

6.2.5 ECONOMIC DEVELOPMENT – ACTION PLAN

REPORT BY GENERAL MANAGER ECONOMIC DEVELOPMENT ACTION PLAN A0100052, A0820020

RECOMMENDATION

That:

- 1. the report by the General Manager on the Economic Development – Action Plan be received;**
- 2. Council endorses the economic development actions for 2012 as set out in this report and the General Manager prepare an action plan and report to Council quarterly on progress against that action plan.**

DETAILED REPORT

This report is setting out the proposed action plan for the Economic Development activity for the 2012 calendar year. Council will recall that an Economic Development strategy was adopted in June 2010. That strategy (attached) was structured in three main areas being:

- Key principles and strategies;
- Council's role; and
- Implementation.

The strategy has eight key principles which are recognised to influence economic development in the Region. Those eight principles with the desired outcomes are:

Employment

- Higher levels of employment participation
- A range of rewarding and fulfilling careers to retain and attract population
- More employment opportunities for local youth

Education

- Meaningful lifelong learning opportunities which educate, train and re-train people throughout their working lives
- More people participating in education and training and achieving higher levels of educational attainment

Workforce Skills

- Employers that value training and proactively improve the skill base of the local workforce
- A workforce of sufficient size and capabilities to meet business and industry requirements and support economic growth in the Region

Business

- A viable and dynamic mix of competitive businesses operating in a range of growth sectors
- A diverse and sustainable industry base which values innovation, entrepreneurship and investment in business development activities

Investment

- A destination of choice for business and investment
- Recognised as a suitable and attractive investment environment to set up and do business

Infrastructure

- Infrastructure that accommodates economic growth and meets the commercial, industrial and retail needs of the Region
- An attractive business environment which provides adequate local infrastructure to ensure competitiveness of the Region's economic activity

Tourism

- Diverse tourism offerings that bring increased numbers of visitors to the Region and provide positive benefits for the local community
- Tourism development which provides quality visitor experiences

Marketing

- A destination of choice and a place for business

The Economic Development strategy provides a framework to guide the economic development activities of all key stakeholders in the Region.

This report defines the proposed actions that will be the key focus of Council's Economic Development team for the next calendar year.

Mining Expansion – to continue working with local business to ensure they maximise their opportunities in taking advantage of the growth in mining in the Region.

Tourism – to develop Council's tourism strategy and following action plan to ensure that Council is getting value for its \$330,000 contribution towards tourism each year.

Events – to encourage the growth of events at Council owned facilities. Also to work with relevant organisations to ensure that events that happen outside of the Region that are promoting the Region are delivered in a professional manner.

Marketing of the Region – to ensure a Council presence at three conferences or events where the region can be marketed to new business or people wishing to relocate to the Region. Such events may include the mining symposium and Country Regional Living Expo.

Airport Marketing – to meet with a variety of aviation businesses to promote the benefits and opportunities in relocating their business to Mudgee Airport.

University Outreach Centre – to continue to encourage a University (Charles Sturt in the first instance) to work with other education providers (TAFE) to establish a University Outreach Centre in this Region.

Planning for Growth – to continue to work with State Government agencies and Departments, developers and other infrastructure providers to develop the community infrastructure required to cope with the expected growth in the Region particularly in health, education, housing, roads and water.

Gulgong Hospital – to work with the State Government and the Western Health Network to ensure that the MPS in Gulgong has the capacity to cater for the Gulgong community's future health needs.

Investment Properties – to ensure that all Council investment properties are managed efficiently. This will include further development or recommended sales of existing investment properties.

Economic Think Tank – to conduct three think tank forums amongst business leaders in our Region to encourage their participation in economic development activities.

Business and Investment Guide – to review the business and investment information guide to ensure it remains timely and relevant for potential investors in this region.

Business Breakfasts – to conduct two business breakfasts in the region where business people are invited to listen to relevant speakers on business development topics.

Business Investment Opportunities – to be aware of new business investors coming to the Region and work with them to promote the benefits of investing in this growth region.

Retail Outlets – identify a shortage in the consumer market and approach relevant suppliers from outside the Region who may wish to deliver that service in the Region.

Film Industry – to make contact with Screen NSW and investigate opportunities to have films and commercials made in this region.

FINANCIAL IMPLICATIONS

The costs of implementing these actions are included in the 2011/12 Management Plan

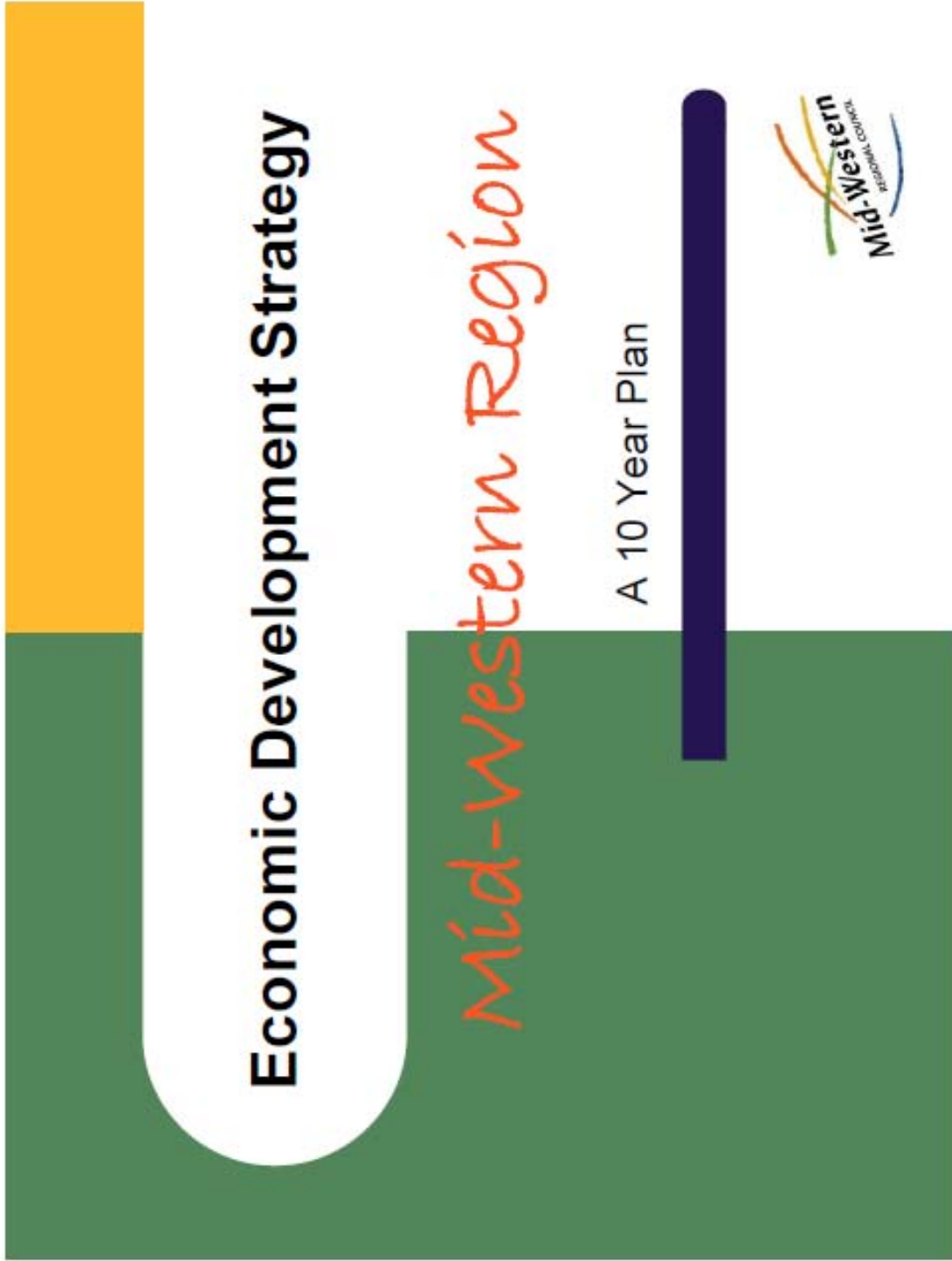
STRATEGIC OR POLICY IMPLICATIONS

These actions are defined in the Economic Development Strategy.

Attachments: Economic Development Strategy

WARWICK BENNETT
GENERAL MANAGER

13th December 2011



About this Report

Mid-Western Regional Council has prepared an Economic Development Strategy to outline a shared vision and future economic direction for the region in the next 10 years. The strategy will provide a broad framework for the various lead agencies and stakeholders involved in economic development to identify their roles and meaningfully engage in economic development initiatives for the region.

The Economic Development Strategy is not a Council strategy but a strategy prepared by Council for all of the region's stakeholders (including businesses, business and industry associations, government agencies).

The Economic Development Strategy is structured as follows:

1. **Key Principles and Strategies for Economic Development** – it identifies the key principles or focus areas that are necessary in supporting economic development in the region. It also identifies the lead agencies who operate within these focus areas and are responsible for delivering economic development outcomes.
2. **Council's Role in Economic Development** – it identifies the role and types of activities that Council can engage in under each of the key principles to assist and support the lead agencies in achieving their objectives.
3. **Implementation** – it provides details regarding the implementation of the Economic Development Strategy and the process of review on a regular basis.

This is a live document which means that the various strategies and activities may need to be modified from time to time to adapt to a constantly changing economic and business environment.



Vision and Mission

Vision

Council's vision for the region is a progressive and prosperous community we proudly call home.

Economic Development Mission

Council's Economic Development mission is to encourage a strong and diversified economy that delivers lifestyle benefits to the community through supporting business and investment activities that in turn generate opportunities for employment, income and sustainable economic growth.

Commitment

Council will be a leader in driving a strong economy that provides economic and employment benefits for its residents. Council's priority areas are providing infrastructure, promoting the region, attracting investment and fostering strategic alliances – with the central focus the creation of jobs.

Council places a high priority on developing proactive policies and actions to improve the employment, business and economic performance of the region and has prepared this economic development plan to focus the region's economic development initiatives.



Economic Development

Approaches to economic development fall into two broad categories: business development or business recruitment. The first approach involves working with existing businesses to encourage diversification, innovation and productivity improvements to achieve growth; the second approach involves attracting external businesses to relocate or establish in the region.

Whilst both approaches may deliver jobs growth and development opportunities, evidence suggests that at least 80 percent of economic growth in regional areas is achieved using the first approach, which is working with existing businesses to achieve organic and sustainable development outcomes.

Council recognises the importance of working with and nurturing the existing businesses in the region, as they already have a high stake in the local economy through their ongoing business activities and the employment of local people.

Council acknowledges the contribution that the various industry sectors (including agriculture, mining, retail, services, tourism, wine) make to this region and will continue to work with industry stakeholders and business groups to achieve our vision and mission in the future. As part of the Economic Development Strategy, Council will endeavour to support existing businesses who will be the major contributors to net new job growth in our region.



Working Together

Economic development and growth is an area of activity which goes well beyond Council's direct responsibilities. It must be tackled on a co-operative basis with a wide range of partners including both state and federal governments, neighbouring councils, industry associations, business organisations and most importantly the private sector.

The Economic Development Strategy can only be implemented by Council through strong relationships and alliances between all of the partners involved in economic development. These relationships and alliances will maximise the overall economic returns for the region.

In recognising the value of working together, Council will facilitate a co-ordinated approach between relevant partner organisations engaged or involved in economic development and encourage the sharing of knowledge that will deliver benefits to the region. Council will encourage partnership agreements between community and private sector organisations, government agencies and other local councils to improve regional cooperation and effectiveness in implementing economic development initiatives.

Council will also:

1. Provide leadership on economic development initiatives and identify necessary resources to drive the future growth in the region
2. Provide opportunities for local community engagement to help determine economic development priorities
3. Lobby state and federal representatives to help realise economic development opportunities
4. Consider establishing an economic development advisory group made up of key leaders, business owners and government stakeholders that provide regular feedback to Council on economic development issues and initiatives



Key Principles

The following key principles will influence economic development in the region in the future:

1. **Employment** – the number of jobs and the level of participation in employment
2. **Education** – the quality and availability of education and supporting infrastructure and services
3. **Workforce Skills** – access to a skilled and flexible workforce with the competencies and capabilities to satisfy industry and business needs
4. **Business Development** – the attraction and retention of a diverse range of businesses who actively participate in business development initiatives and embrace creativity, innovation and entrepreneurship
5. **Investment** – a business and economic environment which attracts investment and targets new investment opportunities
6. **Infrastructure** – infrastructure that accommodates economic growth and meets the commercial, industrial and retail needs of the region
7. **Tourism** – diverse tourism offerings to attract visitors
8. **Marketing** – promoting the region as a great place to live, work and conduct business

Council is not the lead agency or principal organisation responsible for delivering the majority of the outcomes associated with these key principles. However, Council will support lead agencies and use its influence in prioritising and delivering projects which maximise local opportunities and economic benefits around these key principles.

This plan provides a framework that guides policy and strategy evaluation for economic development initiatives in the region in the next 10 years.



1. Employment

Jobs for everyone

Desired Outcomes

- ➔ Higher levels of employment participation
- ➔ A range of rewarding and fulfilling careers to retain and attract population
- ➔ More employment opportunities for local youth

Strategies

- Prioritise and support projects that can demonstrate the creation of new jobs in the region and will help to build a diverse multi-skilled workforce
- Pursue programs that increase local employment opportunities for young people (such as apprenticeships and traineeships)
- Promoting education, training and employment pathways in the region that focus on careers in growth industries
- Develop alliances between relevant employment agencies and employer groups to boost local employment prospects

Lead Agencies

Local Employment Agencies



1. Employment - Council Role

Jobs for everyone

Council will support lead agencies to achieve employment outcomes and objectives which provide employment in the region.

Examples of the activities that Council will undertake in the next 12-18 months include:

In the long term period covered by this plan, Council will consider the following activities:

- Identify lead agencies for employment in the region and understand their roles and responsibilities in economic development
- Participate in regular meetings with local employment agencies to identify employment trends and discuss issues impacting employment in the region
- Work with employment agencies, high schools and business organisations to hold an annual jobs/careers expo to provide information regarding careers in local businesses and industries
- Work with business groups to facilitate information session for businesses regarding the employment of trainees and apprentices and the structure of support programs available as a way of encouraging more businesses to employ trainees/apprentices
- Map career pathways focused on key local industries as a way of illustrating the link between education and long term career opportunities in the region
- Investigate programs which could be implemented through the local business community and provide meaningful work experience and employment opportunities
- Design industry trails which allow students and/or jobseekers to visit a number of businesses/sites in the same industry to enhance the overall understanding of the employment opportunities that exist in the local region



2. Education

Lifelong Learning opportunities

Desired Outcomes

- ➔ Meaningful lifelong learning opportunities which educate, train and re-train people throughout their working lives
- ➔ More people participating in education and training and achieving higher levels of educational attainment

Strategies

- Encourage educational institutions to improve the alignment of courses and skills to business and industry needs
- Increase community awareness of the benefits of education, research and knowledge
- Encourage businesses to become involved in school based programs and other activities which strengthen school/industry links
- Develop strong links between governments, educational agencies and employers to achieve principles of lifelong learning

Lead Agencies

Local Education Institutions



2. Education – Council Role

Lifelong learning opportunities

Council will support lead agencies to achieve education outcomes and objectives which create education opportunities in the region.

Examples of the activities that Council will undertake in the next 12-18 months include:

- Identify lead agencies for education in the region and understand their roles and responsibilities in economic development
 - Initiate discussions with universities to develop a university outreach campus or centre offering subjects aligned with local industries
- In the long term period covered by this plan, Council will consider the following activities:
 - Consult education, training and research institutions on their needs in relation to supporting infrastructure and services required to expand learning opportunities
 - Investigate the potential to increase adult education and re-training opportunities within the region which will lead to higher levels of participation in employment in conjunction with adult education providers (such as TAFE, community college and USA)
 - Develop support programs and/or financial initiatives (such as scholarships) to encourage and enable greater access to higher educational opportunities for local youth
 - Pursue funding for the establishment of a university outreach campus or centre in the region



3. Workforce Skills

A highly skilled flexible workforce

Desired Outcomes

- Employers that value training and proactively improve the skill base of the local workforce
- A workforce of sufficient size and capabilities to meet business and industry requirements and support economic growth in the region

Strategies

- Encourage businesses to participate more actively in the skilling process by providing both on the job and formal training
- Formulate strategies to attract mature aged, part-time workers and/or volunteers into the workforce as a way of developing depth of skills and capabilities in the region
- Support initiatives that focus on the attraction and retention of a talented labour force and improving the skill base of the region
- Monitor gaps and trends in the regional economy to identify potential areas of skill shortages and strategic opportunities to attract or develop new skills in the future
- Encourage workers to move to the region for employment opportunities in areas where skill shortages exist

Lead Agencies

Local Business and Industry Groups



3. Workforce Skills – Council Role

A highly skilled flexible workforce

Council will support lead agencies to improve access to a skilled and competent workforce in the region.

Examples of the activities that Council will undertake in the next 12-18 months include:

- Identify lead agencies for workforce skill development in the region and understand their roles and responsibilities in economic development
 - Work with business and industry groups to identify the main skill shortages faced in the region (ie. a skills audit) and develop strategies to address these shortages
- In the long term period covered by this plan, Council will consider the following activities:
 - Profile the jobs in each industry as a way of informing potential employees and new businesses of the workforce capabilities and opportunities available in the region
 - Maintain a central register of volunteers available to assist in community events and projects (and identify activities that could be or are planned to be conducted in association with National Volunteers Week)
 - Work with business and industry groups to identify incentives or programs that could be introduced to attract critical workforce skills to the region (particularly in areas of health)
 - Develop a mechanism for capturing and identifying skills in the region, such as new residents to the region registering their skills and areas of work interest and putting them in touch with potential employers



4. Business Development

A dynamic and skilled business community

Desired Outcomes

- ➔ A viable and dynamic mix of competitive businesses operating in a range of growth sectors
- ➔ A diverse and sustainable industry base which values innovation, entrepreneurship and investment in business development activities

Strategies

- Expand existing businesses or attract new businesses that complement key local industries (agriculture, mining, retail, services, tourism, wine) with a focus on growth areas that will account for jobs growth and industry prosperity
- Encourage businesses in key local industries to diversify, adopt new technologies, enhance business skills and conduct research to improve overall productivity and competitiveness
- Support creativity, innovation and entrepreneurship to build a strong economic foundation and develop niche market offerings
- Establish industry/business clusters and networking activities to encourage collaborative and co-operative efforts towards achieving common goals
- Develop local initiatives which build upon programs established by Federal and State governments

Lead Agencies

Local Business and Industry Groups



4. Business Development – Council Role

A dynamic and skilled business community

Council will support lead agencies to improve access to a skilled and competent workforce in the region.

Examples of the activities that Council will undertake in the next 12-18 months include:

- Identify lead agencies for business development in the region and understand their roles and responsibilities in economic development
- Work with business and industry groups to facilitate business development workshops for existing business in the region focused on marketing, online business, exporting and succession planning as identified through the business survey
- Establish a process of capturing and monitoring relevant economic data to identify opportunities, trends and needs of local businesses

In the long term period covered by this plan, Council will consider the following activities:

- Develop a business entrepreneurship program to provide specific business development support for targeted local businesses and/or entrepreneurs
- Establish a quarterly newsletter which provides a source of information for local businesses including available funding programs and initiatives to assist business development activities
- Develop a range of mechanisms that support small business (including start-up and home-based businesses) and identify strategies that will make it easier for these businesses to establish and grow in the region
- Identify local businesses operating in external markets and establish ways to help businesses become more active in these markets (eg. industry marketing, trade shows, export information program)
- Examine opportunities to expand and diversify agricultural activities in the region



5. Investment

Investment in future growth and prosperity

Desired Outcomes

- ➔ A destination of choice for business and investment
- ➔ Recognised as a suitable and attractive investment environment to set up and do business

Strategies

- Strengthen the communication networks required to attract and secure additional business investment into the region
- Encourage a suitable and attractive investment environment through infrastructure availability, competitive industries and a skilled workforce
- Facilitate investment by providing information to potential investors seeking to expand, relocate or establish business operations in the region which assists in the decision making processes and provides increased certainty for investors
- Provide clarity for businesses in dealing with Council and all levels of government to create a positive regulatory and business climate for investment
- Monitor investment activity, business trends and industry infrastructure requirements to assist in investment targeting, attraction and support initiatives

Lead Agencies

Mid-Western Regional Council



5. Investment – Council Role

Investment in future growth and prosperity

Council will be the lead agency to facilitate and attract investment in the region.

Examples of the activities that Council will undertake in the next 12-18 months include:

- Prepare an investor information booklet which provides information regarding major projects, economic and industry trends and provides a guide to conducting business in the Mid-Western region
- Develop a step-by-step guide to assist potential investors work through the regulatory framework and include with investor information booklet
- Facilitate the production of a report/study on the investment opportunities in the local property market to attract more investors to the region to invest in property and increase the supply of rental accommodation

In the long term period covered by this plan, Council will consider the following activities:

- Conducting priority industry research to identify investment opportunities and supporting infrastructure requirements for key industries
- Undertaking a comparative analysis of other regional economies to identify competitive strengths and how the region can be positioned as the preferred destination for regional investment
- Identifying target markets for investment opportunities in the region and the best way to market the lifestyle, employment, business and investment opportunities available in the region to this audience
- Undertaking research and industry analysis to identify potential growth sectors/areas in the local economy and supporting businesses required to pursue these opportunities



6. Infrastructure

Adequate infrastructure to support economic activity

Desired Outcomes

- ➔ Infrastructure that accommodates economic growth and meets the commercial, industrial and retail needs of the region
- ➔ An attractive business environment which provides adequate local infrastructure to ensure competitiveness of the region's economic activity

Strategies

- Monitor the infrastructure needs of local industries and business sectors and encourage the private sector and other levels of government to prioritise and align infrastructure implementation programs to key economic and employment projects for the region
- Foster opportunities for joint infrastructure projects in cooperation with business and industry groups, government agencies and other councils
- Ensure adequate supply of available land for industrial and commercial purposes that supports a diverse local economy and promotes economic growth
- Encourage sustainable development and environmentally friendly business practices which protect and maintain the local natural environment and existing infrastructure and facilities
- Monitor the availability of infrastructure and facilities which may influence the ability to attract and retain businesses and population across the region

Lead Agencies

Mid-Western Regional Council



6. Infrastructure – Council Role

Adequate infrastructure to support economic activity

Council will be the lead agency to facilitate the development and availability of adequate infrastructure to support economic activity in the region.

Examples of the activities that Council will undertake in the next 12-18 months include:

- Continue to provide access to water, sewer, waste and roads infrastructure necessary for ongoing economic activity
- Promote the development of airport infrastructure at Mudgee airport as an opportunity for business expansion in the aviation related industry
- Monitor trends in the supply and demand for land, commercial premises and floor space
- Lobby State and Federal governments and agencies on infrastructure needs of local businesses and for future investment in infrastructure (such as transport links, roads, better broadband access and phone coverage)

In the long term period covered by this plan, Council will consider the following activities:

- Research critical infrastructure needs for key growth industries in the region and prioritise immediate infrastructure deficiencies
- Develop criteria for determining the priority projects for infrastructure spending in the region giving consideration to those which will boost economic activity (such as jobs growth, developing external markets and productivity improvements)
- Pursue improvements and application of communication technology in the region and encourage all new developments to have adequate communications infrastructure available



7. Tourism Development

Attracting more visitors to the region

Desired Outcomes

- Diverse tourism offerings that bring increased numbers of visitors to the region and provide positive benefits for the local community
- Tourism development which provides quality visitor experiences

Strategies

- Encourage diversification and tourism development based on the natural and built assets of the region, through alliances between local tourism operators, the indigenous community, industry associations and government organisations
- Preserve the region's natural environment as tourist attractions in collaboration with tourism industry stakeholders
- Maintain quality infrastructure and amenities which support tourism offerings (such as accommodation, signage and tourist trails)
- Attract business tourism and major events to the region focused on high quality and high yield events
- Encourage cooperative marketing initiatives which pool local knowledge and limited resources
- Provide quality information to enhance visitor experiences and meet visitor expectations

Lead Agencies

Mudgee Regional Tourism, Inc



7. Tourism Development – Council Role

Attracting more visitors to the region

Mudgee Region Tourism Inc will be the lead agency for tourism development in the region.

Examples of the activities that Council will undertake in the next 12-18 months include:

- In co-operation with industry stakeholders and local business groups, assess the interest of local businesses in establishing an industry cluster focused on the development of conference packages for the conference market
- Work with MRTI and industry operators to identify target markets and promote region as a high quality conference destination
- Work with MRTI to identify gaps in existing event calendar and assess opportunities to attract new events that will provide economic benefits to the region
- Explore all opportunities to develop the region's existing events and to attract new event proponents to hold major events and festivals in the region

In the long term period covered by this plan, Council will consider the following activities:

- Prepare a guide to all of the conference facilities and support services required to hold a conference in the region and promote to "target" audiences
- Conduct a marketing campaign to promote the facilities in the region capable of hosting regional, state and national events
- Facilitating opportunities for the local indigenous community to expand tourism offerings in the region
- Developing a suitable program to increase accommodation availability during peak periods
- Evaluating opportunities for tourism diversification which will develop new markets for the region
- In co-operation with MRTI identify tourism data sources and establish meaningful methods of collecting and reporting tourism data on an ongoing basis



8. Marketing

Promote the region as a great place for business

Desired Outcomes

- ➔ A destination of choice and a place for business

Strategies

- Promote a positive image of the region as a place to work, live and invest and increase awareness of the opportunities the region has to offer – its achievements, opportunities, experiences and lifestyle
- Provide brand leadership and positive and consistent messages in all marketing and communications activities that promote the whole region
- Build the region's reputation as a destination for business, leisure, conventions, events and talented residents
- Attracting new investment to region through promoting the region's competitive advantages, raising brand awareness and targeted marketing of investment opportunities

Lead Agencies

Mid-western Regional Council



8. Marketing – Council Role

Promote the region as a great place for business

Council will be the lead agency in promoting the region as a great place to live, work, invest and do business.

Examples of the activities that Council will undertake in the next 12-18 months include:

- Identify and evaluate the current marketing activities that are focused externally and promote the region "wholistically" to identify the consistency and reach of current communications and promotional activities

In the long term period covered by this plan, Council will consider the following activities:

- Develop a program to brand all regional produce (ie. a process that identifies a product as being produced locally). For example stickers attached to produce could be used to identify the product as being locally made etc.
- Create a common marketing and branding strategy for the region
- Develop a promotional campaign to attract investment and new population members utilising the media and/or information sessions in major cities



Implementation

- The economic development strategy provides a 10 year plan (covering July 2010 through to June 2020) which will be implemented by Council
- The success of implementing the economic development strategy depends upon the level of community capacity and community willingness and ability to improve social, economic and environmental conditions
- Active relationships and alliances with the various stakeholders involved in economic development will further reinforce the successful delivery of this strategy
- An annual implementation plan will report on Council's progress in working towards its priority projects in the prior 12 month period and provide an update of new projects that will be undertaken during the following 12 month period of the plan
- As the future of the region will be influenced by unpredictable events and occurrences in the physical and economic environment, review of the economic development strategy at 5 yearly intervals will provide an opportunity to comprehensively review the plan and engage the community in this process



Contact and Feedback

- If you have any feedback or would like to know more information about economic development activities at Mid-Western Regional Council, please contact Council's Economic Development Officer.
- Telephone: 02 6378 2850
- Email: council@midwestern.nsw.gov.au

6.2.6 BOUNDARY CHANGE

REPORT BY MANAGER GOVERNANCE
Ellengrove
A0100052, P1489711

RECOMMENDATION

That:

- 1. the report by Manager Governance on the request for a boundary change be received;**
- 2. Council agree to the boundary change involving the property “Ellengrove” so that all of this property be transferred into the Mid-Western Regional local government area.**
- 3. Council write to Lithgow City Council seeking their formal agreement to this transfer.**
- 4. Upon receipt of the agreement of Lithgow City Council a letter be forwarded to the Division of Local Government of the Department of Premier and Cabinet:**
 - Seeking the permission of the Minister for Local Government and the Governor to the alteration of the boundary with the Lithgow local government area pursuant to the provisions of Section 218B of the Local Government Act 1993 in relation to Lots 53, 66, 67, 73 & 74, DP755757, owned by Mr S Wilkinson so as to bring the whole of these lots within the Mid-Western Regional local government area; and**
 - Requesting that the proclamation altering the areas contain a provision that Mid-Western Regional Council will be responsible for any outstanding rates and charges.**

EXECUTIVE SUMMARY

To consider a request from Mr Stephen Wilkinson of “Ellengrove”, 47 Lilleys Road Running Stream for a boundary change.

DETAILED REPORT

A letter has been received from Mr Stephen Wilkinson of “Ellengrove”, 47 Lilleys Road Running Stream seeking a boundary change so that all of his property rests within either the Mid-Western or Lithgow local government area. A copy of that letter is attached.

Enclosed also please find copies of maps which show the areas of Mr Wilkinson’s property that rest within Mid-Western and Lithgow.

It will be noted that the area in Mid-Western comprises 21.87 Ha while that in Lithgow comprises 139.37 Ha.

Part 1 of Chapter 9 of the Local Government Act empowers the Governor to make alterations to local government boundaries on the recommendation of the Minister. This process involves referral to the Local Government Boundaries Commission and generally requires the agreement of the Council’s involved.

Lithgow City Council has written to this Council seeking our views on an adjustment to the local government boundaries to facilitate Mr Wilkinson's request and the matter has been discussed with officers of Lithgow, who it is understood have no firm opinion either way.

It is understood that from discussions with Mr Wilkinson that he accesses his property through the Mid-Western Regional local government area.

Notwithstanding that the majority of his property lies within the Lithgow local government area given that he accesses his property via the Mid-Western Regional LGA it is considered that his "community of interest" is Mid-Western. On that basis, if he wishes to arrange it so that all of his property rests within one LGA, there is an argument that it should be Mid-Western. The recommendation above has been so framed.

FINANCIAL IMPLICATIONS

The small portion of this property (21.87 Ha) that lies within Mid-Western attracts the amount of \$817.31 in rates and charges (\$657.31 rates and \$160.00 general waste disposal charge).

STRATEGIC OR POLICY IMPLICATIONS

The Local government Act applies.

IAN ROBERTS
MANAGER GOVERNANCE

9 December 2011

Attachments:

1. Letter from Stephen Wilkinson
2. Map of property within Mid-Western
3. Map of property within Lithgow

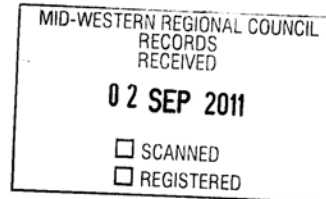
APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

Mr Stephen Wilkinson
Ellengrove
47 Lilleys Road
RUNNING STREAM NSW 2850

31 August 2011

The General Manager
Mid-Western Regional Council
PO Box 156
MUDGEES NSW 2850



Dear Sir

Location of Council Boundaries

I am writing in concern with my property 47 Lilleys Road, Running Stream (Lot 159 DP657949, Lot 9 DP112784).

As of now, my property adjoins (Lot 53 DP 755757, Lot 66 DP 755757 and 4 more) with Lithgow City Council.

My first concern is to ask whether the council boundary could be moved to allow the whole property to come under one council. At the moment I know Lithgow City Council is looking at my property and others nearby to allow us to be moved into Running Stream locality, as we have no access through the Round Swamp locality.

My thought is whether the council boundaries could be looked at during this process.

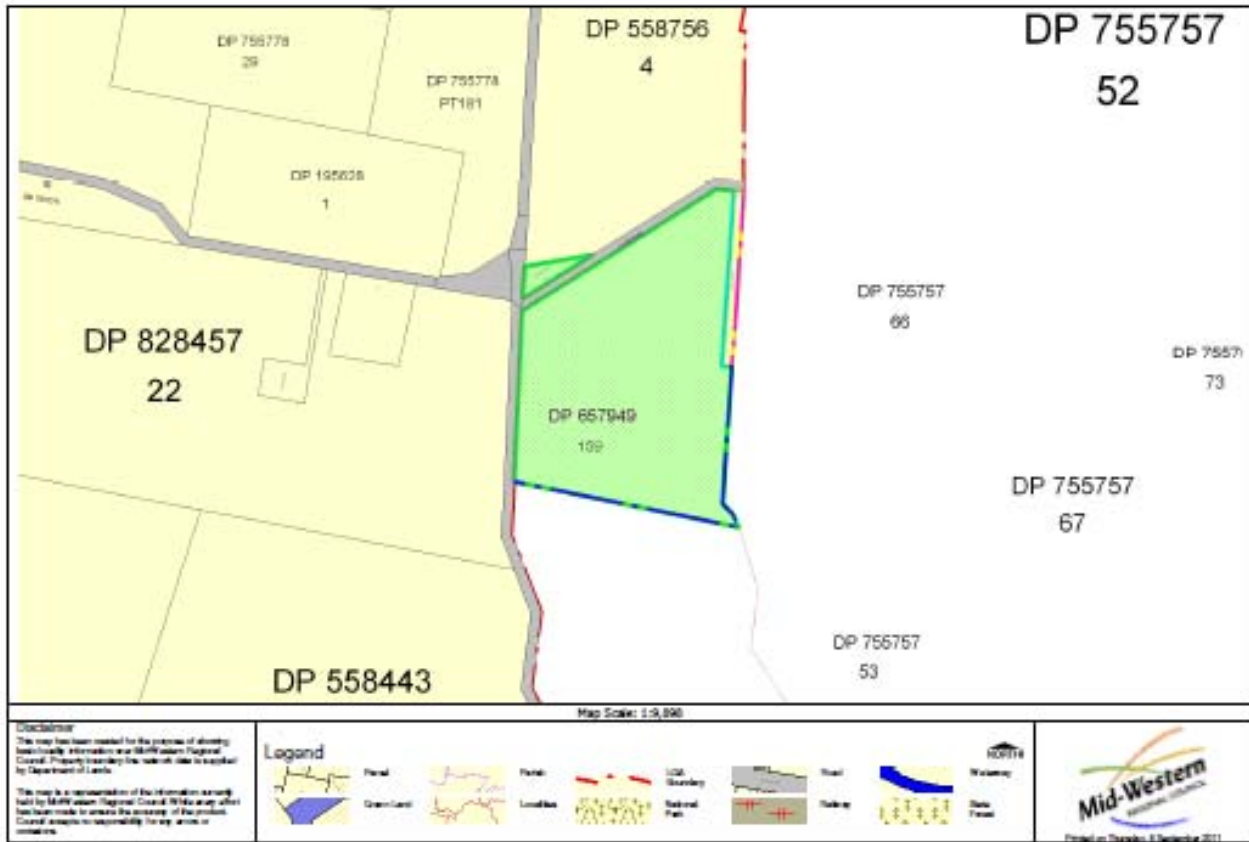
My other concern is paying two lots of waste disposal for one property. As I work in the Lithgow area and all my waste disposal goes to the Lithgow City Council it would be appreciated if this could also be addressed.

Please feel free to contact me at the above address if you have any questions in relation to this request, otherwise, I look forward to hearing your response in due course.

Yours faithfully

A handwritten signature in cursive script that reads "Stephen Wilkinson" followed by a horizontal flourish.

Stephen Wilkinson





6.2.7 FINANCIAL ASSISTANCE – TIER 2 APPLICATIONS

REPORT BY FINANCIAL ACCOUNTANT

Financial Assistance – Tier 2

A0100052, A0140201

RECOMMENDATION**That:**

1. the report by the Financial Accountant on financial assistance applications be received;
2. Council provide financial assistance to the following applicants in accordance with the criteria and guidelines of the Financial Assistance Policy – Tier 2, subject to those requirements being met, with the funding from the general financial assistance vote:
 - Shine for Kids \$200
 - Mudgee Martial Arts Club \$400
3. Council provide financial assistance to the following applicants in accordance with the criteria and guidelines of the Financial Assistance Policy – Tier 2, subject to those requirements being met and an additional requirement of a one year commitment in which time the applicant is required to remain in Mudgee in the field of mental health after completing her internship, with the funding from the general financial assistance vote:
 - Amy Penney \$1000

EXECUTIVE SUMMARY

This report considers requests for financial assistance under the Council's Financial Assistance Policy – Tier 2.

DETAILED REPORT

Provision is made in Council's Financial Assistance Policy – Tier 2 (Small Grants) for organisations, group and individuals to make application for financial assistance of up to \$1,000.

Shine for Kids

SHINE for kids Wellington are seeking financial assistance towards their annual Christmas party, donations go directly into providing gifts and entertainment for the children. No donation amount was specified however the recommendation is for \$200. Shine for kids operates a free activity centre in a supportive environment for children aged 0-18 during inmate visits at Wellington Correctional Centre and a drop in centre before, between and after visits offering children and their families some refreshments, baby feeding and changing facilities and support. The centre is run by a group of volunteers and all services are free of charge.

Mudgee Martial Arts Club

The Mudgee Martial Arts Club will be holding the club's annual Christmas party on 14 December 2011 at the Showground main pavilion and they are seeking financial assistance to cover the \$400 fee used to book the venue between 6-9pm. The Mudgee Martial Arts Club operates on the support and time of volunteers.

Amy Penney

Amy Penney is a local student that recently completed her degree in Psychology. Ms Penney would like to pursue a career in Mental Health as an intern at Mudgee Psychology. However, the costs of paying for an internship are high with little income in this time. Ms Penney has stressed the need in the Midwestern area for more Mental Health professionals in the attached Needs Analysis report, which highlights that there is a 6-10 week waiting list for Mental Health services in the region. It is recommended that Council provide a \$1,000 financial assistance grant, with a commitment from Ms Penney that she will remain working in the local region for at least one year after completing her internship.

FINANCIAL IMPLICATIONS

Funding of \$22,000 is provided in the Management Plan for Tier 2 Applications (Small Grants) and \$11,012.94 has been allocated to date leaving a balance of \$10,987.06. Should Council approve the donations in accordance with the recommendation, a balance of \$9,387.06 will remain.

The Councillor's Discretionary vote for 2011/12 is \$2,000 per Councillor. The balances are detailed below:

Cr Thompson	\$1,800.00
Cr Shelley	\$300.00
Cr Walker	\$1,620.51
Cr Webb	\$1,700.00
Cr Holden	\$2,000.00
Cr Martens	\$1,900.00
Cr Lang	\$1,250.00
Cr Kennedy	\$1,400.00
Cr Weatherley	\$2,000.00

STRATEGIC OR POLICY IMPLICATIONS

Council's Financial Assistance Policy applies.

NEIL BUNGATE
FINANCIAL ACCOUNTANT

02 December 2011

Attachments: Applications for financial assistance.

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER



LEONIE JOHNSON
GROUP MANAGER FINANCE
AND ADMINISTRATION

Request for donation re SHINE for Kids Christmas Party

From: "Maree Thomas" <mthomas@shineforkids.org.au>
To: <council@midwestern.nsw.gov.au>
Subject: SHINE for Kids Christmas Party



SHINE for Kids

18th November 2011

To The Manager,

SHINE for kids in Wellington operates a free activity centre in a supportive environment for children aged 0-18 during inmate visits at Wellington Correctional Centre and a drop in centre before, between and after visits offering children and their families some refreshments, baby feeding and changing facilities and support.

Except for the Facilitator, our centre is run by a group of volunteers and all services are free of charge.

It is never a child's fault that they have a loved one in gaol, but it is often children who are the worst affected by having a parent incarcerated. At SHINE for kids we aim to support children through what can be a very traumatic experience.

In the last year SHINE for kids in Wellington were able to provide support to 375 individual children – from all over NSW, especially west of the Blue Mountains, during visit times at the Correctional centre.

Every year Wellington Council gives generously to our Christmas party, and as we provide services to children all over NSW we are hoping for your kind support and donation for this year's Annual Christmas party held on 18th December. Every year we endeavour to ensure that every child who attends the Christmas party receives a gift from Santa.

Any monetary donations we receive go directly into providing gifts, party food and drinks and hiring of entertainment for the children such as a jumping castle, face painting, karaoke machine or Aboriginal dancing.

Thank you so much for your support. It is greatly appreciated by staff, volunteers and most importantly the children. Any donation big or small will help.

Maree Thomas

Child and Family Worker

SHINE for kids

PO Box 386

Wellington NSW 2820

68 45 5001

mthomas@shineforkids.org.au

Attention The General Manager,

I am writing on behalf of The Mudgee Martial Arts Club in regard to an event booked at the showground main pavilion on the 14th December this year. I have booked the venue for the clubs annual Christmas party. As we only require the venue from 6-9pm on the above date, I was hoping the club could get a reduction on the standard \$400 fee. We have also booked the Main Pavilion next year for a city/country karate tournament and this will be an ongoing annual event.

The Mudgee Martial Arts Club like all local clubs operates and survives on the support and time of volunteers. The club has a very strong following, particularly with local children and teenagers. The club has a very positive effect and influence on these young individuals and will continue to as these kids mature into adults.

I would appreciate your consideration on this matter.

Regards,

Simon McKittrick

Logical Livestock Marketing

PO Box 948 Mudgee NSW 2850

P 1300 CATTLE

M 0427 731 447

F 0263 732 140

W logicallylivestock.com.au



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December 7, 2011

Dear Councillors,

My name is Amy Penney, a Mudgee local, and I have recently completed a four year university degree in Psychology, qualifying and completing with distinction an Honours year for my 4th year.

As you may be aware there is a severe shortage of mental health professionals based in Mudgee with extended waiting lists up to 3 months or more. See the supplementary information file attached for an analysis of the mental health needs and problems experienced in Mudgee. One reason for this long wait time is the lack of qualified psychologists in the area.

To become a fully qualified psychologist, a Psychology graduate, such as myself, is required to undertake the equivalent of two years full time under the guidance / supervision of a fully qualified psychologist in a practice or clinical setting.

However finding a supervisor willing to take on a provisional psychologist can be tricky because;

- provisional psychologists are cannot undertake Medicare work;
- there is a learning curve before being able to take on a full client load;
- the hours of supervision and additional work for the Supervisor can at times be excessive;
- the requirement of continued Professional Development for a provisional psychologist;
- It is simply not financially viable for in a rural situation;

The attached article “PsychNews” from the Australia Psychological Society (APS) shows that this is currently a problem nationwide. In Sydney, though difficult to find, these positions are usually provided by paying for an internship (in the order of \$50k-\$75, paid for by the intern), larger practices or government agencies who can absorb these costs and have the slack to cover the extra workload created by such a position. In Mudgee there is only one small private practice and agencies such as Community Mental Health have no permanent psychologists; therefore no possibility of an intern position and no chance that a local, such as myself, will be able to gain full registration as a psychologist without moving from Mudgee to complete my training.

There is one way that this problem could be addressed, it would involve some financial contribution from the Mid Western Regional Council and others to realise this project. But the result would be an important asset for the Mudgee region.

In conjunction with Alison Nipperess, Principal Psychologist of Mudgee Psychology, a proposal is being put forward to fund the supervision, training and employment of myself as a Provisional Psychologist at Mudgee Psychology. An approximate first year cost of this position has been broken down as follows:

Provisional Psychologist Salary 44 weeks x 3 days x 7hr x \$25/hr	\$23,100
Principle Psychologist Costs 44 weeks x 2hr x \$120/hr	\$10,560
Professional Development Training Budget mandated requirement for continuation of provisional registration to attend training and purchase materials	\$2,000
Start up employment cost laptop	\$1,000
Statutory costs Workcover insurance, professional indemnity insurance, Psychology registration, etc (approximate)	\$1,500
TOTAL	\$38,160

This proposal offers an exciting opportunity for the Mid Western Regional Council to address directly the under treatment of mental health issues in the Mudgee region. As my long term plan is to remain in Mudgee, I would thus become an asset to the Mudgee region. I urge you to consider this funding and the proposal as an investment in the future of Mudgee.

My sincerest thanks in advance for your consideration. I can be contacted via email ampenney2003@yahoo.com.au, or phone 0418 213963 / 63731247 at anytime to answer any questions.

Alison Nipperess can be contacted on 0412 708 415 or alison@mudgeepsychology.com.au

Sincerely

Amy Penney

Note – This is an extract of an analysis carried out by Mudgee Psychology in November 2010. Some of the numbers quoted will have changed, but the lack of services for mental health problems still remains and should be obvious from this analysis.

Needs Analysis – Mid Western Region Mental Health

The catchment area for the project is defined as the Mid Western Regional Local Government Area, with a population in 2010 of approximately 23,000 people (source: Mid Western Regional Council).

Age breakdown of population

(note: the percentages are based on the 2006 census statistics at which time the total population was 21,086. Age population figures shown below assume no change in age breakdown percentages since 2006).

Total population	23,000	
0-4 years	1,403	6.1%
5-14 years	3,427	14.9%
15-24 years	2,461	10.7%
25-54 years	8,671	37.7%
55-64 years	3,243	14.1%
65 years and older	3,772	16.4%

2.7% of the population is Indigenous (621 persons).

Current Mental Health services in Mid Western Region

Early diagnosis and intervention are keys to effective management of mental illnesses, and the relative lack of services and mental health education is a major issue in rural and remote Australia. Research has indicated that a range of rural health workers identified mental health services as one of the most significant deficiencies in rural and remote Australia.¹³

Mid Western region has a significant deficit in mental health professionals as indicated in **Table 1**.

Service	Workforce	Services	Constraints	Clients treated per year
Mudgee Psychology	one FT psychologist	Assessment and treatment services to adults, children and adolescents. Mostly a full fee service, most clients claiming Medicare rebate under the Better Access Scheme. X% bulk billing 10 child referrals per year able to access ATAPS funding	Waiting list of 8-10 weeks Limited bulk billing	216 (approx) Children – 67 Adults - 149

Local community mental health team (GWAHS)	4 FTE multi-disciplinary nurses / counsellors	Crisis intervention for acute mental illness presentations. Largely case management and support service, with some capacity for counselling Visiting psychiatrist service once every week.	Wait list to see psychiatrist up to 2mths No treating psychologist	No figures released. Difficult to obtain data as many clients seen are only case managed as opposed to "treated"
Dubbo Plains Division of General Practice	one 0.4 FTE psychologist	Free service (utilising ATAPS funding) for low income clients.	Waiting list of 6 weeks No service for children	86 approx
Mudgee Medical Centre	One 0.6 FTE Mental Health Nurse	Funded under the mental health nurse incentive program – works alongside GPs to provides case management for patients with mental health problems, coordinating care as required	Sees only patients with at least one prior hospital admission or at risk of admission, with a diagnosed condition. No psychological treatment provided.	Unknown, this service has only been operating for 2 months.

Table 1: Current Mental Health Services in the Mid Western Region

Mudgee Psychology is the only private practice servicing the entire Mid Western Regional Shire. Our practice is currently receiving more referrals than we can respond to in a timely way, we have a 6 week waiting list at best, and this does not include clients who have decided not to access services due to cost, despondence over the waiting list, or whose condition requires treatment from various health professionals and they put mental health as last on their priorities. Mental health outcomes in our region are therefore significantly impacted by limited access.

Not only does a waiting list diminish access to services at a critical time when needed, but also impacts on caseload management within the practice. The pressure to take on new referrals can impede quality of treatment of existing clients.

beyondblue research has shown that 18% of adults have a mental health problem in any given 12 month period. If we use this statistic to review the need in our region we are looking at 2823 adults (over 25 years old) who would benefit from accessing mental health treatment services each year. Compare this to the 235 (149 + 86) from Table 1, who are currently in receipt of treatment by a psychologist and it is evident that Mid Western Regional Shire has a large unmet need in relation to mental health.

This highlights that we not only need to employ further staff but need to raise the profile and visibility of mental health care services available and actively promote and educate our community on mental health issues. The proposed Allied and Mental Health Centre will achieve these goals not only by providing space and facility to employ further health professionals but also by offering a unique opportunity to tackle the issue of visibility by creating a Centre that becomes well known as a best practice provider of mental health interventions and multidisciplinary programs.

Limited capacity to attract psychologists

The National Allied Health Workforce Report (2003) showed that 20.5 per cent of practising psychologists were reported as working in rural and remote regions. This equates to 0.83 psychologists per 10,000 head of population in very remote areas and 3.44 in Inner Regional centres, compared to 5.92 per 10,000 head of population in major capital cities.

Considering the Mid Western Region as a Inner regional centre means that the region currently has 1.1 psychologists for 23,000 head of population. This equates to 0.47 per 10,000. This is 2.92 less than other Inner regional or 5.4 less than Sydney.

Research indicates that the reason for shortages of mental health professionals in rural areas is due to¹⁴

- limited resources and inadequate and unsustainable working facilities
- professional isolation
- lack of professional support
- high levels of stress and burnout
- high caseloads, and
- inadequate training and support¹⁵

Limited access to early intervention services for children and high levels of children at risk

The Mudgee Child and Family Network identified concern in the community and existing health professionals regarding the lack of allied health services for children in our region. Thus, in July 2010 an *Early Intervention Forum for Mudgee and Surrounds* was held in attempt to bring together all stakeholders and try to address the unmet needs in our region.

From this initial Forum on the ground research was conducted to ascertain a better picture of need. Preliminary results from this work indicate that in the 7 schools/preschools interviewed, there were a large number of children who were identified by the schools as requiring some form of therapy or intervention service. Schools were asked to note how many of these were receiving some form of treatment or intervention (via public or private means) and those who were not. Results show that a total of 56 children were identified as requiring but not receiving services (relating to cognitive functioning or learning disabilities, emotional or behavioral disorders) but not accessing services. The schools and centres cited a number of reasons for this – lack of available interventions (some were on waiting lists), barriers in accessing services such as travel, or uncertainty regarding how to access services. This highlights a concerning level of unmet need in relation to childhood development and mental health.

The Australian Early Development Index (AEDI)

The AEDI is a measure of how young children (aged 0-5) are developing in different communities. Like a census, it involves collecting information to help create a snapshot of early childhood development across Australia. The AEDI is a population measure of children's development as they enter school. In 2009, the AEDI was completed nationwide. Information from the AEDI enables communities and governments to pinpoint the types of services, resources and support young children and their families need to give children the best possible start in life.

Table 2 highlights that Mid Western Regional Shire has concerning levels of at risk and vulnerable children across most of the AEDI domains.

AEDI Domain	% of children developmentally at risk (between 10 th and 25th percentile)	% of children developmentally vulnerable (below the 10th percentile)
<i>Physical health and wellbeing</i>	10.9% (NSW 12.9%)	10.2% (NSW 8.7%)
<i>Social competence</i>	14.7 % (NSW 14.1%)	12.1% (NSW 8.8%)
<i>Emotional maturity</i>	17.9 % (NSW 14.3%)	8.8% (NSW 7.4%)
<i>Language and cognitive skills (school-based)</i>	15.0% (NSW 9.5%)	12.0% (NSW 5.9%)
<i>Communication skills and general knowledge</i>	12.8 % (NSW 15.8%)	9.5% (NSW 9.1%)
Developmentally vulnerable on one or more domains 26.3%, equates to approx. 411 children		
Developmentally vulnerable two or more domains 12.8%, equates to approx. 200 children		

Table 2: Summary results by AEDI domain – Mid Western, children aged 0-5 (note: Mid-Western includes 1,563 children aged 0 to 5 years (Source: ABS Census 2006))

Potential need in our region for childhood mental health services

Age group	Estimated need, number of youths requiring intervention (calculated against 2006 census data)	
0-5	411	26.3% developmentally vulnerable on one or more domains Source: AEDI data
4-12	196	14% prevalence Source: <i>InPsych</i> August 2006 "Youth Mental Health Services")
13-24	615	25% prevalence Source: <i>InPsych</i> August 2006 "Youth Mental Health Services")
Total	1,222	

Table 3: Number of youths requiring mental health intervention in Mid Western Regional Shire

Apart from the 0-5 age group, an assumption has been made that the national prevalence rates as indicated in the stated research applies to our region (given how our region compares to state averages in the AEDI data this assumption if anything is likely to be an underestimate of need in our region).

It is clear from the figures in Table 3 that our region has a concerning number of youth who are considered to be in need of mental health interventions. More alarming is that our region currently does not have the capacity to offer required services (across both allied and mental health) to address these vulnerabilities.

Autism Intervention requirements

In particular it has been discussed by the Child and Family network that our region is significantly lacking in capacity to diagnose and treat children on the Autism Spectrum. Mudgee Psychology has just begun to offer diagnostic assessment services in this area and are looking to work with the already established Go Ahead Therapy consortium (comprising of a speech pathologist, physiotherapist and occupation therapist) to provide treatment services within a multidisciplinary team.

Autism Spectrum Australia (ASPECT) state that 1 in 160 children have an Autism Spectrum Disorder, equating to approximately 45 youths in our region. The capacity to provide timely access to diagnostic services is critical to the outcomes for children with Autism. Lengthy waiting lists for assessment are simply unacceptable to families suffering the burden of parenting a child with an Autism Disorder.

Children who are correctly diagnosed, and have appropriate treatment plans implemented, show significant improvements in their ability to learn new skills and function effectively in their school, family and community environments.

In addition, it is clear from the research into Autism that children will progress towards greater outcomes if they receive well coordinated treatment that offers a multidisciplinary approach. Research indicates that intervention should commence as soon as possible after an Autism diagnosis, and we know that early intervention prevents declines in intellectual development and also leads to improvements in most areas of deficit in Autism.¹⁶

The proposed Allied and Mental Health Centre will enable greater access to timely interventions for our youth. The space for additional psychologists will allow for an increased range of psychological therapies available to overcome childhood mental health issues as well as integrated allied health programs and interventions for a range of complicated developmental and learning difficulties.

The centre will also allow for innovative delivery methods to be utilised, using the improved IT infrastructure, so that hard to reach youth can access therapies (for example combinations of face to face and online therapy)

Inequity in access - significant barriers to accessing treatment including cost, mobility, lack of awareness

Research has indicated that in rural areas a main barrier acknowledged by people requiring mental health assistance was a lack of knowledge about where to go for help.¹⁷

The Mental Health Council of Australia also identifies the following key barriers for individuals accessing mental health interventions when needed:

- Low income and difficulty in paying for treatment. This has been significantly alleviated by the introduction of the Medicare Better Access scheme.
- Recognising and accepting there is a problem – poor mental health awareness
- Mobility and travel issues in getting to treatment centres

Mid Western region currently has significant inequities in relation to accessing mental health services. In our region there is very limited bulk billing for psychological services, currently only covering 160 clients per year (largely via ATAPS). In addition many clients report travel issues or mobility issues due to chronic illness as barriers for attending appointments.

There is also a reported low visibility of the mental health services available and how to access such services either privately or through community health (as uncovered through our consultation process).

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PsychNews



The New South Wales Newsletter
NOVEMBER 2011

NSW State Chair's Report



Wow! What a response to my last report! I had expected some feedback, but the amount was overwhelming and extremely encouraging. I am glad to be providing a forum for all members to voice their opinions, concerns, and recommendations, and trust that this Newsletter is meeting this need.

4+2 pathway

A large part of my last report was about the requirements for provisional registration under the PsyBA; and I was inundated with correspondence from interns, psychologists, supervisors, and employers about this issue. I had the opportunity to also hear the view of the PsyBA Chair, Professor Brin Grenyer, and was heartened to know that the PsyBA are

willing to review the requirements, and seek input from those currently in the system.

The APS Board has also established a Working Group to look specifically at this issue, and in particular the implications for the workforce, education and training, and the future of our wide and varied profession.

I have been able to provide your feedback to the Working Group, and will continue to provide input into this issue.

I am aware that APHRA received many calls following my report from concerned interns about their placements and whether their placements would meet Board approval. In my last report I highlighted some work placements that now no longer meet the definition of Psychological Work; where before provisionally registered psychologists could be employed in these positions and gain their full registration.

Under the new requirements, these positions are now classed as 'limited' and will count for some hours towards registration. The issue that has been raised with me by interns and employers, is that even if one placement is able to meet most requirements, if only one aspect cannot be met (usually the testing requirement), then the placement (no matter how good) is classed as 'limited' and restricted in how much it will count.

For interns who are lucky enough to find a flexible workplace; that can afford to allow them time to undertake all their PD, work for other organisations that might meet their

alternative needs, and allow them the time for hours of supervision weekly, then the new requirements pose no problems. For supervisors who enjoy being overwhelmed by repetitive and confusing paperwork, and case studies to mark with little direction, then the new requirements pose no problems.

Now, let's be realistic. Employers are telling me the same thing again and again. They will not be employing provisional Psychologists any more. They cannot afford it; they cannot manage the time requirements; and they can employ other professions without difficulty. Interns are telling me they cannot find placements to meet the requirements, let alone multiple placement that allow them to see people across the lifespan, and across all areas of psychology, and allow the incredibly demanding requirements of face to face hours they need. If you add travel time, admin time, supervision time and report writing time, interns have no hope. ▶

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6.2.8 HEALTHY COMMUNITIES FUNDING AGREEMENT

REPORT BY MANAGER COMMUNITY DEVELOPMENT HEALTHY COMMUNITIES FUNDING AGREEMENT A0100052, A0140402, A0060060 & A0060032

RECOMMENDATION**That:**

- 1. the report by the Manager, Community Development be received;**
- 2. Council accept the funding offer from the Australian Government, Department of Health and Ageing for \$566,042 for the Healthy Communities initiative;**
- 3. Council authorise the General Manager to negotiate a final funding agreement and to execute the necessary documentation under the Common Seal.**

EXECUTIVE SUMMARY

Mid-Western Regional Council has been successful in attracting \$566,402 in funding under the Federal Department of Health and Ageing's Healthy Communities program. This funding agreement will cover expenditure until June 2013.

DETAILED REPORT

The Healthy Communities initiative is an exciting one for the Mid-Western region. Working in partnership with Community Health and Centrelink, Council submitted an application for funding for its **Mid-Western. Live Smart** program. This program includes a range of activities, events and information sessions centred around the key themes of the program – Eat Smart, Move Smart, Drink Smart and Body Smart – and is focused on the delivery of healthy lifestyle messages and programs to those in our community from lower socio-economic backgrounds.

Contained in the program will be a range of initiatives such as walking groups, fitness classes, cooking classes, nutrition and healthy living information sessions, packaged information on a range of activities, bicycle and helmet loan pools, all designed to ensure greater community awareness of healthy living messages and ways that people can make a difference to their own lives and support their own families and friends.

The funding agreement requires Council to employ a Healthy Communities Coordinator for the duration of the project. The cost of this is covered within the funding offer. The project needs to start as soon as possible in the new year and so we will be looking to employ this Coordinator as the first priority. Under the agreement they need to be employed by the end of January.

As part of the process, Council needs to sign a funding agreement with the Department. At this stage, the funding agreement is in a draft form and is subject to final negotiation. It is expected that this will be finalised before Christmas.

FINANCIAL IMPLICATIONS

This funding has implications for the Management Plan for the 2011/12 and 2012/13 financial years. The exact break up is to be determined but will amount to an additional \$566,042 in both income and expenditure. There is no requirement for Council to match or add funds and therefore there is no net cost to the Council Management Plan.

STRATEGIC OR POLICY IMPLICATIONS

As part of the funding agreement there is an expectation that Council will produce and endorse a Healthy Lifestyles Strategy that will inform Council's future expenditure and program delivery beyond June 2013. This policy would be developed and presented to Council for endorsement in the future.

SIMON JONES
MANAGER COMMUNITY DEVELOPMENT

CATHERINE VAN LAEREN
GROUP MANAGER DEVELOPMENT AND
COMMUNITY SERVICES

9 December 2011

Attachments: Funding Agreement – Australian Government Department of Health & Ageing – Healthy Communities (following at the end of the business paper)

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

6.2.9 UPCOMING EVENTS AT GLEN WILLOW

REPORT BY GENERAL MANAGER

Glen willow – event costs

A0100052, F0650108, A0149935

RECOMMENDATION**That:**

- 1. the report by the General Manager on the costs of upcoming events at Glen Willow be received;**
- 2. the General Manager be authorised to negotiate with the Rugby League Clubs in the region to determine who will assume the responsibilities for the various beverage and food requirements at the NRL Country vs City game.**

DETAILED REPORT

In the New Year Council will be hosting three major events at the Glen Willow Regional Sports facility. Those events are recorded in the General Managers performance agreement which state

- *Ensure the success of the following events at Glen Willow;*
 - *Venue Opening – date yet to be determined)*
 - *NRL Country vs. City game (22nd April 2012); and*
 - *Trans Touch football tests (26th to 28th April 2012)*

The reason I raise the issue of these matters included in my performance review is that if Council is of the opinion to contract out or give authority to other organisations to run any of these events, then staff could not be held accountable for the success of these events.

At the time of writing this report we still do not have a date for the opening event. We continue our negotiations with Federal Government to obtain a date and a representative to perform the official opening. At this time we are expecting the opening date to be either the 2nd, 9th or 16th of March 2012.

We are currently arranging dates for the principles of the other two events to visit the region to discuss the operations of these events including assignment of responsibilities. We are expecting Country Rugby League (CRL) on the 19th December but Touch Football Australia will not be visiting until January. We are holding a conference call with them on Wednesday 14th December 2011 to commence those discussions. We will report to Council verbally at the Council meeting on the detailed outcomes of these meetings.

The purpose of this report is to establish the costs of these events and the best way of managing the events to ensure their success. There is a lot of planning work yet to be done but the meetings with the various organisations in the next week will certainly clarify the various responsibilities. The cost of the Country/City game is estimated at \$48,000. We have been given a number of sponsorship opportunities which we are investigating. There is also the opportunity to sell sites for corporate tents. We have already been approached for this by some local businesses.

Those costs can be summarised as follows:-

Amenities (portaloos etc)	7,500
Pre match day activities	5,000
Traffic Management Plan including staffing on day	7,000
Venue costs – trades people on site, waste disposal etc	3,500
Donations to various volunteer organisations	2,500
Field Preparation including line marking	1,000
Signage	6,000
Temporary Fencing	5,000
Cleaning	2,500
Security/policing	5,000
Other costs	3,000
Estimate total cost	\$48,000

It has been indicated that the selling of food and beverage should go to local rugby league clubs as an opportunity to use the event as a fund raiser. The recommendation in this report gives the General Manager the authority to negotiate with the Mudgee Dragons, Gulgong Terriers, Kandos Waratahs and Junior League to determine who will do what activities in the area of food and beverage at this event. We will also talk to them about other opportunities for fund raising.

The other event is the Trans Tasman Touch Football between the 26th and 28th April. At this time the individual responsibilities are not known but it is understood that the costs to Council will be proportionally similar to the league game and estimated at \$20,000.

It should also be noted by Council that if sponsorship for these events cannot be achieved then consideration should be given to delaying the allocation of the delivery of the food and beverage service and call for registration of interest. This could be an opportunity for Council to recoup some of its costs. This needs to be an option that Council must consider.

FINANCIAL IMPLICATIONS

Council has allocated \$30,000 in the Management Plan for major events in the region. It is envisaged that sponsorship of these events will reduce Council exposure to costs. If sponsorship of this event cannot be obtained then Council will need to adjust the budget provision for these two events. And we will still need to fund the opening of this facility

STRATEGIC OR POLICY IMPLICATIONS

Not applicable at this time

WARWICK BENNETT
GENERAL MANAGER

13 December 2011

6.2.10 2011/12 BORROWINGS

REPORT BY ACTING GROUP MANAGER FINANCE & ADMINISTRATION Loan report A0100052, A0140322
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RECOMMENDATION

That:

- 1. the General Manager be authorised to enter into a finance arrangement with National Bank for the sum of \$11,400,000 for a term of ten years, (to fund the Mudgee Sewer Scheme and the re-furbishment of the regions swimming pools) amortised over twenty years, at the rate supplied subject to no material change;**
- 2. the General Manager be authorised to enter into a finance arrangement with National Bank for the sum of \$1,845,000 for a term of ten years (for the extensions to the Target Building in Mortimer Street Mudgee) at the rate supplied subject to no material change; and**
- 3. the common seal of council be applied to the Deemed Charge over Council Rates**

EXECUTIVE SUMMARY

Council's Management Plan includes redevelopment of the Furniture One building at the Mortimer St Precinct; the Mudgee Sewer Augmentation project; and the swimming pool refurbishments project which are to be funded or part funded from new loan borrowings. The Department of Local Government has been notified of Council's proposed borrowings for these projects. Comparative quotes were obtained from a number of the major financial institutions. The National Bank has provided the most competitive quote.

DETAILED REPORT

The loan borrowings are required for three major projects. These include:

- The redevelopment of the Furniture One building located in the Mortimer St Precinct. The entire project works are to be funded from new borrowings at the amount of \$1,845,000. This loan was budgeted for repayment over 10 years within the Management Plan.
- The Mudgee Sewer Augmentation project. This project has a current 2011/12 budget of \$11,000,000 of which \$10,000,000 will be loan funded. This loan was budgeted for repayment of a 20 year term in the Management Plan, in line with Council's borrowing policy.
- The swimming Pools refurbishment has a 2011/12 budget of \$1,400,000 which is entirely loan funded. This loan was budgeted for repayment over a term of 20 years in the Management Plan.

Although \$11,400,000 of loan funding is to be borrowed over a 20 year term, due to the recent global financial instability many banks have altered their lending arrangements to a maximum term of 10 years. To counter this, quotes were obtained for a 10 year term with a loan amortisation period of 20 years. This means that the repayments are consistent with those of a 20 year loan, however refinancing will be required after 10 years. Lending over 10 years will expose council to

some risk of a rate increase after 10 years, however 20 year rates build this risk into their indicative rates which is why the 20 year rates reported below are higher than the 10 year reset rates.

The National Bank and Westpac Bank were the only banks that were able to offer a fixed term of 20 years.

The St George Bank and Newcastle Permanent were also asked to quote on the above loans, however both institutes declined to enter a quote.

Indicative rates and fees for the \$1,845,000 loan over 10 years are set out below for each bank:

<u>Institution</u>	<u>Term (yrs)</u>	<u>Interest Rate %</u>	<u>Finance Type</u>	<u>Estimated Interest (over 10 yrs)</u>
Commonwealth Bank	10	6.89	Fixed Loan	\$738,419
Westpac Bank	10	7.83	Fixed Loan	\$849,769
National Bank	10	6.29	Fixed Loan	\$687,141
ANZ	10	6.62	Fixed Loan	\$706,889
ANZ	10	6.39	Fixed Commercial Bill	\$680,190

Indicative rates and fees for the \$11,400,000 loan over 20 years are set out below for each bank:

<u>Institution</u>	<u>Term (yrs)</u>	<u>Interest Rate %</u>	<u>Finance Type</u>	<u>Estimated Interest (over 20 yrs)</u>
ANZ	10	6.62	Fixed Loan	\$9,328,272
ANZ	10	6.61	Fixed Commercial Bill	\$9,311,944
Commonwealth Bank	10	7.14	Fixed Loan	\$10,185,682
National Bank	20	6.99	Fixed Loan	\$9,936,682
National Bank	10	6.59	Fixed Loan	\$9,279,306
Westpac Bank	10	7.83	Fixed Loan	\$11,348,109
Westpac Bank	20	8.23	Fixed Loan	\$12,034,464

Note: All rates provided are amortised over 20 years, with a balloon repayment if term is 10, with a requirement to refinance.

Offers of finance have been provided on indicative rates with no rate lock-in supplied. This means that rates are open to market movement between the time this report was prepared and loan drawdown. Firm rates will be confirmed on the day of the Council Meeting, the 21st December 2011, to ensure no material movements have occurred which would change the recommendation to Council. Allowing that there are no material movements in provided rates, the recommendation will remain unchanged.

ANZ have proposed an alternate finance arrangement of a Fixed Commercial Bill, the main difference in the administration of this bill is that interest is paid in advance when the bill is issued, it will reset every 6 months with an interest (in advance) payment and a principal reduction.

National Bank have also offered a variable rate of 5.85% for the \$11,400,000 loan until the 30 June 2012, in which time Council will be able to draw down funds as needed, before locking in the fixed rate of 6.59% from 30 June 2012. With a staggered drawdown period and a lower variable rate for the first 6 months, it is estimated that council will save around \$200,000 in interest repayments over this 6 month period. This is an obvious advantage for taking up this loan over a fixed lump sum drawdown loan.

Although the 20 year fixed rate is 0.40% higher (for National Bank) than the 10 year fixed rate amortised over 20 years, there is some merit in considering locking in this rate. Because there is a risk that, after 10 years, rates may be higher. With a lower rate of 6.59% for the first 10 year life of the loan, the savings will be around \$362,000 – however if rates are set at a higher amount, Council may lose money over the second 10 year period. The breakeven rate is about 7.65% for the second 10 year term. Therefore the risk is that rates will be higher than this in 10 years when Council are required to refinance. It is recommended that we commit to the 10 year loan, given the uncertainty of forecasting rates that far out and recognising that the risk is acceptable.

FINANCIAL IMPLICATIONS

The loan repayments have been included in the Management Plan. Indicative interest rates are lower than estimates and timing of drawdown has been deferred from original estimates. Both of these aspects will have an effect on cash flow in the 2011/12 financial year which will require a budget variation to be applied in the next Quarterly Business Review.

Estimated Repayments for the \$1,845,000 loan over 10 years:

Recommended Bank	Total Estimated Annual Repayments	Budgeted Annual Repayments
National Bank	\$ 251,362	\$ 265,540

Estimated Repayments for the \$11,400,000 loan over 20 years:

Recommended Bank	Total Estimated Annual Repayments	Budgeted Annual Repayments
National Bank	\$ 1,033,965	\$ 1,195,139

STRATEGIC OR POLICY IMPLICATIONS

Council may borrow at any time for any purpose allowed under the Local Government Act 1993 (LG Act S 621).

The Local Government (General) Regulation 2005 allows that the repayment of money borrowed by a council (whether by way of overdraft or otherwise), and the payment of any interest on that money, is a charge on the income of the council (LG Regulation 229). The Deemed Charge over Council Rates complies with this regulation by securing the loan over council income.

The Local Government Ministerial Borrowing Order limits council not to borrow from any source outside the Commonwealth of Australia nor in any other currency other than Australian currency.

The Department of Local Government has been notified of Council's proposal to borrow loan funding as set out above.

Council's Borrowings policy, adopted on the 15 December 2010, allows that:

- Council may borrow at any time for any purpose permitted under the Local Government Act 1993, and
- Any borrowings shall be considered as a mechanism to assist in achieving the goals of Council as set out in the adopted Management Plan and Strategic Plan

- The term of all new borrowings to be raised shall be matched, where appropriate, to the life of the asset to which it relates, however no loan term shall exceed a period of 20 years.
- Council is committed to maintaining a Debt Service Ratio of less than 15% for General Fund

The recommendation complies with statutory requirements and Council's Policy, including maintaining a satisfactory level of Debt Service Ratio.



LEONIE JOHNSON
ACTING GROUP MANAGER FINANCE & ADMINISTRATION

9 December 2011

Attachments: Nil.

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

6.2.11 A LOCAL PLANNING PANEL SURVEY

REPORT BY TEAM LEADER STRATEGIC PLANNING LPP Survey A0100052, A040220

RECOMMENDATION**That:**

- 1. the report by Team Leader Strategic Planning on the Local Planning Panel Survey be received; and**
- 2. the Group Manager Development and Community Services be given delegation to respond to the survey distributed by the Local Planning Panel in relation to the Council's experience with the Standard Instrument LEP in accordance with the survey response attached to this report.**

EXECUTIVE SUMMARY

Council has received a survey from the Local Planning Panel (LPP) in relation to our experience with the Standard Instrument Local Environmental Plan. A copy of the completed survey is attached.

DETAILED REPORT

As you are aware, the New South Wales (NSW) Government has established the Local Planning Panel (the Panel) to empower local communities and give councils greater flexibility when developing their Standard Instrument Local Environmental Plans (SILEPs). The Panel was announced in response to feedback local councils provided regarding the SILEP program and Group Manager Development and Community Services Catherine Van Laeren has been appointed as an alternative delegate. The Panel is charged with resolving issues, and progressing SILEPs as quickly as possible.

The Panel is an advisory body that makes recommendations to the Director General of DP&I. The Panel may decide that no change is warranted, a new policy position is required or an amendment to the *Standard Instrument (Local Environmental Plans) Order 2006* is appropriate. To this end the Panel has invited all councils to provide feedback on the SI LEP program.

The Panel has created a comprehensive survey to collect detailed statistical data, as well as qualitative comments. Councils had until **Friday, 16 December 2011** to return the survey however an extension to deadline has been requested to allow the issue to be reported to Council prior to the response to the survey being submitted to the LPP.

The specific issues identified by staff in completing the survey are:

- Frustration associated with the inflexibility of the Standard Instrument generally
- Complexity in the application of the mapping regime
- Confusion caused by mapping and the relationship between the zone and lot size maps
- Inability of Council to use discretion in the application of zones including the misapplication of the R5 Large Lot Residential Zone

- Time that it has taken for the Department to respond to s64 request
- Perceived lack of Delegation given to the Regional Office to make firm decisions
- Inability of Council to develop its own local provisions
- Mandatory nature of the adopted “model local clauses”

FINANCIAL IMPLICATIONS

Not Applicable.

STRATEGIC OR POLICY IMPLICATIONS

Not directly applicable, however, future review and amendments to the SI LEP framework will impact on Council in terms of the form and structure of the LEP.

LIZ DENSLEY
TEAM LEADER STRATEGIC PLANNING

CATHERINE VAN LAEREN
GROUP MANAGER DEVELOPMENT
& COMMUNITY SERVICES

7 December 2011

Attachments: Survey Response

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

Local Planning Panel - Council Survey

Introduction

All information collected in your response will be made publicly available on the Local Planning Panel webpage at <http://www.planning.nsw.gov.au/LocalPlanning/LocalPlanningPanel/tabid/513/language/en-AU/Default.aspx>

The NSW Government is committed to empowering local communities and providing increased flexibility at the local level in developing Standard Instrument Local Environmental Plans (SILEPs). To facilitate this flexibility the NSW Government has established the Local Planning Panel. The Panel is an independent advisory body and reports its recommendations to the Director General of the Department of Planning & Infrastructure. It is separate from the LEP Review Panel.

The Local Planning Panel has created this survey to collect information from individual councils about specific issues with their SILEPs. The survey structure is based on the SILEP format, therefore it is helpful to have a copy of your (draft) SILEP or the SILEP Order at hand.

You may save, amend and print this survey before submitting it to localplanningpanel@planning.nsw.gov.au by **COB Friday, 16 December 2011**. Any additional comments or supporting information is welcome and may be forwarded to the above email address. To save the survey, select the "save as" option under your browser's "file" menu.

The survey will take a minimum of 30 minutes to complete and each council should complete **ONLY ONE** survey.

To complete the survey it is recommended you have the latest version of Adobe Reader which is available at <http://get.adobe.com/reader/>.

If you have any questions about this survey please telephone 02 9228 2034.

Local Planning Panel - Council Survey

Current Status

*** 1. What is the name of your Council?**

Mid-Western Regional Council

*** 2. Respondent Details**

Name: Liz Densley

Position/Title: Team Leader Strategic Planning

Work phone number: 0263782863

Work Email: elizabeth.densley@midwestern.nsw.gov.au

*** 3. What is the status of Council's SILEP?**

1 Preliminary draft

2 Approval from DP&I to exhibit

3 On exhibition

4 Consideration of submissions post exhibition

5 Submitted to DP&I for making

6 Notified

4. On what date did you submit, or are you likely to submit, your SILEP to the DP&I for making? (Please fill only one row)

SILEP already submitted on: DD / MM / YYYY

SILEP likely to be submitted on: 31 / 01 / 2012

Local Planning Panel - Council Survey

PART 1 Preliminary

The following sections of the survey will focus on the individual parts of the SILEP template. Council is asked to identify those clauses of the template where an issue has been experienced and provide a further explanation if appropriate.

5. Has Council experienced any issues with the clauses in Part 1 (Preliminary) of the SILEP?

- Name of plan (cl. 1.1)
- Aim of plan (cl. 1.2)
- Land to which the plan applies (cl. 1.3)
- Definitions (cl. 1.4) (additional question about dictionary to follow)
- Notes (cl. 1.5)
- Consent authority (cl. 1.6)
- Maps (cl. 1.7)
- Repeal of planning instruments applying to land (cl. 1.8)
- Application of SEPPs (cl. 1.9)
- Any local clauses applicable to this part (including 'Savings provisions relating to development applications' and 'Suspension of covenants, agreements and Instruments')

Further explanation (if necessary)

Our initial draft listed the map sheets that applied and this was subsequently removed. Having the maps and corresponding clauses is essential for clarity and to tie the two aspects of the plan being the instrument and the maps together. It should be mandatory.

Local Planning Panel - Council Survey

PART 2 Permitted or prohibited development

6. Has Council experienced any issues with the clauses in Part 2 (Permitted or prohibited development) of the SILEP or other related issues?

- Land use zones (cl. 2.1)
- Zoning of land to which Plan applies (cl. 2.2)
- Zone objectives and Land Use Table (cl. 2.3)
- Unzoned land (cl. 2.4)
- Additional permitted uses for particular land (cl. 2.5) (additional question about Schedule 1 to follow)
- Subdivision consent requirements (cl. 2.6)
- Demolition requires development consent (cl. 2.7)
- Temporary use of land (cl. 2.8)
- Use of the land use matrix
- Land use terms and group terms
- Transition of existing zones into SILEP zones

Further explanation (if necessary)

See explanation on following page.

Response Question 6.

The Land Use Matrix (LUM) while a useful tool provided a surprising degree of complexity in terms of the arrangement of land use terms depending on the zone being open or closed and the use of group terms. For example, Agriculture (group term) shown as 'x' in Rural zones (where intensive livestock agriculture is prohibited but extensive agriculture permissible with consent or in most cases without consent).

Using both the Land Use Table (LUT) and LUM created difficulties in drafting as did the use of group terms. Rarely is there an instance where a single group term was used to prohibit or permit all sub-terms. Further, the SI mandates particular sub-terms in some zones again a source of confusion where one sub-term is specifically listed in the LUT but all other are grouped. It is requested that the LPP investigate the removal of the group definitions from the State Dictionary and the inclusion of the land use matrix instead of the LUT in the SI.

The transition of zones has been difficult, not only because Council was not given the autonomy to select the most appropriate zones but the added complexity of multiple minimum lot sizes.

For example Council was required to apply an R5 Large Lot Residential Zone to areas that are for all intents and purposes rural. These lands, currently Rural Small Holdings and with a typical size being 10ha are peppered throughout the LGA remote from urban centres and with limited access to services, often on gravel roads and some without power. The most recent development in the management of this "new" zone is the application of the Codes SEPP because it treats these areas as urban. Land isolated from urban centres should be included in the rural suite of zones not the residential suite. Arguments regarding density are not applicable as the RU5 Village zones can be urban in nature but is included in the rural group. The application of this zone caused more confusion during the public exhibition period of the Draft LEP than any other zone application - the result? Another 7,500 residents expecting sealed roads and garbage collection services. In response Council resolved to raise this issue with the LPP. It is requested that the LPP panel investigate the inclusion of an additional zone that adequately addresses this form of rural development.

Council has similar concerns with the inflexibility of the application of the industrial zones. Mudgee, like many small rural towns operates a multi-functional light industrial area. It is not a Business Development Zone. In some cases simplicity should dominate. We hardly run the risk of the development industry raising concerns that land uses and objectives in the Mudgee or Rylstone Light Industrial zone are inconsistent with what has been applied in Tumut. This particularly relates to the permissibility of bulky goods premises in the Light Industrial zone. As the SI currently stands it was required that the Business Development zone be applied to cater for this use. This adds unnecessary complexity to the Draft LEP. It is requested that the LPP panel consider allowing greater flexibility in the Light Industrial zone notwithstanding that this may require a different approach between rural and metropolitan areas.

Local Planning Panel - Council Survey

PART 3 Exempt and complying development

7. Has Council experienced any issues with the clauses in Part 3 (Exempt and complying development) of the SILEP or other related issues?

Exempt development (cl. 3.1) (additional question about Schedule 2 to follow)

Complying development (cl. 3.2) (additional question about Schedule 3 to follow)

Environmentally sensitive areas excluded (cl. 3.3)

Relationship between Council's SILEP and any relevant SEPPs (e.g. SEPP (Exempt and Complying Development Codes) 2008, SEPP (Housing for Seniors or People with a Disability) 2004, SEPP (Affordable Rental Housing) 2009 and SEPP (Infrastructure) 2007.

Further explanation (if necessary)

Local Planning Panel - Council Survey

PART 4 Principal development standards

8. Has Council experienced any issues with the clauses in Part 4 (Principal development standards) of the SILEP?

- Minimum subdivision lot size (cl. 4.1)
- Minimum subdivision lot size for community title schemes (cl. 4.1AA)
- Rural subdivision (cl. 4.2)
- Height of buildings (cl. 4.3)
- Floor space ratio (cl. 4.4)
- Calculation of floor space ratio and site area (cl. 4.5)
- Exceptions to development standards (cl. 4.6)
- Any local clauses applicable to this part (including 'Minimum lot sizes for dual occupancy, multi dwelling housing and residential flat buildings' and 'Erection of dwelling houses on land in certain rural and environmental zones')

Further explanation (if necessary)

4.1 This clause has had to be amended to add a clause to allow a smaller lot size in the 2 zone subject to servicing. This in itself has created problems due to the complexity of what has always been a straight forward clause in the LEP stating that subject to extension of water and sewer, a higher density of rural residential development can be achieved. The outcome was that these "Standards" were permitted in the clause.

The frustration remains over the inability of Council to insert similar standards to control fragmentation of intensive agricultural land at the subdivision stage. Council will continue to argue that provisions requiring the demonstration of capability and access to water as part of the subdivision on RU4 are not contrary to the SEPP (Rural Lands). Simply creating a lot to the MLS as mapped creates an expectation that a dwelling can be erected and this is not the case. The onus should be on the developer (of the subdivision) not the subsequent buyer of the lot to demonstrate suitability for a dwelling.

4.2 This clause from the SEPP Rural Lands is ambiguous in that it does not clarify if it refers to a lot or lots (plural) in (4) and (5). Council has had conflicting information as to the intention of the clause in terms of the residue lot and whether, if it has an existing dwelling on it, it can be subdivided below the minimum or is just the "new" lot. If the lot is undersize to begin with what then? What about split zones? Council would like to see a more flexible clause that recognises that provided there is not a net increase in the number of dwellings or opportunity for dwellings and that the land use conflict has been considered, it really doesn't matter what size either lot is and should be up to the local council through merit assessment to determine.

4.2C Erection of dwelling houses and dual occupancies on rural lands – again a very difficult clause to try and make "standard" - Our experience has been that while maps are great, often a short paragraph is all that is required. The complexity of the mapping, in particular the LSMs is outrageous. Eg Council are required to "map with a suitable lot size" the following requirement for a dwelling "on an existing lot located partly or wholly within 500m of a Village Zone and that has an area of not less than 5ha..". Written this is as straightforward as you will get in an LEP these days. We have 13 Villages to which this clause could apply. Measuring lot sizes (most adjoin land are historic potions), working out a suitable lot size for each individual property that will not inadvertently result in the ability for the land to be subdivide, and mapping them is nothing short of an outrageous waste of resources Council does not have -and the clause is so simple!

Local Planning Panel - Council Survey

PART 5 Miscellaneous provisions

9. Has Council experienced any issues with Part 5 (Miscellaneous provisions) of the SILEP?

- Relevant acquisition authority (cl. 5.1)
- Classification and reclassification of public land (cl. 5.2) (additional question about schedule 4 to follow)
- Development near zone boundaries (cl. 5.3)
- Controls relating to miscellaneous permissible uses (cl. 5.4)
- Development within the coastal zone (cl. 5.5)
- Architectural roof features (cl. 5.6)
- Development below mean high water mark (cl. 5.7)
- Conversion of fire alarms (cl. 5.8)
- Preservation of trees or vegetation (cl. 5.9)
- Trees or vegetation not prescribed by development control plan (cl. 5.9AA)
- Heritage conservation (cl. 5.10) (additional question about Schedule 5 to follow)
- Bush fire hazard (cl. 5.11)
- Infrastructure development and use of existing buildings of the Crown (cl. 5.12)
- Ecotourist facilities (cl. 5.13)

Further explanation (if necessary)

5.4 Frustrated that Council was unable to scale the size of home businesses and more particularly home industries based on the location or zone. For example Council wanted to have a home industry in the Rural zone where farmers might make gates 100m² area (the size of an exempt shed in the current DCP) but have a much smaller area in a Residential context 25-30m² where neighbours are close. It is simply unreasonable that some SI clauses can be added to (eg 5.3 development near zone boundaries we were allowed to add sub-clause (3)(a1) ...additional zones) but other can't.

5.13 Council has applied this provision, however, was unable to include a "local" provision relating to Resort development along similar lines.

Local Planning Panel - Council Survey**PART 6 Urban Release Areas (if applicable)*****10. Has Council applied Part 6 (Urban release areas) of the SILEP Template in its SILEP?**

- YES
 NO

***11. Has Council experienced any issues with Part 6 (Urban release areas) of the SILEP?**

- YES
 NO

If yes, please explain

Council applied these provisions in the Interim LEP in 2008. The areas included were not significant and there has been no regional infrastructure planning undertaken. Following the gazettal of the LEP, Council received a development application for a subdivision involving about 12 lots on a site that had been up-zoned and hence tagged an URA. The result was a time consuming and costly exercise whereby a number of state agency staff across a range of departments converged on Mudgee to address the issue. All made recommendations that no contributions to designated state public infrastructure would be required and about 8 months after gazettal of the plan the DG certified same.

Under the Draft LEP was again have a small amount of land that has had to be identified as an URA. It is beyond frustrating that Council will again have to undertaken drawn out process to alleviate the requirement. Council has, over the past 12 months raised this issue with Regional Office without satisfactory outcome. Advice from Regional Office now is that we should commence the certification process now so that it is completed by the time the Draft LEP is made. Surely this could be canvassed during the consultation period with the agencies and undertaken this as a separate process at this late stage (ie post exhibition) at best demonstrates that the section 62 process is inadequate.

Local Planning Panel - Council Survey

PART 6 (or Part 7) Local Provisions

***12. Does Council's SILEP include Part 6 (or Part 7) Local Provisions?**

YES
 NO

***13. Did Council use any of the Department's Model Local Provisions during development of SILEP?**

YES (Please indicate which ones)
 NO (Please indicate why not)

Please specify

Council had no choice but to adopt the Dept model rather than use a "local" local provision and while generally they are the same clause in different words, there are circumstances where Council would have liked the opportunity insert its own local version eg essential services.
Used clauses- salinity, flood prone land, earthworks, Natural resources, sex services, active street frontage, essential services.

***14. Do the Model Local Provisions address issues that are relevant to Council?**

YES
 NO

If no, please explain

However, refer comment above. Generally if there wasn't a prepared model local provision for a particular issue then adding a new one was difficult and met with resistance. Eg Council has a Resort clause very similar to the Eco-tourism clause but were unable to include it.

***15. Did Council find the wording of the Model Local Provisions flexible enough to apply to its SILEP?**

YES
 NO

If no, please explain

This is a yes/no. We were directed to apply model clauses rather than "similar" alternative. In most cases this was reasonable but not all and it is frustrating that we had to either go with the model or leave it out. This is not "local" planning.

Local Planning Panel - Council Survey

***16. Would additional Model Local Provisions assist Council in developing its SILEP?**

YES (what additional matters should be addressed?)

NO

Please specify

Model local provisions seem to have become "standard mandatory" model local provisions. We have enough mandated provisions - leave the detail to local planners.

An alternative system would be a series of options. Rather than a single model local clause there could be a tool kit of similar clauses signed off by PC rather than a single option.

***17. Does Council's SILEP include additional local clauses that are not included in the Model Local Provisions?**

YES (what do these provisions relate to?)

NO

Please specify

Land above the 520m contour near Mudgee - the clause has generally been carried over from the existing planning instrument and the intent is to protect the visual upper slopes around Mudgee from development.

The DoPI required that the clause include a note to say that it was included in the Draft LEP for exhibition purposes only, so it may still be removed post exhibition.

***18. Is Council satisfied with its ability to include additional local clauses under this part?**

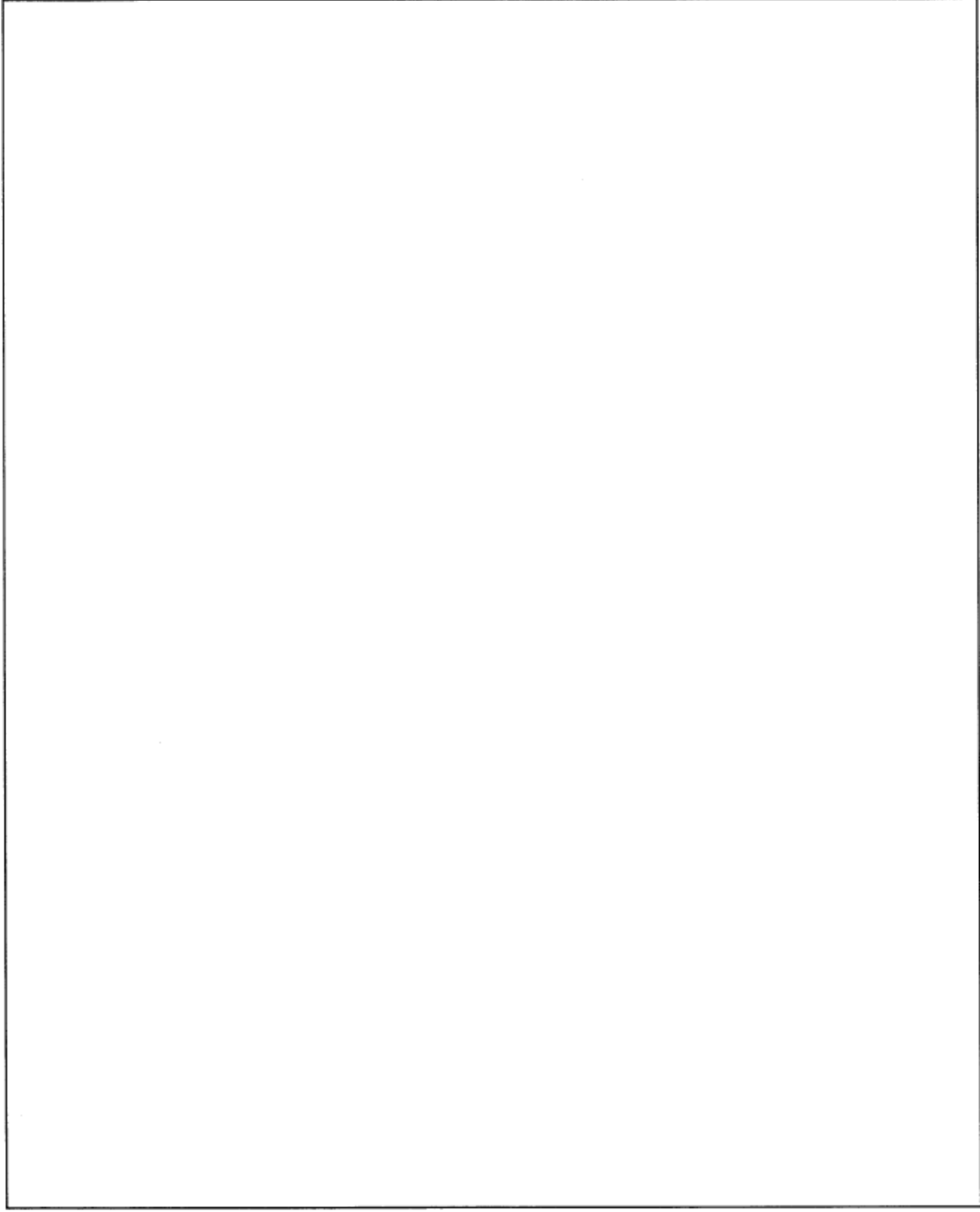
YES

NO

If no, please explain

At this stage we may not even be allowed to retain the single clause (see above).

Local Planning Panel - Council Survey



Local Planning Panel - Council Survey

Schedules & Dictionary

19. Has council experienced any issues with the Schedules or Dictionary in the SILEP?

- Schedule 1 Additional permitted uses
- Schedule 2 Exempt Development
- Schedule 3 Complying development
- Schedule 4 Classification and reclassification of public land
- Schedule 5 Environmental heritage
- Dictionary

Further explanation (if necessary)

Additional detail required and the numbering on the Maps was onerous.

Local Planning Panel - Council Survey

Mapping

***20. Has council experienced any issues with the following aspects when preparing its SILEP maps? (Input from Council's GIS team, where relevant, may assist with this question)**

	YES	NO
Labels for roads, suburbs or towns	<input checked="" type="radio"/>	<input type="radio"/>
Map numbering standards	<input checked="" type="radio"/>	<input type="radio"/>
Consistency between written instrument and map display	<input type="radio"/>	<input checked="" type="radio"/>
Correct legend colouring (RGB)	<input checked="" type="radio"/>	<input type="radio"/>
Consistency between policy and maps	<input type="radio"/>	<input checked="" type="radio"/>
Correct mapping display of special clauses	<input checked="" type="radio"/>	<input type="radio"/>
Numbering of heritage items (compared to schedule 5)	<input checked="" type="radio"/>	<input type="radio"/>
Correct labels for SP1 and SP2 purpose descriptions	<input checked="" type="radio"/>	<input type="radio"/>
Correct font sizes for labels	<input type="radio"/>	<input checked="" type="radio"/>
Map names	<input type="radio"/>	<input checked="" type="radio"/>
Map references	<input type="radio"/>	<input checked="" type="radio"/>
Local provision requirements (if applicable)	<input type="radio"/>	<input checked="" type="radio"/>
Compatibility of Council's software with Department's	<input type="radio"/>	<input checked="" type="radio"/>
Technical capacity within Council (e.g. staffing, hardware, software)	<input checked="" type="radio"/>	<input type="radio"/>
Other	<input checked="" type="radio"/>	<input type="radio"/>

Further explanation (if necessary)

Briefly,
 The scale for the rural areas makes labeling road names almost impossible. Without these and the Lot/DP information some rural map sheets have almost no meaning.
 With over 170 map sheets numbering is always going to be difficult.
 Legend colours and codes, particularly for Lot Size Maps are impossible. Eg the AB code in the Draft LEP has 4 lot sizes all maroon and only differentiated by AB, AB1, AB2 and AB3 codes. This makes visual delineation on the maps very difficult and confusing.
 In some instances mapping display of special clauses is a waste of a map and more flexibility to combine map sheets is required. Eg Mapping our 520 Local Clause on the Land Zoning Map would be more meaningful than as it is presented with limited context.
 Numbering heritage items is almost meaningless at some scales.
 Labels of the SP zones is also difficult in terms of ensuring all future uses are encompassed in the label Eg. SP2 Waste Management Facility - can we build the new Dog Pound infrastructure under this zone?
 Council has limited resources in terms of Tech support and had to use a consultant to prepare the mapping, make adjustments and re-draft the plan post exhibition. This added considerable expense to the preparation of the Draft LEP.

Local Planning Panel - Council Survey

***21. Did Council receive any assistance from the Department when preparing its maps?**

YES

NO

If yes, what assistance was provided? Was this assistance satisfactory?

However, the offer was made but Council was concerned that DoPI involvement would delay the Draft LEP

Local Planning Panel - Council Survey

Other SILEP Issues

22. Has Council experienced any other issues in preparing its SILEP, such as:

- Application of Departmental policies
- Timing of obtaining advice or feedback from the DP&I
- Timing of obtaining advice from other agencies
- Council resources (e.g. staff funding) delaying SILEP preparation
- Ability to meet agreed timeframes set by DP&I
- The overall structure of the SILEP

Please explain further

There was often confusion as to what was a Department policy, what was a guideline and what was simple "the preferred view" of the DoPI.

Timing of advice and feedback was a constant source of delay. A s65 certificate request was submitted on 23 December 2010 and it was conditionally issued 1 August 2011 and again following changes on 12 September. Exhibition commenced 19 September so the delays were not at Council's end.

Ability to meet DoPI timeframes has been as a result of the failure of the DoPI to review documents and make decisions in a timely manner.

23. Has Council experienced any other issues implementing its SILEP? Please provide examples.

Local Planning Panel - Council Survey

DP&I SILEP Program

***24. Is Council satisfied with the level of assistance provided by the Department in the preparation of its SILEP?**

YES

NO

Please explain further

Regional Office have been more accommodating and reasonable in the past 6 months, however, their apparent lack of delegation to make a decision has meant that Council is constantly seeking advice from Bridge St. This is particularly the case where advice from regional Office is contrary to Council's preferred position.

25. What benefits does Council consider the SILEP provides for its local community?

For this local community the benefit is limited. Consistency in the LEP between LGA's has not been a problem in this region due to the sheer scale of each LGA.

The complexity forced on the community by the multiple map layers and the relationship between lot size and zoning maps, together with the application of Residential zones throughout the rural areas has been, to this point, challenging.

Local Planning Panel - Council Survey

26. Does Council have any further comments or suggestions which may improve the delivery of the SILEP program?

If the SI is to continue, consideration should be given to having a metro SI and a Rural SI.

Model local provisions shouldn't be mandatory - Council should be able to develop local clauses, including some with simple development standards. Eg the Essential services clause: There is a model local clause which Council had to use. Our draft clause included a requirement to connect to water/sewer where development was within 500m of a main. This is simple, clear and works. Further, being in the LEP means that neither the proponent, customer services staff or the community have to troll through a DCP to find it.

Council should be free to apply a suite of zones as it see fit provided it can justify circumstances where it varies from "Department Policy" or guidelines.

Department Guidelines for Preparing LEPs should be just that and not unofficial policy.

A clearer more reliable process for amending the SI should be addressed.

Any additional comments or supporting information is welcome and can be forwarded by email to localplanningpanel@planning.nsw.gov.au

Local Planning Panel - Council Survey

Appearances Before the Local Planning Panel

27. If Council would like to appear before the Local Planning Panel in 2012, please nominate a date from the meeting schedule.

Date DD MM YYYY

Date / /

A schedule of Local Planning Panel meetings is available on the Local Planning Panel webpage at <http://www.planning.nsw.gov.au/LocalPlanning/LocalPlanningPanel/tabid/513/language/en-AU/Default.aspx>

28. Which location is most convenient for you to appear before the Local Planning Panel?

- DP&I head office - Sydney
- DP&I regional office - Northern (Grafton or Tamworth)
- DP&I regional office - Western (Dubbo)
- DP&I regional office - Southern (Wollongong or Queanbeyan)
- DP&I regional office - Sydney Region East (Sydney)
- DP&I regional office - Sydney Region West (Parramatta)
- DP&I regional office - Hunter & Central Coast (Newcastle or Gosford)

Other (please specify)

6.2.11 B 2012 MEETING PROGRAM

REPORT BY MANAGER GOVERNANCE
Meetings
A0100051, A0100004

RECOMMENDATION:

That:

1. the report by the Manager Governance on the meeting schedule for 2012 be received;
2. Council Meetings for 2012 be scheduled as follows commencing with an Open Day at 5.30 pm:

Wednesday, 1 February 2012
Wednesday, 15 February 2012
Wednesday, 7 March 2012
Wednesday, 21 March 2012
Wednesday, 4 April 2012
Wednesday, 18 April 2012
Wednesday, 2 May 2012
Wednesday, 16 May 2012
Wednesday, 6 June 2012
Wednesday, 20 June 2012
Wednesday, 18 July 2012
Wednesday, 1 August 2012
Wednesday, 15 August 2012
Wednesday, 5 September 2012
Wednesday, 26 September 2012
Wednesday, 17 October 2012
Wednesday, 7 November 2012
Wednesday, 21 November 2012
Wednesday, 5 December 2012
Wednesday, 19 December 2012

3. Village Forums for 2012 be scheduled as follows:

11 April 2012	Hargraves Pryamul Windeyer/Meroo	12.30 pm 2.00pm 3.00pm
9 May 2012	Wollar Cooyal/Botobolar Cooks Gap	3.30pm 5.00pm 6.00pm
10 October 2012	Yarrabin/Beragoo Goolma	3.00pm 5.00pm
14 November 2012	Ilford Bylong Lue	1.00pm 3.00pm 5.00pm

4. Town Forums for 2012 be scheduled as follows:

10 October 2012 Gulgong in the Gulgong Memorial Hall at 6.00pm
14 November 2012 Rylstone/Kandos in the Rylstone Town Hall at 6.00pm.

EXECUTIVE SUMMARY

The purpose of this report is to set the meeting program for 2012.

DETAILED REPORT*Council Meetings*

Council Meetings are currently being held on the first and third Wednesdays each month commencing at 5.30 pm, commencing with an Open Day.

It is considered that this arrangement is working well and accordingly it is proposed that it continue. Only one Council Meeting has been scheduled for July. It's the first month of the new financial year and generally that is a quiet time of the year. It gives the Councillors an opportunity to have a small mid year break from meetings.

With the general council elections to be held on Saturday, 9 September 2012, it is also suggested that the second Council Meeting in September be scheduled on the last Wednesday in that month (26 September). While it is considered that this will provide sufficient time for the election paperwork to be completed and the poll declared this meeting may well need to be rescheduled depending upon when the election result is known. As Councillors will appreciate, this will be the first meeting of the new Council. Additionally, because of the limited time between this meeting and what would have been the first meeting in October (on 3rd) it is considered that this should be deleted and only one meeting be held in October.

It should be noted that the Local Government Act provides that Council must meet at least 10 times each year, each time in a different month. It should also be noted that Council has traditionally not met in January.

Village and town Forums

In the past Village and Town Forums have been scheduled on the second Wednesdays of the month so that these are held the week between Committee and Council Meetings.

Please note the recommended change in times of the village forums to reduce the waiting times between meetings and to reduce the need for Councillors time.

FINANCIAL IMPLICATIONS

The cost of Council meetings is included in the annual budget.

STRATEGIC OR POLICY IMPLICATIONS

Council is required to conduct 10 meetings per year all to be held in separate months

IAN ROBERTS
MANAGER GOVERNANCE

9 December 2011

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

6.2.12 MONTHLY MANAGEMENT PLAN REPORTING – NOVEMBER 2011

REPORT BY ACTING GROUP MANAGER FINANCE & ADMINISTRATION Monthly Reporting Council Report A0100052, A0149935

RECOMMENDATION**That:**

- 1. The Management Plan 2011/12 reports for the month ended 30 November 2011 be received.**

EXECUTIVE SUMMARY

During this year's Management Planning period, Council went through an extensive planning process to determine which projects and initiatives would be undertaken in 2011/2012. The reports that will be presented to Council each month are designed to keep Council informed on the progress of each of these Management Plan objectives, capital works projects and budget initiatives.

DETAILED REPORT

Included with the business paper is the Management Plan 2011/12 reporting package for the month ended 30 November 2011, including:

- An Executive Summary and a Financial Summary
- Summary of Management Plan Activities budget vs actuals
- Detailed reporting on capital works projects
- A schedule of key indicators
- Development Application Process Review

For those months corresponding to Quarterly Reviews (September, December, March and June), the following reports are added to the standard monthly package:

- A financial commentary, including updates on Cash Budgets, Reserves and Developer Contributions;
- Consolidated financial statements including an Income Statement, Balance Sheet and Cash Flow Statement;
- A review of contracts, and legal and consultative expenditure;
- A schedule of key financial performance indicators;
- An investment portfolio review; and
- A summary of councillor expenses for the year to date

FINANCIAL IMPLICATIONS

There are no Management Plan variations proposed in the November Monthly Report.

STRATEGIC OR POLICY IMPLICATIONS

Not Applicable



LEONIE JOHNSON
GROUP MANAGER FINANCE
& ADMINISTRATION

12 December 2011

Attachments: Monthly Management Plan 2011/2012 Reports - November 2011 (following at the end of the business paper.)

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

6.2.13 MUDGEES SPORTS COUNCIL MINUTES – OCTOBER / NOVEMBER

REPORT BY GROUP MANAGER MID-WESTERN OPERATIONS
Mudgee Sports Oct - Nov
A0100052, A0360013

RECOMMENDATION

That:

- 1. the report by Group Manager Operations on the Mudgee Sports Council minutes be received; and**
- 2. the minutes for the Mudgee Sports Council ordinary monthly meetings held on 31 October and 28 November 2011 be noted.**

DETAILED REPORT

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Sports Council ordinary monthly meeting held on 31 October and 28 November 2011. The Sports Council receives an updated Works Request and Matters in Progress report together with updated financial details each month prior to their meeting. A copy of the Works Requests and Matters in Progress are attached for Council information.

There are no matters arising that require consideration by Council at this time, noting that specific requests/recommendations are forwarded to Council under separate cover providing detailed information on requirements. Operational matters raised will be dealt with in due course when staff receives additional information.

FINANCIAL IMPLICATIONS

Not applicable

STRATEGIC OR POLICY IMPLICATIONS

Not applicable

APPROVED FOR SUBMISSION:

BRAD CAM
GROUP MANAGER MID-WESTERN OPERATIONS

WARWICK BENNETT
GENERAL MANAGER

09 December 2011

Attachments: 1. Minutes of the Mudgee Sports Council ordinary meeting - 31 October 2011
2. Minutes of the Mudgee Sports Council ordinary meeting - 28 November 2011
3. Updated Works Request and Matters in Progress List

Sports Council Meeting.
Glen willow Netball Meeting Room
31-10-2011
18:35

Present: P. Mitchell, K. Lang, M. O'Keefe, R. Golden, G. Robinson, J. Baskerville, C. Kurtz, T. Headley, J. Hickey, T. Ford, Ben Harris (Mudgee Guardian Representative) & J. Johnson.

Apologies T. Kane (MWRC Rep),_Councillor MWRC E. Lang- Moved R. Golden seconded C. Kurtz that apologies be accepted.

Previous minutes read as true and correct- K. Lang seconded C.Kurtz.

Minutes read as true and correct. Moved J. Baskerville seconded C. Kurtz.

Business arising from previous minutes:

1. Still awaiting costing's for light usage at grounds.
2. The Rotary club has moved the Carols by candle light from Victoria Park to the show ground.
3. Cycle club has paid all fees and is now affiliated with sports council and has been given access keys to Victoria Park.

Treasurer's report:

1. \$72,852.81 in account as at 11-10-2011.
2. Sports owing winter fees Mudgee Netball, Mudgee Junior League and Mudgee Junior and Senior Rugby.
3. Senior Rugby has been paying the incorrect fee for their senior teams, the treasurer to contact and inform club that as they have gate takings then they pay the team fees not per player.
4. Reminder to summer sports that fees are due.
Moved T. Ford seconded R. Golden.

Secretary Report:

1. Mudgee Black Swans have submitted a request for sports grant to install new goal posts at Victoria Park, they have provided 2 quotes, **Motion: That Mudgee Black swans be provided with sporting grant of \$3000 as per Mudgee Sports council grants applications.** Moved M. O'Keefe, seconded C. Kurtz carried.
2. Relay for life requesting Victoria Park May 12th and 13th 2012.

Works Request updates:

1. Sprinkler still to be fixed near homes at Cahill Park.
2. Key and lock ongoing issue between Jubilee and West end oval.
3. Small bins at Cahill park to replace with Solo bins.

Works Requests:

1. Nets need extending at Victoria Park as well as conveyor belting put around bottom of nets. Request meeting between Steve Ottley, Rodney Golden, Terry Ford and Tracey Kane.
2. New long jump run ups at Walkers oval need to be levelled on the field side as a dip is posing a trip hazard for crickets fielding near them.
3. Large hole needs to be filled in at the Denison St entrance to Victoria Park.
4. Graffiti on Victoria Park grandstand on field side.
5. Water laying on road way at Glen Willow near switch box to turn lights on.

6. Vandals have again broken into Jubilee oval with bolt cutters this time, also smashed through the ceiling of the canteen. Request all clubs check their amenities blocks.

General Business:

1. Question from AFL when does the cricket season end? Last week end in March.
2. Request from Mudgee Touch to book Glen Willow for Touch game, Cricket happy to move for the day.
3. Last Sunday morning someone moved the clay bags that held the covers on turf wicket at Victoria Park, is it possible to view CCTV footage to see if the camera's on the grandstand captured any footage, suggest cricket contact Tracey Kane.
4. Request from Mudgee High to use Victoria Park Turf pitch 14th November to play Dubbo.
5. Mudgee High girls cricket team playing at Walkers Oval 4th November, and Mudgee Public playing at Glen Willow against Millthorpe in cricket.
6. Mowers had been driven across turf pitches.
7. Mudgee rugby has applied for Country Championships for U/14, U/16, & U/18's requested to play at Glen Willow, after discussion with Mudgee Wolves, it was decided that the U/18's not be allowed to play on the Eastern field closest to the Amenities block as this is Soccer's premier field.
8. Dates finalised for Touch Australia visit it will be 26th-28th April 2012.
9. **Doors again found open to Glen Willow complex, Mudgee Netball had their carpets steam cleaned only to discover tonight dirty foot prints throughout their clubhouse, Mudgee sports council has grave concerns as this continues to happen, questions raised re security and insurance policies if equipment is broken or worse. All users expressed again their concerns with access to the Glen Willow complex.**
10. Soccer has approval for a storage shed at Glen Willow footings and blocks down this week, should be finished in 3 weeks it will be the same colour as the amenities block.
11. Small schools have booked in their athletics carnival for the 6th June or wet weather day 13th June 2012.
12. Issue rose after Cricket was cancelled by the cricket committee a couple of weeks ago.
Motion: Each sporting body can make the decision to close fields if they think the grounds are wet or dangerous, also sports council in conjunction with council can close grounds if they think fields are unplayable. Moved J. Hickey, seconded J. Baskerville, and carried.

Meeting closed 19:30

Next meeting 28th November at Netball clubhouse.

Sports Council Meeting.
Glen Willow Netball meeting Room.
25-11-2011
18:43.

Present: G. Robinson, T. Ford, K. Lang (in the Chair), T. Headley M. O’Keefe, J. Baskerville, Craig Kurtz, G. Bartim, R. Smith, R. Sharp, R. Golden.

Apologies: J. Johnson, E. Lang, N. Toohey, J. Hickey, P. Mitchell.

Moved M. O’Keefe seconded R. Golden that apologies be accepted. **Carried.**

Minutes:

Previous minutes read as true and correct- C. Kurtz and J. Baskerville.

Business arising from previous minutes:

1. All existing keys to facilities to be replaced.

Treasurer’s Report:

5. Sports Council funds as of 25/11/2011: \$73762.17.
6. Rugby ground fees payment received.
7. **Moved** T. Ford and seconded T. Headley that report be adopted. **Carried.**

Correspondence:

In:

1. From Mudgee Rugby League via email Re: ground bookings.
2. From Mudgee Rugby via email Re: Junior Rugby Championships 12 & 13/5/12 and C.W.R.U V Illawarra 24/3/12.
3. From Mudgee Rugby Grassroots Festival Committee via email Re: Grass Roots Festival 31/3/12 to 2/4/12.

New Work Requests:

1. Top soil requested for West End so Softball Association can carry out repairs over Xmas break.
2. Access to Victoria Park at southern end adjacent to Tennis Courts to be replaced.
3. Cricket nets extension at Victoria Park requested in previous minutes now a safety issue as there has been a near accident over the last few weeks.
4. Door of Disabled Toilet to be replaced on Glen Willow Touch/Soccer Amenities building

General Business:

Meeting informed of ground bookings at Glen Willow Rugby Club and Grass Roots festival Committee.

Cricket delegates queried why there was no pedestrian gate in new fence at Glen Willow halfway between main gate and eastern end of fence to allow players to chase cricket balls, footballs etc to be quickly recovered when hit/kicked out of ground.

Moved R. Golden seconded T. Ford a pedestrian gate be inserted in fence at Glen Willow halfway between main gate and eastern end of fence. **Carried.**

Softball delegate inquired as to why Midwestern Regional Council did not contribute to the Western Regional Academy of Sport considering the number of Mudgee athletes that have been chosen to attend and when other Councils did contribute funds.

The meeting was advised that as far as the Sports Council was aware, it has never been Midwestern Regional Councils policy to contribute.

Kathy Lang to contact Nancy Haslop at WRAS to get the numbers of local athletes attending and with this information Sports Council may then approach Council to change their policy.

Ground booking: Glen Willow 25/2/12 Western V Northern Rugby League Academy.

Meeting closed 19.55

Next meeting 30th January 2012 at Netball Clubhouse.

MUDGEES SPORTS COUNCIL						
Works Requests						
Requested	Date	WR #	By Whom	Action Taken	Status	
Sprinkler leaking middle of field near Pat Mulholland's fence at Cahill Park.	27/08/2011	PK0007/2012	MSC	Ongoing irrigation repairs	In Progress	
**** Graffiti is removed as best we can without painting whole structures						
Matters in Progress						
Requested	Date	WR #	By Whom	Action Taken	Status	
Gate unlocked between Jubilee and old netball courts	2/05/2011		MSC	Looking into closing again BBB	In Progress	
Rubbish strewn around small bins at Cahill Park	2/05/2011	PK0114/2010	MSC	Will look into replacing with sulo bins in new financial year	In Progress	
Recycle bins missing from Victoria Park also the chain which locked the bins to the post			MSC	To be ordered	In Progress	
For Future Budget Consideration (ie no current funding)						
Requested	Date		By Whom	Comments / Cost		
Victoria Park - Two lights are out on the Eastern Tower and a locking switch is required for the tower. It has its own on/off switch.	4/04/2011	340507	MSC	Major works required for future budget consideration	In Progress	
Post and rail needs replacing near storage shed Walkers oval		PK0115/2010	MSC	May put bollards there dependant on budget	In Progress	
Request gate be installed between Rugby Clubhouse and Jubilee Oval			MSC	Investigating	In Progress	

6.2.14 MUDGEE SEWAGE TREATMENT PLANT CONSTRUCTION

REPORT BY MANAGER WATER & WASTE STRATEGIES Mudgee STP Construction A0100052, F0740001

RECOMMENDATION

That the report by the Manager Water & Waste Strategies on the Mudgee Sewage Treatment Plant Construction be received.

DETAILED REPORT

Attached for Councils information is a Project Status Report for the Mudgee Sewerage Augmentation – Construction of a New Sewage Treatment Plant and Associated Works contract.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC OR POLICY IMPLICATIONS

Not applicable.

BRETT CORVEN
MANAGER WATER & WASTE STRATEGIES

BRAD CAM
GROUP MANAGER OPERATIONS

3 December 2011

Attachments: Mudgee Sewerage Augmentation – Construction of a New Sewage Treatment Plant and Associated Works – Project Status Report November 2011

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

**Contract No.0901709 - Mudgee Sewerage Augmentation
Construction of a New Sewage Treatment Plant and Associated Works**

Project Status Report
November 2011



Report No. 4

Issue Date: 2 December 2011

Prepared by: Brett Corven
Principal's Authorised Person

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EXECUTIVE SUMMARY

Contract No.	0901709
Principal Contractor	Precision Civil Infrastructure ABN 16 097 107 956
Original Contract Sum (ex GST)	\$13,699,295.45
Approved Cost of Variations Total	\$0.00
Current Contract Sum	\$13,699,295.45
Contract Payments to Date	\$908,127.80
Total Project Cost Expended	6.6%
Date of Contract	8 August 2011
Original Contract Duration	511 calendar days Milestone 1: 28 calendar days Milestone 1+ 2: 420 calendar days (82.2%) Milestone 3: 63 calendar days (12.3%) Milestone 4: 28 calendar days (5.5%)
Approved Extensions of Time Claims	18 calendar days (3.0%)
Contract Completion Date	18 January 2013
Calendar Days Elapsed	115
Calendar Days Remaining	414
Total Project Time Expended	21.7%

Notes:

- Milestone 1 – Preparation and submission of pre-construction documents.
- Milestone 2 – Construction of the Works.
- Milestone 3 – Site testing, plant demonstration and commissioning.
- Milestone 4 – Preparation and submission of operation and maintenance manuals and work-as-executed drawings.

1. Project Status

1.1 Work Progress during November 2011

1.1.1. Earthworks

Works carried out during November include cut and fill earthworks, which are now approximately 70% completed. Roads are being constructed or cut to the bottom of the sub-base layer and pads for structures will be constructed to 50mm below the underside of the structure.

1.1.2. Photographs



Photograph 1. Excavation for Aeration Tanks and road formation under construction.



Photograph 2. Excavation for Sludge Lagoons and road formation under construction.

1.2 Work Activities planned for December 2011

1.2.1. Earthworks

The remainder of bulk earthworks will be carried out during December.

1.2.2. Aeration Tank

The Contractor intends pouring a plain concrete blinding beneath the aeration tank during December. The blinding concrete is required to provide a firm level foundation suitable for formwork and reinforcing steel placement prior to pouring the main structural concrete.

2. Project Variations

There were no requests for contract variations during November 2011.

Total cost of variations = \$nil (0.0%).

3. Contractual Issues

Clause 2.1 of the General Conditions of Contract requires that the Contractor must ensure that at all times there is a person appointed to act with its full authority in all matters relating to the Contract as the *Contractor's Authorised Person* and must keep the Principal informed in writing of the name of that person, and of any change. The Contractor's Authorised Person at the Date of Contract was Keiran Diskin.

The Contractor has formally advised that Keiran Diskin has changed his role to that of Senior Executive under the Contract and that PCI have appointed Philip Crosse to the position of Contractor's Authorised Person.

4. Progress Payments

Progress Claim No.2 for a sum of \$524,568.10 (plus GST) was received on 2nd December 2011. The progress claim has been assessed and a progress payment of \$510,127.10 approved.

5. Program

Extensions of time totalling 8 days were granted due to wet weather delaying earthworks operations:

- Rain event Wednesday 16th to Thursday 17th November 2011 (10.6mm) – Earthworks delayed due to boggy ground conditions. Work recommenced on Monday 21st November. As 'earthworks' is on the critical path of PCI's construction program, an extension of time of three days (Wednesday to Friday) has been granted.
- Rain event Wednesday 23rd to Saturday 26th November 2011 (108mm) - Earthworks delayed due to boggy ground conditions. Work recommenced on Tuesday 29th November. As 'earthworks' is on the critical path of PCI's construction program, an extension of time of four days (Wednesday to Friday and Monday) has been granted.
- Rain event Wednesday 30th November 2011 – Earthworks postponed due to slippery ground conditions. Work recommenced on Thursday 1st December. As 'earthworks' is on the critical path of PCI's construction program, an extension of time of one day has been granted.

The completion date for the project is now 18 January 2013. PCI has been requested to submit an updated program and a revised progress claim schedule that corresponds with the revised construction program.

6.2.15 MUDGEE TOWN HALL RENOVATION PROJECT UPDATE

REPORT BY MANAGER, COMMUNITY DEVELOPMENT
Mudgee Town Hall Renovation Project Update
A0100052, P0159964

RECOMMENDATION

That the report by the Manager, Community Development on the Mudgee Town Hall Renovation Project be received.

EXECUTIVE SUMMARY

The following report is a progress report on the Mudgee Town Hall renovation project. These reports will provide Council with an update on the timetable and the expenditure for the project and will be presented to Council monthly through the duration of the project.

DETAILED REPORT

The major progression in November was with the awarding of the tender to CCA Projects. The contract for this tender is now under negotiation with CCA and is expected to be signed in December. It is anticipated that the building will be handed over to CCA on January 16th, 2012. At this stage, this would mean a construction completion date of October 29th, 2012. It should be noted that there will still be significant work that needs to be done following the construction period, including the move of the library from its temporary home at the Stables back to the Town Hall.

There is a great deal of work to do at the Town Hall building prior to the construction period starting. This includes the relocation of the library to the Stables, which will involve the movement of thousands of books and other items. The Theatre area also needs to be cleared ready for handover.

Work continues on matters of negotiation with neighbours to the project regarding access to car parking areas and the use of the library car part during construction. Work also needs to be undertaken to upgrade the electricity supply to the building. Essential Energy are currently working on plans for this.

As at the end of November, the project is progressing to the timetable and remains within budget.

FINANCIAL IMPLICATIONS

Project remains within budget. The project has been included in the Management Plan with an expenditure budget of \$3,811,427.

STRATEGIC OR POLICY IMPLICATIONS

Not Applicable

SIMON JONES
MANAGER, COMMUNITY DEVELOPMENT

CATHERINE VAN LAEREN
GROUP MANAGER, DEVELOPMENT
AND COMMUNITY

5 December 2011

Attachments: Mudgee Town Hall Renovation Project Progress Report – November 2011

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

Including Tender No.2011/10 – Mudgee Town Hall Renovation

Mudgee Town Hall Renovation Project Status Report November 2011



Report No. 2

Issue Date: 5 December 2011

Prepared by: Simon Jones
Project Manager

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EXECUTIVE SUMMARY

Tender No.	2011/10
Principal Contractor	CCA Projects
Budget for construction tender	\$2,980,000.00
Approved Contract Variations Total	\$0.00
Current Contract Sum	N/A
Contract Payments to Date	\$0.00
Total Project Cost Expended	0.0%
Date of Contract	Estimated December 2011
Original Contract Duration	N/A
Approved Extensions of Time Claims	0
Contract Completion Date	Estimated 29 October 2012
Calendar Days Elapsed	N/A
Calendar Days Remaining	N/A
Total Project Time Expended	N/A
Overall Project Budget (this includes items not covered by the construction tender 2011/10)	\$3,811,427
Total Payments to Date	\$83,969.08
Total Project Cost Expended	2.2%

1. OVERALL PROJECT TIMETABLE

Task	Date to be completed by	Task Completed
Tenders Closed	October 28 th , 2011	Completed
Council decision on Tender	November 16 th , 2011	Completed
Contracts issued and work plan finalised	December, 2011	
Library relocation	January, 2011	
Temporary Library opened at the Stables	January 16 th , 2011	
Construction Certificate issued	January 16 th , 2011	
Construction Commences	January 16 th , 2011	
Main contract construction Completed	October 29 th , 2011	
Relocation of library back to Town Hall building	November, 2011	
Library and Theatre re-open	November, 2011	
Acquittal of all grant programs	December, 2011	

2. OVERALL PROJECT BUDGET

Item	Budget Estimate	Actuals to date	Comments
Construction tender	\$2,978,870		Tender awarded. Final contract amounts being finalised.
Architects, engineers and project management fees	\$200,000	\$80,280.00	
Technology and IT infrastructure (including Library RFID system)	\$180,000		
Furniture, Shelving, Curtains, Blinds, Appliances	\$150,000		
Theatre equipment (e.g. curtains, lighting, screen, sound equipment)	\$100,000		Awaiting technical specification.
Electricity substation works	\$100,000		Easements being created. Quote for works from Essential Energy accepted at a little over \$80K
Stackable chairs for Theatre	\$26,000		
Parking/signage/fencing/sewer works	\$25,000	\$84.18	
Library and Theatre relocation and storage	\$50,000	\$2,200.00	
Stores and creditors overheads	\$1,557.00	\$1,404.90	
Total Budget	\$3,811,427	\$83,969.08	

PROJECT STATUS

Work Progress during November 2011

The tender has been awarded to CCA Projects. The intention is for the contract to be signed in December and that the 40 week construction period to start on January 16th, 2012. This means that the end of the construction period will be October 29th, 2012.

The library staff have been busy preparing for the move to temporary accommodation by moving book stock to Gulgong and Kandos libraries and retiring less used items from the collection.

Cameron Anderson has been appointed as a Project Manager to assist with the administration of the contract and general project management duties.

Discussions have been ongoing with the Anglican Church regarding access to 62 Market Street through their property through the construction period. Final liaison is now taking place with a view to creating a gate in the fence to allow for vehicle access for the construction period.

Work Activities planned for December 2011

Negotiations will take place with CCA Projects with regard to the contract. It is anticipated that the contract will be signed in December 2011. This will include discussions regarding the traffic management of the Library car park and liaison with neighbours such as Big W during the construction period.

Final preparations will be taking place for the move of the library to the temporary location at the Stables. The transfer of items from the Town Hall to the Stables is scheduled for early January with an opening date of the temporary library of January 16th, 2012.

Following the removal of the majority of the seating to the Gulgong Opera House, the Mudgee Performing Arts Society is now clearing the Theatre spaces of their equipment, sets and costumes in preparation for construction works to continue.

Some works will take place in November at the Theatre with the removal of the seating to the Gulgong Opera House and the removal of other items belonging to the Mudgee Performing Arts Society

As part of the project, there will need to be an upgrade to the electricity supply that services the Town Hall building. Liaison will continue with Essential Energy over this work and the creation of easements for the underground power supply.

Project Variations

Total cost of variations = \$nil (0.0%).

Contractual Issues

Nil

Progress Payments

Nil

Program

Not available at this time

3. Project Focus Group

A Project Focus Group has been established to review the progress of the contract. At this point, The Project Team consists of Council staff members Brad Cam, Julian Geddes and Simon Jones as well as the contracted Project Manager, Cameron Anderson. Neil Bungate from the Finance team will provide additional financial support when required..

6.2.16 NOXIOUS WEEDS ADVISORY COMMITTEE

REPORT BY NOXIOUS WEEDS ADMNISTRATOR
Noxious Weeds Advisory Committee – 5 December 2011
A0100052, A0130079

RECOMMENDATION

That:

1. **the minutes of the Noxious Weeds Advisory Committee held on 5 December 2011 are noted; and**
2. **the amended Local Weed Control Management Plan be adopted; and**
3. **Council write to the Minister for Primary Industries expressing concern with the lack of noxious weed control on the Windermere Dam Foreshore and requesting the formation of a management committee to advise on effective weed control and feral pest management.**

EXECUTIVE SUMMARY

A meeting of the Noxious Weeds Advisory Committee was held on 5 December 2011.

The prime purpose of this committee is to review the overall strategic direction of noxious weed control in the MWRC area and to ensure desired outcomes are being achieved.

DETAILED REPORT

The current Local Weed Control Management Plan was adopted by Council on 19 October 2011. This plan was reviewed by the Noxious Weeds Advisory Committee at its December meeting and it was agreed that a paragraph regarding weeds awareness within the Mid-Western Regional Council area be included. This paragraph has been included on page 2 of the plan, a copy of which is attached (*Attachment 2*).

The Windermere Dam Foreshores are currently managed by State Water who lease several of the blocks for grazing purposes. All leased blocks have been inspected by Council's Weeds Officers who have identified and mapped the noxious weeds and some of these blocks have heavy infestations. These blocks are due for reinspection in January and February 2012 and it is estimated that 60% of these lessees will require the issue of Section 18 Weed Control Notices for non compliance. As some of the leases are due to expire in December, the problem occurs that the inspection process will have to recommence with the new lessees and therefore control of the noxious weeds will be setback in some instances for a further 12 months.

It is imperative that State Water take a more active role in the management of noxious weed control in conjunction with Council's Weeds Section to ensure that noxious weed infestations are considerably reduced as required by the Noxious Weeds Act.

The recommendation from the Noxious Weeds Advisory Committee was to request the Minister to form a management committee to advise on effective weed control and other issues such as feral pest management on the Windermere Dam Foreshores.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC OR POLICY IMPLICATIONS

No applicable.

SUSAN BURNS
NOXIOUS WEEDS ADMINISTRATOR

BRAD CAM
GROUP MANAGER OPERATIONS

7 December 2011

Attachments:

1. Minutes of the Noxious Weeds Advisory Committee held on 5 December 2011
2. Amended Local Weed Control Management Plan

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER



**MINUTES OF A MEETING OF THE NOXIOUS WEEDS ADVISORY COMMITTEE HELD AT 11 AM ON
MONDAY 5 DECEMBER 2011 IN THE COMMITTEE ROOM, COUNCIL CHAMBERS, MUDGEE**

PRESENT: Cr John Webb (Chair), Brad Cam (Group Manager – Operations), Craig Nott, Mitchell Clapham, Alan Heath, Vince Forgiome (Chief Weeds Officer), Susan Burns (Noxious Weeds Administrator)

1. Apologies
No apologies

2. Confirmation of Minutes of meeting held 5 September 2011
The minutes of the previous meeting were confirmed

3. Matters arising from previous minutes

3.1 Roadside signage for weeds awareness

The Chief Weeds Officer advised that signs had been erected on the outskirts of Mudgee and that there had been a favourable response from property owners. He advised that further signs may be erected next year and the suggestion was made that signs be placed on the borders of the Mid Western region e.g. Running Stream.

3.2 Use of canvas covers on roadside slashers to reduce the spread of weeds

Prices and photos of the covers have been referred to Roads Supervisors who advised that they would encourage the use of these covers with their contractors. There was some concern that this may increase the contractors hourly charges to council however this has not been confirmed.

4. Inspection Program

The Noxious Weed Inspection report was presented to the meeting. Some discussion took place in relation to Section 64 Noxious Weeds Certificates and the issues arising from Solicitors not applying for these certificates on behalf of purchasers. Mitchell Clapham suggested that contact be made with the Law Society who produce a Law Journal for its members. Information relating to the noxious weed problem and the necessity to ensure this certificate is requested for rural property purchases.

Mitchell Clapham also suggested that we revisit the subject of charging a reinspection fee to the landowners who do not comply with the Noxious Weeds Act.

Moved: Mitchell Clapham **Seconded:** Alan Heath

That further investigation be done in relation to a charge for reinspections conducted on those properties where owners do not comply with the Noxious Weeds Act; and

That this information be reported to Council at its February meeting.

5. General Business

5.1 Local Weed Control Management Plan

Discussion took place on the new Local Weed Control Management Plan adopted by Council on 20 October 2011. It was felt that Section B: Weeds of awareness within the Mid-Western Regional Council area should be reinstated into the new Local Weed Control Management Plan with the addition of the weed "Stinking Roger".

Moved: Alan Heath Seconded: Mitchell Clapham

That the Local Weed Control Management Plan be amended to include Section B from the previous Weed Control Management Plan with the inclusion of the weed "Stinking Roger" (*Tagetes minuta*).

5.2 Windamere Dam Foreshore

Mitchell Clapham asked what State Water is spending on weed management on the foreshore blocks.

Vince Forgione advised that he had been speaking to Malcolm White from Landmark who advised that some of the leases expire in December and that some of these would not be renewed. He said that \$50,000 was in reserve for work to be done on noxious weeds however these funds would not be released until February.

Further discussion took place regarding the lack of weed control being undertaken on State Water land and the committee agreed that something must be done. Mitchell Clapham said that the increasing noxious weed problem only serves to undermine and discredit the efforts of Council weeds officers in trying to get consistent and responsible weed management strategies in place across the MWRC area. It is also an increasing problem and additional cost for adjoining landholders in their day to day property management who now have to contend with the added pressure of wild dog attacks. He said that it will only be a matter of time before wild dogs establish themselves in the foreshores given the current habitats available i.e. blackberry bushes.

Moved: Mitchell Clapham Second Alan Heath

That Council write to the Minister for Primary Industries expressing our concern with the continuing lack of management of noxious weeds on Windamere Dam Foreshore and requesting that a management committee be formed to include representatives from local control authorities, LHPA and other community organisations to manage pest animals and plants on the Windamere Dam foreshore.

6. NEXT MEETING

The next meeting will be held on Monday 5 March 2011 at 11 a.m.

Meeting Closed at 12:45



LOCAL WEED CONTROL MANAGEMENT PLAN FOR CLASS 4 NOXIOUS WEEDS

This management plan is published in accordance with Order 28 of the Noxious Weeds Act 1993. The plan outlines the legal requirements for the control of Class 4 noxious weeds by private occupiers of land in the area of operation of the Mid-western Regional Council.

OBJECTIVES:

The control objective for weed control class 4 is to minimise the negative impact of those plants on the economy, community or environment of NSW.

DECLARATION AS PER ORDER 28 – NOXIOUS WEEDS ACT 1993:

The growth of the plant must be managed in a manner that reduces its numbers, spread and incidence and continuously inhibits its reproduction.

LEGAL OBLIGATIONS OF LANDHOLDERS, NOXIOUS WEEDS ACT 1993 (SECTION 12):

Private occupiers of land must control noxious weeds on land.

An occupier (other than a public authority or a local control authority) of land to which a weed control order applies must control noxious weeds on the land as required under the order. NOTE: if an occupier fails to comply with obligations under a weed control order, those obligations may be enforced against the owner of the land as well as the occupier by a weed control notice issued under Section 18.

DURATION OF PLAN:

This weed management plan commences on 20 October 2011 and unless amended will remain in force until 31 August 2016. Council reserves the right to review, vary or revoke this plan at any time.

REQUIREMENTS OF THE LOCAL WEED CONTROL MANAGEMENT PLAN:

The growth and spread of Class 4 plants must be controlled to the extent specified in the following control measures:

1. The growth of all Class 4 plants must be managed in a manner that reduces its numbers, spread and incidence and continuously inhibits its reproduction within 100 metres of a property boundary or recognised watercourse.
2. On properties where infestations cover an area exceeding 20 hectares, infestations must be continuously inhibited by a minimum of 20% annually.

The minimum treatment of 20% annually is cumulative; meaning that over a minimum of a five year period, 100% of infestations must be controlled.
3. On properties where infestations cover an area less than 20 hectares, all Class 4 plants must be managed in a manner that reduces its numbers, spread and incidence and continuously inhibits its reproduction.
4. Class 4 weeds located on higher peaks and ridgelines that are recognised as having wind born seed with infestations identified as having potential to infest clean areas, must also be treated as a priority.

WEEDS OF AWARENESS WITHIN THE MID-WESTERN REGIONAL COUNCIL AREA:

The following weeds are noted as becoming a significant problem within the Mid-Western Regional Council Area. Landholders are encouraged to remove these weeds to halt the spread to unaffected areas.

Common name (botanical name)	Control measure
Khaki Weed (<i>alternanthera pungens</i>)	Encourage the removal of the plant from high traffic areas and around buildings
Swan Plant /Cotton Bush (<i>gomphocarpus fruticosus</i>)	Encourage removal of plant
Star Thistle (<i>centaurea calcitrapa</i>)	Encourage removal of plant
African Lovegrass (<i>eragrostis curvula</i>)	Encourage removal of plant
Stinking Roger (<i>targetes minuta</i>)	Encourage removal of plant

Contact Details:

All correspondence to: The General Manager
Mid-Western Regional Council
PO Box 156
MUDGEES NSW 2850

Telephone enquiries: (02) 6378 2850

6.2.17 MUDGEES SALEYARDS MANAGEMENT COMMITTEE

REPORT BY GROUP MANAGER OPERATIONS
SALEYARDS REPORT OCTOBER 2011
A0100052, A0100047, F0720036

RECOMMENDATION

That:

1. **The report by Group Manager Operations on the Mudgee Saleyards Management Committee Meeting be received;**
2. **That the minutes for the Mudgee Saleyards Management Committee ordinary monthly meeting held on 20 October 2011 be noted;**

EXECUTIVE SUMMARY

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Saleyards Management Committee ordinary monthly meeting held on 20 October 2011.

There are no matters arising that require consideration by Council at this time, noting that specific requests/recommendations are forwarded to Council under separate cover providing detailed information on requirements. Operational matters raised will be dealt with in due course when staff receives additional information.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC OR POLICY IMPLICATIONS

Not applicable.

APPROVED FOR SUBMISSION:

BRAD CAM
GROUP MANAGER OPERATIONS

WARWICK BENNETT
GENERAL MANAGER

Attachments:

Minutes of the Mudgee Saleyards Management Committee ordinary monthly meeting
20 October 2011.

Minutes**MINUTES OF THE MUDGEER REGIONAL SALE YARDS COMMITTEE MEETING HELD ON
20 OCTOBER 2011 COMMENCING AT 9.30am AND CONCLUDING AT 10.45am**

Present Cr John Webb (Chair), Terry McDonald (Selling Agent), John Little (NSW Farmers), Brad Cam (Council), Cr John Weatherly, Andrew White (Beef Improvement Association)

In Attendance: Amanda Buckley (Minute Secretary)

Brad Cam opened the meeting at 9.30am and thanked all for attending.

Cr Webb was nominated as chair.

Moved: Terry McDonald 2nd John Little

Cr Webb welcomed Cr Weatherly to the committee.

1. APOLOGIES

Barry Clapman (Transport Rep)
Bob Kearins (NSW farmers association)
Jason Pearce (Selling Agent)

2. MINUTES OF PREVIOUS MEETING

Recommendation: That the minutes of the meeting held on 18 August 2011 be accepted.

Moved: Terry McDonald 2nd John Little

3. MATTERS ARISING FROM MINUTES OF THE MEETING ON 18th August 2011

- 1) AvData machine has been faulty – Confirmed with Joe Best that machine is ok and monitoring motherboard.
- 2) Rails need replacing – They have been removed.
- 3) Indicator Board – Brad to keep chasing livestock Exchange for a cost on the changes otherwise get a sign made up to bring the discrepancy between beast on scale & weights showing. Terry to ask around what they would like on the sign.
- 4) Bale Head on Crush leading to scales has been repaired and Terry McDonald was happy with that.

4. GENERAL BUSINESS

Terry McDonald

Terry is happy with the holding paddocks they are in good order.

Any general issues have been directed to Joe and they have been addressed straight away.

Brad Cam

Potholes in front of loading area need to be resealed.

Terry McDonald

Terry has requested when pigs are held in sheep pens for a small amount of time, once they have gone if Joe could clean out the trough otherwise the lambs/sheep will not drink from them.

5. CORRESPONDENCE

NLIS – Terry McDonald stated it will defiantly come in at some stage. When it does they will need to find the most economical way for identification.

Local Government Association of NSW – This was a survey to find out how many council staff work in the saleyards.

6. BUSINESS WITHOUT NOTICE

Brad Cam

Proposed area for new dog pound – Cr Weatherly was concerned about security, it has be assured that the new pound will be enclosed and there will be two security cameras (one at gate and one at the front of the pound entrance). Cr Weatherly suggested a fence about the perimeter to prevent people from trying to break in.

Only other concerns from committee were if dogs were to get out, it has been assured that the pound will be enclosed apart from the exercise pen. All were in favour for dog pound to go ahead in the proposed area.

Terry McDonald

Terry has enquired to having a fence put up to keep cows and calves in while they are waiting to be sent off. Proposed area is from sheep yards, pond to Abattoir Lane. Brad Cam to organise quotes for 150 metres of ordinary barb wire fencing, two gates and one water trough.

Moved: Brad Cam 2nd Cr Weatherly

Terry McDonald

Statistics are down and will not improve until December.

7. DATE OF NEXT MEETING__ 15th December 2011

Meeting closed 10.45am

6.2.18 MUDGEES SHOWGROUND MANAGEMENT COMMITTEE – OCTOBER 2011

REPORT BY GROUP MANAGER OPERATIONS
Mudgee Showground Management Committee October Meeting
A0100052, P0210911, A0100012

RECOMMENDATION

That:

- 1. the report by Group Manager Operations on the Mudgee Showground Management Committee Meeting be received;**
- 2. the minutes for the Mudgee Showground Management Committee ordinary monthly meeting held on 4 October 2011 be noted.**

EXECUTIVE SUMMARY

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Showground Management Committee ordinary monthly meeting held on 4 October 2011. The Showground Management Committee receives an updated Works Request and Matters in Progress report together with updated financial details each month prior to their meeting. A copy of the Works Requests and Matters in Progress are attached for Council information.

FINANCIAL IMPLICATIONS

Not Applicable.

STRATEGIC OR POLICY IMPLICATIONS

Not Applicable.

BRAD CAM

GROUP MANAGER OPERATIONS

8 December 2011

ATTACHMENTS:

1. Minutes of the Mudgee Showground Management Committee ordinary monthly meeting 4 October 2011.
2. Updated Works Request and Matter in Progress List.

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

**MUDGEES SHOWGROUND MANAGEMENT
COMMITTEE MEETING — 4 OCTOBER 2011**

Meeting Opened: 6.00pm

Present: Clr John Webb, Brad Cam, Brian Smith, Gwendy Cooper, Renee Bridger, Malcolm Swords, Yasmin Crockett, Ken Jeffrey, Bill Robinson, Kristie Ward, Lesley Burgess

Observer: Jim Gilby

Apologies: Clr Russell Holden

Minutes of August Meeting – Accepted - Moved: Malcolm Swords,
2nd: Renee Bridger

Introductions: Introductions around the table were made to introduce Ken Jeffrey the new maintenance manager for the showground's and Lesley Burgess the new Admin Assistant Operations.

Matters in Progress

- Kiosk roofing ready to order when CCA Projects have finished utilising as a site-office for Pavilion construction works
- Pulling down old marshalling yards

Correspondence

- MWWHA – shed quote
A container camouflaged with colourbond was discussed by the panel. It was agreed that this would not be acceptable. A letter to be sent to MWWHA explaining outcome from the meeting.
- Brad Cam contacted Pony Club spoke with Kim Wilson who was disinterested in what Brad had to say. It was therefore agreed this issue be placed on the Pony Club's next Agenda's meeting which is held on the 1st Monday of each month. Clr John Webb, Clr Russell Holden and Brad Cam to attend the meeting so as to have this matter resolved.
 - Moved Renee Bridger
 - 2nd Malcolm Swords

Financial Report

- Brad Cam distributed and discussed the financial report.
- Good income was generated from the Moscow Circus
- Figures in the Budget column are incorrect. Brad to organise to have Mel to fix it up so that the budget figures are in line with the Management Plan.

General Business

1. Renee Bridger had initial RDA meeting with Helen and is now awaiting more details re: "Riding for the disabled."

2. Bill Robinson suggestion that the new kiosk be positioned behind the wood turners building as it would be out of the way and there would be less traffic. Everyone was in favour with this suggestion.
3. Bill Robinson advised that the whirlybirds in the poultry shed are not effective enough as the poultry are still suffering with heat stress. Bill to trial pedestal industrial fans in the shed to see if this improves air circulation. If this trial works ceiling fans will be installed.
4. Brad Cam advised that Moolarben Coal Mine is not prepared to support the Showground's message board. Essential Energy is now to be approached in regard to sponsorship.
 - Moved Malcolm Swords
 - 2nd Bill Robinson
5. Ken Jeffrey made comments about the following
 - There are no problems with the drainage at the concrete wash bay, it only requires a guard rail and security gate.
 - He requires
 - Keys in order to access all buildings at the showground's.
 - A travelling irrigator stand pipe. Bill to organise.
 - Ken would like to dismantle panels that are lying around and create a lunging area for the horses. It was noted that these panels belong to the cattle section. Ken can organise a lunging area, but it needs to be realised that it will not be a permanent fixture and the panels must be available if needed elsewhere at the showground's.
 - Ken advised that the oval is to be top dressed
6. Yasmin would like a separate holding area for the horses. Suggestions are needed to ascertain where the holding area can be located.
7. Brad to liaise with Ken as to where to place the round yard and to work out an appropriate fee for the use of same. To be discussed further at the next meeting.
8. The Moscow circus damaged the arena area. It was agreed that the repair cost of \$900.00 be taken from the bond paid by the circus.
9. Ken would like to hold a "Country Muster" at the showground's as this would be a good money earner. It was agreed that in order for the showground's to benefit financially from an event like this, it would have to be a stand-alone event. Elaina the events coordinator needs to be approached in order to organise an event like this.
10. Eighty camp sites have been booked for a day on the green.

Meeting closed at: 7.35 pm

Next meeting to be held 6 December 2011

MATTERS IN PROGRESS

OCTOBER 2011 MEETING

ITEM	SUBJECT	MEETING DATE	ACTION	WHOM	PROGRESS	<u>WORKS REQUEST</u>
1	Look into altering bond terms and conditions for building hire.	1.2.11		B Cam	In Progress	
2	Kiosk Roofing	1.2.11		B Cam	In Progress	
3						

Name:

Signature:

Date:

6.2.19 TARGET COUNTRY PROGRESS REPORT – NOVEMBER 2011

REPORT BY GROUP MANAGER - OPERATIONS

Target Country
A0100052, P0199811**RECOMMENDATION**

That the report by the Group Manager - Operations on the Target Country Progress Report – November be received.

EXECUTIVE SUMMARY

The Target Country project construction will commence the week 7 November 2011.

Please see attached progress report for the Target Country building. All other updates are noted in the body of this report.

UPDATES

Car park – the design quotes are being sought for the car park and construction is expected to start in January 2012.

FINANCIAL IMPLICATIONS

The total project cost is \$2,545,285 (excluding GST)

ITEM	APPROVED ESTIMATE MAY 2011	ACTUAL BUDGET	ACTUALS TO DATE
Site Investigation Costs	\$ 2,500	\$ 2,500	\$ 0
Council & Authority Costs/Legal	\$ 10,000	\$ 415,000	\$ 10,007
Professional Consultants Costs	\$ 125,000	\$ 93,500	\$ 37,000
Leasing & Selling Costs	\$ 10,000	\$ 10,000	\$ 0
Design & Construction Costs	\$1,430,000	\$1,274,285	\$ 152,071
Other Allowances (contingencies)	\$ 147,000	\$ 50,000	\$ 0
Car park	\$ 700,000	\$ 700,000	\$ 0
TOTAL	\$2,424,500	\$2,545,285	\$ 199,078

STRATEGIC OR POLICY IMPLICATIONS

Not applicable.

BRAD CAM
GROUP MANAGER - OPERATIONS

5 December 2011

Attachments: Progress Report - November

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

Contract No. 2011/07 – Target Country Construction

Target Country Project Status Report November 2011



Report No. 1

Issue Date: 30 November 2011

Prepared by: Brad Cam
Project Manager

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EXECUTIVE SUMMARY

Contract No.	2011/07
Principal Contractor	CCA Projects ABN 82 845 001 133
Original Contract Sum (ex GST)	\$1,274,284.93
Approved Contract Variations Total	\$0.00
Current Contract Sum	\$1,274,284.93
Contract Payments to Date	\$152,071.98
Total Project Cost Expended	11.9%
Date of Contract	31/10/ 2011
Original Contract Duration	119 calendar days
Approved Extensions of Time Claims	7.5
Contract Completion Date	18th April 2012
Calendar Days Elapsed	25
Calendar Days Remaining	101.5
Total Project Time Expended	14.7%

Project Status

Work Progress during November 2011

Documents lodged with Council for the Construction Certificate

CCA projects will take possession of the Mortimer Street site and commence site establishment.

Demolition of the eastern wall of the existing shop and removal of raised floor.

Earthworks completed for the extension of the shop.

Work Activities planned for December 2011

The plumber will be running all the subfloor drainage and water connection points.

Formwork will be placed for preparation of ground floor slab and footing poured for the disable ramp entrance to the shop.

Project Variations

Total cost of variations = \$nil (0.0%).

Contractual Issues

Nil

Progress Payments

First payment \$152,071.98

Program

The Contractor has submitted a program that complies with the Conditions of Contract.

Project Focus Group

A Project Focus Group has been established to review the progress of the contract. The Project Focus Group consists of the following staff and contractor representatives: Rhys Brotherton (LMG), Brad Cam (MWRC), Jason Gaff (CCA Projects)

Project Focus Group first meeting was held on the 28th November and the minutes are attached.

Attachments

- A. Variations Register- nil
- B. Meeting minutes- 28th November

TARGET COUNTRY MUDGEES - Project Control Group Meeting No.1

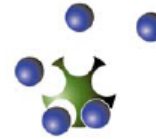
Meeting Notes / Actions from 28 November 2011

Attendees:

Client: MWRC	Brad Cam	BC	Brad.Cam@midwestern.nsw.gov.au
Lessee: Target Country	Peter Samon (PM)	PS	Peter.Samon@target.com.au
	Barrie Barrett (Reg Mgr)		
	Mark Dinsey (Store Mgr)		
Builder: CCA	Jason Gaff	JG	jg@clubconstruction.com.au
	Robert Cordwell (PM)	RC	rc@clubconstruction.com.au
	Dean Rheinburgher (Foreman)	DR	dr@cubconstruction.com.au
Project Manager: LMG Property	Rhys Brotherton	RB	rhys@imgproperty.com.au

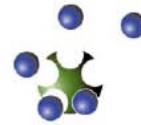
Item	Action	By Whom	By When
1. General			
	<ul style="list-style-type: none"> CCA Contacts: Director Jason Gaff 0422150857, PM Robert Cordwell 0415 397 957, Foreman Dean Rheinburgher 0429664029 	Note	
2. Authorities & Approvals			
	<ul style="list-style-type: none"> CCA to issue copy of Construction Certificate & Section J report to LMG / Target 	RC	2.12.11
	<ul style="list-style-type: none"> CCA confirmed that Barnsons had confirmed compliant coverage from street hydrant 	Note	
	<ul style="list-style-type: none"> Council confirmed that Linen Plan has been lodged with LTO. LMG advised that additional easements may be required under AFL to address parking and delivery access prior to Lease execution. 	Note	
	<ul style="list-style-type: none"> CCA to provide copies of Testra application for lead in and Target to reciprocate with application for phone and data lines. 	RC / PS	2.12.11
	<ul style="list-style-type: none"> CCA advised that Marline had assessed and confirmed suitability of 230 amp connection approval granted by Endeavour 	Note	
3. AFL Administration			
	<ul style="list-style-type: none"> Target confirmed that AFL has been executed and forwarded to Council' solicitors for counter signing. BP to follow up. 	BP	30.11.11
	<ul style="list-style-type: none"> Target Handover programmed for 28 March with Opening at end of May. Target indicated that 8 week Fitout could possibly be reduced to 6 weeks, and CCA indicated that ability to fast track could be reviewed following roof completion. Parties noted that 30 days notice and OC will be required prior to Handover. 	Note	
	<ul style="list-style-type: none"> LMG noted that external wall signage was not standard as Council DCP prohibits internally illuminated signage. Target queried whether back lit letters would be acceptable as an alternative, and undertook to prepare a submission for Council consideration. 	PS	16.12.11
4. Design			
	<ul style="list-style-type: none"> Parties noted design adjustments undertaken to reflect survey dimensions of existing structure. CCA confirmed NLA >1500sqm and no impact on carpark area or setout. 	Note	
	<ul style="list-style-type: none"> Target noted maximum width of EAS gates 1800mm with 500mm setback from autodoors. Target to provide setout details for conduit installation. CCA to adjust autodoor opening to suit and position on plan. 	PS / RC	2.12.11
	<ul style="list-style-type: none"> Window merchandise platform to be raised to sill level with full width stairs adjacent entry and no door / gates. Target to confirm desired floor finish to merchandise display, stairs & ramp. 	PS	2.12.11
	<ul style="list-style-type: none"> FHR to be relocated to be recessed in entry ramp wall. Target to consider proposed graphics / signage to be incorporated above FHR. 	Note	

LMG Property Pty Ltd
Project & Development Managers



<ul style="list-style-type: none"> Target to provide site specific Hardware Schedule. CCA advised that orders have been placed for doors & doors frames. 	PS	2.12.11
<ul style="list-style-type: none"> CCA to review setout of rear exit door to ensure DDA compliance as staff entry door 	RC	2.12.11
<ul style="list-style-type: none"> Layby entry door to be deleted and original position of double swing doors to be maintained 	Note	
<ul style="list-style-type: none"> Target to provide details on preferred fire line monitoring contractor & fire panel specification 	RC	2.12.11
<ul style="list-style-type: none"> CCA to research options for facade moulding and provide recommendation with due regard to cockatoo damage and ground level strength. 	RC	16.12.11
<ul style="list-style-type: none"> Roof access stair to be repositioned adjacent Layby. CCA to prepare design detail based on compliant incline and platform, and confirm exist door height. Condensor platform to have cutout to maintain maximum door height. Upper ladder to be repositioned to suit. Consideration to be given to relocating Krone frame and MSB under roof access stair. 	RC	2.12.11
<ul style="list-style-type: none"> CCA to obtain recommendation on compliant roof safety system from specialist subcontractor 	RC	16.12.11
<ul style="list-style-type: none"> LMG noted preliminary mechanical and electrical plans submitted on 24 Nov. Target to review and comment by the end of the week. 	PS	2.12.11
5. Construction		
<ul style="list-style-type: none"> Based on review of detailed program progress is approx 3 weeks behind schedule. Demolition complete, footings excavated, studwork to Grid A wall complete. Tasks to be completed over next fortnight include inground services rough in, footing & slab pour. 	Note	
<ul style="list-style-type: none"> CCA noted 3 days EOT claimed to date and further 2 days pending. Milestone goal is to stand panels and steel before Christmas however this will be very tight. 	Note	
<ul style="list-style-type: none"> CCA confirmed precast shop drawings complete and casting commenced 	Note	
<ul style="list-style-type: none"> Council / CCA confirmed coordinated strategy in place for drainage connection 	Note	
<ul style="list-style-type: none"> Council confirmed civil works program will commence from Church St in early January and site handback from CCA will be required by 1 Feb. 	Note	
<ul style="list-style-type: none"> CCA to confirm light fitting availability with supplier. 	RC	2.12.11
<ul style="list-style-type: none"> CCA confirmed Site Safety Plans are in place and no incidents to report 	Note	
<ul style="list-style-type: none"> CCA acknowledged 12 month preventative maintenance obligations and confirmed reciprocal obligations included in services subcontracts 	Note	
6. Cost Admin		
<ul style="list-style-type: none"> LMG confirmed receipt of Progress Claim No.1. RB to issue to BC for processing and payment. 	RB	9.12.11
<ul style="list-style-type: none"> CCA confirmed no specific Variations pending to date. 	Note	
7. Next Meeting		
19 December (TBC)		

LMG Property Pty Ltd
Project & Development Managers



PROGRESS PHOTOS AS AT 28 NOV



6.2.20 TENDER ASSESSMENT – 2010/05 WET AND DRY PLANT HIRE

REPORT BY MANAGER TECHNICAL SUPPORT
Tender Assess Wet and Dry Plant additional contractors added RTC.docx
A0100052, A0411005

RECOMMENDATION

That:

1. the report by Manager Technical Support on the Wet and Dry Plant Hire Tender be received;
2. That Council accepts the additional contractors for tender 2010/05 for the provision of Wet and Dry plant hire in accordance with clause 178 of the *Local Government (General) Regulation 2005* as listed below for incorporation into Councils Preferred Suppliers List for Wet Hire;

SKIDSTEER

Castlereagh Contracting Services	Skidsteer	New Holland C190 / 2010
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TRACTOR

Castlereagh Contracting Services	Tractor Slasher	MF 1560 / 1990
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EXCAVATOR

Castlereagh Contracting Services	Excavator	Kabelco 5.5T / 2010
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MISCELLANEOUS

Downer Australia

Stabiliser	Wirtgen / WR 2400 / 2011
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Downer Australia

Stabiliser	Wirtgen / WR 2500K / 1999
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Downer Australia

Stabiliser	Civil / RS 425 / 1996, 1999
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Downer Australia

Spreaders	Flocon
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Stabilised Pavements Australia

Stabiliser	Wirtgen (>500HP)
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Stabilised Pavements Australia

Stabiliser	CMI (>500HP)
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Stabilised Pavements Australia

Stabiliser	Catapillar (>500HP)
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Stabilised Pavements Australia

Stabiliser	Catapillar (250-350HP)
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Stabilised Pavements Australia

Spreader	Flocon
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Castlereagh Contracting Services

Spray Unit	Quick Spray / 2005
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3. Council accepts the list of additional contractors for tender 2010/05 for the provision of Wet and Dry plant hire in accordance with clause 178 of the *Local Government (General) Regulation 2005* as listed below for incorporation into Councils Preferred Suppliers List for Dry Hire;

ROLLER

LO Hire PTY LTD

S/D Roller	BOMAG BW 219D-4 / 2011
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MISCELLANEOUS

Castlereagh Contracting Services

Mulcher	Digga Mega Mulcher / 2011
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Note: The rates tendered are commercially in confidential in accordance with the Tendering Guidelines issued by the NSW Division of Local Government and thus the rates will not be released for public information.

EXECUTIVE SUMMARY

At the Council meeting of the 15 September 2010 following a detailed tender process Council resolved to accept a list of contractors that met the requirements of the tender for either wet or dry plant hire over a three year contract. Part of the resolution allowed additional contractors to be added to the preferred suppliers list by resolution of Council.

This report is recommending four additional contractors be included on the preferred suppliers list after having received the required information from the contractors.

DETAILED REPORT

Council has received a number of requests by contractors to be included on Councils' preferred suppliers list. The contractors have completed the relevant documentation and been assessed in accordance with the tender evaluation process. The process was provided to Council at the time of accepting the original tender and can be provided to Councillors again on request. It involved the following steps;

- The Tender Assessment Panel undertook an objective analysis of tenderers' ability to meet both mandatory and desirable criteria.
- The tendered information and specific questions were listed under the evaluation criteria and weighted in order of importance to the overall evaluation. Team members scored the tenders against the criteria in accordance with the Evaluation Plan.

As a result of this process, the additional suppliers will be incorporated into the preferred suppliers list.

FINANCIAL IMPLICATIONS

The costs of the projects carried out using wet and dry plant hire are recognised in the Management Plan under the maintenance and construction of Councils assets.

STRATEGIC OR POLICY IMPLICATIONS

The contractors are required at times to meet the Councils maintenance and capital works program.

ANDREW KEARINS
MANAGER TECHNICAL SUPPORT

BRAD CAM
GROUP MANAGER OPERATIONS

9 December 2011

Attachments: Nil

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

6.2.21 TOURIST REGIONAL SIGNAGE

REPORT BY GENERAL MANAGER Tourist regional signage A0100052, R0790215

RECOMMENDATION**That:**

- 1. the report by the General Manager on the Tourist Regional Signage be received;**
- 2. Council does not proceed with the implementation of direction signage at key intersections to the region.**

DETAILED REPORT

Council passed a resolution in February of this year

“That Council enter into formal negotiations with its neighbouring Councils for reciprocal signage at the key intersections to our (and their) regions.”

We have been in discussions with a number of commercial organisations to fulfil the intent of this resolution. Council has its welcome to the region sign, as do other neighbouring Councils, so signage at boundaries has been considered inappropriate. The key intersections signs have been difficult to find suitable locations without encroaching on private land. That makes the cost prohibitive with no guarantee that approval will be given for the billboard type signs. It should be noted that approval of billboard sign in the Mid-Western Regional Council area would be inconsistent with the Sign Development Control Plan which states:

“Additional billboards where the structure is erected for the express purpose of displaying advertising not associated with the use of the land are prohibited.”

As the intent is to advertise other tourist areas it is considered that the proposed signage would fall within this category. Therefore would it be appropriate for this Council to advertise in other regions when we expressly prohibit that type of signage in this region.

To negotiate reciprocal signage requires that each Council can provide land at appropriate locations. During the investigations for the location of the Mid-Western Regional signs the signs had to be located on private land as other Councils did not own land in appropriate locations that complied with the requirements of the RTA.

There are a number of sign companies that sell billboard marketing and these cost \$6825 per annum. Council has received a detailed proposal for the provision of this form of signage. A similar sign promoted by Mudgee Regional Tourism Inc exists on the highway between Lithgow and the turnoff to this region. There is a lot of anecdotal evidence that this sign is not effective as most travellers have made their destination choice long before they reach this sign.

The same could be said for other such directional signs at major intersection. It is management's belief that the amount of money proposed to be spent by the intent of this resolution would be more effective in direct marketing of the region in the main metropolitan areas.

If Council was of a mind to continue with its own signs then it is estimated the cost would be in the vicinity of \$23,000 per location if we located them on private property. This is costed at:-

Land Purchase (or lease)	\$10,000
Sign	\$10,000
Administration and consent costs	\$ 3,000
<i>Total Costs</i>	<i>\$23,000</i>

Again it is stated that there is no guarantee of getting approval from the consent authorities.

FINANCIAL IMPLICATIONS

Council has a budget set at \$25,000 for this current financial year for corporate signage.

STRATEGIC OR POLICY IMPLICATIONS

Not applicable at this time.

WARWICK BENNETT
GENERAL MANAGER

13 December 2011

6.2.22 MUDGEE & GULGONG WATER TREATMENT PLANT UPGRADES

REPORT BY MANAGER WATER & WASTE STRATEGIES WTP Upgrades A0100052, F0780002
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RECOMMENDATION**That:**

- 1. the report by Manager Water & Waste Strategies on the Mudgee & Gulgong Water Treatment Plant Upgrades be received;**
- 2. the quotation received from Worley Parsons P/L to prepare Concept Designs for the upgrading of the Mudgee and Gulgong Water Treatment Plants for the sum of \$53,900 plus GST be accepted and funded from the Council water accounts;**
- 3. the 2011/12 management plan be amended accordingly.**

EXECUTIVE SUMMARY

Mudgee and Gulgong will shortly experience an unanticipated period of high growth that will significantly increase the demand on the services that Council provides. Staff have requested and have received quotations from suitably qualified consultants to investigate and advise the scope of works required to increase the capacities of the existing water treatment facilities to accommodate growth in demand.

DETAILED REPORT

The Mudgee Water Treatment Plant was constructed in 2005 with a design capacity of 14 megalitres per day. The plant was designed to accommodate a moderate capacity upgrade to 18 megalitres per day. Allowance for capacity increases is generally limited to major structures and so a capacity increase will generally involve duplication of some process units, replacement of major mechanical machinery and electrical components, and upgrading automation equipment.

The Gulgong Water Treatment Plant was also constructed in 2005 with a design capacity of 4 megalitres per day. A stage 2 system capacity upgrade was proposed which consisted of constructing an additional storage reservoir rather than increasing the capacity of the water treatment plant. Therefore, there was no allowance in the design of the Gulgong Water Treatment Plant to increase its capacity. However, as process design is generally conservative to accommodate varying raw water qualities, staff feels that it is practical to increase production by up to 20%.

Staff have requested and have received quotations from suitably qualified consultants to investigate and advise the scope of works required to increase the capacities of the existing water treatment facilities to accommodate growth in demand. The lowest quotation was received from Civil and Environmental Engineering Consultants Worley Parsons for the sum of \$53,900 plus GST. Worley Parsons are well known in the water industry and have worked on previous projects with Mid-Western Regional Council and previously with the Mudgee Shire Council.

It is recommended that Council transfers \$60,000 from reserves to enable this project to proceed. The balance of the budget is needed to cover other minor costs such as staff time needed to collect and assemble works as executed drawings and plant historical data, overheads, etc.

FINANCIAL IMPLICATIONS

This project can be funded from the Council water reserve account

STRATEGIC OR POLICY IMPLICATIONS

The scope of works for upgrading the Mudgee and Gulgong Water Treatment Plants will be defined which will improve the reliability of cost estimating for these significant projects. Accurate project estimates will assist financial planning and capital budgeting.

BRETT CORVEN
MANAGER WATER & WASTE STRATEGIES

BRAD CAM
GROUP MANAGER OPERATIONS

9 December 2011

APPROVED FOR SUBMISSION:

WARWICK BENNETT
GENERAL MANAGER

URGENT BUSINESS WITHOUT NOTICE

As provided by Clauses 19 & 20 of Council's Code of Meeting Practice (Clause 14 LGMR).

GIVING NOTICE OF BUSINESS

19. (1) The Council must not transact business at a meeting of the Council:
- (a) unless a Councillor has given notice of the business in writing at least two (2) days prior to the day on which the agenda and business paper is prepared and delivered to Councillors; and
 - (b) unless notice of the business has been sent to the Councillors in accordance with Clause 6 of this Code. *(see Section 367 LGA & Clause 14(1) LGMR)*
- (2) Subclause (1) does not apply to the consideration of business at a meeting if the business:
- (a) is already before, or directly relates to a matter that is already before the Council *(see Clause 14(2)(a) LGMR)*; or
 - (b) is the election of a chairperson to preside at the meeting as provided by Clause 12(1) *(see Clause 14(2)(b) LGMR)*; or
 - (c) is a matter or topic put to the meeting by the chairperson in accordance with Clause 21 *(see Clause 14(2)(c) LGMR)*; or
 - (d) is a motion for the adoption of recommendations of a committee of the Council; *(see Clause 14(2)(d) LGMR)*; or
 - (e) relates to reports from officers, which in the opinion of the Chairperson or the General Manager are urgent;
 - (f) relates to reports from officers placed on the business paper pursuant to a decision of a committee that additional information be provided to the Council in relation to a matter before the Committee; and
 - (g) relates to urgent administrative or procedural matters that are raised by the Mayor or General Manager.

BUSINESS WITHOUT NOTICE

20. (1) Despite Clause 19 of this Code, business may be transacted at a meeting of the Council even though due notice of the business has not been given to the Councillors. However, this can happen only if:
- (a) a motion is passed to have the business transacted at the meeting; and
 - (b) the business proposed to be brought forward is ruled by the Chairperson to be of great urgency.
- Such a motion can be moved without notice. *(see Clause 14(3) LGMR)*
- (2) Despite Clause 30 of this Code, only the mover of a motion referred to in subclause (1) can speak to the motion before it is put. *(see Clause 14(4) LGMR)*

ITEM 7: URGENT BUSINESS WITHOUT NOTICE