcastle
Hours: 8.30am – 4.30pm




**WYONG**
Suite 3, Feldwin Court,
30 Hely Street, Wyong NSW 2259
Postal Address: PO Box 157, Wyong NSW 2259
Telephone: 02 4352 1646
Facsimile: 02 4352 1757
DX 7317 Wyong
Hours: 8.30am – 4.30pm

# Ethnic information

## ENGLISH

It is very important to contact the Mine Subsidence Board if you are buying or building a house in a Mine Subsidence District. This may be done on your behalf by your solicitor or builder, but if you have any questions please contact the nearest office of the Board. Officers of the Board are happy to assist you. We can arrange an interpreter for you.
Please don't hesitate to contact us.
Telephone: **(02) 4908 4300.**

## SERBIAN

Ako kupujete ili gradite kuću na području (Mine Subsidence) rudarskih iskopavanja vrlo je važno da se obratete birou za rudarstvo (Mine Subsidence Board). Vaš advokat ili građevinar mogu to da učine za vas, ali ako imate nekakvih pitanja molimo vas obratite se najbližoj kancelariji biroa. Službenicima biroa će biti drago da vas mogu uslužiti. Ako vam je potrebno mi možemo organizovati tumača za vas.
Nemojte se ustručavati da nam se obratite.
Telefon **(02) 4908 4300.**

## MACEDONIAN (Makedonski)

Ako kupuvate ili gradite nova kuka vo okolijata na Main Sabsajdanc (Mine Subsidence) mnogu e važno da stapete vo kontakt so oddelenieto na Main Sabsajdanc (Mine Subsidence). Ova može da go napravi vo vaše ime vašiot advokat ili gragevinarot, no ako imate bilo kakvi prašanja ve molime stapete vo kontakt so najbliskata kancelarija na oddelenieto. Službenicite na oddelenieto so zadovolstvo ke vi uslužat. Možeme da vi organizirame prevoduvac.
Ve molime nemojte da se dvoumite da ni telefonirate na telefon **(02) 4908 4300.**

## CROATIAN

U slučaju gradnje ili kupovine kuće veoma je važno da stupite u doticaj sa uredom za rudarstvo (Mine Subsidence Board) koji je nadležan za gradnju kuća u tome području. Vaš odvjetnik ili graditelj to mogu učiniti u vaše ime. Ali ako imate neko pitanje u vezi toga stupite u vezu sa najbližim uredom od Mine Subsidence Board. Činovnici ureda će vam biti na raspolaganju u slučaju da imate problema sa engleskim jezikom ured će vam obezbjediti pomoć prevodioca.
Molimo vas do se ne ustručavate stupiti u vezu sa nama.
Telefon **(02) 4908 4300.**

## ITALIAN

Qualora s'intenda comperare o costruire una casa, in una zona soggetta a cedimenti del terreno a causa di miniere nel sottosuolo (Mine Subsidence District) è di estrema importanza mettersi prima in contatto con l'Ente competente tramite il vostro legale o il costruttore della casa. Nel caso di ulteriori quesiti a questo riguardo, non esitate a contattare la più vicina filiale dell'Ente, dove il personale vi darà tutte le informazioni necessarie; in caso di bisogno potrete usufruire dell'assistenza di un interprete.
Non esitate a mettervi in contatto con noi.
Telefono: **(02) 4908 4300.**

## ARABIC

من المُهمّ جداً أن تتصلوا بهيئة هُبوط المناجم (Mine Subsidence Board) إذاكُنتم تشترون أو تَبنوُن بيتاً في حيّ من أحياء هُبوط المناجم (Mine Subsidence District). و من المُمكن أن يَقُوم المحامي أو مُتعَهد البناء بالاتصال نيابة عنكم، ولكن إذا كانت لدَيكُم أيّ أسئلة فإن الهيئة يُسعدها أن تُساعد كم.
ويُمكِن ترتيب مُترجِم لكم. هاتف: **(02) 4908 4300.**

## DUTCH

Het is van belang dat u contact opneemt met het "Mine Subsidence Board" (de Mijnverzakkingsraad) als u een huis koopt of bouwt in een "Mine Subsidence District" (Mijnverzakkingsdistrict). Dit kan voor u worden gedaan door uw wettelijke vertegenwoordiger of uw aannemer, maar als u vragen mocht hebben dan zal de raad deze graag voor u willen beantwoorden. Wij kunnen ook voor een tolk zorgen.
U wordt uitgenodigd om met ons te spreken.
Telefoon: **(02) 4908 4300**

## SPANISH

Si va a comprar o edificar una casa en una zona de hundimiento de minas, es muy importante que se ponga en contacto con el Consejo de Hundimiento de Minas. Puede hacérselo su abogado o su constructor, pero si tiene alguna pregunta que hacer, entre en contacto con la oficina más cercana del Consejo. Los empleados le atenderán con mucho gusto. Podemos organizarle un intérprete.
Por favor, consúltenos sin titubeos.
Teléfono: **(02) 4908 4300.**

## CHINESE

閣下如果要在採礦地陷區域購買或興建房屋，最重要的便是與礦區地陷委員會聯絡。你可以委託律師或建築商代爲辦理。但假若你有任何疑問，可以向我們就近的辦事處查詢，本處職員定必樂意爲你服務，並可代爲安排傳譯人員。請與我們聯絡，切莫遲疑。
電話：**(02) 4908 4300.**

## POLISH

Kupując lub budując dom na terenach eksploatacji górniczych (Mine Subsidence District) należy konie cznie skontaktować się z Komisją do Spraw Uszkodzeń Górniczych (Mine Subsidence Board). Można to zrobić za pośrednictwem adwokata lub budowniczego, ale jeśli się ma jakiekolwiek pytania, można to zrobić samemu, kontaktując się z najbliższym biurem Komisji. Członkowie Komisji chętnie każdemu pomogą. Będą też mogli załatwić tłumacza.
Prosimy o skontaktowanie się z nami.
Tel: **(02) 4908 4300.**

## GREEK

Είναι σημαντικό να επικοινωνήσετε με την επιτροπή καθίζησης Ορυχείου (Mine Subsidence Board) εάν πρόκειται να αγοράσετε ή να χτίσετε ένα σπίτι σε περιοχή καθίζησης εξ' αιτίας ορυχείου, αυτό μπορεί να το κάνει ο διηγόρος ή ο οικοδόμος, εκ μερους σας, αλλά εάν έχετε κάποια απορία, σας παρακαλούμε να έρθετε σ' επαφή με το πλησιέστερο γραφείο της επιτροπής. Οι υπάλληλοι της επιτροπής είναι πρόθυμοι να σας εξυπηρετήσουν. Μπορούμε να καλέσουμε διερμηνέα για σας.
Σας παρακαλούμε να μη διστάσετε να επικοινωνήσετε με μας.
Τηλέφωνο: **(02) 4908 4300.**

## FRENCH

Il vous est fortement recommandé de contacter l'Agence sur la subsidence minière [Mine Subsidence Board] si vous achetez ou construisez une maison dans une zone de subsidence minière. Vous pouvez demander à votre conseiller juridique ou à votre entrepreneur en bâtiment de faire ces démarches de votre nom. Nous serons toutefois heureux de répondre à vos questions et pouvons vous trouver un interprète si nécessaire.
N'hésitez pas à nous contacter.
Téléphone : **(02) 4908 4300**

## FILLIPINO

Napakahalagang tatawag sa Mine Subsidence Board kung kayo ay bibili o gagawa ng bahay sa lugal na may Mine Subsidence. Ito ay puwedeng gawin para sa inyo ng inyong abugado o kontratista, ngunit kung kayo ay may mga tanong, nagagalak ang Lupon na tumulong. Maari kaming tatawag ng interpreter para sa inyo.
Huwag pong mag-atubiling tatawag sa amin.
Tumawag sa telepono: **(02) 4908 4300**

## PORTUGUESE

É muito importante contactar a Junta de Minas de Alumento Subterrâneo (Mine Subsidence Board), se estiver a comprar ou a construir uma casa numa área de desmoronamento subterrâneo. Isto poderá ser feito pelo seu advogado ou pelo construtor. Se tiver alguma dúvida, contacte o escritório da Junta mais próximo, cujos funcionários o atenderão com prazer. Se for necessário, há intérpretes à sua disposição; por isso, não hesite em contactar-nos.
Telefone: **(02) 4908 4300.**

## SAMOAN

E tāua le fa'afesootai o lenei fa'alapotopotoga o le "Mine Subsidence Board" pe afai o fa'atauina per fausia fo'i sou fale i totonu o lenei fa'alapotopotoga.
E mafai e lau Loia po'o lē o le a fausiaina lou fele ona faia se feso'otaiga mo oe. Ae afai e iai se fesili e fia malamalama ai, fa'amolemole ia fa'afeso'otai vave se ofisa o lenei fa'alapotopotoga o lo'o latalata ane.
Fiafia le aufaigaluega o lenei fa'alapotopotoga e fesoasoani mo oe. O le a mafai ona matou filifilia se fa'amatalaupu mo oe.
Fa'amolemole aua ne'i tūia lou fa'afeso'ota'i o matou i le telefoni **(02) 4908 4300.**

## TONGAN

'Oku mahu'inga 'aupito ke ke fetu'utaki ki he Poate malu'i 'o e keli'anga koloa fakaenatulá (Mine Subsidence Board) 'o kapau te ke fakatau pe langa hao fale 'i ha feitu'u keli'anga koloa fakaenatula. 'E lava pē ke fai e fetu'utaki ko iá 'e ho'o fakafofonga laó pe ko e tufungá. Kapau leva 'oku 'i ai ha me'a 'e ta'emahino pea ke kātaki 'o fetu'utaki ki he 'ofisi ofi taha 'o e poaté. 'E fiefia 'a e kau 'ofisa 'o e poaté ke tokoni'i koe. Kātaki 'o fetu'utaki mai ha fa'ahinga taimi pē.
Telefoni: **(02) 4908 4300.**

## VIETNAMESE

Điều rất quan trọng là quý vị hãy liên lạc với Mine Subsidence Board (Cục Phụ Trách Đất Sụp Do Hầm Mỏ) nếu quý vị đang mua hay xây dựng nhà trong Khu Vực Đất Sụp Do Hầm Mỏ (Mine Subsidence District). Việc này quý vị có thể nhờ luật sư hay thợ xây dựng làm, nhưng nếu quý vị có thắc mắc xin liên lạc văn phòng của Board gần nhất. Nhân viên của Board sẽ vui lòng giúp đỡ quý vị. Chúng tôi có thể kiếm người thông ngôn cho quý vị. Xin đừng ngần ngại liên lạc với chúng tôi.
Điện thoại: **(02) 4908 4300.**

## GERMAN

Es ist sehr wichtig, daß Sie mit dem Mine Subsidence Board (dem Amt für Bodensenkungen) in Verbindung treten, wenn Sie ein Haus in einem Gebiet kaufen oder bauen wollen, in dem die Gefahr einer Bodensenkung durch Bergbau besteht. Dies kann in Ihrem Namen durch Ihren Rechtsanwalt oder Ihren Baumeister veranlaßt werden, und wenn Sie irgendwelche Fragen haben, wird Ihnen das Amt nur zu gerne helfen. Wir können auch einen Dolmetscher für Sie arrangieren.
Bitte zögern Sie nicht, und nehmen Sie Kontakt mit uns auf.
Telefon: **(02) 4908 4300**

A 24 hour emergency service is available in all districts.

**TELEPHONE 1800 248 083 (freecall)**

Email mail@minesub.nsw.gov.au
Web www.minesub.nsw.gov.au

Putting service and the needs of people first