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14 August 2013

Dear Councillor

MEETING NOTICE
Ordinary Meeting
Wednesday, 21 August 2013
Open Day at 5.30pm

Council Meeting commencing at conclusion of Open day

Notice is hereby given that the above meeting of Mid-Western Regional Council will be held in the Council Chambers, 86 Market Street, Mudgee at the time and date indicated above to deal with the business as listed on the Meeting Agenda.

Members of the public may address the Committee Meeting at Open Day. Speakers are given 5 minutes to outline any issue of relevance to the Council. If you wish to speak at Open Day please contact the Mayor's Office on 1300 765 002 or 02 6378 2850 by 3.00 pm on the day of the meeting. Alternatively, please make yourself known to the Manager Governance prior to the commencement of the meeting.

Yours faithfully

A handwritten signature in black ink, appearing to read "Warwick L Bennett".

WARWICK L BENNETT
GENERAL MANAGER

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Item 1: Apologies

Item 2: Disclosure of Interest

In accordance with Section 451 of the Local Government Act 1993, Councillors should declare an interest in any item on this Agenda. If an interest is declared, Councillors should leave the Chambers prior to the commencement of discussion of the item.

Item 3: Confirmation of Minutes

3.1 Minutes of Ordinary Meeting held on 7 August 2013

COUNCIL DECISION:

That the Minutes of the Ordinary Meeting held on 7 August 2013, Minute Nos 291/13 – 309/13 be taken as read and confirmed.

The Minutes of the Ordinary Meeting are attached:

Minutes of the Ordinary Meeting of Council

Held at the Council Chambers, 86 Market Street, Mudgee
on Wednesday 7 August 2013, commencing at 6.08 pm and concluding at 6.46 pm

PRESENT	Cr D Kennedy (Mayor), Cr P Cavalier, Cr EE Martens (AM), Cr PA Shelley, Cr JP Thompson, Cr MB Walker, Cr JK Weatherley, Cr JR Webb (Deputy Mayor), Cr L White.
IN ATTENDANCE	General Manager (WL Bennett), Director Mid-Western Operations (B Cam), Director Finance and Administration (C Phelan), Manager Statutory Planning (G Bruce), Manager Governance (I Roberts)
MEDIA REPRESENTATIVES	Mudgee Guardian / The Weekly (R Murray) Radio 2MG (C Bassett).

Item 1: Apologies

There were no apologies.

Item 2: Disclosure of Interest

Councillor Walker declared a pecuniary conflict of interest in Item 6.2.1, 6.6.2(a), 6.2.2(b) and 6.2.5 as he or members of his family had carried out work on these sites or had put in a tender to undertake work.

Item 3: Confirmation of Minutes

291/13 **MOTION: Weatherley/Shelley**

That the Minutes of the Ordinary Meeting held on 24 July 2013 (Minute Nos. 252/13 to 290/13) be taken as read and confirmed.

The motion was put and carried.

Item 4: Matters in Progress

Noted.

Item 5: Mayoral Minutes

There was no Mayoral Minute.

Item 6: General Business

3.2 6.1 NOTICES OF MOTION

There were no Notices of Motion.

3.3 6.2 REPORTS TO COUNCIL

6.2.1 DA 0438/2013 – PROPOSED MULTI DWELLING HOUSING DEVELOPMENT AND TORRENS TITLE SUBDIVISION, LOT 3 DP 1182129, 14 DUNPHY CRESCENT, MUDGEE

A0100056, P2206661

Councillor Walker declared a pecuniary conflict of interest as he had carried out work on this site, left the meeting at 6.10pm and did not participate in discussions or vote in relation to this matter.

292/13

MOTION: Shelley/Weatherley**That:**

1. the report by the Statutory Planner regarding DA 0438/2013 – Proposed multi-dwelling housing and Torrens title subdivision to create 16 single dwellings and 3 vacant lots at Lot 14 DP1182129, 14 Dunphy Crescent Mudgee be received;
2. development application for multi-dwelling housing and Torrens title subdivision to create 16 single dwellings and 3 vacant lots at Lot 14 DP1182129, 14 Dunphy Crescent Mudgee be approved subject to the following conditions of consent;

APPROVED DEVELOPMENT

Development is to be carried out generally in accordance with stamped plans (MD215-12 prepared by Mareta Design) and the Application received by Council on 1 May 2013 except as varied by the conditions listed herein. Any minor modification to the approved plans will require the lodgement and consideration by Council of amended plans. Major modifications will require the lodgement of a new development application.

All of the subdivision construction works required by consent number MA0038/2013 including road construction, water and sewer infrastructure, telecommunications and electricity and inter-allotment drainage works are to be completed and work-as-executed plans are to be submitted to Council prior to the commencement of the construction works approved under this consent.

PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

3. The developer shall obtain a *Certificate of Compliance* under the Water Management Act. This will require:
 - (a) Payment of a contribution for water and sewerage headworks at the following rate:

Water Headworks	\$84,828.00
Sewerage Headworks	\$58,352.00
Total Payable	\$143,180.00
 - (b) The adjustment of existing services or installation of new services and meters, as required, in compliance with Australian Standard 3500: National Plumbing and Drainage Code. All costs associated with this work shall be borne by the developer.
4. In accordance with the provisions of section 94A of the Environmental Planning and Assessment Act 1979 and the Mid-Western Regional Council Section 94A Development Contributions Plan, a levy of 1% of the cost of carrying out the development shall be paid to Council in accordance with this condition for the purpose of:

The levy is: \$20,400.00 based on the estimated cost of development of \$2,040,000.00
- 4(a). Cut and fill associated with the development is not to exceed a combined total of 600mm which is consistent with the Development Control Plan 2013. Details are to be provided with the application for construction certificate.

BUILDING CONSTRUCTION

5. All plumbing and drainage work must be carried out by a licensed plumber and drainer and must comply with the requirements of AS 3500 (National Plumbing & Drainage Code) and the NSW Code of Practice - Plumbing & Drainage.
6. The selected plumber/drainer must provide Council with a drainage diagram detailing the location of the drainage system and the relevant connections.

7. All plumbing and drainage inspections must be carried out by Council prior to the covering of any trenches or wall/ceiling linings.
8. All building work must comply with the requirements of the National Construction Code 2011, Volume Two, together with the relevant Australian Standards and also the Environmental Planning and Assessment Act, 1979, as amended, and Regulations.
9. All mandatory inspections required by the Environmental Planning and Assessment Act and any other inspections deemed necessary by the Principal Certifying Authority being carried out during the relevant stages of construction.
10. Construction work noise that is audible at other premises is to be restricted to the following times.
 - Monday to Friday -- 7.00am to 6.00pm
 - Saturday -- 8.00am to 1.00pm
 - No construction work is permitted on Sundays and Public Holidays.
11. The site must be provided with a waste enclosure (minimum 1800mm x 1800mm x 1200mm high) that has a lid or secure covering for the duration of the construction works to ensure that all wastes are contained on site. The enclosure is to be emptied periodically to reduce the potential for rubbish to be blown from the site.

The Council encourages the separation and recycling of suitable materials.

12. During construction temporary toilet facilities are to be provided at or in the vicinity of the nominated work site and for this purpose provide either a standard flushing toilet or an approved sewage management facility.
13. A sign must be erected in a prominent position on any work site on which the erection of a building is being carried out;
 - stating that unauthorised entry to the work site is prohibited, and
 - showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside working hours.
14. The strength of the concrete used for the reinforced concrete floor slab must be 25MPa (N25)
15. With the exception of work where there is in force an exemption under clause 187 or 188 of the Environmental Planning & Assessment Act 1979 all building work that involves residential building work for which the Home Building Act 1989 requires there to be a contract of insurance in force in accordance with Part 6 of that Act, such a contract of insurance is to be in force.

No work is to commence until a copy of a Home Owners Warranty or Owner/Builders Permit have been submitted to Council.

16. All stormwater is to discharge to the street water table by the use of non-flexible kerb adapters. Alternatively, stormwater can connect to the inter allotment drainage system if it is available.
17. Erosion and sediment control measures being implemented prior to the commencement of works and must be maintained during the period of construction to prevent sediment and other debris escaping from the site. Controls are not to be removed until the site is stable with all bare areas supporting an established vegetative cover.
18. Prior to the commencement of any construction works, the following provisions of the Environmental Planning and Assessment Act 1979 (the Act) are to be complied with: Council is to be given at least 2 days notice of the date intended for commencement of building works, in accordance with Section 81A(2)(c) of the Act.
19. Adequate yard drainage together with appropriately sized sumps must be provided for the collection and disposal of ground surface waters to prevent a nuisance from these waters being caused to the property and/or adjoining properties. The disposal of ground surface waters must discharge to the street gutter or interallotment drainage easement. The ground water drainage system must be separate to the roof water drainage system. Full details must be submitted with the Construction Certificate application.
20. A Registered Surveyors Certificate showing the boundaries of the site and the proposed buildings plotted there on being submitted to the Principal Certifying Authority prior to the commencement of construction.
21. The requirements of the submitted BASIX Certificate, number 421388S_02 issued on 22 March 2012 must be installed and/or completed in accordance with the commitments contained in that Certificate. Any alteration to those commitments will require the

submission of an amended BASIX Certificate to the Council prior to the commencement of the alteration/s.

PRIOR TO OCCUPATION

22. Prior to the occupation of a new building, an Occupation Certificate is to be obtained from the Principal Certifying Authority appointed for the erection of the building.
23. Prior to the occupation of the building a written statement must be submitted to the Council confirming the installation/ completion of those commitments.

ENGINEERING CONSTRUCTION

24. No Construction is to commence before a Construction Certificate is issued for the subdivision works (water main, sewer main extension or roadworks). The works are to be constructed in accordance with the plans and specifications referred to in The Construction Certificate.

Note: The Construction Certificate may be issued by Council or an Accredited Certifier. Council's fee for this service is set out in Council's fees and Charges.

25. An Erosion and Sediment Control Plan for the development is to be prepared and implemented in accordance with the LANDCOM guidelines and requirements as outlined in the latest edition of "Soils and Construction – Managing Urban Stormwater". Points to be considered include, but are not limited to:
 - Saving available topsoil for reuse in the revegetation phase of the subdivision;
 - Using erosion control measures to prevent on-site damage;
 - Rehabilitating disturbed areas quickly;
 - Maintenance of erosion and sediment control structures;
26. All earthworks, filling, building, driveways or other works, are to be designed and constructed (including stormwater drainage if necessary) so that at no time will any ponding of stormwater occur on adjoining land as a result of this development.
27. The subdivision works are to be inspected by the Council (or an Accredited Certifier on behalf of Council) to monitor compliance with the consent and the relevant standards of construction, encompassing the following stages of construction:
 - Installation of sediment and erosion control measures
 - Practical Completion

PRIOR TO THE ISSUE OF THE SUBDIVISION CERTIFICATE

28. A linen plan and two (2) copies are to be submitted to Council for approval and endorsement by the General Manager.

Following completion of the subdivision works, one full set of work-as-executed plans, on transparent film suitable for reproduction, and an "AutoCAD compatible" work-as-executed Plan, (in dwg format including pen-map), is to be submitted to Council. All work-as-executed plans shall bear the Consulting Engineer's or Consulting Surveyor's certification stating that all information shown on the plans is accurate.

30. Under the Environmental Planning & Assessment Act, 1979, a *Subdivision Certificate* is required before the linen plan of subdivision can be registered with the Land Titles Office.

(Note: The fee to issue a Subdivision Certificate is set out in Council's Fees and Charges)

31. Under the Environmental Planning & Assessment Act, 1979, a Subdivision Certificate is required before the linen plan of subdivision can be registered with the Land Titles Office.

NOTE: Council's fee to issue a Subdivision Certificate is set out in Council's fees and charges.

32. Prior to issue of the *Subdivision Certificate*, Council is to be supplied with:
 - a) A certificate from the appropriate power authority indicating that satisfactory arrangements have been made for provision of electricity supply to the subdivision.
 - b) A certificate from the appropriate telecommunications authorities indicating that satisfactory arrangements have been made for provision of telephone services to the subdivision.
33. The adjustment of existing services or installation of new services and metres, as required, in compliance with Australian Standard 3500: National Plumbing and Drainage Code. All costs associated with this work shall be borne by the developer.
34. Three metre wide easements, including associated Section 88B Instruments, are to be created in favour of Council over any existing or newly constructed inter-allotment drainage, water, or sewerage reticulation components located within the subject property, or extended through adjoining private properties as a result of this subdivision.
35. Vehicular entrances comprising kerb laybacks (where roll kerb and gutter does not exist) and concrete footway crossings are to be provided to each lot at a suitable location. These should be constructed in accordance with Aus-Spec #1 and the appropriate Council standard drawings including M524-Urban Access, M525-Rural Access, M526-Industrial Access, M594-Kerb & Gutter Layback, as outlined in Councils "Access to Properties Policy".

Which states:-

Inspections - Concrete must not be poured until the excavation, formwork and reinforcing has been inspected by Council. The contractor/owner must arrange an inspection by contacting Council's Technical Services Department between 8.00am and 4.30pm Monday to Friday, giving at least twenty four (24) hours notice. Failure to have the work inspected may result in the access being removed and reconstructed at the contractors/owners expense.

36. The applicant is to provide separate water and sewer reticulation services to each lot.
37. The developer is to extend and meet the full cost of water and sewerage reticulations to service the new lot plus the cost of connecting to existing services. All water and sewerage work is required to be carried out in accordance with the requirements of Mid-Western Regional Council (as the Water Supply Authority under the Local Government Act, 1993) and in accordance with the National Specification – Water & Sewerage Codes of Australia.
38. The developer is to provide a water service and meter for each lot in the subdivision. This can be achieved by making a payment to Council of \$1,650.00 per lot to cover the cost of installing both the service and a 20mm meter on the water main.

Note: Council does not permit other bodies to insert new junctions into 'live' water mains.
39. The developer is to provide a sewer junction for each lot in the subdivision. This can be achieved by making a payment to Council of \$1,425.00 per new junction to cover the cost of Council installing a junction in an existing main.

Note: Council does not permit other bodies to insert new junctions into "live" sewer mains.

GENERAL CONDITIONS RELATING TO THE DEVELOPMENTS

40. A 1.8 metre high screen fence is to be provided to all side and rear boundaries prior to occupation of the development. All fencing is to be provided at full cost to the developer.
41. A 1.8 metre high screen fence or landscaping screen is to be provided between the private open space areas of the units, prior to occupation of the development.
42. Outdoor drying facilities and letterboxes are to be provided for each unit prior to occupation.
43. Switchboards for gas, electricity, etc., must not be attached to the front or street facing elevations of the buildings.
44. Private open space areas for both unit 1 and unit 2 are to be provided with a level surface to at least 50% of the open space area.

The motion was put and carried with Councillors voting as follows:

Councillors	Ayes	Nayes
Cr Cavalier	✓	
Cr Kennedy	✓	
Cr Martens	✓	
Cr Shelley	✓	
Cr Thompson	✓	
Cr Weatherley	✓	
Cr Webb	✓	
Cr White	✓	

Councillor Walker did not return to the meeting at the conclusion of this Item.

6.2.2(a)MA0005/2014 MODIFICATION APPLICATION FOR 53-57 DEPOT ROAD, LOT 16 DP 1165148 DA 0149/2013 FOR A INDUSTRIAL SHED – WELDING BUSINESS

A0100056, P2106461

Councillor Walker declared a pecuniary conflict of interest as he had carried out work on this site, left the meeting prior to this Item at 6.10pm, remained out of the meeting during consideration of this matter and did not participate in discussions or vote in relation to this matter.

Councillor White indicated that she did not receive the reports in relation to 6.2.2(a) & (b) and left the meeting as she felt that she could not be involved in debate on these matters.

293/13

MOTION: Thompson/Weatherley

That:

- the report by the Director, Development and Community Services on the Variation to Depot Road DA 0149/2013 Consent be received.
- That Pursuant to section 96 (1) of the Environmental Planning and Assessment Act, 1979 relating to Modification Application 005/2014, Lot 16 DP 1165148, 53-57 Depot Road, Mudgee that the following conditions of consent be modified

CONDITION 3

The approved plans are amended in the following manner;

- The door on the western elevation of the main building is to be deleted and the wall made flush to the awning of the storage area, and The wall height of the main building is to be no greater than 7.0m above natural ground level.
- Privacy screens are to be attached to the windows and balcony of the second storey along the western elevation so as to obscure any view lines from these areas to the nearby residential development, and
- Details of the measures depicted in the recommendations of the Noise Impact Statement Prepared for Commtech P/L and submitted by the Applicant, and
- Landscaping is to be provided the entire frontage of the earthen mound.
- The developer is to provide on top of the existing earth mound a 2.1m high lapped and capped timber fence.

Plans incorporating the above amendments are to be submitted to Council prior to the release of the Construction Certificate.

CONDITION 18

A registered Surveyors Certificate showing height of the building frame members upon erection. Wall heights are to be no more than 7.0m above 483.6 AHD and the ridge height is to be no higher than 8.4m above 483.6 AHD.

And the following conditions be added to the consent

CONDITION 50

That the cut and fill required on site to achieve the finished floor level of 483.6 AHD for the building be limited to 400 mm of cut and 400mm of fill across the building pad area

CONDITION 51

All finished surface levels shall be shown on the plans submitted for the Construction Certificate. Where it is proposed to import fill, the material shall be certified as free of hazardous materials and contamination by a suitably qualified geotechnical engineer. Fill placed on the lot shall be compacted in accordance with AS3798-2007 Guidelines on Earthworks for Commercial and Residential Developments.

CONDITION 52

A geotechnical report, certifying that the fill has been compacted in accordance with the Australian Standard is to be submitted to Council prior to the issue of the construction certificate for the building.

3. That the remainder of the conditions of development consent 0149/2013 remain unaltered and apply to the development of an Industrial Shed – Welding Business

The motion was put and carried with Councillors voting as follows:

Councillors	Ayes	Nayes
Cr Cavalier	✓	
Cr Kennedy	✓	
Cr Martens		✓
Cr Shelley	✓	
Cr Thompson	✓	
Cr Weatherley	✓	
Cr Webb		✓

Councillors Walker and White did not return to the meeting at the conclusion of this Item.

6.2.2 (b) MA0006/2014 MODIFICATION APPLICATION FOR 47-51 DEPOT ROAD, LOT 17 DP 1165148 DA 0200/2013 FOR A INDUSTRIAL WORKSHOP OFFICE

A0100056, P2106361

Councillor Walker declared a pecuniary conflict of interest as he had carried out work on this site, left the meeting prior to this Item at 6.10pm, remained out of the meeting during consideration of this matter and did not participate in discussions or vote in relation to this matter.

Councillor White indicated that she did not receive the reports in relation to 6.2.2(a) & (b) and had left the meeting previously as she felt that she could not be involved in debate on these matters.

294/13 MOTION: Weatherley/Shelley

That:

1. That the report by the Director, Development and Community Services on the Variation to Depot Road DA 0200/2013 Consent be received;
2. That pursuant to section 96(1) of the Environmental Planning and Assessment Act, 1979 relating to Modification Application 0006/2014, Lot 17 DP 1165148, 47-51 Depot Road, Mudgee that the following conditions of consent be modified:

CONDITION 14

A registered Surveyor's Certificate showing the height of the building frame members upon erection. Wall heights are to be no more than 7.0 metres above the 483.5 AHD and the ridge height is to be no more than 8.4 metres above 483.5 AHD

CONDITION 45

All security fencing is to be pre-coloured or powder-coated and transparent in design. The fencing is to be located behind the building line. The fence must not exceed 2.0 metres in height as required by DCP 2013

CONDITIONS 46

A 2.1metre high lapped and capped timber fence is to be constructed along the top of the earth bunded acoustic barrier to provide additional noise attenuation and to further screen the development from residential areas. The fence is to be constructed of overlapping timber palings, and is to be erected prior to the commencement of any work on site.

And the following condition be added to the consent:

CONDITION 49

That the cut and fill required on site to achieve the finished floor level of 483.5 AHD for the building be limited to 500 mm of cut and 500mm of fill across the building pad area

CONDITION 50

All finished surface levels shall be shown on the plans submitted for the Construction Certificate. Where it is proposed to import fill, the material shall be certified as free of hazardous materials and contamination by a suitably qualified geotechnical engineer. Fill placed on the lot shall be compacted in accordance with AS3798-2007 Guidelines on Earthworks for Commercial and Residential Developments.

Condition 51

A geotechnical report, certifying that the fill has been compacted in accordance with the Australian Standard is to be submitted to Council prior to the issue of the construction certificate for the building.

3. That the remainder of the conditions of development consent 0200/2013 remain unaltered and apply to the development of an Industrial Workshop and Office

The motion was put and carried with Councillors voting as follows:

Councillors	Ayes	Nayes
Cr Cavalier	✓	
Cr Kennedy	✓	
Cr Martens		✓
Cr Shelley	✓	
Cr Thompson	✓	
Cr Weatherley	✓	
Cr Webb		✓

Councillors Walker and White returned to the meeting at 6.19 pm.

6.2.3 PLANNING PROPOSAL LOTS 16 & 17 DP 756897 HILL END ROAD MUDGEE

A0100056, LAN900015

295/13

MOTION: Shelley/Cavalier

That:

- the report by the Director, Development and Community Services on the Planning Proposal Lots 16 & 17 DP 756897 Hill End Road Mudgee be received;
- Council prepare an amending Local Environmental Plan for Lots 16 & 17 DP 756897 Hill End Road Mudgee to provide for general industrial development with a minimum lot size of 3,000m²;
- the Planning Proposal under section 55 of the Environmental Planning and Assessment Act for Hill End Road Mudgee be forwarded to the Department of Planning and Infrastructure seeking a Gateway Determination;
- a further report be presented to Council upon the completion of the exhibition addressing any submissions.

The motion was put and carried with Councillors voting as follows:

Councillors	Ayes	Nayes
Cr Cavalier	✓	
Cr Kennedy	✓	
Cr Martens	✓	
Cr Shelley	✓	
Cr Thompson	✓	
Cr Walker	✓	
Cr Weatherley	✓	
Cr Webb	✓	
Cr White	✓	

6.2.4 AFFORDABLE HOUSING POLICY

A0100056, A0420252

296/13

MOTION: Cavalier/White

That:

- the report by the Manager, Community Services on the Affordable Housing Policy be received;
- the Affordable Housing Policy be adopted.

The motion was put and carried.

6.2.5 AFFORDABLE HOUSING

A0100056, A0420252

Councillor Walker declared a pecuniary conflict of interest as his family had put in a tender to undertake work for Housing Plus, left the meeting at 6.22 pm and did not participate in discussions or vote in relation to this matter.

The Director of Mid-Western Operations left the meeting during consideration of this Item.

297/13 **MOTION:** **Shelley/Weatherley**

That:

1. **the report by the General Manager on Affordable Housing;**
2. **Council allocates \$100,000 from the externally restricted reserve account called "Community Tenancy Scheme" as a grant to Housing Plus for their affordable housing program at George Street, Mudgee.**

The motion was put and carried.

Councillor Walker returned to the meeting at 6.23 pm.

The Director of Mid-Western Operations returned to the meeting at the conclusion of this Item.

6.2.6 DRAFT RECREATION STRATEGY REVIEW OF SUBMISSIONS

A0100056, A0420239

298/13 **MOTION:** **Weatherley/Cavalier**

That:

1. **the report by the Manager Strategic Planning on the Draft Recreation Strategy Review of Submissions be received;**
2. **the Recreation Strategy be adopted as amended.**

The motion was put and carried.

6.2.7 RYLSTONE AERODROME – SECTION 94 CONTRIBUTION AND RATES

A0100056, P1463461

299/13 **MOTION:** **Shelley/Martens**

That:

1. **the report by the Director, Development and Community Services on the Rylstone Aerodrome – Section 94 Contribution and Rates be received;**
2. **consideration of request by the developer for deferment of the payment of Section 94 contributions and rates be deferred subject to a further report from staff with options.**

The motion was put and carried.

6.2.8 FINANCIAL ASSISTANCE APPLICATIONS

A0100056, A0140201

300/13 **MOTION:** **Webb/Martens**

That:

1. **the report by the Financial Accountant on the Financial Assistance Applications;**
2. **Council provide financial assistance to Ayden Toovey for \$250.00 in accordance with the criteria and guidelines of the Financial Assistance Policy, subject to those requirements being met, with the funding from the general financial assistance vote.**
3. **The following amounts be distributed to Ayden Toovey from the Councillor discretionary votes:**

Cr Cavalier	\$300
Cr Shelley	\$250
Cr White	\$250

The motion was put and carried.

6.2.9 LOCAL PREFERENCE POLICY

A0100056, A0140326

301/13 **MOTION:** **Martens/Shelley**

That:

1. **the report by the General Manager on the Local Preference Policy;**
2. **Council endorse the amended Local Preference Policy.**

The motion was put and carried.

6.2.10 TENDER 2013-10 - REDBANK CREEK DAM STRUCTURAL UPGRADE

A0100056, A0411310

302/13 **MOTION:** **Webb/Cavalier**

That:

1. **the report by the Director, Mid-Western Operations on the Tender 2013-10 - Redbank Creek Dam Structural Upgrade;**
2. **subject to receiving the confirmation on the final design from the Dam Safety Committee, Council accepts Leed Engineering and Construction Pty Ltd for Tender 2013-10 for the Tender 2013-10 - Redbank Creek Dam Structural Upgrade and that Council enter into a contract with Leed Engineering and Construction Pty Ltd in accordance with clause 178 of the Local Government (General) Regulation 2005;**
3. **Council authorises the General Manager to finalise and execute the contract on behalf of Council with Engineering and Construction Pty Ltd for Tender 2013-10 Redbank Creek Dam Structural Upgrade for the sum of \$548,900 (incl GST) and the Council authorises the General Manager to approve variations to this contract of up to 5% from the tendered amount;**
4. **the unsuccessful tenderers be notified that their tenders were unsuccessful.**

The motion was put and carried.

Councillors Martens and Thompson requested that their names be recorded as having voted against this decision.

6.2.11 UPDATED ROBERTSON PARK MANAGEMENT PLAN

A0100056, A0820020

The Manager Statutory Planning left the meeting during consideration of this Item.

303/13 **MOTION:** **Shelley/Weatherley**

That:

1. **the report by the Economic Development Officer on the Updated Robertson Park Management Plan;**
2. **Council adopt the Updated Robertson Park Management Plan.**

The motion was put and carried.

The Manager Statutory Planning returned to the meeting at the conclusion of this Item.

6.2.12 2013/2014 SWIMMING POOL SEASON HOURS

A0100056, A0640002

MOTION: **Cavalier/Martens**

That:

1. **the report by the Director, Mid-Western Operations on the 2013/2014 Swimming Pool Season Hours be received;**
2. **that the swimming pool season for 2013/14 starts on the 28th September 2013 and closes on 27th April 2014 with the following opening and closing times;**

28th September to 25th October
Weekdays: 6.00am to 8.00am reopen at 9.30am to 12.30pm
Weekends 6.00am to 8.00am reopen at 9.30am to 6.00pm

26th October to 31st December
6.00am to 8.00am reopen at 9.30am to 7.00pm
Pool closes at 6pm on Tuesday nights

1st January to 31st January
6.00am to 8.00am reopen at 9.30am to 8.00pm
Pool closes at 6pm on Tuesday nights

1st February to 31st March
6.00am to 8.00am reopen at 9.30am to 7.00pm
Pool closes at 6pm on Tuesday nights

1st April to 27th April
Weekdays: 6.00am to 8.00am reopen at 9.30am to 12.30pm
Weekends 6.00am to 8.00am reopen at 9.30am to 6.00pm

Public Holidays
Closed Christmas Day, Good Friday,
Opens 1pm Anzac Day
Opens 10am Boxing Day and New Years Day

3. that the Director Operations has authority to vary these hours to allow the pool to be closed early during inclement weather if there are no swimming patrons;
4. that the Mudgee Amateur Swimming Club be charged \$400 plus GST for the exclusive use of the swimming facility on club nights (Tuesday) and that this charge be included in Councils fees and charges for future years.

AMENDMENT: Kennedy/Walker

That:

1. the report by the Director, Mid-Western Operations on the 2013/2014 Swimming Pool Season Hours be received;
2. that the swimming pool season for 2013/14 starts on the 28th September 2013 and closes on 27th April 2014 with the following opening and closing times;

28th September to 25th October
Weekdays: 6.00am to 8.00am reopen at 9.30am to 12.30pm
Weekends 6.00am to 8.00am reopen at 9.30am to 6.00pm

26th October to 31st December
6.00am to 8.00am reopen at 9.30am to 7.00pm
Pool closes at 6pm on Tuesday nights

1st January to 31st January
6.00am to 8.00am reopen at 9.30am to 8.00pm
Pool closes at 6pm on Tuesday nights

1st February to 31st March
6.00am to 8.00am reopen at 9.30am to 7.00pm
Pool closes at 6pm on Tuesday nights

1st April to 27th April
Weekdays: 6.00am to 8.00am reopen at 9.30am to 12.30pm
Weekends 6.00am to 8.00am reopen at 9.30am to 6.00pm

Public Holidays
Closed Christmas Day, Good Friday,
Opens 1pm Anzac Day
Opens 10am Boxing Day and New Years Day

3. that the Director Operations has authority to vary these hours to allow the pool to be closed early during inclement weather if there are no swimming patrons.

This amendment was put and lost.

That:

1. the report by the Director, Mid-Western Operations on the 2013/2014 Swimming Pool Season Hours be received;
2. that the swimming pool season for 2013/14 starts on the 28th September 2013 and closes on 27th April 2014 with the following opening and closing times;
 - 28th September to 25th October
Weekdays: 6.00am to 8.00am reopen at 9.30am to 12.30pm
Weekends 6.00am to 8.00am reopen at 9.30am to 6.00pm
 - 26th October to 31st December
6.00am to 8.00am reopen at 9.30am to 7.00pm
Pool closes at 6pm on Tuesday nights
 - 1st January to 31st January
6.00am to 8.00am reopen at 9.30am to 8.00pm
Pool closes at 6pm on Tuesday nights
 - 1st February to 31st March
6.00am to 8.00am reopen at 9.30am to 7.00pm
Pool closes at 6pm on Tuesday nights
 - 1st April to 27th April
Weekdays: 6.00am to 8.00am reopen at 9.30am to 12.30pm
Weekends 6.00am to 8.00am reopen at 9.30am to 6.00pm
 - Public Holidays
Closed Christmas Day, Good Friday,
Opens 1pm Anzac Day
Opens 10am Boxing Day and New Years Day
3. that the Director Operations has authority to vary these hours to allow the pool to be closed early during inclement weather if there are no swimming patrons;
4. that the Mudgee Amateur Swimming Club be charged \$200 plus GST for the exclusive use of the swimming facility on club nights (Tuesday) and that this charge be included in Councils fees and charges for future years.

The second amendment was put and carried and on being put as the motion was again carried.

6.2.13 LOCAL TRAFFIC COMMITTEE MINUTES - 9 JULY 2013

A0100056, R0790009

305/13

MOTION: Walker/Shelley

That:

1. the report by the Development Engineer on the Local Traffic Committee Minutes - 9 July 2013;
2. a "Bus Zone" sign be installed 20m north of the existing tree on Perry Street within the existing bus zone parking area between Horatio and Denison Streets in Mudgee;
3. Council consult with the local community to ascertain where disabled access is required in the Kandos CBD area.
4. the "Give Way" signs at the intersection of Windeyer Road and Hill End Road; and at the intersection of the Mudgee Waste Depot Entrance Road and Hill End Road, remain without change;
5. a 15 minute parking zone, from 8:30am to 6pm Monday to Friday and 8.30am to 12:30pm on Saturdays, be installed in front of the hospital shop at 97 Lewis Street Mudgee for a distance of 10m from the northern corner to the southern corner of the hospital shop;
6.
 - a. "Reduce Speed Now" warning sign be installed on Queens Pinch Road 200m prior to the intersection of Bocoble Road and Queens Pinch Roads;
 - b. a "Reduce Speed Now" warning sign be installed on Bocoble Road 200m prior to the intersection of Bocoble Road and Queens Pinch Roads;
 - c. "Transverse rumble strips" be installed on Bocoble Road from its intersection with Queens Pinch Road on an extension of 100m south of intersection;

- d. the damaged mirror be replaced;
 - e. the 'T' intersection advance warning signs on Queens Pinch Road be replaced with 'Y' advance warning signs; and
 - f. the intersection of Queens Pinch Road and Bocoble Road be listed on the roads program for future RMS funding.
7. the event – “Flavours of Mudgee Street Festival”, 28 September 2013 – be classified as a Class 2 Event under the “Guide to Traffic and Transport Management for Special Events Version 3.4” and proceeds with the following conditions:
- a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by Council prior to the event;
 - b. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
 - d. Reimbursing Council for the cost of damage repairs;
 - e. Complying with Council's Law Enforcement Officers' reasonable directives;
 - f. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - g. A Traffic Control Plan (TCP) certified by a person with a 'Select & Modify' or a 'Design and Audit' Certificate be included in the TMP;
 - h. Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
 - i. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council is indemnified against any possible action as the result of the event;
 - j. The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;
 - k. Maintain a four-metre wide emergency vehicle lane;
 - l. Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date; and
 - m. The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review.
8. the event – “Rainbow Day”, Thursday 19 September 2013” – be classified as a Class 2 Event under the “Guide to Traffic and Transport Management for Special Events Version 3.4” and proceeds with the following conditions:
- a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by Council prior to the event;
 - b. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
 - d. Reimbursing Council for the cost of damage repairs;
 - e. Complying with Council's Law Enforcement Officers' reasonable directives;
 - f. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - g. A Traffic Control Plan (TCP) certified by a person with a 'Select & Modify' or a 'Design and Audit' Certificate be included in the TMP;
 - h. Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
 - i. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, the Roads and Maritime Service and NSW Police are indemnified against any possible action as the result of the event;
 - j. The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;

- k. Maintain a four-metre wide emergency vehicle lane;
 - l. Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;
 - m. A copy of the TMP including the TCP is to be forwarded to the Traffic Operations Manager at the Regional RTA Office in Parkes for approval;
 - n. The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review;
 - o. the Traffic Control Plans supplied be revised to include;
 - prepare to stop, traffic controller ahead' signage
 - there be one traffic controller at the entry and one traffic controller at the exit of each collection site
 - a clear zone must be provided on the approach to each site
 - p. all people involved are required to wear retro-reflective vests.
9. the event "Back to Gulgong Weekend 2013", 5 October 2013 – be classified as a Class 2 Event under the "Guide to Traffic and Transport Management for Special Events Version 3.4" and be recommended for approval in principal and subject to the addition of the following condition:
- a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by Council prior to the event;
 - b. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
 - d. Reimbursing Council for the cost of damage repairs;
 - e. Complying with Council's Law Enforcement Officers' reasonable directives;
 - f. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - g. A Traffic Control Plan (TCP) certified by a person with a 'Select & Modify' or a 'Design and Audit' Certificate be included in the TMP;
 - h. Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
 - i. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, the Roads and Maritime Service and NSW Police are indemnified against any possible action as the result of the event;
 - j. The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;
 - k. Maintain a four-metre wide emergency vehicle lane;
 - l. Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;
 - m. The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and
 - n. the organiser consult with the Gulgong Chamber of Commerce to confirm its support of this event, and that confirmation to be provided to Council prior to the event.

The motion was put and carried.

6.2.14 GULGONG SPORTS COUNCIL

A0100056, A0100056

306/13

MOTION: Shelley/Cavalier

That:

1. the report by the Director, Mid-Western Operations on the Gulgong Sports Council be received;
2. That the minutes for the Gulgong Sports Council ordinary monthly meeting held on 19 June 2013 be noted.

The motion was put and carried.

6.2.15 MUDGEE SHOWGROUND MANAGEMENT COMMITTEE

A0100056, F0650007

307/13 **MOTION:** **Webb/Martens**

That the report by the Director, Mid-Western Operations on the Mudgee Showground Management Committee be received.

The motion was put and carried.

6.2.16 MUDGEE SPORTS COUNCIL

A0100056, A0100013

308/13 **MOTION:** **Shelley/Webb**

That:

1. **the report by the Director, Mid-Western Operations on the Mudgee Sports Council be received;**
2. **That the minutes for the Mudgee Sports Council ordinary monthly meeting held on 30 June 2013 be noted.**

The motion was put and carried.

6.2.17 BANNER POLES IN GULGONG

A0100056, A0100032

309/13 **MOTION:** **Webb/Weatherley**

That:

1. **the report by the General Manager on the Banner Poles in Gulgong be received;**
2. **Council purchase 10 banner poles for Gulgong at a cost of \$10,000 to be funded from the strategic projects provisions. The poles to be located on the Castlereagh Highway – 5 on the southern entrance from Mudgee and 5 on the north-west entrance from Dunedoo.**

The motion was put and carried.

There being no further business the meeting concluded at 6.46 pm.

Item 4: Matters in Progress

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
Rylstone/Kandos Sewerage Augmentation	S.85/10 Assets Mtg 1/12/10	That: 2. Council commence negotiations with the Department of Environment, Climate Change and Water to defer construction of a new Treatment Plant at Kandos until funds become available under the Country Town Water and Sewerage Scheme; 3. staff review options to stage the proposed works in this region to improve the affordability of the augmentation required to meet effluent discharge quality requirements.	With the focus on delivering the Mudgee Sewer Works insufficient staff resources are available to review this scheme
Quarry Road – Kandos	Res. 64/12 Ordinary Mtg 15/2/2012	That consideration of this matter be deferred until discussions with Cement Australia have been completed.	No determination as yet.
Return of Royalties	Res. 151/12 Ord. Mtg. 18/4/2012	That Council continue to fight for the return of royalties for the region.	Expressions of Interest have been lodged with the State Government. A decision is expected in September.
NSW Origins Legends	Res. 192/13 Ord. Mtg. 6/6/2013	That consideration of the submission from the NSW Origin Legends be deferred until the September quarterly budget review.	This matter will raised again at the September quarterly budget review
Mudgee Civilian Rifle and Small Bore Club	Res. 193/13 Ord. Mtg. 6/6/2013	That consideration of the submission from the Mudgee Civilian Rifle and Small Bore Club Inc be deferred	This matter will raised again at the September quarterly budget review
Frontline Community Services	Res. 194/13 Ord. Mtg. 6/6/2013	That consideration of the submission from Frontline Community Services be deferred until the September Quarterly Budget Review.	This matter will raised again at the September quarterly budget review

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
Housing Plus – George Street Affordable Housing	Res. 253/13 Ord. Mtg. 24/7/2013	That a report be presented to Council investigating ways of the Council assisting Housing Plus.	<p>A report was included in the last meeting Business Paper</p> <p>RECOMMEND COMPLETION</p>
Welcome Signs	Res. 278/13 Ord Mtg. 24/7/2013	<ol style="list-style-type: none"> 2. Council publicly exhibit the proposed designs and invite comment from the community; 3. Council approve the purchase of 12 signs to be installed at the following locations: <ul style="list-style-type: none"> - Rylstone at two locations - Gulgong at four locations - Mudgee at three locations - Kandos at three locations 4. Council allocates a further \$15,000 in the 2013/14 budget to fund all twelve signs to be installed and this budget adjustment be prioritised at the September quarterly budget review. 	<p>The public consultation process commence on Friday 2nd August and will be completed on Friday 23 August 2013.</p>
Rylstone Aerodrome – Section 94 Contribution and Rates	Res. 299/13 Ord Mtg. 07/08/13	<ol style="list-style-type: none"> 1. The report by the Director, Development and Community Services on the Rylstone Aerodrome – Section 94 Contribution and Rates be received 2. Consideration of request by the developer for deferment of the payment of Section 94 contributions and rates be deferred subject to a further report from staff with options. 	<p>Report will be presented to Council in due course</p>

Item 5: Mayoral Minute

5.1.1 Reinstatement of Budget Cuts

MAYORAL MINUTE TO 21 AUGUST 2013 COUNCIL MEETING
Reinstatement of Budget Cuts
A0100056, A0100055,

RECOMMENDATION

That Council amend the 2013/14 Operational Plan to increase the expenditure on resheeting by \$431,000, increase expenditure on Cope Road capital project by \$400,000, undertake landscaping at the cemetery at \$40,000, provide irrigation at Lawson Park at a value of \$80,000 and increase the weed budget by \$49,000, all funded from Unrestricted Cash.

As Mayor I have seen the report included in this business paper presented by the General Manager (item 6.2.13 in this business paper) on addressing the infrastructure backlog. Although the intent of the General Manager is appropriate to spend any budget surplus on the infrastructure for roads, I also believe we have a moral obligation to undertake works that we included in the draft operational plan that went on public exhibition, but reduced when we adopted the final contents of the plan including an income reduction. Council will recall at its meeting on the 5th June 2013 the following resolution was passed;

That Council amend the 2013/14 Operational Plan to reduce the overall rates levied in the 2013/14 financial year by \$169,000 to \$17,751,094.36 and that the reduced yield be determined by reducing the rate increase on Farmland to 5.53% increase the same as the Business and Residential categories. This reduced income of \$169,000 be funded by way of deleting/amending the following expenditure and/or projects costs

- \$40,000 – Cemetery Landscaping
- \$80,000 – Lawson Park Irrigation
- \$49,000 – Weeds budget

Prior to increasing our expenditure on roads I believe Council needs to undertake the three projects stated in the resolution above to restore Council to the position we were at when we went out on public consultation.

I am therefore asking Council when considering the use of the million dollar surplus, that these three projects have priority. The recommendation in this Mayoral minute is to undertake these works as a priority. I have asked the General Manager to have available at the meeting which roads in his schedule for resheeting he would recommend to delete to achieve the additional \$169,000 required to re-instate the projects deleted at the June 5th Council meeting.



CR DES KENNEDY
MAYOR

12 August 2013

Item 6: General Business

6.1 Notices of Motion

NIL

6.2 Reports

6.2.1 Notice of Motion

REPORT BY THE GENERAL MANAGER TO 21 AUGUST 2013 COUNCIL MEETING

Notice of Motion

A0100056, A0110002, A0100035

RECOMMENDATION

That the report by the General Manager on the Notice of Motion be received.

Detailed report

Under Council's Code of Meeting Practice clause 23(2)(a) I am required to report to Council without giving details if I have excluded a matter requested to go on this business paper. It is my opinion that a Notice of Motion that has been forwarded to me was not in accordance with the Council's Code of Meeting Practice as it should have been a rescission motion not a notice of motion. Secondly that the intent of the Notice of Motion had no chance of being legally or successfully enacted.

That section of the Code of Meeting Practice referred to above states:

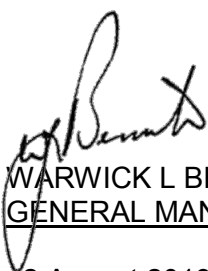
The General Manager must not include in the agenda for a meeting of the Council any business of which due notice has been given if, in the opinion of the General Manager, the business is (or the implementation of the business would be) unlawful. The General Manager must report (without giving details of the item of business) any such exclusion to the next meeting of the Council. (see Clause 240(2) LGGR).

Financial implications

Not applicable.

Strategic or policy implications

Refer to Council's Code of Meeting Practice.



WARWICK L BENNETT
GENERAL MANAGER

12 August 2013

6.2.2 DA0052/2014 – Proposed Farm Shed, Lot 4 DP1146240, 51 Lue Road, Milroy

REPORT BY THE MANAGER HEALTH & BUILDING TO 21 AUGUST 2013 COUNCIL MEETING

Document3

A0100056, DA0052/2014

RECOMMENDATION

That:

1. the report by the Manager Health & Building on the DA 0052/2014 – Proposed Farm Shed, Lot 4 DP1146240, 51 Lue Road, Milroy be received;
2. That the Development Application 0052/2014 – Proposed Farm Shed, Lot 4 DP1146240, 51 Lue Road, Milroy be granted development consent subject to the following conditions:
 1. The development is to be carried out in accordance with the approved stamped plans, except as otherwise provided by the conditions of this determination (Note:- modifications to the approved plans will require the lodgement and consideration by Council of a modification pursuant to Section 96 of the Environmental Planning and Assessment Act).
 2. Notwithstanding the approved plans the structure is to be located clear of any easements and/or any water and sewer mains in accordance with Council Policy
 3. All building work must be carried out in accordance with the provisions of the National Construction Code, Volume One and the adopted Australian Standards referenced in the Building Code of Australia
 4. All plumbing and drainage work must be carried out by a licensed plumber and drainer and must comply with the requirements of the Plumbing Code of Australia 2013
 5. The shed shall not be adapted nor used for residential, commercial or industrial purposes without prior approval of certifying authority.
 6. All mandatory inspections required by the Environmental Planning and Assessment Act and any other inspections deemed necessary by the Principal Certifying Authority being carried out during the relevant stages of construction.
 7. Construction work noise that is audible at other premises is to be restricted to the following times:
 - Monday to Saturday -- 7.00am to 5.00pm
 - No construction work is permitted on Sundays and Public Holidays.
 8. The building(s) shall not be used or occupied until either an occupation certificate or an interim occupation certificate has been issued by the principal certifying authority.

9. **A sign shall be erected in a prominent position on the premises on which the erection or demolition of a building is being carried out showing:**
 - **the name, address and telephone number of the principal certifying authority for the work, and**
 - **stating that unauthorised entry to the premises is prohibited, and**
 - **showing the name of the builder or other person in control of the premises and a telephone number at which the builder or other person may be contacted outside working hours. The sign shall be removed when the erection or demolition of the building has been completed**

10. **The strength of the concrete used for the reinforced concrete floor slab must be 25MPa (N25)**

11. **The site must be provided with a waste enclosure (minimum 1800mm x 1800mm x 1200mm high) that has a lid or secure covering for the duration of the construction works. The enclosure is to be emptied periodically to reduce the potential for rubbish to be blown from the site.
The Council encourages the separation and recycling of suitable materials.
NOTE: ALL WASTE GENERATED FROM THE CONSTRUCTION PROCESS IS TO BE CONTAINED ON-SITE.**

12. **Prior to the commencement of any construction works, the following provisions of the Environmental Planning and Assessment Act 1979 (the Act) are to be complied with:**
 - **A Construction Certificate is to be obtained in accordance with Section 81A(2)(a) of the Act.**
 - **A Principal Certifying Authority is to be appointed and Council is to be notified of the appointment in accordance with Section 81A(2)(b) of the Act.**
 - **Council is to be given at least 2 days notice of the date intended for commencement of building works, in accordance with Section 81A(2)(c) of the Act.**

13. **All stormwater is to discharge a minimum 3m from the building and disposed of in such a way as to not adversely affect the adjoining properties.**

14. **Erosion and sediment control measures being implemented prior to the commencement of works and must be maintained during the period of construction to prevent sediment and other debris escaping from the site. Controls are not to be removed until the site is stable with all bare areas supporting an established vegetative cover.**

15. **The floor of the proposed farm shed is to be 450.3m AHD.**

Executive summary

Council has received a development application for the construction of a farm shed to be located upon lot 4 DP 1146240, 51 Lue Road, Milroy. The subject lot which is zoned Primary Production Small Lots, comprises 16.8 hectares of floodplain land.

The farm shed is proposed to be 18.3 metres by 20 metres by 6 metres high (366m²) of steel frame construction on concrete slab enclosed by Colorbond sheeting. It is proposed that the farm shed will be located on an earth mound 900mm above natural ground level to ensure that the floor level of the shed is 500mm above the 1 in 20 year flood height.

The proposed development complies with Council's Development Control Plan 2013 in terms of setback and a structural design for the shed and slab have been submitted along with a flood water accumulative impact report showing the construction of the shed will have no detrimental effect to the existing flood height (the 1 in 20 year flood level will rise by 1mm).

The application has been reported to Council for determination as the applicant is Councillor Walker. Development Applications by Councillors and Senior Staff are beyond staff delegation to determine. A previous development application for this shed was determined by staff in error and therefore is invalid as it was inconsistent with staff delegation. That previous consent will be revoked and the current development application is before Council for determination.

The previous application was notified to adjoining owners and no submissions were received. As the re-lodgement of this application is identical to the previous application it is considered that there is no neighbour notification required.

Detailed report

The application has been assessed in accordance with Section 79C(1) of the Environmental Planning and Assessment Act 1979. The main issues are addressed below as follows.

REQUIREMENTS OF REGULATION AND POLICIES

(a) Provisions of any Environmental Planning Instrument and any draft EPI

Mid-Western Regional LEP 2012

The land is zoned Primary Production Small Lots in accordance with the LEP 2012. The proposed development would be defined as a farm building and is permissible with the consent of Council.

(b) Provisions of any Development Control Plan or Council Policy

Council's Development Control Plan 2013 applies to the site. The development is consistent with the setback requirements provided by the DCP as the development is 20 metres away from the eastern boundary and 130 metres away from the southern boundary (front boundary).

As the whole of the property is located in a high risk flood prone area, the flood requirements of the DCP also apply to this site. However based on the engineer and survey reports provided to Council as part of the Development Application, the proposed development is consistent with the provisions of the DCP.

IMPACT OF DEVELOPMENT

Context and Setting

The development is proposed to be located approximately 130 metres north of Lue road and approximately 410 metres east of Ulan Road.

The land is generally flat with very slight undulations.

The shed will be visible to vehicular traffic driving on both Lue and Ulan Roads.

Access, transport and traffic

The subject lot is accessible from Lue Road.

Heritage

There are no listed heritage items or Conservation Areas within close proximity of the site.

SUITABILITY OF THE SITE FOR DEVELOPMENT*(a) Does the proposal fit in the locality*

The proposed development, although large in floor area and height, is not considered excessive for the intensive agricultural zone. The setback from Lue and Ulan Roads is also considered to favour the proposed development as it would reduce the visual impact as seen from the roads.

(b) Are the site attributes conducive to development

According to Council's flood modelling the whole of the allotment is considered to be in a high risk flood zone making no one site better than another. To overcome this, it is proposed that the floor level of the shed be 500mm above the 1 in 100 year flood height.

A report prepared by Geoff Moore has certified that as the shed is located on a 900mm high earth bound there will be no negative effect by flood forces pushing against the structure.

A further report prepared by Insites Development Consultants has stated that the shed and mound will cause flood water in the area to rise by no more than 1mm. This is considered satisfactory.

SUBMISSIONS MADE IN ACCORDANCE WITH THE ACT OR REGULATIONS

A previous invalid consent had already been granted for this development during which time the application was notified with no objections being received. As the re-lodgement of this application is identical to the previous application it is considered that there is no neighbour notification required.

THE PUBLIC INTEREST

The public interest is served by development compliance with Council plans and policies.

There were no political donations reported as part of the development application.

CONSULTATIONS*(a) Statutory Planning*

The application was referred to the Manager of Statutory Planning – Gary Bruce who advised that the application is consistent with Development Control Plan 2013 in relation to the flood requirements.

OPTIONS

The application be approved subject to conditions included within the recommendation.

The application be refused with reasons to be provided.

Financial implications

Nil

Strategic or policy implications

Nil



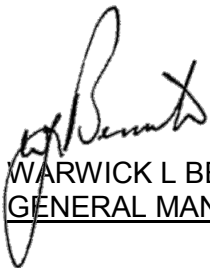
CATHERINE VAN LAEREN
DIRECTOR, DEVELOPMENT & COMMUNITY SERVICES

MANAGER HEALTH & BUILDING

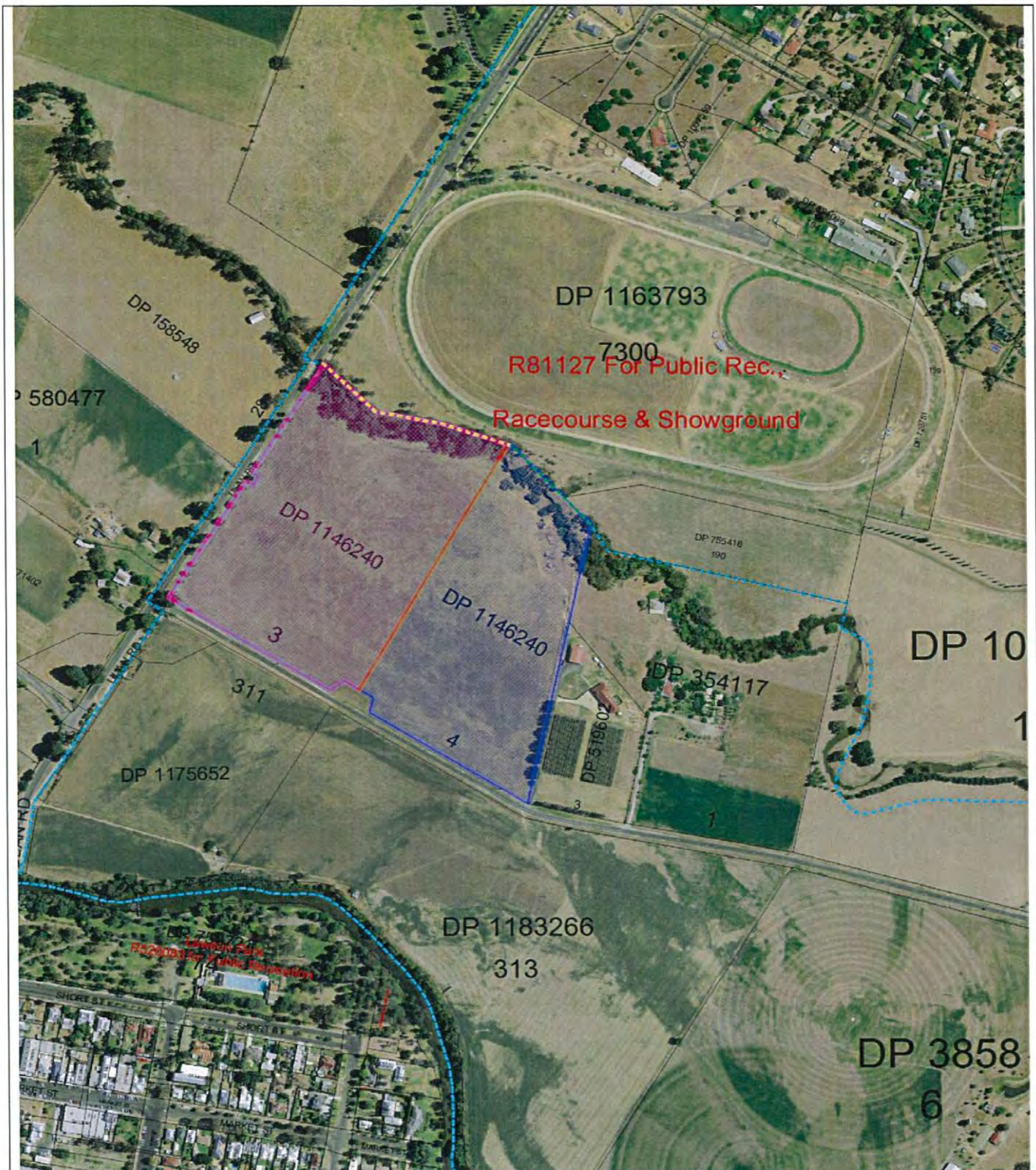
9 August 2013

Attachments: 1. Locality Plan
 2. Site Plan
 3. Shed plans

APPROVED FOR SUBMISSION:



WARWICK L BENNETT
GENERAL MANAGER

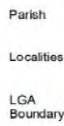
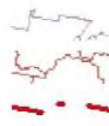
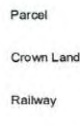
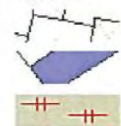


Map Scale: 1:6,901

Disclaimer
This map has been created for the purpose of showing basic locality information over Mid-Western Regional Council. Property boundary line network data is supplied by Department of Lands.

This map is a representation of the information currently held by Mid-Western Regional Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.

Legend



Printed on Friday, 9 August 2013

ATTACHMENT 2



PROPOSED SHED LOCATION
 SCALE 1:2000 @ A1 SHEET
 1:4000 @ A3 SHEET



1:2000	A1	A2	A3	A4	A5
1:4000	A6	A7	A8	A9	A10

DESIGN FLOOD LEVELS ARE OBTAINED FROM WADGETT FLOODPLAIN MANAGEMENT STUDY AND PLAN PROVIDED BY FERRISER CONSULTING. ALL LEVELS SHOWN ARE TO AHD AND ARE BASED ON SURVEY CONDUCTED BY AU CONSULTANTS AND ASSOCIATES ON 27 OCTOBER 2011.

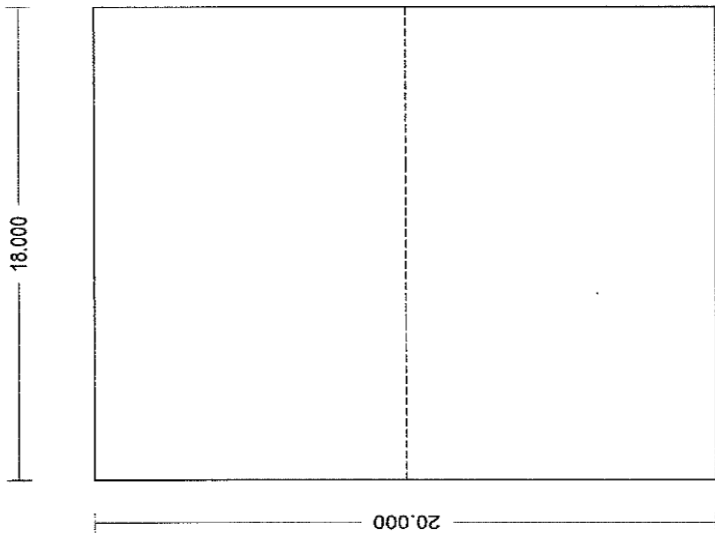
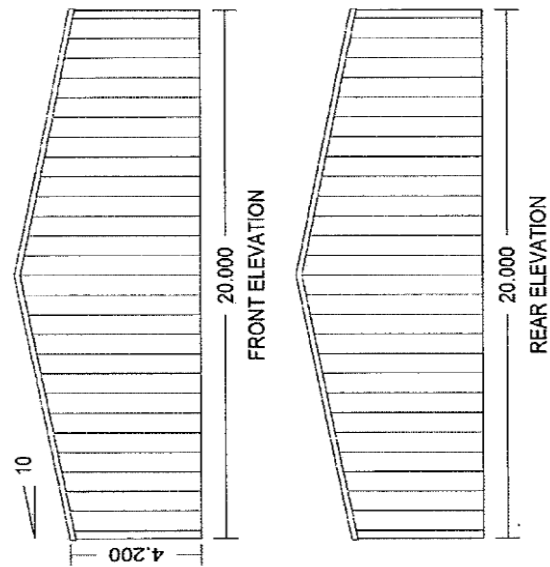
DATE	BY	REVISION

PROJECT NO: 10/11/11
 SHEET NO: A

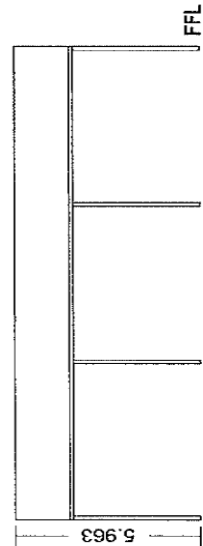
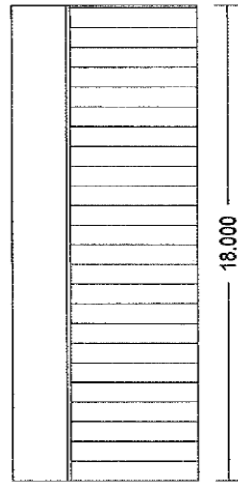
ISSUE FOR D.A.
 MW-SHED
 E1

LOCATION OF PROPOSED SHED
 LOT 14 DP1146240
 DESIGN FLOOD LEVELS

MR MAX WALKER



PLAN



Plans Drawn By **For Customer** Architectural Drawings
Quote: walker00001283
Drawing:
Proposed Project:
Client: Max walker
Site: Lue Rd MUDGEE
All Work To Be In Accordance With Accompanying Engineers Details
Midwest Commodities Pty Ltd
20 Sydney Road, Mudgee NSW 2850
Ph: 0263727601 Fax: 0263727613
Email: midwest@mwj.com.au

6.2.3 Monthly statement of Mid-Western Regional Council bank balances and investments as at 31 July 2013

REPORT BY THE FINANCIAL ACCOUNTANT TO 21 AUGUST 2013 COUNCIL MEETING

Bankrep

A0100056, A0140304

RECOMMENDATION

That:

1. **the report by the Financial Accountant on the Monthly statement of Mid-Western Regional Council bank balances and investments as at 31 July 2013 be received;**
2. **the certification by the Responsible Accounting Officer be noted.**

Executive summary

The purpose of this report is to certify that Council's investments have been made in accordance with legal and policy requirements; provide information on the detail of investments and raise other matters relevant to Council's investment portfolio as required.

Detailed report

Clause 212 of the Local Government (General) Regulation 2005 requires that the Responsible Accounting Officer of a Council:

- a) must provide the Council with a written report (setting out details of all money that the Council has invested under Section 625 of the Act), to be presented at each Ordinary Meeting of the Council, and
- b) must include in the report a certificate as to whether or not the investment has been made in accordance with the Act, the regulations and the Council's investment policies.

The report must be made up to the last day of the month immediately preceding the meeting.

Financial implications

Term deposit interest rates have been trending downwards across the board over the last month. Interest rates on offer to Council fell further following the decision by the Reserve Bank to drop the official cash rate by 25 basis points.

Strategic or policy implications

Not applicable.

NEIL BUNGATE
FINANCIAL ACCOUNTANT

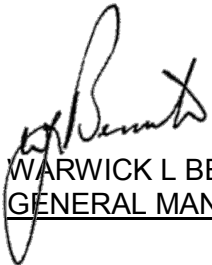
CLARE PHELAN
DIRECTOR, FINANCE & ADMINISTRATION

4 July 2013

Attachments:

1. Monthly statement of bank balances and investments
2. Schedule of MWRC investment policy requirements
3. Monthly investment portfolio activity

APPROVED FOR SUBMISSION:



WARWICK L BENNETT
GENERAL MANAGER

ATTACHMENT 1

For the month ended: 31-Jul-13

Bank Accounts	Opening Balance	Receipts	Payments	Closing Balance	Overdraft Limit
National Australia Bank	\$ 130,364	\$ 15,833,029	\$ 15,717,764	\$ 245,630	\$ 700,000

The bank balance has been reconciled to the General Ledger as at 31/07/2013

Investments	Type	Amount	Yield %	Maturity Date	Term	Rating	Govt Rating	NAV	% of Portfolio
National Australia Bank	At Call	\$ 640,000	3.05%	N/A	At Call	A-1+	1		1.8%
National Australia Bank	Term Deposit	\$ 1,000,000	4.12%	2/10/2013	105	A-1+	2		2.9%
National Australia Bank	Term Deposit	\$ 1,000,000	4.15%	22/01/2014	189	A-1+	2		2.9%
National Australia Bank	Term Deposit	\$ 1,000,000	4.20%	16/10/2013	91	A-1+	2		2.9%
National Australia Bank	Term Deposit	\$ 1,000,000	4.15%	30/10/2013	105	A-1+	2		2.9%
National Australia Bank	Term Deposit	\$ 1,000,000	4.13%	9/10/2013	105	A-1+	2		2.9%
National Australia Bank	Term Deposit	\$ 2,000,000	4.06%	20/11/2013	112	A-1+	2		5.8%
Commonwealth Bank	Term Deposit	\$ 1,000,000	4.10%	6/11/2013	104	A-1+	1		2.9%
Commonwealth Bank	Term Deposit	\$ 1,000,000	4.10%	6/11/2013	104	A-1+	2		2.9%
Westpac Bank	Term Deposit	\$ 1,000,000	4.17%	11/09/2013	104	A-1+	1		2.9%
Westpac Bank	Term Deposit	\$ 1,200,000	4.20%	23/10/2013	91	A-1+	2		3.5%
Westpac Bank	Term Deposit	\$ 2,000,000	4.23%	23/10/2013	91	A-1+	2		5.8%
Westpac Bank	Term Deposit	\$ 1,000,000	4.10%	21/08/2013	98	A-1+	2		2.9%
Westpac Bank	Term Deposit	\$ 1,000,000	4.17%	4/09/2013	98	A-1+	2		2.9%
St George Bank	Term Deposit	\$ 1,000,000	4.20%	28/08/2013	84	A-1+	1		2.9%
St George Bank	Term Deposit	\$ 1,500,000	4.10%	9/10/2013	105	A-1+	2		4.3%
St George Bank	Term Deposit	\$ 700,000	4.20%	23/10/2013	91	A-1+	2		2.0%
St George Bank	Term Deposit	\$ 2,500,000	4.15%	18/09/2013	105	A-1+	2		7.2%
St George Bank	Term Deposit	\$ 1,000,000	4.15%	15/08/2013	92	A-1+	2		2.9%
St George Bank	Term Deposit	\$ 800,000	4.15%	25/09/2013	110	A-1+	2		2.3%
ING Australia Bank	Term Deposit	\$ 1,500,000	4.18%	25/09/2013	105	A-1	1		4.3%
ING Australia Bank	Term Deposit	\$ 1,000,000	4.19%	9/10/2013	105	A-1	2		2.9%
ING Australia Bank	Term Deposit	\$ 2,200,000	4.15%	11/09/2013	96	A-1	2		6.3%
ANZ	Term Deposit	\$ 1,000,000	4.00%	13/11/2013	105	A-1	1		2.9%
Bank of Queensland	Term Deposit	\$ 1,000,000	4.23%	9/10/2013	91	A-2	1		2.9%
Bank of Queensland	Term Deposit	\$ 700,000	4.28%	28/08/2013	105	A-2	2		2.0%
Bendigo & Adelaide Bank	Term Deposit	\$ 1,000,000	4.28%	7/08/2013	91	A-2	1		2.9%
Members Equity Bank	Term Deposit	\$ 1,000,000	4.33%	7/08/2013	91	A-2	1		2.9%
Members Equity Bank	Term Deposit	\$ 1,000,000	4.28%	2/10/2013	105	A-2	2		2.9%
Longreach Series 26	Property Linked Note	\$ 1,000,000		7/06/2014	7 yrs	A+	-	\$ 972,900	2.9%
Total Investments		\$ 34,740,000							100.0%
		Average Yield	4.02%						

Financial Claims Scheme

- 1 Guaranteed to \$250,000
- 2 Not Covered

ATTACHMENT 2

MWRC Policy Requirements:

Investments by Institution	Long/Short Term Ratings	Amount	% of Portfolio	
			Actual	Policy Limit
National Australia Bank	AA/A-1+	\$ 7,640,000	22.0%	25.0%
Bankwest	AA/A-1+	\$ -	0.0%	25.0%
St George Bank	AA/A-1+	\$ 7,500,000	21.6%	25.0%
Commonwealth Bank	AA/A-1+	\$ 2,000,000	5.8%	25.0%
Westpac Bank	AA/A-1+	\$ 6,200,000	17.8%	25.0%
ANZ	AA/A-1	\$ 1,000,000	2.9%	25.0%
Longreach	A+/A-1	\$ 1,000,000	2.9%	20.0%
ING Australia Bank	A/A-1	\$ 4,700,000	13.5%	15.0%
Bank of Queensland	BBB+/A-2	\$ 1,700,000	4.9%	10.0%
Bendigo & Adelaide Bank	A-/A-2	\$ 1,000,000	2.9%	10.0%
Members Equity Bank	BBB/A-2	\$ 2,000,000	5.8%	10.0%
		\$ 34,740,000	100.0%	

Investments by Rating	Rating*	Amount	% of Portfolio	
			Actual	Limit
Direct Securities	AAA/A-1+	\$ 23,340,000	67.2%	100.0%
	AA/A-1	\$ -	0.0%	100.0%
	A/A-1	\$ 6,700,000	19.3%	60.0%
	BBB/A-2	\$ 4,700,000	13.5%	20.0%
	BBB-/A-3	\$ -	0.0%	20.0%
	Unrated	\$ -	0.0%	20.0%
Managed Funds	AAA		0.0%	
	AA		0.0%	
	A		0.0%	
	BBB		0.0%	
	Unrated		0.0%	
		\$ 34,740,000	100.0%	

Term to Maturity	Amount	% of Portfolio		
		Actual	Minimum	Maximum
Less than 1 year	\$ 33,740,000	97.1%	30.0%	100.0%
Between 1 and 3 years	\$ -	0.0%	0.0%	70.0%
Between 3 and 5 years	\$ -	0.0%	0.0%	50.0%
More than 5 years	\$ 1,000,000	2.9%	0.0%	25.0%
	\$ 34,740,000	100.0%		

ATTACHMENT 3

Monthly Investment Portfolio Activity:

The below table shows monthly investment activity within the portfolio including investments that have

Bank Accounts	Opening Balance	Redeemed Balance	Re-invested Balance	Change in interest rate	Change in Term (days)	New Term Rate
National Australia Bank	\$ 315,000	\$ 315,000	\$ -	Redeemed	At Call	
National Australia Bank	\$ 2,000,000	\$ 1,000,000	\$ 1,000,000	-0.11%	14	4.20%
Westpac Bank	\$ 2,000,000	\$ -	\$ 2,000,000	0.01%	21	4.23%
Westpac Bank	\$ 1,200,000	\$ -	\$ 1,200,000	-0.05%	14	4.20%
St George Bank	\$ 700,000	\$ -	\$ 700,000	0.00%	14	4.20%
National Australia Bank	\$ 1,500,000	\$ 500,000	\$ 1,000,000	-0.16%	9	4.15%
National Australia Bank	\$ 1,000,000	\$ -	\$ 1,000,000	-0.12%	98	4.15%
National Australia Bank	\$ 1,000,000	\$ 1,000,000	\$ -	Redeemed		
St George Bank	\$ 1,000,000	\$ 1,000,000	\$ -	Redeemed		
Commonwealth Bank	\$ -		\$ 1,000,000	New Deposit		4.10%
Commonwealth Bank	\$ -		\$ 1,000,000	New Deposit		4.10%
Bank of Queensland	\$ 1,000,000	\$ 1,000,000	\$ -	Redeemed		
Members Equity Bank	\$ 1,000,000	\$ 1,000,000	\$ -	Redeemed		
ANZ ASPRIT III	\$ 500,000	\$ 500,000	\$ -	Redeemed		
National Australia Bank	\$ -	\$ -	\$ 2,000,000	New Deposit		4.06%
ANZ	\$ -		\$ 1,000,000	New Deposit		4.00%
	<u>\$ 13,215,000</u>		<u>\$ 11,900,000</u>			

Net Portfolio Movement **\$1,315,000 Reduction**

6.2.4 Mudgee Common – Draft Plan of Management

REPORT BY THE MANAGER STRATEGIC PLANNING TO 21 AUGUST 2013 COUNCIL MEETING

Document92

A0100056, F0650038

RECOMMENDATION

That:

1. **the report by the Manager Strategic Planning on the Mudgee Common - Draft Plan of Management be received;**
2. **that Council resolve to exhibit the draft Plan of Management for a period of 30 days to allow stakeholder and general community comment.**

Executive summary

Mid-Western Regional Council has prepared a draft Plan of Management (PoM) for the development of the area known as Mudgee Common into a designated mountain bike track. It should be noted that there are other users of the site aside from mountain bike riders. These include walkers and birdwatchers amongst others. The purpose of this plan is to provide direction for the future use and development of Mudgee Common.

The subject land is identified as Lot 7304 in DP 1151583, described as Reserve 120019 58 Common Road, Mudgee, NSW 2850. The subject site is located to the west of Mudgee and is adjacent to the Avisford Nature Reserve. The land was gazetted as a Crown Reserve for the purpose of Public Recreation on 23 January 1987.

Although known as Mudgee Common, the land is not a Common for the purposes of the Commons Management Act 1989. Under section 77 of the Crown Lands Act 1989, Crown land that has been vested in Council is to be treated as Community Land for the purposes of the Local Government Act 1993 (LG Act). Section 35 of the LG Act requires Community Land to be used and managed in accordance with a Plan of Management.

Access to the site is provided by the existing unsealed road known as Common Road, which adjoins Bellevue Road. A locked gate prevents unauthorised vehicles from entering the site. The area is densely vegetated with native and some non-native species. The local cyclists and motorcycle riders have developed a number of trails throughout the site. The mountain bike club has sought approval from Mid-Western Regional Council in order to legitimise the existing trails as dual use mountain biking /walking trails and to develop a plan for the potential development of further trails in the future. It should be noted that the use of the Common for riding motorcycles is prohibited. The proposed development is detailed in the request to Council which is included in the appendices of this report.

Land uses adjoining the subject area include National Parks and Nature Reserves to the west, and urban release areas to the north, the town of Mudgee to the east and further environmental management land to the south.

There are a number of illegal structures within the site that are used for the purpose of 'bike jumps'. These will need to be identified and either removed or upgraded to ensure the safety of users of the site.

Detailed report

Relevant Legislation

Crown Lands Act 1989

The land is owned by Crown Lands NSW and is subject to the provisions of the Crown Lands Act 1989. Control of the land has been vested in Council and as such is subject to the provisions of the Local Government Act 1993.

Council still, however, requires the consent of NSW Crown Lands to prepare the PoM. This was requested by Council on 3 June 2013 and consent was received on 5 July 2013.

Local Government Act 1993

In accordance with the provisions set out in the Local Government Act 1993 and accompanying Regulations, Mudgee Common should be classified into the following category of Community Land:

- Natural Area – Bushland

The LG Act further specifies the core objectives for areas of this classification.

The core objectives for management of community land categorised as a natural area are:

- a) *to conserve biodiversity and maintain ecosystem function in respect of the land, or the feature or habitat in respect of which the land is categorised as a natural area, and*
- b) *to maintain the land, or that feature or habitat, in its natural state and setting, and*
- c) *to provide for the restoration and regeneration of the land, and*
- d) *to provide for community use of and access to the land in such a manner as will minimise and mitigate any disturbance caused by human intrusion, and*
- e) *to assist in and facilitate the implementation of any provisions restricting the use and management of the land that are set out in a recovery plan or threat abatement plan prepared under the [Threatened Species Conservation Act 1995](#) or the [Fisheries Management Act 1994](#).*

The core objectives for management of community land categorised as bushland are:

- a) *to ensure the ongoing ecological viability of the land by protecting the ecological biodiversity and habitat values of the land, the flora and fauna (including invertebrates, fungi and micro-organisms) of the land and other ecological values of the land, and*
- b) *to protect the aesthetic, heritage, recreational, educational and scientific values of the land, and*
- c) *to promote the management of the land in a manner that protects and enhances the values and quality of the land and facilitates public enjoyment of the land, and to implement measures directed to minimising or mitigating any disturbance caused by human intrusion, and*
- d) *to restore degraded bushland, and*
- e) *to protect existing landforms such as natural drainage lines, watercourses and foreshores, and*
- f) *to retain bushland in parcels of a size and configuration that will enable the existing plant and animal communities to survive in the long term, and*
- g) *to protect bushland as a natural stabiliser of the soil surface*

Formalising the existing trails throughout the site will ensure that environmental damage is minimised. This should achieve the balance of preserving and protecting the environmentally sensitive features of the site whilst also ensuring the public can enjoy using the land.

Mid-Western Regional Local Environmental Plan 2012

The land is zoned E3 Environmental Management pursuant to the LEP 2012. The proposed mountain bike track is classified as an outdoor recreation facility which is a permissible land use within the zone.

The objectives of the E3 zone are:

- *To protect, manage and restore areas with special ecological, scientific, cultural or aesthetic values.*
- *To provide for a limited range of development that does not have an adverse effect on those values.*
- *To manage development within the water supply catchment lands of Windamere and Burrendong Dams, to conserve and enhance the district's water resources.*

The land is already being used for mountain biking and bushwalking and some trails have already been established. At this stage it is not proposed to clear any further land to establish more trails. Further trails may be provided in the future and will be the subject of further environmental assessment under Part 5 of the Environmental Planning & Assessment Act 1979. The Mountain Bike Club has advised that any additional trail work will be done to meet the standards set by the International Mountain Bicycling Association (IMBA) and Mountain Bike Australia (MTBA).

State Environmental Planning Policy (Infrastructure) 2007

Development for the purpose of an outdoor recreation facility is development permitted without consent on a public reserve under clause 65 of the SEPP if the work is carried out by or on behalf of Council. This, however, does not exempt Council from carrying out an environmental assessment under Part 5 of the Environmental Planning and Assessment Act 1979.

A Review of Environmental Factors (see Appendix 2) was carried out prior to the preparation of this Plan of Management and concluded that the use of the site as a designated mountain bike track would have minimal environmental impact. Any future works will also be required to be subject to further environmental assessment under Part 5 of the Act.

Surrounding Land Uses

The land to the west of the site is a National Parks owned Nature Reserve, the land to the north and east is used for residential purposes and the land to the south is privately owned land zoned E3 Environmental Management.

Fencing and/or signage will need to be placed on any track on the western side of the Reserve that may encroach into Avisford Nature Reserve. NPWS has recently placed signage on the fire trail at the north-western corner, and at other access points, highlighting to users that they are now entering Avisford Nature Reserve and stating the allowed activities within the reserve.

The proposed parking arrangement during major events has the potential to have an impact on the adjoining residential uses. A Traffic Management Plan will need to be prepared to ensure that parking arrangements have minimal impacts on these properties.

Flora

The site is extensively vegetated with mostly dry sclerophyll forest. It is likely that the site contain some threatened flora species although none have been identified at this stage.

The mountain bike tracks that are proposed to be used already exist throughout the site and there are no additional trails or clearing proposed. The formal recognition of the trails by Council will ensure that no further environmental degradation will occur and that any future works can be appropriately regulated.

The Mountain Bike Club has volunteered to assist Council in undertaking weed control of the site through trail workshops/maintenance days.

Fauna

The land is home to a variety of fauna species, some of which are considered threatened species. At this stage, the only works that are required to be carried out are for the construction of a small car park at the entrance to the site. This would only involve a small amount of the understorey being removed and some earthworks being carried out. The small area that is proposed to be excavated to construct the car park did not contain any hollow bearing trees or threatened species and it is considered that the works will have a minimal environmental impact, subject to appropriate erosion and sediment control measures being put in place during construction.

Aboriginal Heritage

The Avisford Nature Reserve and Mudgee Common lie within the traditional lands of the Wiradjuri people. The Plan of Management for the adjacent Avisford Nature Reserve mentions that a significant Aboriginal Camping Site exists somewhere near the western boundary of the Common. The proposed use of the site as a designated mountain bike track will involve minimal ground disturbance of the site, with the exception of the upgraded car parking area which will be subject to erosion and sediment controls. It is therefore unlikely that the existing use of the site as a mountain bike track will have any adverse impacts on heritage items.

Mudgee Common will be subject to an Aboriginal Heritage survey which will be carried out by a suitably qualified person to identify any heritage items on the site. Any future trails will need to be carefully planned, taking into consideration the results of this survey to avoid any potential impact on heritage items.

Natural Hazards

The site is bush fire prone and it is important that safe operational access and egress is available for emergency services and for people using the reserve. The NSW Rural Fire Service's document 'Planning for Bush fire Protection 2006' (PBP 2006) applies to all development on bush fire prone land.

The road into the Common is a public road maintained by Council. The road has a carriageway width of approximately 3.5m. An access driveway mid way along the road provides opportunity for a passing bay. Maintenance of the access road to the entrance of the Common will need to be maintained to satisfy the requirements for PBP 2006.

The site is not considered flood prone or subject to soil instability.

Car Parking and Access

Access to the site is via Common Road, which intersects with Bellevue Rd approximately 250m from the entry gate. Common Road is sealed for the first 50m and unsealed for the remaining 200m to the front gate.

The current parking arrangement is informal with only one or two cars able to be parked at a time. Currently most of the users of the trails are local mountain bike riders who ride from home to the Common, however some do drive to the entrance and park their cars on the gravel in front of the main gate. This has not caused any known problems previously; however it may make it difficult for a vehicle to execute a U-turn. Following consultation with members of Mudgee Cycle Club, an agreement was reached for the area immediately within the gate to be excavated to allow for the parking of up to 6 vehicles. These works may be undertaken by Council or by the applicant on behalf of Council. Funding for these works will be borne by the cycle club.

The Cycle Club intends on holding club events throughout the year, however they have also indicated that they would like to attract large cycling events to the area. This would generally occur 1-2 times per year.

The current parking arrangement is not satisfactory to cater for the number of cars these events are likely to produce. It is proposed to have a drop-off point at the front gate for the smaller events, with parking to be provided on Council's road reserve at the intersection of Bellevue Road and Common Road. Parking during these club events would generally generate no more than 12 vehicles, with many of the local riders choosing to ride their bikes from home.

During the larger events, parking can be provided within the aforementioned road reserve at the intersection of Bellevue Road and Common Road. Additional parking can be accommodated along the side of Bellevue Road all the way up to the end of the cul-de-sac.

A Traffic Management Plan will need to be prepared by any users of the site wishing to hold a major event to help ensure residents in the immediate vicinity of the reserve will not be adversely impacted and will be the subject of assessment by Council staff.

Signage

There is currently a sign at the front gate prohibiting motorbikes from using the site, as well as prohibiting the use of the site for hunting and trapping. There is no evidence to suggest that the site has been used for hunting or trapping, however the riding of motorbikes is a common occurrence on the site. It is clear that the existing signage does not provide adequate deterrence as there are regular reports of motorbikes on the site.

Signage will need to be provided at the entrance to the site to prevent unauthorised access and to advise users of the site of the potential risks associated with mountain biking activities. This signage may also advise riders of the 'Rules of the Trail', that the site may be concurrently used by bushwalkers and that care will need to be taken when using the trails. A map of the trail and ride direction will also be included on the signage at the Common entrance once the full network of trails has been completed.

Trail markers with grades and trails names will be placed at strategic points to help guide users along the trail network.

Additional signage may be placed along Common Road to direct users to the Common entrance and ensure that users do not end up trespassing on private land.

Ownership and Management of Reserve

The subject site is owned by NSW Crown Lands but the management of the Reserve is vested in Council. Under clause 65 of State Environmental Planning Policy (Infrastructure) 2007, development for the purpose of an outdoor recreation facility is development permitted without consent if undertaken by or on behalf of Council.

Timeframe for Development

- 21 August 2013: Adoption of draft Plan of Management by Council;
- 28 August 2013: PoM placed on public exhibition for 30 days and referred to Crown Lands and other relevant Government Departments for comment;
- 30 September-11 October 2013: Review of submissions and changes made to plan if appropriate;
- 6 November 2013: PoM sent back to Council for formal adoption;
- 13 November 2013: Adopted PoM sent to Crown Lands for sign off by minister.

Future Works

- Construction of new car park and new entrance to the Common;
- Installation of basic signage listing rules of using the Common and the hazards of mountain bike riding;
- Begin re-alignment and/or building of new trails (subject to further environmental and heritage assessments);
- Installation of further signage including trail map.

Community Consultation

If the draft plan is adopted by Council, it is proposed that the document be placed on public exhibition for a period of 30 days. Consultation with relevant Government agencies, including National Parks and Wildlife, NSW Fire Service and Crown Lands, will also be required at this stage. Adjoining owners and those potentially affected by the car parking will be notified via letters. If any submissions are received that raise any issues of significance, the plan may be amended before the final draft of the Plan is submitted to Council for adoption.

Financial implications

Council may, at its discretion and subject to the availability of funds, contribute to the cost of preparing required consultant reports such as environmental assessments and cultural heritage reports. The costs of undertaking any works required under this plan will be the responsibility of the Mountain Bike Club or any other relevant user of the site unless Council decides otherwise. The cost of the exhibition of the Plan of Management is covered within the existing strategic planning budget.

Strategic or policy implications

N/A

MARK LYNDON
STATUTORY/STRATEGIC
PLANNER

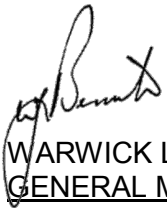


CATHERINE VAN LAEREN
DIRECTOR, DEVELOPMENT & COMMUNITY
SERVICES

9 August 2013

- Attachments:*
1. Entrance to Common
 2. Locality Plan
 3. IMBA Australia 'Rules of the Trail'
 4. Example of Proposed Signage
 5. Mudgee Common - Draft Plan of Management

APPROVED FOR SUBMISSION:



WARWICK L BENNETT
GENERAL MANAGER

ATTACHMENT 1



Photo 1: Entrance to Mudgee Common.

Locality Plan



IMBA Australia Rules of the Trail:

IMBA Australia developed the "Rules of the Trail" to promote responsible and courteous conduct on shared-use trails and purpose built trail networks. Keep in mind that the guidelines related to sharing trails, direction of travel and passing may vary in different locations, or with different traffic conditions. If in doubt, give way to other trail users and say hello.

1. **Ride Open Trails:** Respect trail and road closures — ask a land manager for clarification if you are uncertain about the status of a trail. Do not trespass on private land. Obtain permits or other authorisation as required. Be aware that bicycles are not permitted in some areas protected as state or federal Wilderness and Nature Reserves.
2. **Leave No Trace:** Be sensitive to the dirt beneath you. Wet and muddy trails are more vulnerable to damage than dry ones. When the trail is soft, consider other riding options. This also means staying on existing trails and not creating new ones. Don't cut switchbacks. Be sure to take out at least as much as you take in.
3. **Control Your Bicycle:** Inattention for even a moment could put yourself and others at risk. Obey all bicycle speed regulations and recommendations, and ride within your limits.
4. **Share the Trail:** Do your utmost to let your fellow trail users know you're coming — a friendly greeting or bell ring are good methods. Try to anticipate other trail users as you ride around corners. Bicyclists should give way to other non-motorized trail users, unless the trail is clearly signed for bike-only travel. Bicyclists traveling downhill should yield to ones headed uphill, unless the trail is clearly signed for one-way or downhill-only traffic. In general, strive to make each pass a safe and courteous one.
5. **Respect Wildlife and Livestock:** Animals are easily startled by an unannounced approach, a sudden movement or a loud noise. Give animals enough room and time to adjust to you. When passing horses, use special care and follow directions from the horseback riders (ask if uncertain). Running sheep or cattle and disturbing wildlife are serious offenses.
6. **Plan Ahead:** Know your equipment, your ability and the area in which you are riding and prepare accordingly. Strive to be self-sufficient: keep your equipment in good repair and carry necessary supplies for changes in weather or other conditions. Always wear a helmet and appropriate safety gear.

Example of Signage that is to be provided



(Example of signage from Mugga Hill Reserve – Dubbo City Council)

MUDGEES COMMON - DRAFT PLAN OF MANAGEMENT

**Lot 7304 and DP 1151583
120019 58 Common Road
Mudgee NSW 2850**



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Executive Summary

Mid-Western Regional Council has been engaged by the Mudgee Cycle Club to prepare a Plan of Management (PoM) for the development of the area known as Mudgee Common into a designated mountain bike track. It should be noted that there are other users of the site aside from mountain bike riders. These include walkers and birdwatchers amongst others. The purpose of this plan is to provide direction for the future use and development of Mudgee Common.

The subject land is identified as Lot 7304 in DP 1151583, described as Reserve 120019 58 Common Road, Mudgee, NSW 2850. The subject site is located to the west of Mudgee and is adjacent to the Avisford Nature Reserve. The land was gazetted as a Crown Reserve for the purpose of Public Recreation on 23 January 1987.

Although known as Mudgee Common, the land is not a Common for the purposes of the Commons Management Act 1989. Under section 77 of the Crown Lands Act 1989, Crown land that has been vested in Council is to be treated as Community Land for the purposes of the Local Government Act 1993 (LG Act). Section 35 of the LG Act requires Community Land to be used and managed in accordance with a Plan of Management.

Access to the site is provided by the existing unsealed road known as Common Road, which adjoins Bellevue Road. A locked gate prevents unauthorised vehicles from entering the site. The area is densely vegetated with native and some non-native species. The local cyclists and motorcycle riders have developed a number of trails throughout the site. The mountain bike club has seeks approval from Mid Western Regional Council in order to legitimise the existing trails as dual use mountain biking /walking trails and to develop a plan for the potential development of further trails in the future. It should be noted that the use of the Common for riding motorcycles is prohibited. The proposed development is detailed in the request to Council which included in the appendices of this report.

Land uses adjoining the subject area include National Parks and Nature Reserves to the west, and urban release areas to the north, the town of Mudgee to the east and further environmental management land to the south.

There are a number of illegal structures within the site that are used for the purpose of 'bike jumps'. These will need to be identified and either removed or upgraded to ensure the safety of users of the site.

Relevant Legislation

Crown Lands Act 1989

The land is owned by Crown Lands NSW and is subject to the provisions of the Crown Lands Act 1989. Control of the land has been vested in Council and as such is subject to the provisions of the Local Government Act 1993.

Council still, however, requires the consent of NSW Crown Lands to prepare the PoM. This was requested by Council on 3 June 2013 and consent was received on 5 July 2013.

Local Government Act 1993

In accordance with the provisions set out in the Local Government Act 1993 and accompanying Regulations, Mudgee Common should be classified into the following category of Community Land:

- Natural Area – Bushland

The LG Act further specifies the core objectives for areas of this classification.

The core objectives for management of community land categorised as a natural area are:

- a) *to conserve biodiversity and maintain ecosystem function in respect of the land, or the feature or habitat in respect of which the land is categorised as a natural area, and*
- b) *to maintain the land, or that feature or habitat, in its natural state and setting, and*
- c) *to provide for the restoration and regeneration of the land, and*
- d) *to provide for community use of and access to the land in such a manner as will minimise and mitigate any disturbance caused by human intrusion, and*
- e) *to assist in and facilitate the implementation of any provisions restricting the use and management of the land that are set out in a recovery plan or threat abatement plan prepared under the [Threatened Species Conservation Act 1995](#) or the [Fisheries Management Act 1994](#).*

The core objectives for management of community land categorised as bushland are:

- a) *(a) to ensure the ongoing ecological viability of the land by protecting the ecological biodiversity and habitat values of the land, the flora and fauna (including invertebrates, fungi and micro-organisms) of the land and other ecological values of the land, and*
- b) *(b) to protect the aesthetic, heritage, recreational, educational and scientific values of the land, and*
- c) *(c) to promote the management of the land in a manner that protects and enhances the values and quality of the land and facilitates public enjoyment of the land, and to implement measures directed to minimising or mitigating any disturbance caused by human intrusion, and*
- d) *(d) to restore degraded bushland, and*
- e) *(e) to protect existing landforms such as natural drainage lines, watercourses and foreshores, and*
- f) *(f) to retain bushland in parcels of a size and configuration that will enable the existing plant and animal communities to survive in the long term, and*
- g) *(g) to protect bushland as a natural stabiliser of the soil surface*

Formalising the existing trails throughout the site will ensure that environmental damage is minimised. This should achieve the balance of preserving and protecting the environmentally sensitive features of the site whilst also ensuring the public can enjoy using the land.

Mid-Western Regional Local Environmental Plan 2012

The land is zoned E3 Environmental Management pursuant to the LEP 2012. The proposed mountain bike track is classified as an outdoor recreation facility which is a permissible land use within the zone.

The objectives of the E3 zone are:

- *To protect, manage and restore areas with special ecological, scientific, cultural or aesthetic values.*
- *To provide for a limited range of development that does not have an adverse effect on those values.*
- *To manage development within the water supply catchment lands of Windamere and Burrendong Dams, to conserve and enhance the district's water resources.*

The land is already being used for mountain biking and bushwalking and some trails have already been established. At this stage it is not proposed to clear any further land to establish more trails. Further trails may be provided in the future and will be the subject of further environmental assessment under Part 5 of the Environmental Planning & Assessment Act 1979. The Mountain Bike Club has advised that any additional trail work will be done to meet the standards set by the International Mountain Bicycling Association (IMBA) and Mountain Bike Australia (MTBA).

State Environmental Planning Policy (Infrastructure) 2007

Development for the purpose of an outdoor recreation facility is development permitted without consent on a public reserve under clause 65 of the SEPP if the work is carried out by or on behalf of Council. This, however, does not exempt Council from carrying out an environmental assessment under Part 5 of the Environmental Planning and Assessment Act 1979.

A Review of Environmental Factors (see Appendix 2) was carried out prior to the preparation of this Plan of Management and concluded that the use of the site as a designated mountain bike track would have minimal environmental impact. Any future works will also be required to be subject to further environmental assessment under Part 5 of the Act.

Surrounding Land Uses

The land to the west of the site is a National Parks owned Nature Reserve, the land to the north and east is used for residential purposes and the land to the south is privately owned land zoned E3 Environmental Management.

Fencing and/or signage will need to be placed on any track on the western side of the Reserve that may encroach into Avisford Nature Reserve. NPWS has recently placed signage on the fire trail at the north-western corner, and at other access points, highlighting to users that they are now entering Avisford Nature Reserve and stating the allowed activities within the reserve.

The proposed parking arrangement during major events has the potential to have an impact on the adjoining residential uses.

A Traffic Management Plan will need to be prepared to ensure that parking arrangements have minimal impacts on these properties.

Flora

The site is extensively vegetated with mostly dry sclerophyll forest. It is likely that the site contains some threatened flora species although none have been identified at this stage.

The mountain bike tracks that are proposed to be used already exist throughout the site and there are no additional trails or clearing proposed. The formal recognition of the trails by Council will ensure that no further environmental degradation will occur and that any future works can be appropriately regulated.

The Mountain Bike Club has volunteered to assist Council in undertaking weed control of the site through trail workshops/maintenance days.

Fauna

The land is home to a variety of fauna species, some of which are considered threatened species. At this stage, the only works that are required to be carried out are for the construction of a small car park at the entrance to the site. This would only involve a small amount of the understorey being removed and some earthworks being carried out. The small area that is proposed to be excavated to construct the car park did not contain any hollow bearing trees or threatened species and it is considered that the works will have a minimal environmental impact, subject to appropriate erosion and sediment control measures being put in place during construction.

Aboriginal Heritage

The Avisford Nature Reserve and Mudgee Common lie within the traditional lands of the Wiradjuri people. The Plan of Management for the adjacent Avisford Nature Reserve mentions that a significant Aboriginal Camping Site exists somewhere near the western boundary of the Common.

The proposed use of the site as a designated mountain bike track will involve minimal ground disturbance of the site, with the exception of the upgraded car parking area which will be subject to

erosion and sediment controls. It is therefore unlikely that the existing use of the site as a mountain bike track will have any adverse impacts on heritage items.

Mudgee Common will be subject to an Aboriginal Heritage survey which will be carried out by a suitably qualified person to identify any heritage items on the site. Any future trails will need to be carefully planned, taking into consideration the results of this survey to avoid any potential impact on heritage items.

Natural Hazards

The site is bush fire prone and it is important that safe operational access and egress is available for emergency services and for people using the reserve. The NSW Rural Fire Service's document 'Planning for Bush fire Protection 2006' (PBP 2006) applies to all development on bush fire prone land.

The road into the Common is a public road maintained by Council. The road has a carriageway width of approximately 3.5m. An access driveway mid way along the road provides opportunity for a passing bay. Maintenance of the access road to the entrance of the Common will need to be maintained to satisfy the requirements for PBP 2006.

The site is not considered flood prone or subject to soil instability.

Ownership and Management of Reserve

The subject site is owned by NSW Crown Lands but the management of the Reserve is vested in Council. Under clause 65 of State Environmental Planning Policy (Infrastructure) 2007, development for the purpose of an outdoor recreation facility is development permitted without consent if undertaken by or on behalf of Council.

The objectives of this plan are as follows:

- To identify appropriate recreation uses within the Reserve;
- To set out the rules and obligations for users of the Reserve;
- To identify the obligations of Mid-Western Regional Council as the trustee of the Reserve;
- To ensure the protection of the Reserve's environmental characteristics through the formalisation of bike tracks and the closure of unauthorised tracks

Recognised Recreational Uses

One of the objectives of this plan of management is to set out the appropriate uses of the reserve and ensure that inappropriate uses do not occur.

Recognised uses of the reserve;

- Bushwalking
- Bird watching
- Mountain bike riding
- Horse riding

NOTE:

Hunting, trapping and any form of motorised vehicles are expressly prohibited in the Reserve.

Rules and obligations of Users

Signage will be provided at the entrance to the Reserve and around the designated cycle track that sets out the rules. In essence this will mean the following;

- Cyclists give way to horse riders and bush walkers;
- Bushwalkers give way to horse riders;
- Horse riders have right of way in all situations;
- Cyclists are only to use the designated cycle tracks as depicted in this plan.

Obligations of the Trustee

Mid-Western Regional Council is the trustee of the Reserve known as Mudgee Common.

Council's obligations in regard to the use of the Reserve are limited to environmental management such as bushfire hazard reduction, weed and pest management, and maintenance of the access to the site.

Ongoing maintenance of the mountain bike trails will not be carried out by Mid-Western Regional Council.

Any works or maintenance proposed by organisations such as the Mudgee Cycle Club will need to be approved by Council and a determination made as to whether any environmental assessment under the Environmental Planning and Assessment act 1979.

Car Parking and Access

Access to the site is via Common Road, which intersects with Bellevue Rd approximately 250m from the entry gate. Common Road is sealed for the first 50m and unsealed for the remaining 200m to the front gate.

The current parking arrangement is informal with only one or two cars able to be parked at a time. Currently most of the users of the trails are local mountain bike riders who ride from home to the Common, however some do drive to the entrance and park their cars on the dirt in front of the main gate. This has not caused any known problems previously; however it may make it difficult for a vehicle to execute a U-turn. Following consultation with members of Mudgee Cycle Club, an agreement was reached for the area immediately within the gate to be excavated to allow for the parking of up to 6 vehicles. These works may be undertaken by Council or by the applicant on behalf of Council. Funding for these works will be borne by the cycle club, government grants and Council (at its discretion).

The Cycle Club intends on holding club events throughout the year, however they have also indicated that they would like to attract large cycling events to the area. This would generally occur 1-2 times per year. The current parking arrangement is not satisfactory to cater for the number of cars these events are likely to produce. It is proposed to have a drop-off point at the front gate for the smaller events, with parking to be provided on Council's road reserve at the intersection of Bellevue Road and Common Road (see Appendices). Parking during these club events would generally generate no more than 12 vehicles, with many of the local riders choosing to ride their bikes from home.

During the larger events, parking can be provided within the aforementioned road reserve at the intersection of Bellevue Road and Common Road. This area will be formalised through fencing off of the area, a designated access point and patrolled access to parking spaces.

Additional parking can be accommodated along the side of Bellevue Road all the way up to the end of the cul-de-sac. A Traffic Management Plan will need to be prepared by any users of the site wishing to hold a major event to help ensure residents in the immediate vicinity of the reserve will not be adversely impacted and will be the subject of assessment by Council staff.

Signage

There is currently a sign at the front gate prohibiting motorbikes from using the site, as well as prohibiting the use of the site for hunting and trapping. There is no evidence to suggest that the site has been used for hunting or trapping, however the riding of motorbikes is a common occurrence on

the site. It is clear that the existing signage does not provide adequate deterrence as there are regular reports of motorbikes on the site.

Signage will need to be provided at the entrance to the site to prevent unauthorised access and to advise users of the site of the potential risks associated with mountain biking activities. This signage will also advise riders of the 'Rules of the Trail', that the site may be concurrently used by bushwalkers and that care will need to be taken when using the trails.

A map of the trail and ride direction will also be included on the signage at the Common entrance.

Trail markers with grades and trails names will be placed at strategic points to help guide users along the trail network.

Additional signage may be placed along Common Road to direct users to the Common entrance and ensure that users do not end up trespassing on private land.

Timeframe for Development

- 21 August 2013: Adoption of draft Plan of Management by Council;
- 28 August 2013: PoM placed on public exhibition for 30 days and referred to Crown Lands and other relevant Government Departments for comment;
- 30 September-11 October 2013: Review of submissions and changes made to plan if appropriate;
- 6 November 2013: PoM sent back to Council for formal adoption;
- 13 November 2013: Adopted PoM sent to Crown Lands for sign off by minister.

Future Works

- Construction of new car park and new entrance to the Common;
- Installation of basic signage listing rules of using the Common and the hazards of mountain bike riding;
- Begin re-alignment and/or building of new trails (subject to further environmental and heritage assessments);
- Installation of further signage including trail map.

Community Consultation

If the draft plan is adopted by Council, it is proposed that the document be placed on public exhibition for a period of 30 days. Consultation with relevant Government agencies will also be required at this stage. It is expected that Council will consult with the following agencies as a minimum;

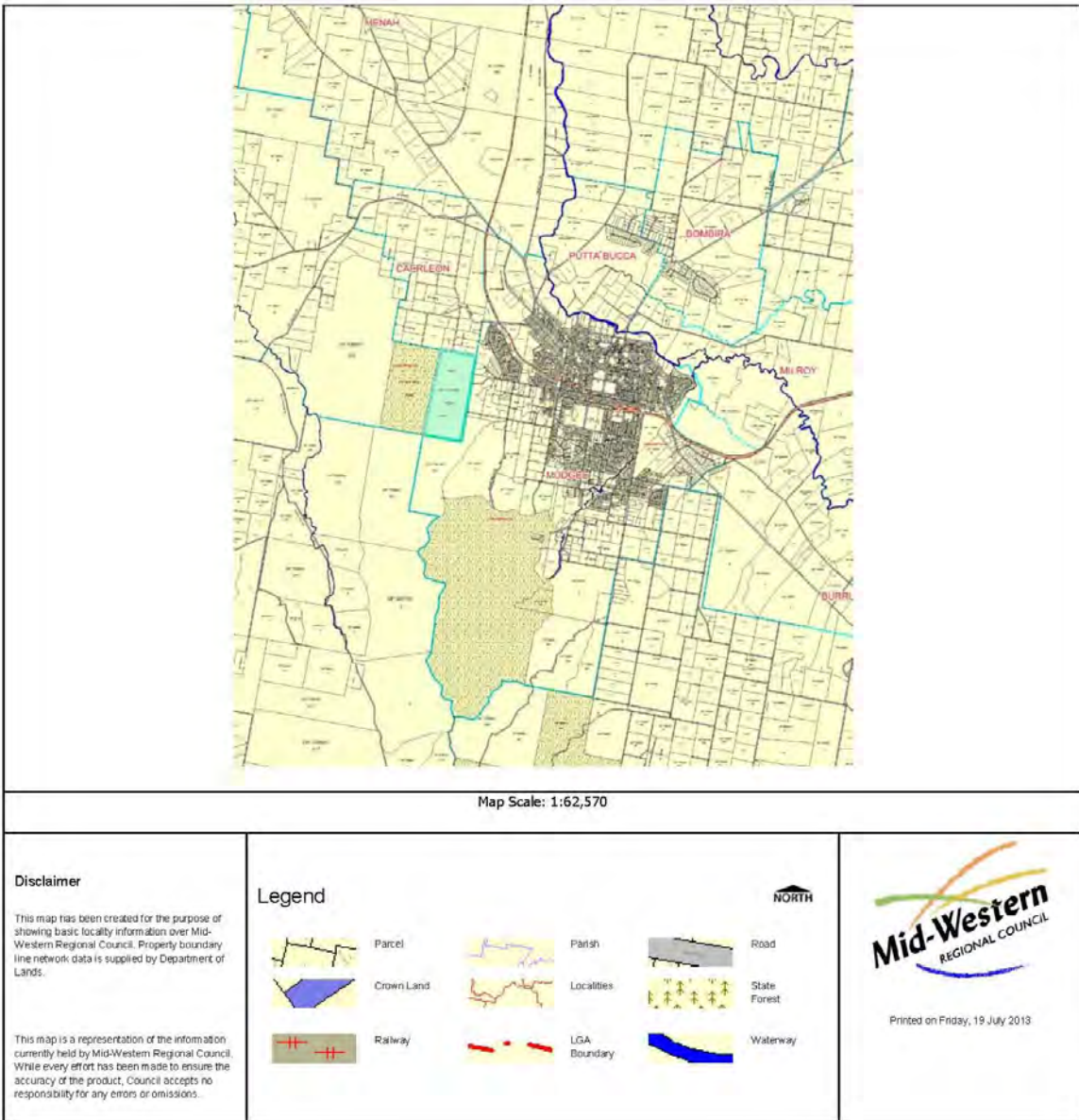
- NSW Rural Fire Service
- NSW Crown Lands Department
- NSW National Parks and Wildlife Service

If any submissions are received that raise any issues of significance, the plan may be amended before the final draft of the Plan is submitted to Council for adoption.

Appendices



Photo 1: Entrance to Mudgee Common.



Locality Plan

IMBA Australia Rules of the Trail:

IMBA Australia developed the "Rules of the Trail" to promote responsible and courteous conduct on shared-use trails and purpose built trail networks. Keep in mind that the guidelines related to sharing trails, direction of travel and passing may vary in different locations, or with different traffic conditions. If in doubt, give way to other trail users and say hello.

1. **Ride Open Trails:** Respect trail and road closures — ask a land manager for clarification if you are uncertain about the status of a trail. Do not trespass on private land. Obtain permits or other authorisation as required. Be aware that bicycles are not permitted in some areas protected as state or federal Wilderness and Nature Reserves.
2. **Leave No Trace:** Be sensitive to the dirt beneath you. Wet and muddy trails are more vulnerable to damage than dry ones. When the trail is soft, consider other riding options. This also means staying on existing trails and not creating new ones. Don't cut switchbacks. Be sure to take out at least as much as you take in.
3. **Control Your Bicycle:** Inattention for even a moment could put yourself and others at risk. Obey all bicycle speed regulations and recommendations, and ride within your limits.
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5. **Respect Wildlife and Livestock:** Animals are easily startled by an unannounced approach, a sudden movement or a loud noise. Give animals enough room and time to adjust to you. When passing horses, use special care and follow directions from the horseback riders (ask if uncertain). Running sheep or cattle and disturbing wildlife are serious offenses.
6. **Plan Ahead:** Know your equipment, your ability and the area in which you are riding and prepare accordingly. Strive to be self-sufficient: keep your equipment in good repair and carry necessary supplies for changes in weather or other conditions. Always wear a helmet and appropriate safety gear.

Example of Signage that is to be provided



(Example of signage from Mugga Hill Reserve – Dubbo City Council)

Area for Proposed Car Parking



Car Parking Area – Road Reserve - Corner of Bellevue Road and Common Road.



Plan of existing trails – GPS tracking

6.2.5 On-site sewage management bulk inspection fee

REPORT BY THE MANAGER HEALTH & BUILDING TO 21 AUGUST 2013 COUNCIL MEETING

Document1

A0100056, SEW200027

RECOMMENDATION

That:

1. **the report by the Manager Health & Building on the Amendment to the 2013/14 fees and charges to include a \$30 on-site sewage management bulk inspection fee be received;**
2. **that a fee of \$30 be included in the current fees and charges to cover bulk on-site sewage management system inspections.**

Executive summary

As part of Council's ongoing statutory obligation to ensure that all On-Site Sewage Management Systems (more commonly known as septic systems) are functioning correctly and in accordance with Section 68 of the Local Government Act 1993, Council's Health & Building Department intend to increase the number of inspections currently being carried out on these systems.

In order to carry out these inspections in an effective manner it is proposed to carry out bulk inspections focusing on one area at a time within the LGA.

In Council's current fees and charges a septic inspection incurs a cost of \$110 dollars which is based on average cost recovery for a one off inspection.

However, as part of this program it is proposed to carry out multiple inspections at any one time in one particular area. As such it is considered that a fee of \$30 is included in the current fees and charges for this type of bulk inspection as it is believed this more adequately reflects Council's cost.

Detailed report

Section 68 of the Local Government Act 1993 requires that all On-Site Sewage Management Systems within the LGA undergo an inspection and be issued with an 'Approval to Operate' which is in force anywhere from 12 months to five years depending on the deemed risk the system poses to the environment.

Council has no formal inspection program in place to ensure that these systems are operating in accordance with the Act.

In order to rectify this Council's Health & Building Department are proposing to increase the number of inspections carried out annually. It is proposed that staff will carry out bulk inspections focusing on one street/road at a time.

In Council's current fees and charges a septic inspection incurs a cost of \$110 dollars which is based on average cost recovery for a one off inspection.

As part of this program it is proposed to carry out multiple inspections at any one time in one particular area. As such it is considered that a fee of \$30 is included in the current fees and charges for this type of bulk inspection as it is believed this more adequately reflects Council's cost.

It is estimated that an average of three (3) inspections would occur per hour due to the minimal amount of travel required once staff have arrived at a particular location.

A fee of \$110 will still be charged in the case of a one off inspection which is a common occurrence when people are selling or purchasing a property.

Financial implications

Council currently only carries out septic inspections when requested by the member of the public at a cost of \$110. This will continue to occur with the addition of these bulk inspections at a cost of \$30 per inspection. It is estimated that there are approximately 4,500 septic systems within the LGA.

Strategic or policy implications

This septic inspection program will ensure Council is meeting its legislative requirements under the Local Government Act 1993

TIM OREILLY
MANAGER HEALTH & BUILDING

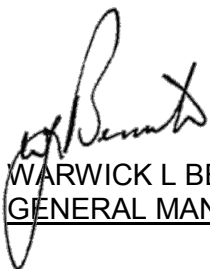


CATHERINE VAN LAEREN
DIRECTOR, DEVELOPMENT & COMMUNITY SERVICES

8 August 2013

Attachments: 1. Nil

APPROVED FOR SUBMISSION:



WARWICK L BENNETT
GENERAL MANAGER

6.2.6 Mudgee Sewerage Augmentation Progress Report

REPORT BY THE BUSINESS MANAGER SERVICES TO 21 AUGUST 2013 COUNCIL MEETING

Document1

A0100056, A0100055, F0740001

RECOMMENDATION

That:

1. **the report by the Business Manager Services on the Mudgee Sewerage Augmentation Progress Report be received;**
2. **Council amend the 2013/14 Operational Plan to increase the budget for the Mudgee Sewerage Augmentation Project by \$370,000 to be funded from \$118,000 State Government grant; \$200,000 from Section 64 Developer Contributions; and \$50,000 from the Sewer Pump Station Capital Works program;**
3. **That Council approve a variation of \$57,029.09 ex GST, for the Putta Bucca Sewage Pump Station Upgrade Contract due to delay costs.**

Executive summary

Attached for Council's information is a progress report on the construction of the Mudgee Sewage Treatment Plant, Putta Bucca Pump Station and Power Supplies contracts. Monthly progress reports will be provided to Council for the duration of the project.

Detailed report

The attached report contains relevant information on expenditure and project programme.

Financial implications

Contract variations for the Mudgee Sewage Treatment Plant construction to date amount to \$181,092.35 (ex GST).

As completion of the Augmentation project approaches, there are a number of ancillary works that need to be attended to, including finalisation of easements, commissioning, seeding, roadwork's stabilisation; and minor landscaping. These works are outside the scope of contracts with Precision Civil (Sewer Treatment Plant), and Ted Wilson & Sons (Sewer Pump Station). In order to finish the project to a high standard, a budget variation of \$300,000 is sought. This amount includes a provision for compensation time delay payments to contractors for delays associated with the balance tank repairs. Council is pursuing any such items to be covered by Precision's insurers, however that may not eventuate. A further \$70,000 is required for valve repair at the Putta Bucca Pump Station, and lining of wells. If undertaken now, rather than next financial year, the work forms part of the Augmentation project and will be eligible for funding.

Under the funding agreement with NSW Office of Water, it is expected that a further \$100,000 of grant funding will be available, with the balance of expenditure recommended to be funded from Council's Section 64 Sewer Developer Contributions. The balance of this account at 30 June 2013 is \$943,000. The only contributions from Section 64 for sewer capital works this financial year are

the rising main West Mudgee (\$350,000), and a recommended revote of the sewer main from Bellevue to Rifle Range Road (\$47,182). In accordance with the 30 year Sewer Model, there are no further Section 64 projects until 2017/18.

The additional \$300,000 of funding being requested represents 1.36% variance to the original project plan cost of \$22 million, or 0.84% net of additional grant income.

The Contractor at the Putta Bucca Sewer Pump Station Upgrade is seeking a further \$57,029.09 (ex GST) to cover additional temporary works along with the additional cost of work not yet completed after being delayed by approximately six months. Council staff and the Contractor agreed to cease work and disestablish the site in early 2013 until such time that the catch balance tank was re-constructed. Had this agreement not been achieved, delay costs associated with operating a bypass pump arrangement after the Putta Bucca pump station upgrade was scheduled to be completed in May 2013. If the contractor imposed the provisions of the contract and waited until the STP was ready to receive sewage flows, the variation would be in the order of \$200,000 - \$250,000.

Strategic or policy implications

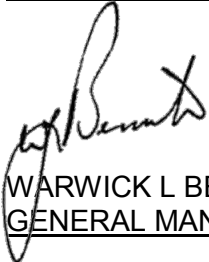
Not applicable.

CLAIRE CAM
BUSINESS MANAGER SERVICES

9 August 2013

Attachments: 1. Mudgee Sewerage Augmentation Project Status Report July 2013

APPROVED FOR SUBMISSION:



WARWICK L BENNETT
GENERAL MANAGER

MUDGE SEWERAGE AUGMENTATION
Contract No.0901709 - Construction of a New Sewage Treatment Plant
Contract No.1101275 – Upgrade of Putta Bucca SPS and Associated Works
Contract No.1102539 – Power Supply Upgrades

Project Status Report
July 2013



Report No. 20

Issue Date: 9 August 2013

Prepared by: Claire Cam
Principal's Authorised Person

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EXECUTIVE SUMMARY – STP Construction Contract

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	\$181,092.35
Current Contract Sum	\$13,880,387.80
Contract Payments to Date	\$12,805,656.37
Total Project Cost Expended	92.2%
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	288 calendar days (56.3%)
Contract Completion Date	14 October 2013
Calendar Days Elapsed	733
Calendar Days Remaining	66
Total Project Time Expended	91.7%

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 July 2013

1.1.1. Aeration and Catch Balance Tanks

Construction of the timber and steel baffle wall in the catch balance tank along with the secondary effluent pump station have been completed during the last month.

The catch balance tank and aeration tanks have been filled with water in early August ready for hydrostatic and aerator testing.

1.1.2. Road Works and Landscaping

Approximately 70% of the site roads have been built up during July ready for sealing. The gravel road between the sludge lagoon is complete.

Topsoil has now been spread over the majority of the site intended to be grassed.

1.1.3. Plant Control System

The PLC and SCADA system has been installed and is currently being tested for automatic control of the treatment plant mechanical equipment.

1.2 Photographs



Photograph 1. Roadworks prior to sealing.



Photograph 2. Baffle wall construction in the catch balance tank.



Photograph 3. Filling of catch balance tank for hydrostatic testing.

1.3 Work Activities planned for August 2013

1.3.1 Aeration and Catch Balance Tanks

The aeration and catch balance tanks have now been filled with water. Hydrostatic testing of the catch balance tank will be undertaken during August. Once successfully tested, all other pump station wells and the inlet channel will also be hydrostatically tested prior to commissioning.

Aerator testing will be undertaken to confirm efficiency of installed aerators prior to commissioning.

1.3.2 Electrical Works

Site testing of electrical equipment will continue during August ready for commissioning during September.

1.3.3 Road Works

The site road from the entrance to the west of the aeration and balance tanks will be constructed during August ready for sealing of the whole site during September.

2. Work Health and Safety

The Contractor has not reported any Work Health and Safety incidents during July.

3. Variations

Three requests for variation have been approved during August:

1. Extension of a section of walkway over the balance tank structure to allow the appropriate access to operate and maintain the cleaning equipment within the balance tank. The variation to the Contract Cost is \$14,107.50 excluding GST.
2. Deletion of a chain wire mesh fence surrounding the chemical dosing facility. Installation of the designed fencing will not allow access for operation and maintenance activities. The variation to the Contract Cost is a reduction of \$3,795.00 excluding GST.
3. Undertake alteration to stormwater pits to allow kerb and road alignment to continue as per the design intention. The variation to the Contract Cost is \$8,250.00 excluding GST.

There is no further extension of time required to complete the above variations.

Table 1. Approved Variations Contract No. 0901709

Variation No.	Agreed Scope of Works	Approved by	Cost (ex GST)
1	Works Insurance Policy minimum \$20M	Brett Corven	\$0.00
1a	Professional Indemnity Insurance Policy \$1.5M	Brett Corven	\$0.00
2	Install an additional two 5m wide access gates.	Brett Corven	\$0.00
3	Switchroom sub-floor walls to be reinforced concrete.	Brett Corven	\$0.00
4	Relocate electrical substation to northern side of Road No.1 Chainage 410-420, including design and construction of an earth retaining structure.	Brett Corven	\$0.00
5	Supply & install and additional strand of barbed wire on the security fencing.	Brett Corven	\$0.00
6	Redesign, supply and install underdrain system and perimeter drain to drain seepage to atmosphere.	Warwick Bennett	\$141,086.17
7	Hourly rate for drafting to produce Construction Issue plans.	Brad Cam	\$5,330.00
8	Odour control lids – change from Aluminium to FRP.	Brad Cam	\$0.00
9	Increase concrete cover from 50mm to 65mm on reinforcement for surfaces in contact with sewage.	Brad Cam	\$0.00
10	Replace Iwaki dosing pumps with Grundfos DME 60 pumps.	Brad Cam	\$0.00
11	Provide additional concrete to match height of balance tank north and south wall thinning to eastern wall.	Brad Cam	\$0.00
12	Supply and install FRP grated walkway along centre wall of aeration tanks to allow installation of aerator cabling beneath the grating, decreasing WH&S risk during maintenance.	Warwick Bennett	\$30,720.75
13	Change stopboard frames material from aluminium to stainless steel.	Warwick Bennett	\$2,200.00
14	Cast insitu reinforced concrete 1800mm diameter pump wells and maintenance chambers	Warwick Bennett	\$0.00
15	Relocation of generator connection panel	Warwick Bennett	\$23,256.22
16	Removal of 3 x rotometers from chemical dosing system and replace with flanged pipe.	Warwick Bennett	(\$7,731.90)

17	Precision Civil Infrastructure P/L subcontract PLC design, supply, install to Apex Electrical P/L. Schneider undertake telemetry works.	Warwick Bennett	(\$10,000.00)
18	Installation of smoke detectors connected to security system in lieu of fire detection system specified in Contract.	Warwick Bennett	(\$6,854.00)
19	Installation of split system air conditioning units in switchroom lieu of cassette type systems as specified in Contract	Warwick Bennett	(\$4,738.00)
20	Supply and installation of 3 x 8m light poles to provide staircase lighting for the aeration tanks.	Warwick Bennett	\$9,823.66
21	Installation of split system air conditioning units in laboratory and kitchen in lieu of cassette type system as specified in Contract.	Warwick Bennett	(\$2,096.05)
22	Relocation of power supply substation	Brad Cam	(\$19,000.00)
23	Addition of walkway to operate and service Catch Balance Tank cleaner	Warwick Bennett	\$14,107.50
24	Deletion of fencing surrounding chemical dosing facility	Warwick Bennett	(\$3,795.00)
25	Stormwater pit changes to align with road design	Warwick Bennett	\$8,250.00

4. Progress Payments

Progress Claim No. 21 for a sum of \$428,808.89 (ex GST) was received on 1 August 2013. The progress claim was assessed and \$390,549.39 has been paid to the Contractor.

5. Program

The Contractor has submitted a request for 24 days extension of time due to inclement weather. The request has been assessed in accordance with the *General Conditions of Contract* and the full 24 days has been approved. This takes the completion date for the project from 20

September 2013, to the 14 October 2013. Commencement of testing, demonstration and commissioning activities will be during late August.

6. Contractual Issues

The delay experienced with the treatment plant Contract has impacted the Program and Contract for the Putta Bucca Pump Station upgrade. The Principal Contractor for the pump station upgrade left the site for 6 months and has returned and re-established the site during late July to continue works and be ready to commence pumping to the new Sewage Treatment Plant in late September. The cost implication of this delay is discussed in Section 7 of this report.

7. Summary of Contract for Putta Bucca Pump Station Upgrade

Contract No.	1101275
Principal Contractor	Poonindie P/L t/a Ted Wilson & Sons
Original Contract Sum (ex GST)	\$2,436,710.00
Approved Cost of Variations Total	\$43,268.17
Current Contract Sum	\$2,479,978.17
Contract Payments to Date	\$1,868,244.73
Total Project Cost Expended	75.3%
Date of Contract	28 June 2012
Original Contract Duration	40 weeks (280 calendar days) Milestone 1: 6 weeks Milestone 1+ 2: 32 weeks Milestone 3: 6 weeks Milestone 4: 2 weeks
Approved Extensions of Time Claims	3 Days
Contract Completion Date	7 April 2013 * (Extension required to October 2013)

* Now that the catch balance tank at the STP site has been re-constructed, and programmed commissioning dates advised to Ted Wilson & Sons, a revised program schedule will be prepared in early August.

6.1 Project Variations

The Contractor has requested a variation in relation to the extension of insurances, re-establishment, completion of further temporary works associated with the delay resulting from the failure of the catch balance tank at the STP site. The costs have been assessed and considered reasonable. A value of \$21,901.82 (ex GST) has been approved and paid in early August.

The Contractor is seeking a further \$57,029.09 (ex GST) to cover additional temporary works along with the additional cost of work not yet completed after being delayed by approximately six months. Council staff and the Contractor agreed to cease work and disestablish the site in early 2013 until such time that the catch balance tank was re-constructed. Had this agreement not been achieved, delay costs associated with operating a bypass pump arrangement after the Putta Bucca pump station upgrade was scheduled to completed in May 2013, until the STP was ready to receive sewage flows, would be in the order of \$200,000 - \$250,000.

The following table summarises the variations approved for Contract No. 1101275.

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Table 2. Approved Variations Contract No. 1101275

Variation No.	Agreed Scope of Works	Approved by	Cost (ex GST)
1	Change fencing material from coated PVC to galvanised.	Warwick Bennett	(\$625.45)
2	Standardise Flanges and include pressure monitoring in valve chamber	Warwick Bennett	(\$16,567.27)
3	Replacement of autoclose gate with chain links (gate operation process not functional)	Warwick Bennett	(\$343.64)
4	Replace gatic lids on emergency overflow chamber with gas-tight aluminium lids with safety grating to allow single person operation.	Warwick Bennett	\$2,509.09
5	Remove valve chamber grating and replace with hand rail and provision for chamber access.	Warwick Bennett	(\$6,794.55)
6	Install site water reticulation for maintenance of valve pits and pump well	Warwick Bennett	\$3,372.73
7	Tree removal for power line works	Warwick Bennett	\$748.18
8	Replacement and realignment of stock fencing	Warwick Bennett	\$3,084.54
9	Supply and installation of retaining wall to prevent batter impacting on existing private property access.	Warwick Bennett	\$3,430.91
10	Replacement of Specified Schneider Modicon Premium PLC with Modicon M340 PLC	Warwick Bennett	(\$6,066.36)
11	Construct concrete apron at driveway entrance to avoid damage of road seal.	Warwick Bennett	\$786.36
12	Supply and installation of safety grates on the existing pump station wet well as well as modification to the existing lids to improve safety and access.	Warwick Bennett	\$16,636.36
13	Installation of an odour control system for the existing pump station wet well.	Warwick Bennett	\$21,195.45
14	Re-establishment of site and extension of insurances associated with delay caused by catch balance tank failure.	Warwick Bennett	\$21,901.82

8. Summary of Contract for Power Supply Upgrade

Construction works for the Power Supply Upgrade Contract have been completed. Final payment will be made on completion of Contract Documentation by the Contractor

Contract No.	1102539
Principal Contractor	Large Industries P/L t/a JLE
Original Contract Sum (ex GST)	\$352,145.00
Approved Cost of Variations Total	(\$142,353.00)
Current Contract Sum	\$209,792.00
Contract Payments to Date	\$205,870.00
Total Project Cost Expended	98.2%
Date of Contract	28 June 2012
Original Contract Duration	12 weeks
Approved Extensions of Time Claims	148 calendar days *
Contract Completion Date	14 February 2013

* Extension of time to this Contract was associated with availability of the required substations.

8.1 Project Variations

The value of the two substations has been removed from the Power Supply Contract due to the unavailability of the required substation via the Contractor within an acceptable time period that would not impact the Treatment Plant Construction and Pump Station Upgrade Contracts.

Council has sourced and supplied the required substations, with installation of the substations undertaken by the Contractor.

To complete the Contract, the Contractor is required to supply Section 88B documentation for easement acquisition associated with power supplies. Documentation has not been recieved to date.

6.2.7 Mandatory Swimming Pool Inspection Program

REPORT BY THE MANAGER HEALTH & BUILDING TO 21 AUGUST 2013 COUNCIL MEETING

Document2

A0100056, DEV700006

RECOMMENDATION

That :

1. **the report by the Manager Health & Building on the Mandatory Swimming Pool Inspection Program be received;**
2. **the inspection regime of 260 swimming pool inspections per annum with an inspection fee of \$150 be placed on public exhibition for 21 days.**

Executive summary

As a requirement of recent amendments made to the Swimming Pools Act 1992 which came into force on 29 August 2013, Council is required create and implement an ongoing inspection program of all swimming pools within the Local Government Area. It is a requirement of the Act that this program commence by 29 October 2013.

Detailed report

Section 22B which was added to the Swimming Pools Act 1992 on 29 August 2013 requires that;

- (1) A local authority must, within 6 months after the commencement of this section, develop and adopt a program for the inspection of swimming pools in its area to ensure compliance with the requirements of this Part.*

Further to the above, it is a requirement of the Swimming Pools Regulation 2008 that this inspection program be created in consultation with the community.

In order to achieve the above and based on Council's current available resources, the Health & Building Department are proposing to carry out 260 inspections per annum which would require on average of five (5) inspections per week.

To ensure this inspection program runs as efficiently as possible pools will be grouped together based on their location with inspections carried out one area at a time. It is proposed that all pools be inspected prior to the inspection cycle commencing again.

The Swimming Pool Regulation 2008 requires that the inspection regime is based on the social justice principles of equity, access, participation and rights and it is required that the Council consult the community in relation to the development of the regime. To ensure adequate community consultation is achieved, it is proposed that the inspection program will be put on public exhibition (following standard Council procedures) for a period of 21 days before a further report detailing the outcome of this consultation period is submitted to Council.

Financial implications

A maximum statutory fee of \$150 (as listed under Section 18A of the Swimming Pool Regulations 2008) will be charged for each initial inspection with a follow up inspection incurring a cost of \$100 (also listed under Section 18A of the Swimming Pool Regulations 2008).

Strategic or policy implications

This inspection program will ensure that Council is meeting its legislative obligations under the Swimming Pools Act 1992.

TIM OREILLY
MANAGER HEALTH & BUILDING

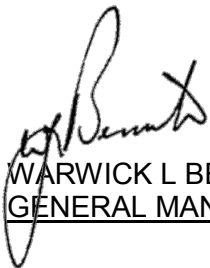


CATHERINE VAN LAEREN
DIRECTOR, DEVELOPMENT & COMMUNITY
SERVICES

8 August 2013

Attachments: Nil

APPROVED FOR SUBMISSION:



WARWICK L BENNETT
GENERAL MANAGER

6.2.8 Draft Financial Statements 2012/13

REPORT BY THE DIRECTOR, FINANCE & ADMINISTRATION TO 21 AUGUST 2013
COUNCIL MEETING

Draft Financial Statements 2013
A0100056, FIN300066

RECOMMENDATION

That:

1. **the report by the Director, Finance & Administration on the Draft Financial Statements 2012/13 be received;**
2. **the draft General Purpose Financial Report 2012/13 and draft Special Purpose Financial Report 2012/13 be referred for audit;**
3. **the Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer be authorised to sign the *Statement by Councillors and Management* on its opinion of the General Purpose Financial Report 2012/13 and Special Purpose Financial Report 2012/13;**
4. **the General Manager be authorised to issue the 2012/13 Financial Reports immediately upon receipt of the Auditors Report, subject to there being no material audit adjustments or audit issues;**
5. **General Manager be authorised to finalise the date at which the Auditors Report and Financial Statements for 2012/13 are to be presented to the public.**

Executive summary

Council is required to prepare financial reports for each year and refer them to audit as soon as practicable. The preparation and audit of financial reports must be completed within four months after the end of the financial year.

Detailed report

Section 413(2)(a) – (c) of the Local Government Act 1993 requires that Council's financial reports must include the following:

- a) a general purpose financial report;
- b) any special purpose financial reports or schedules prescribed by the regulations; and
- c) a statement in the approved form by the Council as to its opinion on the general purpose financial report and any such special purpose financial reports.

Council's financial reports must be prepared in accordance with the requirements of:

- a) the Australian Accounting Standards and professional pronouncements; and
- b) the Local Government Code of Accounting Practice and Financial Reporting; and
- c) the Local Government Act 1993 and the Regulations.

The attached financial reports have been prepared in accordance with the abovementioned requirements.

Section 215(1) of the Local Government (General) Regulation 2005 requires that the statement by Council as to its opinion on the financial reports must be made by resolution of the Council and be signed by the Mayor, at least one other member of Council, the General Manager and the Responsible Accounting Officer. The statement must indicate:

- a) whether or not Council's annual financial reports have been drawn up in accordance with the required Standards and Regulations; and
- b) whether or not those reports present fairly Council's financial position and operating result for the year; and
- c) whether or not those reports accord with the Council's accounting and other records; and
- d) whether or not the signatories know of anything that would make those reports false or misleading in any way, and

include such information and explanations as will prevent those reports from being misleading because of any qualification that is included in the statement.

The attached draft financial statements are not available to the public until after Council's auditor has provided an independent audit report. It is recommended that Council authorise the General Manager to issue the financial reports immediately upon receipt of the auditors' report, subject to there being no material audit changes or audit issues.

It is recommended that Council authorise the General Manager to finalise the date at which the auditors' report and financial statements are to be presented to the public. It is anticipated that this presentation will occur at the Council meeting of 2 October 2013.

Financial implications

Not applicable.

Strategic or policy implications

Not applicable.

CLARE PHELAN
DIRECTOR, FINANCE & ADMINISTRATION

9 August 2013

- Attachments:*
1. General Purpose Financial Reports – Statement by Councillors and Management
 2. Special Purpose Financial Reports – Statement by Councillors and Management
 3. DRAFT General Purpose Financial Reports 2012/13 (Included in the confidential section of the business paper)
 4. DRAFT Special Purpose Financial Reports 2012/13 (Included in the confidential section of the business paper)

APPROVED FOR SUBMISSION:


WARWICK L BENNETT
GENERAL MANAGER

Mid-Western Regional Council**General Purpose Financial Statements**

for the financial year ended 30 June 2013

Statement by Councillors and Management

made pursuant to Section 413(2)(c) of the Local Government Act 1993 (as amended)

The attached General Purpose Financial Statements have been prepared in accordance with:

- The Local Government Act 1993 (as amended) and the Regulations made thereunder,
- The Australian Accounting Standards and professional pronouncements, and
- The Local Government Code of Accounting Practice and Financial Reporting.

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

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

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

Signed in accordance with a resolution of Council made on 21 August 2013.

Mr Des Kennedy
MAYOR

Mr John Webb
COUNCILLOR

Mr Warwick Bennett
GENERAL MANAGER

Mrs Clare Phelan
RESPONSIBLE ACCOUNTING OFFICER

ATTACHMENT 2

Mid-Western Regional Council

Special Purpose Financial Statements

for the financial year ended 30 June 2013

Statement by Councillors and Management

made pursuant to the Local Government Code of Accounting Practice and Financial Reporting

The attached Special Purpose Financial Statements have been prepared in accordance with:

- The NSW Government Policy Statement "Application of National Competition Policy to Local Government".
- The Division of Local Government Guidelines "Pricing & Costing for Council Businesses - A Guide to Competitive Neutrality".
- The Local Government Code of Accounting Practice and Financial Reporting.
- The NSW Office of Water (Department of Environment, Climate Change and Water) Guidelines - "Best Practice Management of Water and Sewerage".

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

- Present fairly the Operating Result and Financial Position for each of Council's declared Business Activities for the year, and
- Accord with Council's accounting and other records.

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

Signed in accordance with a resolution of Council made on 21 August 2013.

Mr Des Kennedy
MAYOR

Mr John Webb
COUNCILLOR

Mr Warwick Bennett
GENERAL MANAGER

Mrs Clare Phelan
RESPONSIBLE ACCOUNTING OFFICER

6.2.9 2012/13 Operational Plan - June Quarterly Budget Review

REPORT BY THE DIRECTOR, FINANCE & ADMINISTRATION TO 21 AUGUST 2013
COUNCIL MEETING
REPORT Council 2013
A0100056, FIN300061

RECOMMENDATION

That:

1. **the report by the Director, Finance & Administration on the 2012/13 Operational Plan - June Quarterly Budget Review be received;**
2. **the opinion by the Responsible Accounting Officer regarding the satisfactory financial position of Council be noted; and**
3. **Council make a dividend payment of \$250,000 from Private Works (P Fund) to General Fund (A Fund) as at 30 June 2013.**

Executive summary

This is the final budget review for the 2012/13 Operational Plan. A commentary is provided on the unaudited financial position, and performance against budget, as at 30 June 2013. The 2012/13 financial statements are currently in draft format and ready for audit, however further changes may be required as a result of the ongoing end of financial year reporting and audit processes.

Detailed report

Council within two months after the end of each quarter as to the extent to which the performance targets set by Council's current Management Plan have been achieved during the quarter.

Further, Clause 203 of the Local Government (General) Regulation 2005 requires that the Responsible Accounting Officer of a council prepare and submit to Council within two months after the end of each quarter, a budget review statement. The budget review statement must show, by reference to the estimate of income and expenditure set out in the management plan adopted by Council, a revised estimate of the income and expenditure for the year. The budget review statement must also be accompanied by a report as to whether or not the Responsible Accounting Officer believes that the financial position of the council is satisfactory, having regard to the original estimates of income and expenditure.

This QBR indicates an overall improvement in the unrestricted cash position of General Fund as at 30 June 2013, compared to the budgeted projection. Council has finished the year with \$6.43 million, compared to a projected estimate of \$6.08 million. The actual movement in unrestricted cash as at 30 June 2013 compares favourably with budget estimates by \$0.354 million. The main factors influencing this outcome are related to balance sheet movements, particularly an increase in unrestricted trade debtors \$1.2 million unfavourable, together with variations in income and expenditure as set out in the attached June QBR.

The actual movement in Sewer Fund unrestricted cash during the 2013 financial year compares unfavourably to budget estimates by \$1.475 million. As at 30 June 2013, Sewer Fund has an unrestricted cash holding of \$1.8 million. This result is largely attributable to movements in Balance Sheet items, as Council is currently carrying a substantial grant receivable (NSW Office of Water) in relation to the Mudgee Sewer Augmentation. In summary, there has been a decrease in trade payables \$0.5 million unfavourable; and an increase in trade receivables \$1.07 million (unfavourable). It is important to note that movements in trade creditors and debtors are generally timing issues, and as sewer operations and maintenance activities were fairly consistent with budget, unrestricted cash levels should return to normalised levels at the completion of the Augmentation project.

The actual movement in Water Fund unrestricted cash during the 2013 financial year compares favourably to budget estimates by \$0.235 million, with the Fund finishing 2013 holding negative \$35,000 in unrestricted cash. The favourable result is largely attributable to increased levels of income from water consumption.

The Waste Fund has finished 2013 with \$0.82 million of unrestricted cash. The actual movement during the 2013 financial year compares unfavourably to budget estimates by \$0.2 million. The result is largely attributable to movements in balance sheet line items; a decline in Mudgee Recycling income; and increased Mudgee Recycling expenditure.

Movements in cash balances across the other Funds of Council have been negligible, with the highest movement in Private Works, which has increased to \$0.36 million from \$0.26 million. This result is attributable to favourable profits being achieved on works undertaken. At 30 June of each financial year, the cash balance held in the Private Works Fund forms part of the overall Unrestricted Cash Balance. It is recommended to Council that a "dividend" be recognised, formally transferring \$250,000 Private Works cash balance from Private Works Fund to General Fund. This last occurred in 2009.

Councils Rates & Annual Charges Outstanding Ratio

Council has consistently achieved a very low Rates & Annual Charges Outstanding Ratio for a number of years. This ratio is an indicator of the effectiveness of Council's debtor management. Council should note that the actions of several large landholders in the region who have elected not to make payments in accordance with the rates levied and due dates, have had a substantial negative impact on the Rates & Annual Charges Outstanding Ratio. This ratio is currently at 5.25% unaudited (2011/12 - 3.53%), sitting just over the target rate of < 5%.

Financial implications

Council's unrestricted funds balance as at 30 June 2013 as per the draft 2013 financial statements is \$6.43 million, with this figure to be confirmed by external audit. The financial position of Mid-Western Regional Council as at 30 June 2013 is satisfactory, having regard to estimates of income and expenditure, and actuals, for the 2013 financial year.

Detailed commentary on any financial implications identified as part of the Quarterly Review is provided within the Quarterly Review Report, attached at the end of the Business Paper.

Strategic or policy implications

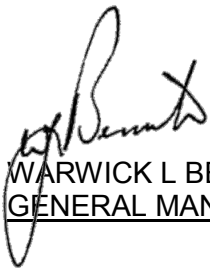
Not applicable.

CLARE PHELAN
DIRECTOR, FINANCE & ADMINISTRATION

9 August 2013

Attachments: 1. 2012/13 Operational Plan - June Quarterly Budget Review (included at the end of the business paper)

APPROVED FOR SUBMISSION:



WARWICK L BENNETT
GENERAL MANAGER

6.2.10 Monthly Development Applications Processing & Determined

REPORT BY THE DIRECTOR, DEVELOPMENT AND COMMUNITY SERVICES TO 21
AUGUST 2013 COUNCIL MEETING

REPORT Council 2013
A0100056

RECOMMENDATION

That:

1. **the report by the Director, Development and Community Services on the monthly development application reports for the months ending 30 June 2013 and 31 July 2013 be received;**

Executive summary

The report presented to Council each month is designed to keep Council informed of the current activity in relation development assessment and determination of applications.

Detailed report

Included in this report is an update for months ending 30 June 2013 and 31 July 2013 of Development Applications determined and development applications processing. The report will detail:

- Total outstanding development applications indicating the proportion currently being processed and those waiting for further information.
- Median and average processing times for Development Applications
- A list of determined development applications
- Currently processing development applications and heritage applications

Financial implications

Not Applicable

Strategic or policy implications

Not Applicable

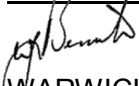


CATHERINE VAN LAEREN
DIRECTOR, DEVELOPMENT AND COMMUNITY SERVICES

11 August 2013

Attachments: 1. Monthly development applications processing and determined June & July 2013

APPROVED FOR SUBMISSION:

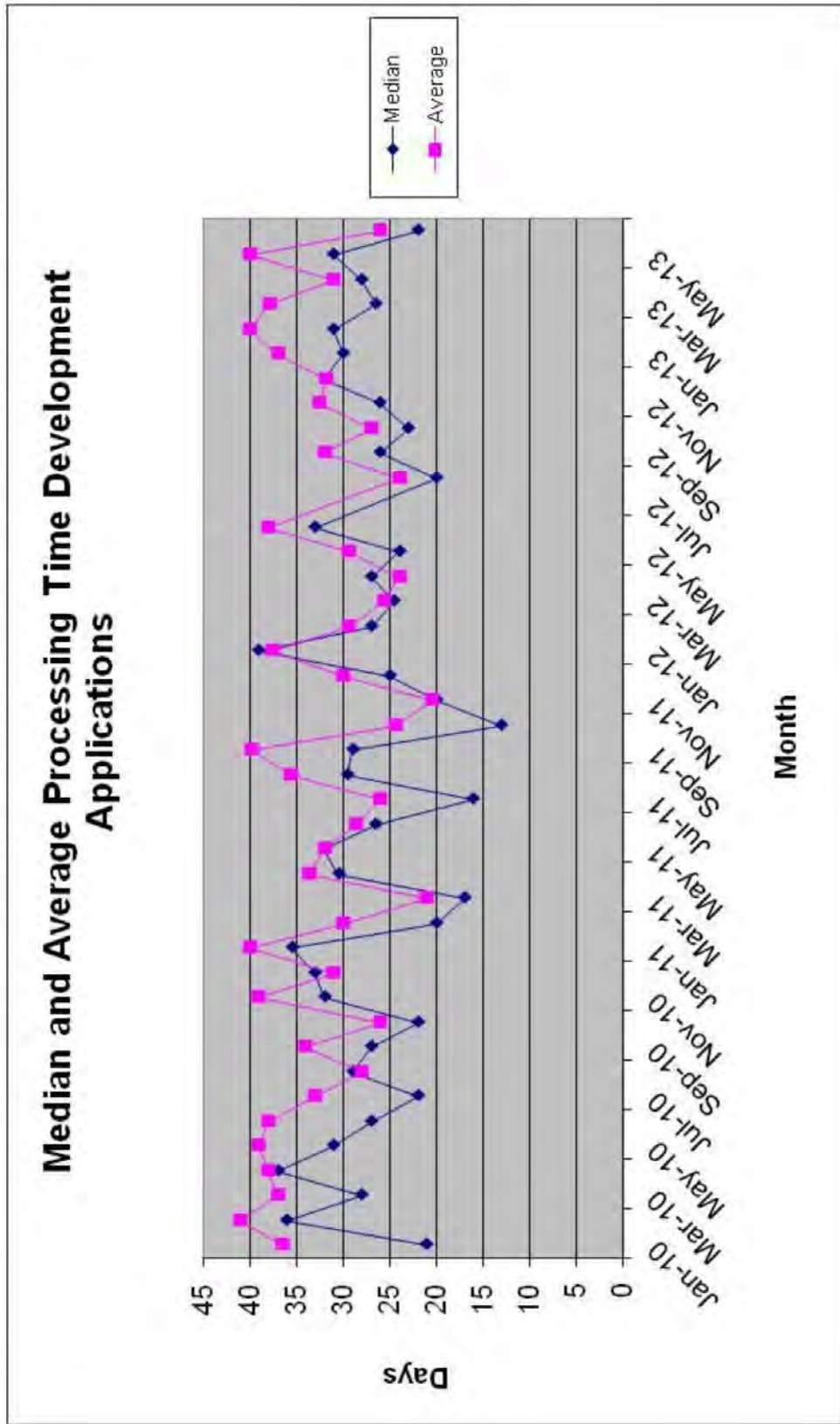


WARWICK L BENNETT
GENERAL MANAGER

Monthly Development Application Processing Report – June, 2013

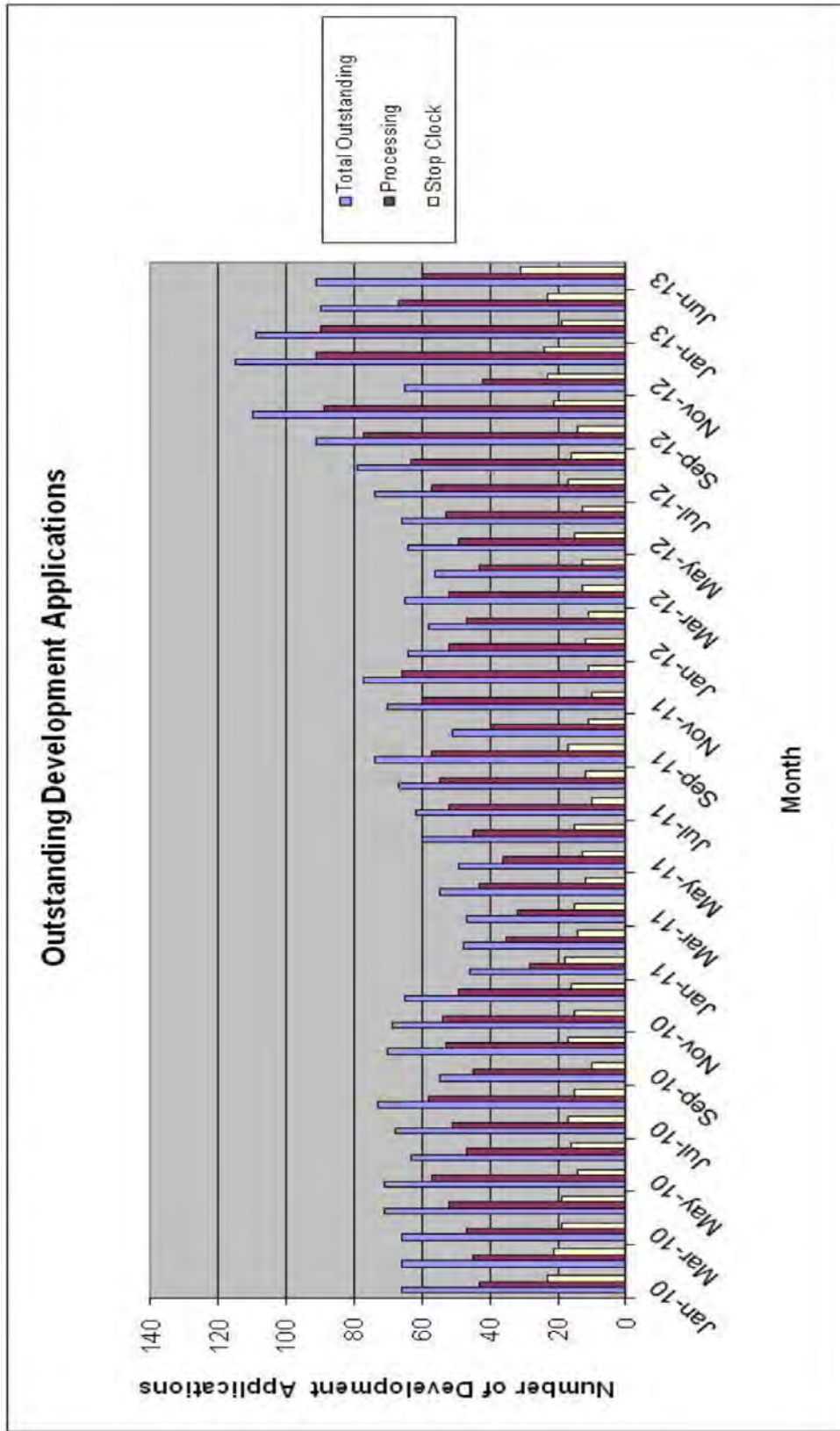
This report covers the period for the month of June, 2013.

Graph 1 indicates the processing times up to 30 June, 2013 with the month of June having an average of 26.2 days and a median time of 22.5 days.



Monthly Development Application Processing Report – June, 2013

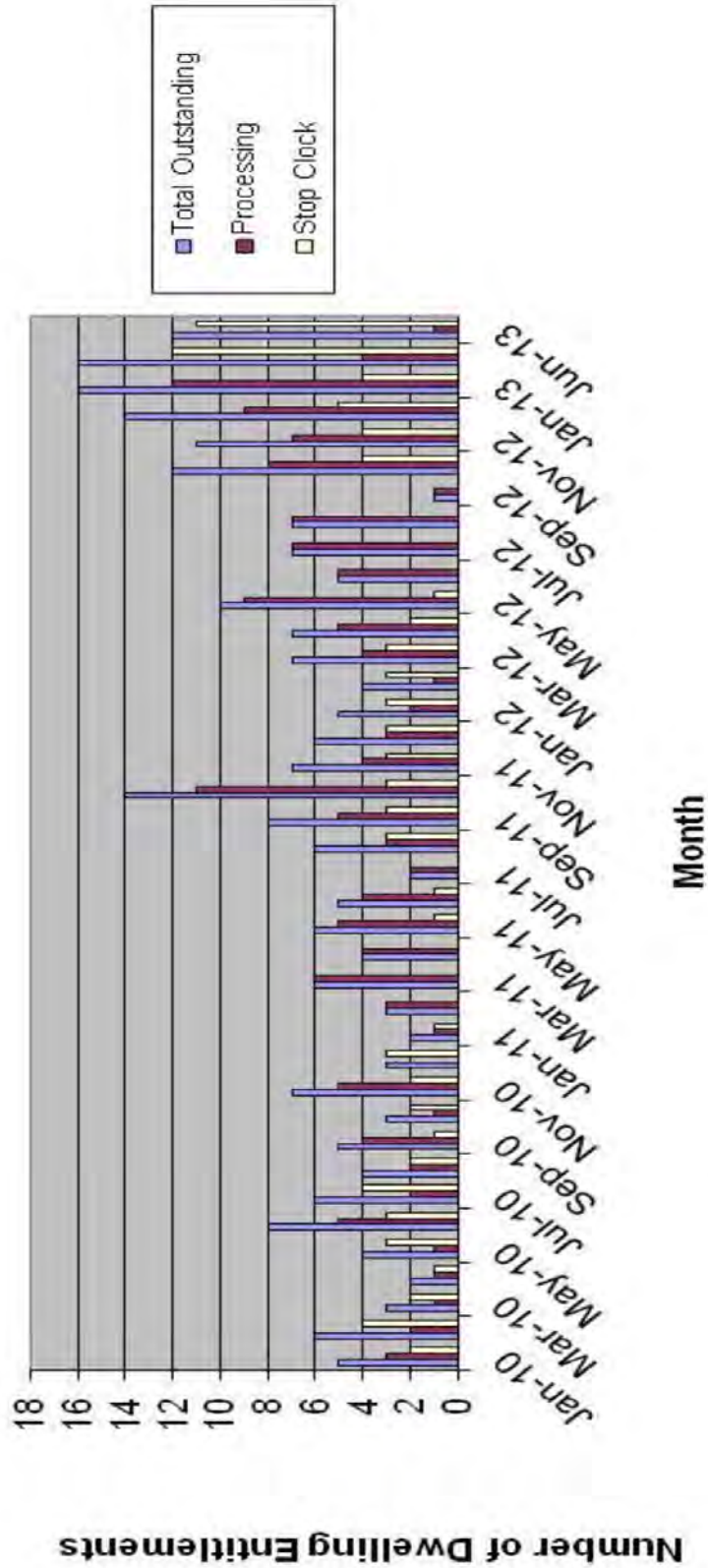
Graph 2 indicates the total number of outstanding applications (excluding dwelling entitlements), the number currently being processed and the number on "stop clock".



Monthly Development Application Processing Report – June, 2013

Graph 3 relates solely to dwelling entitlements and indicates the number of outstanding dwelling entitlement applications, the number on stop clock and the number being processed.

Outstanding Dwelling Entitlements



Monthly Development Application Processing Report – June, 2013

The Planning and Development Department determined 40 Development Applications either by Council or under delegation during June 2013.

Development Applications Determined – June, 2013.

App/Proc ID	Description	Street Name	Locality	Decision
DA0034/2013	Change of use	Sydney Road	MUDGE	#APPISSUE
DA0243/2013	Shed less than 150m2	Clare Court	MUDGE	#APPISSUE
DA0334/2013	Subdivision - Torrens Title	Robertson Street	MUDGE	#APPISSUE
DA0362/2013	Commercial Alts/Addis	Church Street	MUDGE	#APPISSUE
DA0372/2013	Subdivision - Torrens Title	Windeyer Road	WINDEYER	#APPISSUE
DA0400/2013	Change of use	Short Street	MUDGE	#APPISSUE
DA0419/2013	Shed less than 150m2	Lewis Street	MUDGE	#APPISSUE
DA0422/2013	Shed less than 150m2	Spring Road	MUDGE	#APPISSUE
DA0424/2013	Alterations & Additions	Yarrabin Road	YARRABIN	#APPISSUE
DA0429/2013	Dwelling House	Saints Lane	ST FILLANS	#APPISSUE
DA0433/2013	Dwelling House	Robert Hoddle Grove	BOMBIRA	#APPISSUE
DA0441/2013	Alterations & Additions	Spring View Lane	BUDGE BUDGE	#APPISSUE
DA0449/2013	Dwelling House	Dabee Road	KANDOS	#APPISSUE
DA0452/2013	Shed less than 150m2	Barigan Street	MUDGE	#APPISSUE
DA0454/2013	Dwelling House	Waterworks Road	MUDGE	#APPISSUE
DA0455/2013	Shed less than 150m2	Henry Lawson Drive	ST FILLANS	#APPISSUE
DA0457/2013	Change of use	Robert Hoddle Grove	BOMBIRA	#APPISSUE
DA0459/2013	Shed less than 150m2	Church Street	MUDGE	#APPISSUE
DA0461/2013	Shed less than 150m2	Mayne Street	GULGONG	#APPISSUE
DA0464/2013	Shed less than 150m2	Rouse Street	GULGONG	#APPISSUE
DA0465/2013	Dual Occupancy	Melton Road	MUDGE	#APPISSUE
DA0467/2013	Commercial Premises	Craigmoor Road	EURUNDEREE	#APPISSUE
DA0471/2013	Pergola	Vera Court	MUDGE	#APPISSUE
DA0474/2013	Carpport	Cairbil Street	GULGONG	#APPISSUE
DA0477/2013	Swimming Pool	Vera Court	MUDGE	#APPISSUE
DA0483/2013	Shed less than 150m2	Nashs Flat Place	MUDGE	#APPISSUE
DA0491/2013	Dwelling House	Queens Pinch Road	MEROO	#APPISSUE
DA0497/2013	Alterations & Additions	Gladstone Street	MUDGE	#APPISSUE
DA0500/2013	Shed less than 150m2	Hill Sixty Drive	SPRING FLAT	#APPISSUE
DA0301/2013	Staged Development - Dwelling	Ilfrod Hall Road	ILFORD	#REFISSUE
DA0320/2013	Dual Occupancy	Nashs Flat Place	MUDGE	#APPISSUE
DA0383/2013	Shed >150m2	Peppercorn Lane	BUCKAROO	#REFISSUE
DA0398/2013	Shed less than 150m2	Broadhead Road	MUDGE	#APPISSUE
DA0473/2013	Shed >150m2	Tongbong Road	RYLSTONE	#APPISSUE
DA0280/2013	Subdivision - Torrens Title	Lower Plambong Road	PIAMBONG	#APPISSUE
DA0420/2013	Shed less than 150m2	Church Street	MUDGE	#APPISSUE
DA0442/2013	Change of use	Industrial Avenue	MUDGE	#APPISSUE
DA0451/2013	Shed less than 150m2	Bumberra Place	BOMBIRA	#APPISSUE
DA0472/2013	Alterations & Additions	Madeira Road	MUDGE	#APPISSUE
DA0443/2013	Change of use	Church Street	MUDGE	#APPISSUE

Monthly Development Application Processing Report – June, 2013

Development Applications currently being processed (excluding dwelling entitlements) – June, 2013.

App/Proc ID	Description	Street Name	Locality	Decision
DA0424/2013	AltAdd	Yarrabin Road	YARRABIN	FurthInf
DA0205/2012	AltAdd	Blue Springs Road	BUNGABA	Processing
DA0472/2013	AltAdd	Madeira Road	MUDGE	Processing
DA0440/2013	AnimalEst	George Street	MUDGE	Processing
DA0179/2012	BoundAdj	Wollar Road	COOYAL	FurthInf
DA0474/2013	Carport	Cainbil Street	GULGONG	Processing
DA0034/2013	ChangeUse	Sydney Road	MUDGE	FurthInf
DA0183/2013	ChangeUse	Lower Plambong Road	MENAH	Processing
DA0220/2012	ChangeUse	Henry Lawson Drive	BOMBIRA	Processing
DA0275/2013	ChangeUse	Robert Hoddle Grove	BOMBIRA	Processing
DA0442/2013	ChangeUse	Industrial Avenue	MUDGE	Processing
DA0457/2013	ChangeUse	Robert Hoddle Grove	BOMBIRA	Processing
DA0466/2013	CommAltAdd	Swords Court	MUDGE	DCU
DA0425/2013	CommAltAdd	Depot Road	MUDGE	Processing
DA0467/2013	CommPrem	Craigmoor Road	EURUNDEREE	Processing
DA0363/2013	Depot	Peppercorn Lane	BUCKAROO	Processing
DA0320/2013	DualOcc	Nashs Flat Place	MUDGE	Processing
DA0399/2013	DualOcc	Waterworks Road	MUDGE	Processing
DA0465/2013	DualOcc	Melton Road	MUDGE	Processing
DA0479/2013	DualOcc	Banjo Paterson Avenue	MUDGE	DCU
DA0480/2013	Dwelling	Banjo Paterson Avenue	MUDGE	DCU
DA0481/2013	Dwelling	Banjo Paterson Avenue	MUDGE	DCU
DA0482/2013	Dwelling	Banjo Paterson Avenue	MUDGE	DCU
DA0484/2013	Dwelling	Richards Street	MUDGE	DCU
DA0485/2013	Dwelling	Banjo Paterson Avenue	MUDGE	DCU
DA0276/2008	Dwelling	Bocobie Road	BOCOBLE	FurthInf
DA0360/2012	Dwelling	Ilford Sofala Road	SOFALA	FurthInf
DA0447/2013	Dwelling	Rocky Waterhole Road	MOUNT FROME	FurthInf
DA0476/2013	Dwelling	Ridge Road	COOKS GAP	FurthInf
DA0207/2013	Dwelling	Robertson Road	SPRING FLAT	Processing
DA0214/2011	Dwelling	Castlereagh Highway	BURRUNDULLA	Processing
DA0449/2013	Dwelling	Dabee Road	KANDOS	Processing
DA0450/2013	Dwelling	Upper Turon Road	RUNNING STREAM	Processing
DA0454/2013	Dwelling	Waterworks Road	MUDGE	Processing
DA0458/2013	Dwelling	Hideaway Lane	GULGONG	Processing
DA0468/2013	Dwelling	Miller Crescent	MUDGE	Processing
DA0330/2012	Mine	Bylong Valley Way	BYLONG	FurthInf
DA0436/2013	PubUtility	King Johns Lane	YARRAWONGA	Processing
DA0437/2013	PubUtility	Kains Flat Road	KAINS FLAT	Processing
DA0445/2013	PubUtility	Mays Place	YARRAWONGA	Processing

Monthly Development Application Processing Report – June, 2013

App/Proc ID	Description	Street Name	Locality	Decision
DA0357/2013	RecFacilit	Buckaroo Road	BUCKAROO	FurthInf
DA0391/2013	RefreshRoo	Lions Drive	MUDGE	FurthInf
DA0438/2013	ResFlatBld	Church Street	MUDGE	Processing
DA0327/2011	Shed	Horatio Street	MUDGE	FurthInf
DA0473/2013	Shed	Tongbong Road	RYLSTONE	FurthInf
DA0483/2013	ShedSmall	Nashs Flat Place	MUDGE	DCU
DA0243/2013	ShedSmall	Clare Court	MUDGE	FurthInf
DA0398/2013	ShedSmall	Broadhead Road	MUDGE	FurthInf
DA0435/2013	ShedSmall	Babidge Lane	RYLSTONE	FurthInf
DA0461/2013	ShedSmall	Mayne Street	GULGONG	FurthInf
DA0174/2012	ShedSmall	Rayner Street	MUDGE	Processing
DA0257/2013	ShedSmall	Babidge Lane	RYLSTONE	Processing
DA0451/2013	ShedSmall	Bumberra Place	BOMBIRA	Processing
DA0452/2013	ShedSmall	Barigan Street	MUDGE	Processing
DA0455/2013	ShedSmall	Henry Lawson Drive	ST FILLANS	Processing
DA0459/2013	ShedSmall	Church Street	MUDGE	Processing
DA0464/2013	ShedSmall	Rouse Street	GULGONG	Processing
DA0466/2013	Sign	Horatio Street	MUDGE	Processing
DA0208/2012	SubTorrens	Robertson Street	MUDGE	FurthInf
DA0367/2013	SubTorrens	Broadhead Road	MUDGE	FurthInf
DA0384/2013	SubTorrens	Putta Bucca Road	SPRING FLAT	FurthInf
DA0388/2013	SubTorrens	Robert Hoddle Grove	PUTTA BUCCA	FurthInf
DA0409/2013	SubTorrens	Bergalin Road	BOMBIRA	FurthInf
DA0423/2013	SubTorrens	Yarrabin Road	GULGONG	FurthInf
DA0428/2013	SubTorrens	Hill End Road	YARRABIN	FurthInf
DA0448/2013	SubTorrens	Bellevue Road	CAERLEON	FurthInf
DA0478/2013	SubTorrens	Glen Alice Road	MUDGE	FurthInf
DA0280/2013	SubTorrens	Lower Plambong Road	RYLSTONE	FurthInf
DA0358/2013	SubTorrens	Flirtation Hill Lane	PIAMBONG	Processing
DA0392/2013	SubTorrens	Gladstone Street	GULGONG	Processing
DA0406/2013	SubTorrens	Tongbong Road	MUDGE	Processing
DA0469/2013	SubTorrens	Robertson Street	RYLSTONE	Processing
DA0312/2013	SwimPool	Rayner Street	MUDGE	Processing

Monthly Development Application Processing Report – June, 2013

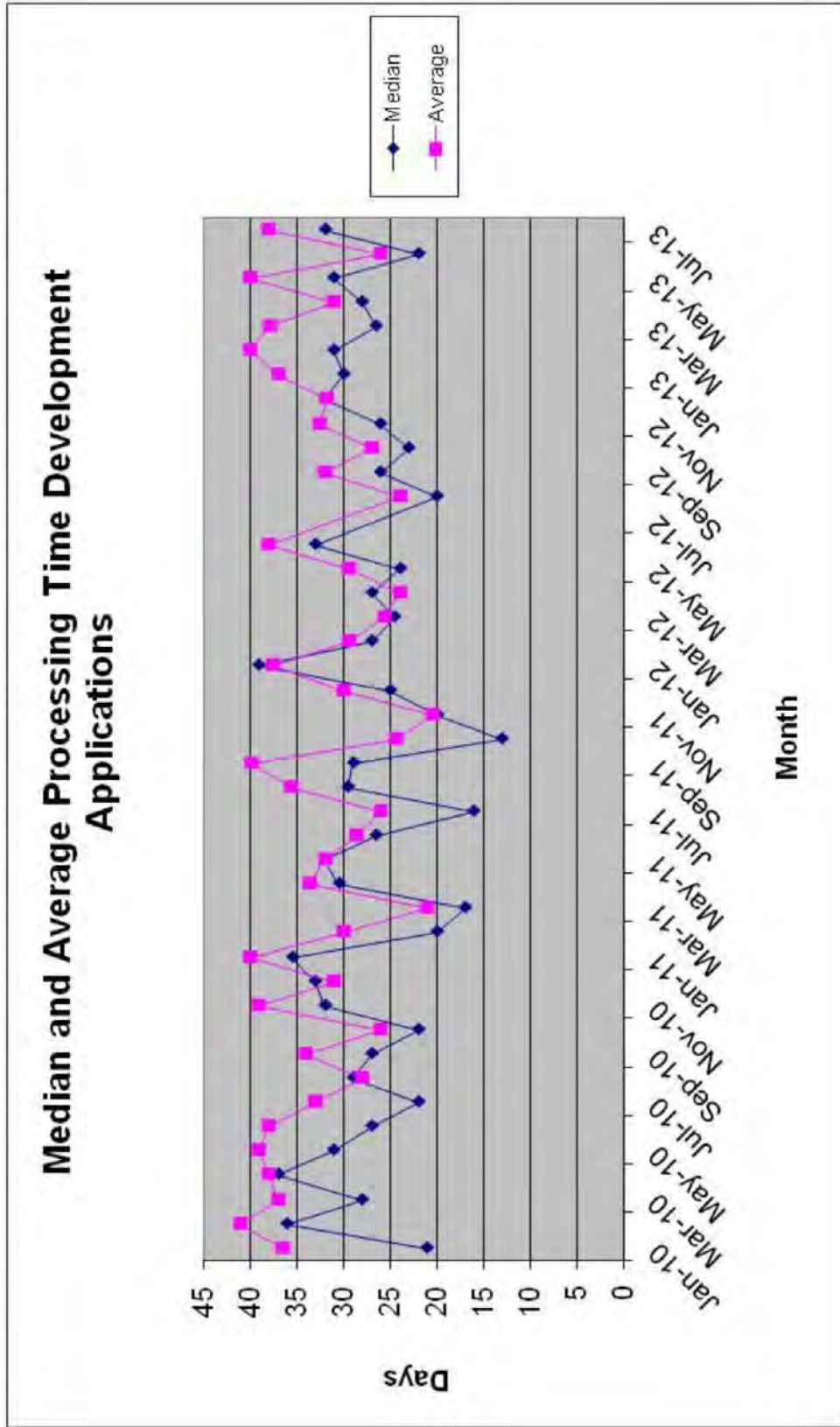
Heritage Development Applications currently being processed – June, 2013.

App/Proc ID	Description	Street Name	Locality	Decision
DA0400/2013	ChangeUse	Short Street	MUDGE	DCU
DA0487/2013	CommAltAdd	Church Street	MUDGE	DCU
DA0151/2009	Depot	Inglis Street	MUDGE	Furthrf
DA0271/2011	AltAdd	Short Street	MUDGE	Furthrf
DA0351/2013	ResFlatBid	Wilbetree Street	GULGONG	Furthrf
DA0430/2013	Dwelling	Herbert Street	GULGONG	Furthrf
DA0431/2013	AltAdd	Louee Street	RYLSTONE	Furthrf
DA0432/2013	Dwelling	Douro Street	MUDGE	Furthrf
DA0327/2013	RecFacilit	Short Street	MUDGE	Processing
DA0335/2013	DualOcc	Horatio Street	MUDGE	Processing
DA0362/2013	CommAltAdd	Church Street	MUDGE	Processing
DA0397/2013	UnitAgeDis	Douro Street	MUDGE	Processing
DA0443/2013	ChangeUse	Church Street	MUDGE	Processing
DA0453/2013	AltAdd	Lewis Street	MUDGE	Processing
DA0460/2013	CommAltAdd	Horatio Street	MUDGE	Processing
DA0462/2013	ChangeUse	Louee Street	RYLSTONE	Processing
DA0470/2013	ChangeUse	Louee Street	RYLSTONE	Processing
DA0475/2013	AltAdd	Court Street	MUDGE	Processing

Monthly Development Application Processing Report July- 2013,

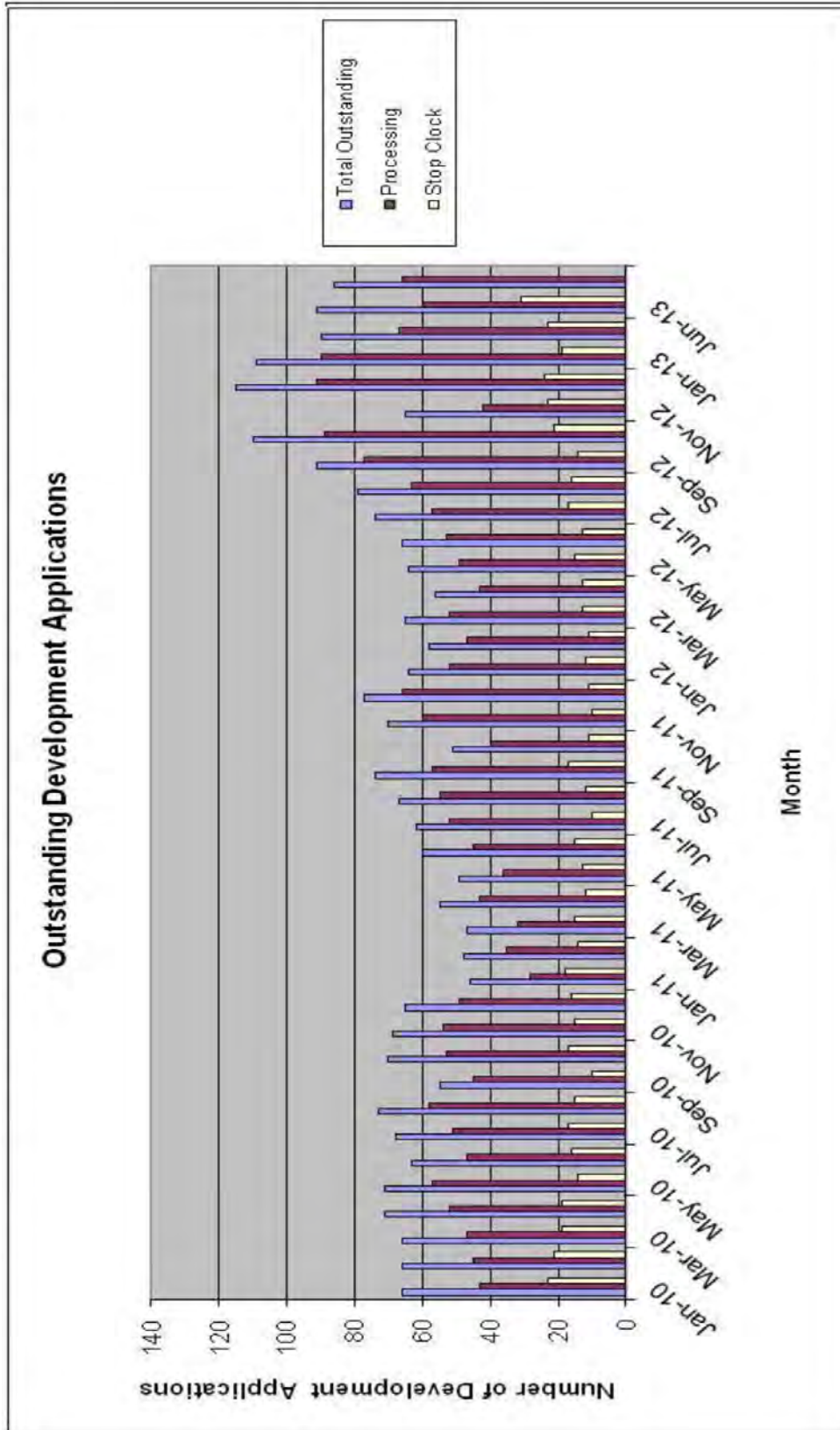
This report covers the period for the month of July 2013, 2013.

Graph 1 indicates the processing times up to 31 July 2013 with the month of July 2013 having an average of 38.0 days and a median time of 32.0 days.



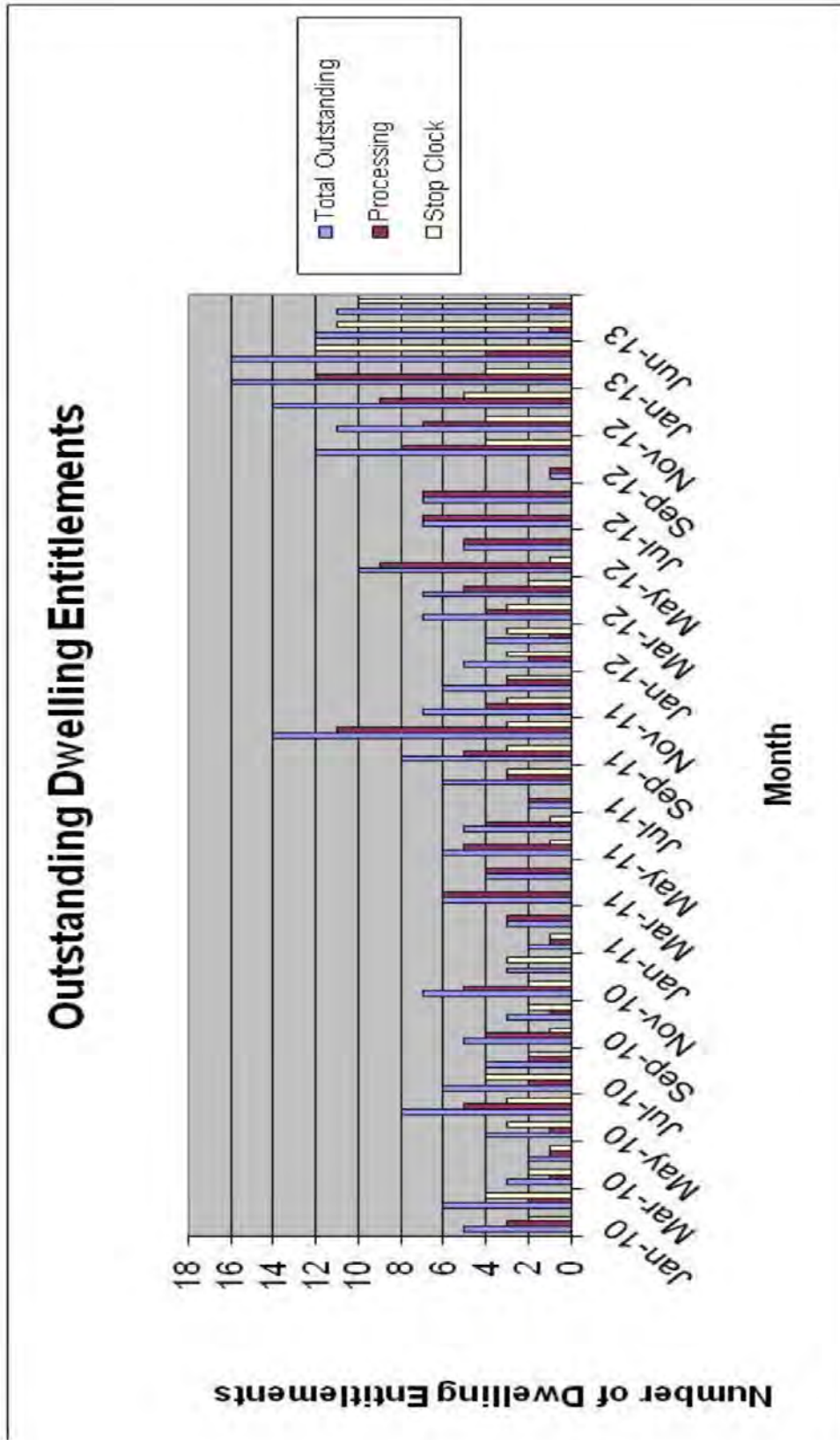
Monthly Development Application Processing Report July- 2013,

Graph 2 indicates the total number of outstanding applications (excluding dwelling entitlements), the number currently being processed and the number on "stop clock".



Monthly Development Application Processing Report July- 2013,

Graph 3 relates solely to dwelling entitlements and indicates the number of outstanding dwelling entitlement applications, the number on stop clock and the number being processed.



Monthly Development Application Processing Report July- 2013,

The Planning and Development Department determined 43 Development Applications either by Council or under delegation during July 2013.

Development Applications Determined – July 2013, 2013.

App./Proc ID	Description	Street Name	Locality	Decision
DA0358/2013	Subdivision – Torrens Title	Flirtation Hill Lane	GULGONG	#APPIssue
DA0367/2013	Subdivision – Torrens Title	Broadhead Road	SPRING FLAT	#APPIssue
DA0392/2013	Subdivision – Torrens Title	Gladstone Street	MUDGE	#APPIssue
DA0397/2013	Units for Aged/People with Disabilities	Douro Street	MUDGE	#APPIssue
DA0399/2013	Dual Occupancy	Waterworks Road	MUDGE	#APPIssue
DA0409/2013	Subdivision – Torrens Title	Bergalin Road	GULGONG	#APPIssue
DA0430/2013	Dwelling House	Herbert Street	GULGONG	#APPIssue
DA0432/2013	Dwelling House	Douro Street	MUDGE	#APPIssue
DA0437/2013	Public Utility Undertaking	Kains Flat Road	KAINS FLAT	#APPIssue
DA0450/2013	Dwelling House	Upper Turon Road	RUNNING STREAM	#APPIssue
DA0462/2013	Change of use	Louee Street	RYLSTONE	#APPIssue
DA0466/2013	Sign	Horatio Street	MUDGE	#APPIssue
DA0470/2013	Change of use	Louee Street	RYLSTONE	#APPIssue
DA0475/2013	Alterations & Additions	Court Street	MUDGE	#APPIssue
DA0479/2013	Dwelling House	Banjo Paterson Avenue	MUDGE	#APPIssue
DA0480/2013	Dwelling House	Banjo Paterson Avenue	MUDGE	#APPIssue
DA0481/2013	Dwelling House	Banjo Paterson Avenue	MUDGE	#APPIssue
DA0482/2013	Dwelling House	Banjo Paterson Avenue	MUDGE	#APPIssue
DA0485/2013	Dwelling House	Banjo Paterson Avenue	MUDGE	#APPIssue
DA0489/2013	Dwelling House	Cairo Street	KANDOS	#APPIssue
DA0490/2013	Garage	Castlereagh Highway	CULLENBONE	#APPIssue
DA0496/2013	Shed less than 150m2	Pindari Road	COLLINGWOOD	#APPIssue
DA0501/2013	Alterations & Additions	Rouse Street	GULGONG	#APPIssue
DA0503/2013	Shed >150m2	Black Lead Lane	GULGONG	#APPIssue
DA0506/2013	Dwelling House	Tongbong Road	RYLSTONE	#APPIssue
DA0510/2013	Carport	Kains Flat Road	KAINS FLAT	#APPIssue
DA0513/2013	Garage	Kurrajong Lane	RIVERLEA	#APPIssue
DA0516/2013	Carport	Pomany Street	KANDOS	#APPIssue
DA0002/2014	Dwelling House	Winter Street	MUDGE	#APPIssue
DA0004/2014	Dwelling House	Lue Road	CAMBOON	#APPIssue
DA0005/2014	Shed less than 150m2	Ridge Road	COOKS GAP	#APPIssue
DA0008/2014	Sign	Church Street	MUDGE	#APPIssue
DA0009/2014	Dwelling House	Winter Street	MUDGE	#APPIssue

Monthly Development Application Processing Report July- 2013,

App/Proc ID	Description	Street Name	Locality	Decision
DA0010/2014	Dwelling House	Winter Street	MUDGE	#APPIssue
DA0012/2014	Dwelling House	Robert Jones Street	MUDGE	#APPIssue
DA0447/2013	Dwelling House	Rocky Waterhole Road	MOUNT FROME	#DEFIssue
DA0335/2013	Dual Occupancy	Horatio Street	MUDGE	#APPIssue
DA0183/2013	Change of use	Lower Piambong Road	MENAH	#APPIssue
DA0440/2013	Animal Establishment	George Street	MUDGE	#APPIssue
DA0445/2013	Public Utility Undertaking	Mays Place	YARRAWONGA	#APPIssue
DA0460/2013	Commercial Alts/Ads	Horatio Street	MUDGE	#APPIssue
DA0425/2013	Commercial Alts/Ads	Depot Road	MUDGE	#APPIssue
DA0484/2013	Dwelling House	Richards Street	MUDGE	#APPIssue

Monthly Development Application Processing Report July- 2013,

Development Applications currently being processed (excluding dwelling entitlements) – June 2013, 2013.

Appl/Proc ID	Description	Street Name	Locality	Decision
DA0048/2014	AltAdd	Canadian Street	GULGONG	DCU
DA0038/2014	AltAdd	Lang Street	MUDGE	Processing
DA0039/2014	AltAdd	Gladstone Street	MUDGE	Processing
DA0041/2014	AltAdd	Mulgoa Way	MUDGE	Processing
DA0205/2012	AltAdd	Blue Springs Road	BUNGABA	Processing
DA0179/2012	BoundAdj	Wollar Road	COOYAL	FurthInf
DA0026/2014	ChangeUse	Main Street	ULAN	FurthInf
DA0493/2013	ChangeUse	Black Springs Road	EURUNDEREE	DCU
DA0030/2014	ChangeUse	Oporto Road	MUDGE	Processing
DA0220/2012	ChangeUse	Henry Lawson Drive	BOMBIRA	Processing
DA0275/2013	ChangeUse	Robert Hoddle Grove	BOMBIRA	Processing
DA0486/2013	CommAltAdd	Swords Court	MUDGE	DCU
DA0011/2014	CommAltAdd	Dangar Street	KANDOS	Processing
DA0014/2014	CommAltAdd	Ilford Road	KANDOS	Processing
DA0016/2014	CommAltAdd	Market Street	MUDGE	Processing
DA0034/2014	CommAltAdd	Sydney Road	MUDGE	Processing
DA0051/2014	CommPrem	Industrial Avenue	MUDGE	DCU
DA0507/2013	DualOcc	Melton Road	MUDGE	Processing
DA0508/2013	DualOcc	Doug Gudgeon Drive	MUDGE	FurthInf
DA0044/2014	DualOcc	Barneys Reef Road	GULGONG	DCU
DA0050/2014	Dwelling	Market Street	MUDGE	DCU
DA0017/2014	Dwelling	Winter Street	MUDGE	DCU
DA0018/2014	Dwelling	Winter Street	MUDGE	DCU
DA0276/2008	Dwelling	Bocoble Road	BOCOBLE	FurthInf
DA0458/2013	Dwelling	Hideaway Lane	GULGONG	FurthInf
DA0023/2014	Dwelling	Winter Street	MUDGE	Processing
DA0027/2014	Dwelling	White Circle	MUDGE	Processing
DA0028/2014	Dwelling	Winter Street	MUDGE	Processing
DA0029/2014	Dwelling	Maiala Road	COOKS GAP	Processing
DA0031/2014	Dwelling	Spring Flat Road	SPRING FLAT	Processing
DA0036/2014	Dwelling	Windeyer Road	WINDEYER	Processing
DA0037/2014	Dwelling	Henry Lawson Drive	ST FILLANS	Processing
DA0207/2013	Dwelling	Robertson Road	SPRING FLAT	Processing
DA0214/2011	Dwelling	Castlereagh Highway	BURRUNDULLA	Processing

Monthly Development Application Processing Report July- 2013.

App/Proc ID	Description	Street Name	Locality	Decision
DA0360/2012	Dwelling	Iford Sofala Road	SOFALA	Processing
DA0468/2013	Dwelling	Miller Crescent	MUDGE	Processing
DA0033/2014	Garage	Nashs Flat	MUDGE	Processing
DA0042/2014	Garage	Mudgee Street	RYLSTONE	Processing
DA0495/2013	Lghtindust	Horatio Lane	MUDGE	Furthinf
DA0330/2012	Mine	Bylong Valley Way	BYLONG	Processing
DA0505/2013	PubUtility	Berwick Road	RUNNING STREAM	Processing
DA0436/2013	PubUtility	King Johns Lane	YARRAWONGA	Processing
DA0357/2013	RecFacilit	Buckaroo Road	BUCKAROO	Processing
DA0438/2013	ResFlatBld	Church Street	MUDGE	Furthinf
DA0055/2014	Shed	Mason Street	KANDOS	DCU
DA0514/2013	Shed	Craigmoor Road	EURUNDEREE	Furthinf
DA0052/2014	Shed	Lue Road	MILROY	DCU
DA0327/2011	Shed	Horatio Street	MUDGE	Processing
DA0515/2013	Shed	Craigmoor Road	EURUNDEREE	Processing
DA0045/2014	ShedSmall	Donoghue Street	KANDOS	Processing
DA0040/2014	ShedSmall	Gardiners Road	TWO MILE FLAT	DCU
DA0435/2013	ShedSmall	Babidge Lane	RYLSTONE	Furthinf
DA0020/2014	ShedSmall	Lowana Close	MUDGE	Processing
DA0174/2012	ShedSmall	Rayner Street	MUDGE	Processing
DA0257/2013	ShedSmall	Babidge Lane	RYLSTONE	Processing
DA0047/2014	Sign	Cope Road	STUBBO	Processing
DA0032/2014	SubTorrens	Henry Bayly Drive	MUDGE	Processing
DA0054/2014	SubTorrens	Melton Road	MUDGE	DCU
DA0406/2013	SubTorrens	Tongbong Road	RYLSTONE	Furthinf
DA0448/2013	SubTorrens	Bellevue Road	MUDGE	Furthinf
DA0511/2013	SubTorrens	Rifle Rang Road	MUDGE	Processing
DA0043/2014	SubTorrens	Avisford Court	MUDGE	DCU
DA0208/2012	SubTorrens	Robertson Road	MUDGE	Furthinf
DA0384/2013	SubTorrens	Putta Bucca Road	PUTTA BUCCA	Furthinf
DA0423/2013	SubTorrens	Yarrabin Road	YARRABIN	Furthinf
DA0478/2013	SubTorrens	Glen Alice Road	RYLSTONE	Furthinf
DA0021/2014	SubTorrens	Zimmer Lane	GULGONG	Processing
DA0025/2014	SubTorrens	Riverlea Road	RIVERLEA	Processing
DA0046/2014	SubTorrens	Armstrong Street	RYLSTONE	Processing
DA0308/2012	SubTorrens	Ulan Road	EURUNDEREE	Processing
DA0469/2013	SubTorrens	Robertson Street	MUDGE	Processing

Monthly Development Application Processing Report July- 2013,

App/Proc ID	Description	Street Name	Locality	Decision
DA0312/2013	SwimPool	Rayner Street	MUDGEE	Processing
DA0007/2014	Trst Accom	Bylong Valley Way	ILFORD	Processing

Monthly Development Application Processing Report July- 2013,

Heritage Development Applications currently being processed – July 2013, 2013.

App/Proc ID	Description	Street Name	Locality	Decision
DA0015/2014	AltAdd	Mortimer Street	MUDGE	DCU
DA0271/2011	AltAdd	Short Street	MUDGE	FurthInf
DA0431/2013	AltAdd	Louee Street	RYLSTONE	FurthInf
DA0453/2013	AltAdd	Lewis Street	MUDGE	Processing
DA0049/2014	ChangeUse	Mayne Street	GULGONG	DCU
DA0022/2014	ChangeUse	Market Street	MUDGE	Processing
DA0492/2013	CommAltAdd	Herbert Street	GULGONG	Processing
DA0518/2013	CommAltAdd	Mortimer Street	MUDGE	FurthInf
DA0151/2009	Depot	Inglis Street	MUDGE	FurthInf
DA0327/2013	RecFacilit	Short Street	MUDGE	FurthInf
DA0504/2013	ServicStat	Church Street	MUDGE	Processing
DA0517/2013	SubTorrens	Robertson Street	MUDGE	Processing
DA0053/2014	SwimPool	Lewis Street	MUDGE	DCU

6.2.11 Revotes 2013

REPORT BY THE DIRECTOR, FINANCE & ADMINISTRATION TO 21 AUGUST 2013
COUNCIL MEETING
REPORT Council 2013
A0100056, FIN300062

RECOMMENDATION

That:

1. **the report by the Director, Finance & Administration on the Revotes from the 2012/13 Operational Plan into the 2013/14 Operational Plan be received;**
2. **the 2013/14 Operational Plan be amended to reflect the revote of \$2,468,877 of estimates from 2012/13 as follows:**
 - **General Fund Unrestricted Cash \$84,464**
 - **General Fund Reserves \$748,610**
 - **General Fund Voluntary Planning Agreements \$176,173**
 - **General Fund Unspent Grants \$306,076**
 - **General Fund Specific Purpose Revenue \$176,860**
 - **Sewer Fund Unrestricted Cash \$72,500**
 - **Sewer Fund Reserves \$137,394**
 - **Sewer Fund Section 64 Developer Contributions \$47,182**
 - **Sewer Fund Specific Purpose Revenue \$684,368**
 - **Water Fund Unrestricted Cash \$9,500**
 - **Water Fund Reserves \$25,750**

Executive summary

This report recommends the revoting of budgets into 2013/14 for projects commenced, but not yet completed as at 30 June 2013.

Detailed report

Section 211(3) of the Local Government (General) Regulation 2005 states that budgets approved by Council automatically lapse at the end of a financial year, with the exception of the following items:

- (a) Work carried out or started, or contracted to be carried out, for the council; or
- (b) Any service provided, or contracted to be provided, for the council; or
- (c) Goods or materials provided, or contracted to be provided, for the council; or
- (d) Facilities provided or started, or contracted to be provided, for the council;

before the end of the year concerned, or to the payment of remuneration to members of the council's staff.

A budget approval that has lapsed may be reinstated by a resolution of Council.

Council's works programs often span over a financial period and where those capital projects are scheduled for completion in the early part of the new financial year, it is recommended that those funds be revoted in order to complete the projects.

The projects listed in the attachment to this report totalling \$2,468,877 were commenced to various stages, but as at 30 June 2013 these projects were not completed. Funding for these projects was approved in the 2012/13 Operational Plan and these projects will be completed in the 2013/14 financial year. For comparative purposes, revotes from 2011/12 into 2012/13 totalled \$4,508,275.

It is important to note that amounts revoted from one financial year to the next, in particular operational expenditure items, can impact the operating results of each year. It is essential that Council properly budgets for and manages available resources to fulfil the projects that are listed in the Operational Plan. For that reason potential revotes are considered when drafting future budgets.

Financial implications

Council has sufficient funds in Reserves, Unspent Grants and Contributions, and Developer Contributions in each of the individual Funds to be allocated to the continuing projects.

Council's unrestricted funds balance as at 30 June 2013 will be finalised as the part of the 2012/13 financial statement process, and confirmed by external audit, however the draft financial statements indicate that sufficient unrestricted funds will be available to meet the General Fund revenue-funded revotes.

Strategic or policy implications

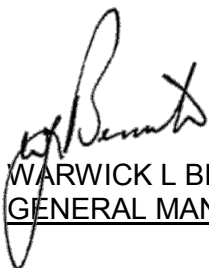
Not applicable.

CLARE PHELAN
DIRECTOR, FINANCE & ADMINISTRATION

9 August 2013

Attachments: 1. Proposed revotes from 2012/13 into 2013/14

APPROVED FOR SUBMISSION:



WARWICK L BENNETT
GENERAL MANAGER

ATTACHMENT 1

Project	Revote	Unrestricted Cash	Reserves	S94/S64	VPA	Unspent Grants	Specific Source Revenue
GENERAL FUND							
Kandos Museum	7,700	7,700					
Financial Services	13,200	13,200					
IT Records Management Implementation	70,000	12,000	58,000				
Works Depot OHS Capital Improvements	7,000	4,400	2,600				
Mullamuddy Fire Station Extensions	72,775	-					72,775
Weeds Inspection Alligator Weed	22,610	-				22,610	
Weeds Hosted Program	23,804	-				19,024	4,780
Healthy Communities Initiative	56,463	-				56,463	
Strategic Planning - Aboriginal Sensitivity Mapping	20,475	0				20,475	
Drainage Capital Improvements	117,342	-	117,342				
Drainage Works Land Matters	3,500	3,500					
Env Putta Bucca Wetlands Fish Habitat	27,522	-				10,222	17,300
Env Rylstone/Kandos Flood Study	71,500	-	9,403			28,403	33,694
Mudgee Library Building Improvements	53,365	-	53,365				
Kandos Museum	14,492	-				14,492	
Kandos Waratah Park Capital	11,400	5,000	6,400				
Mudgee Skate Park	54,607	34,607	20,000				
Playground Equipment Shade Sails	15,000	-	8,000		7,000		
Streetscape RFS Hazard Reduction	42,415	-				42,415	
Urban Roads Land Matters Capital	4,057	4,057					
Laheys Creek Intersection Upgrade	71,481	-				34,070	37,411
REPAIR Ulan Road MR214	32,557	-				32,557	
Seal Extension Ulan-Wollar Road	169,173	-			169,173		
Pedestrian Kandos to Clandulla	60,000	-	60,000				
Charbon Pedestrian Bridge	99,000	-	99,000				
CBD Taxi Rank Shelter	17,750	-				17,750	
Riverside Caravan Park Power Poles	9,500	-	9,500				
Kandos Centennial 1914-15	12,636	-				1,736	10,900
Entrance Signage	130,859	-	125,000			5,859	
Property Mudgee Airport Subdivision	180,000	-	180,000				
	1,492,183	84,464	748,610	-	176,173	306,076	176,860
SEWER FUND							
Sewer Management Studies	37,500	37,500					
Sewer Augmentation Rylstone Kandos	60,100	-	60,100				
Sewer Augmentation Mudee	684,368	-					684,368
Sewer Mains Relining	38,000	-	38,000				
Sewer Mains Mudgee Industrial Area	22,294	-	22,294				
Sewer Mains Bellevue to Rifle Range Road	47,182	-		47,182			
Sewer Pump Station Industrial	52,000	35,000	17,000				
	941,444	72,500	137,394	47,182	-	-	684,368
WATER FUND							
Water Management Studies	9,500	9,500					
Water Augmentation - Rylstone Kandos	5,000	-	5,000				
Water Redbank Dam Upgrade	20,750	-	20,750				
	35,250	9,500	25,750	-	-	-	-
TOTAL	2,468,877	166,464	911,754	47,182	176,173	306,076	861,228

6.2.12 Financial Assistance Applications

REPORT BY THE FINANCIAL ACCOUNTANT TO 21 AUGUST 2013 COUNCIL MEETING

Document7

A0100056, A0140201

RECOMMENDATION

That:

1. **the report by the Financial Accountant on the 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, subject to those requirements being met, with the funding from the general financial assistance vote:**

Mudgee Baptist Church	\$500.00
The Rylstone Kandos Anglican Parish (The Hill Top Arts Committee)	\$500.00
NSW Endurance Riders Association - Central West Zone Two Incorporated	\$500.00
Gulgong Pistol Club Incorporated	\$782.56

Executive summary

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

Detailed report

Provision is made in Council's Financial Assistance Policy for community not for profit organisations, group and individuals which offer a significant contribution to the social, economic and/or environmental well being of the Community.

Following are excerpts from submissions for financial assistance, together with staff comments on the applications.

Mudgee Baptist Church

Mudgee Baptist Church is again offering a holiday club this September school holidays, in order to provide vacation care and to support local working families. Last year Council granted \$1000 and this year they are requesting this amount again to enable them to continue to offer these places, maintain the concessionary rates and keep up the high standard of care and programming they have set. A lesser amount of \$500.00 is recommended because of Council's limited available funds in the financial assistance provision.

The Rylstone Kandos Anglican Parish (The Hill Top Arts Committee)

The 10th Hill Top Arts Exhibition will be having its opening night on Friday 1st November 2013 and will be open for public exhibition over the entire weekend. It has become an annual event in Rylstone and is the primary fund raiser for the Church's Community services program which will contribute to some Parish Projects. Council approved the amount of \$1,000 last year and it is

recommended we grant only grant \$500.00 this year. A lesser amount is recommended because of Councils limited available funds in the financial assistance provision.

NSWERA Central West Zone Two Incorporated

On the 20th October 2013, the Windeyer branch of NSW Endurance Riders Association will be hosting the 2013 Western Zone Championship 100 kilometre Endurance ride. With the ride being the pinnacle ride for 2013 in this Zone, riders and support crews will converge upon Windeyer from all over the state and possible attract some interstate competition, it may be an opportunity to attract visitors to the region.

Financial assistance would contribute towards providing a full set of eight trophy rugs. This is envisaged to cost in the vicinity of \$1,000.

As we believe this falls in line with the financial assistance policy of offering a significant contribution to the social and economic well being of the community, we recommend that Council grant the amount of \$500. A lesser amount is recommended because of Councils limited available funds in the financial assistance provision.

Gulgong Pistol Club Incorporated

Gulgong Pistol Club is a small sporting organisation run entirely by volunteers and funded by its members. They acknowledge and thank Council for past contributions and would like to request the reimbursement of rates paid for 2013/14 for the amount of \$782.56. At the 24 July 2013 meeting, Council made provision for \$5,570 for rate refunds for particular community organisations, including Gulgong Pistol Club Incorporated. If approved, this donation is made out of that provision.

School Prizes

In accordance with the Operational Plan, it is to be noted that the following has been distributed for school prizes:

Mudgee High School	\$100
Gulgong High School	\$100

Financial implications

Funding of \$152,000 is provided in the Operational Plan for Financial Assistance. \$135,755 has been allocated to date, leaving a balance of \$21,245. Should Council approve the donations in accordance with the recommendation, a balance of \$18,745 will remain.

The Councillor's Discretionary vote for 2013/14 is \$2,000 per Councillor. The balances are detailed below:

Cr Thompson	\$2,000.00
Cr Shelley	\$1,750.00
Cr Walker	\$2,000.00
Cr Webb	\$2,000.00
Cr Martens	\$2,000.00
Cr Kennedy	\$2,000.00
Cr Weatherley	\$2,000.00
Cr White	\$1,750.00
Cr Cavalier	\$1,700.00

Strategic or policy implications

Council's Financial Assistance Policy applies.

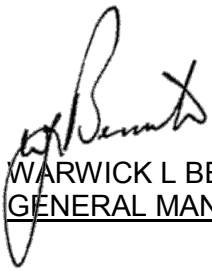
NEIL BUNGATE
FINANCIAL ACCOUNTANT

CLARE PHELAN
DIRECTOR, FINANCE & ADMINISTRATION

9 August 2013

Attachments: 1. Applications for financial assistance

APPROVED FOR SUBMISSION:



WARWICK L BENNETT
GENERAL MANAGER



Mudgee Baptist Church

70 Bruce Rd
PO Box 338
MUDGEE, NSW, 2850
Phone: 6372 6501
E: mudbaps@winsoft.net.au

15th July 2013

To: Mid-Western Regional Council
Re: Application for Financial Assistance

Dear Councillors

Mudgee Baptist Church is once again offering a holiday club for children in order to provide quality vacation care and to support local working families. It will take place in the September school holidays.

Last year, Council very generously donated \$1000 to enable a partnership with Barnardo's in Mudgee to provide fully subsidised holiday care places to 12 children and part subsidised places to 4 children from local families identified by Barnardo's as needy or vulnerable. Both Barnardo's and the families who benefitted were extremely grateful to Council for this support.

One family, for example, was able to make use of the program while mum was in Sydney receiving intensive cancer treatment. Others were able to access it to give foster carers respite.

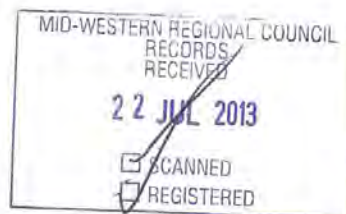
This year, we have again approached Barnardo's with a view to offering free or highly subsidised places to children from vulnerable local families. To this end we are asking Council if your generosity could continue. A grant of \$1000 would enable us to offer these places, maintain our concessionary rates and still keep up the high standard of care and programming that we have set.

Acknowledgement of Council's sponsorship will, of course, be gratefully acknowledged. Thankyou for considering our request. Please find the church's bank details attached.

Yours faithfully

A handwritten signature in black ink, appearing to be 'Lydia Smith', written over a light blue horizontal line.

Lydia Smith
Program Director
Ph: 63723592
amadan461@bigpond.com



Account Details:

Mudgee Baptist Church
B.F.S
BSB: 704 922
Ac. No: 100006618

19 July 2013

The Rylstone Kandos Anglican Parish
PO Box 2
RYLSTONE NSW 2849

The General Manager
Mid-Western Regional Council
Mudgee 2850

Dear Mr Bennett

Re: The 10th Hill Top Arts Exhibition and the opportunity to become a Major Sponsor

The Hill Top Art Exhibition Committee has begun the planning for this year's exciting event.

We are seeking sponsorship for this rather special 10th Hill Top Arts Exhibition and remembering your previous generosity, we thought of you. The possibility of winning a prize is a great incentive for artists to enter their works and at the same time, put the generosity of your organization in the forefront of the minds of the artists and the local community.

The standard of work in our Exhibitions has been excellent & we hope to offer the incentive to artists of some substantial major prizes as well as several others on the opening night. Naturally, the major prize would be titled after the sponsor(s) and reflect the sponsor(s) support of this event that benefits our community. Sponsors would also be named in any media coverage.

We see the Hill Top Art Exhibition as a "win-win" situation. It's also great for artists, potters, weavers and sculptors too as they are able to view other's efforts and have the possibility of selling their works. **This important event is the primary fund raiser for our church's Community services program in the Rylstone-Kandos regional area and will contribute to some Parish Projects.**

We ask that you give consideration to becoming the sponsor for this event, to read and kindly complete the suitable form on the page following & return it by email or post. Donations should be payable to Rylstone Kandos Parish and be addressed to Hill Top Arts Committee, PO Box 2 Rylstone NSW 2849, **by August 16 2013**, so that we can include the prize winning prize in our initial advertising to the artists

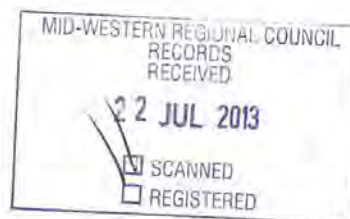
The Art Exhibition will have its opening night on Friday 1st November and will be open for public exhibition over the entire weekend.. Should you make a donation, a complimentary admission for two would be forwarded to you.

Thanking you for considering our request

Yours truly,

Maureen Brodie

Maureen Brodie





NSWERA Central West Zone Two Incorporated
 Secretary – Mel Attwell
 37r Bunglegumbie Road
 Dubbo NSW 2830
 Ph: 0417 697207
 Email: jandmattwell@yahoo.com.au

John Howe.
 "Glen Echo"
 Greengully Road,
 Meroo NSW 2850.

25th July 2013

Dear Sir,



On the 20th October, 2013, the Windeyer branch of NSW Endurance Riders Association will be hosting the 2013 Western Zone Championship 100 kilometre, Endurance ride.

The Western Zone encompasses the area from Lithgow west to the boarder. It is the largest Endurance riding zone and holds the largest number of Endurance riders. In fact the 2850 postcode has the largest representation of riders in any post code grouping.

As this ride will be the pinnacle ride for 2013 in this Zone, riders and support crews will converge upon Windeyer from all over the state and possibly will attract some interstate competition.

Many of these riders will arrive a few days before the ride and will not depart until a few days after the ride. This will allow an influx of visitors to this area, they will naturally, patronise local business and will go sight-seeing throughout the Mudgee area.

As a Committee we are looking for sponsorship for this ride and would be grateful to you for any assistance that your organisation could provide. Ideally, we would like a major sponsor who could sponsor a full set of eight trophy rugs. There are four riding divisions in an Endurance ride:- Heavyweight, all up riding weight of 91+Kgs, Open, all up riding weight of 73 to 91 kgs, Lightweight, below 73kgs and Junior, who ride catch-weight. Further, the most prestigious award is Fittest Horse, a horse and rider combination are chosen via a strict points score and stricter Veterinarian inspection, chosen from the first 3 horses in each weight division.

These rugs would be sourced locally and would be branded with our major sponsors logo, as the ride will garner media interest our sponsor would receive appropriate coverage. Finally, if possible, we would like our sponsor to have a representative at the prize giving at the end of the ride to present the rugs to the successful riders.

We envisage a set of 8 rugs would cost in the vicinity of \$1,000.00.

If you need any further information or I can be of assistance, please feel free to contact me on 0401712138 M-F or 63737750 home.

Yours sincerely,

John A. Howe.
 Vice president Central West Endurance Riders Association.

A handwritten signature in blue ink that reads "John A. Howe".

Melissa Attwell
 Secretary Central West Endurance Riders Association.

A handwritten signature in blue ink that reads "Melissa Attwell".

Ack ✓

GULGONG PISTOL CLUB INCORPORATED
C/- WESTPAC BUILDING
CNR MAYNE & HERBERT STS
GULGONG 2852
PH: 0263741004
FAX: 0263741716
EMAIL: jonespb@bluemaxx.com.au

29th July 2013

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



Dear Sir/Madam

RE: RATES REIMBURSEMENT

Gulgong Pistol Club would like to request the reimbursement of rates paid for the financial year 2013 - 2014. I have attached a copy of the 2013-2014 year rates payment receipt which was paid in full on the 25th July 2013.

Rate reimbursements previously have proven to be a huge benefit to our small sporting organisation which is run entirely by volunteers. We are non profit and self funded by our members. Our members work tirelessly to improve our facilities and promote our sport in our region. The Gulgong Pistol Club has been granted the opportunity to hold State Title Events in Service Pistol for the last six years, and we have been granted once again the Service Pistol and Service Pistol Unrestricted State Titles to be held at the Gulgong Pistol Club on the weekend of the 24th & 25th August 2013.

We expect to have a total of 50 to 55 competitors, their families, Range Officials, Judges and Executives of the NSW Amateur Pistol Association. Each time this type of event is held our local region benefits through the amount of money spent within the towns (Mudgee & Gulgong) for accommodation, meals, tourism etc.

Gulgong Pistol Club fully acknowledges the past contributions that the Council has made and wishes to thank Council. Without this sort of help from our local council it would be a great deal harder to improve our facilities, to attract new members, and promote our sport in the Region.

We ask that you consider our request for Rates Reimbursement, and we look forward to a favourable reply,

Yours faithfully



Marnie Jones
Secretary/Treasurer
Gulgong Pistol Club Incorporated

PAID

01/07/2013 TO 30/06/2014

ABN 95 149 391 332
TAX INVOICE

Notice is given that the below mentioned rates & charges have been made and levied on the land described hereunder by virtue of S546 of the Local Government Act 1993.



Gulgong Pistol Club
Marnie Jones
C/- Westpac Building
109 Mayne Street
GULGONG NSW 2852



PO BOX 156, MUDGEES NSW 2850

Ph: (02) 6378 2850 | 1300 765 002
Fax: (02) 6378 2815
Email: council@midwestern.nsw.gov.au
Website: www.midwestern.nsw.gov.au

Property Number
4207

Property Location and Description

1550 Castlereagh Highway, GULGONG NSW 2852
Lot 494 DP 755433

Valuation Base Date 01/07/2011 Interest Rate 9% p.a.

Issue Date 18/07/2013 Due Date 02/09/2013

Particulars of Rates and Charges	Rate in \$	Rateable Value	Amount
Residential Rural	MINIMUM	15000	595.56
* General Waste Disposal Charge	\$187.00 PER SERVICE	1	187.00

*GST

17.00

First Instalment	Second Instalment	Third Instalment	Fourth Instalment	Please deduct any payments since	TOTAL AMOUNT DUE
\$195.76 02/09/2013	\$195.60 02/12/2013	\$195.60 28/02/2014	\$195.60 02/06/2014	09/07/2013	\$782.56

4041687-Run1-ASA001-006941

AUSTRALIA POST
GULGONG POST SHOP

2852

\$ 782.56

Mid-Western Regional Council
Ref No: 0002182728019187 11

\$782.56

Pr-Incipient No: 158

TOTAL

Payment Tendered Details:

Cheque

782.56

Provide feedback on today's visit for your chance to win \$1,000 worth of gift cards*

Phone 1800 443 930
or go online to
auspost.com.au/myvisit

The survey takes 4 minutes to complete

Outlet ID: 2640068
Receipt number: 00290049

Amount Due: \$195.76

RATES



Contact your bank or financial institution to make this payment from your cheque, savings, debit, credit card or transaction account.

More info: www.bpay.com.au * Registered to BPAY Pty Ltd, ABN 69 079 137 518

Billier Code 8698
Ref: 2182 7280 1918 7



Present this notice intact to make your payment by cash or cheque at any Australia Post Office.

71 158 2182728019187 11



ATED AS BEING PAID BY SUCH DUE DATE/S.

6.2.13 Addressing Infrastructure backlog

REPORT BY THE GENERAL MANAGER TO 21 AUGUST 2013 COUNCIL MEETING

Document2

A0100056, A0149939

RECOMMENDATION

That:

1. **the report by the General Manager on the Addressing Infrastructure backlog be received;**
2. **Council amend the 2013/14 Operational Plan to increase the expenditure on resheeting by \$600,000 and increase expenditure on Cope Road capital project by \$400,000, funded from Unrestricted Cash.**

Detailed report

In the financial statements that Council are being requested to endorse at this meeting and forward onto the auditors is an increased balance in Councils unrestricted cash (working capital). This is the result of additional revenue streams, and expenditure savings realised during the 2012/13 financial year.

The recently adopted Road Asset Management Plan highlighted the magnitude of the infrastructure backlog on our roads. This would be an opportunity for Council to partly address that backlog and focus on additional capital renewal works.

The recommendation in this report is to undertake additional expenditure in two areas

- | | |
|--|-----------|
| 1. Resheeting | \$600,000 |
| 2. Cope Road additional funds to already approved projects | \$400,000 |

The resheeting works would add to the already approved list. Resheeting costs \$18,000 per kilometre and the additional list below is for 28 kilometres. If Council accepts the list of roads below then a contingency for reactive work would allow a further 5.5 kilometres of resheeting to be undertaken when required.

In the 2013/14 budget Council allocated \$920,000 for resheeting. This additional \$600,000 will take the budget to \$1,520,000. This amount will now be within \$100,000 of the 2012/13 budget which was increased significantly from previous years resheeting budgets. It was always the Councils intention that if additional funds become available that the first priority be resheeting.

The additional roads to be resheeted would be:-

Road	Road Type	Grading Region	Proposed additional 13/14
Barigan Road	Minor Local	Wollar	1.0
Barneys Reef Road	Minor Local	Birkalla	0.3
Black Soil Road	Minor Local	Piambong	0.5

Blue Springs Road	Minor Local	Birriwa	1.1
Browie Road	Minor Local	Goolma	1.0
Browns Lane	Minor Local	Rylstone/Kandos Surr	1.0
Carramar Road	Minor Local	Gulgong North	1.0
Church Lane	Main Local	Frog Rock	1.0
Clarkes Road	Minor Local	Olinda	0.2
Coricudgy Road	Collector	Olinda	1.0
Coxs Creek Road	Collector	Olinda	0.5
Crudine Road - Crudi	Main Local	Crudine	1.0
Cypress Drive	Minor Local	Cooks Gap	1.0
Durridgerie Road	Minor Local	Ulan	1.0
Ginghi Road	Minor Local	Bylong	0.5
Green Gully Road	Minor Local	Windeyer	1.0
Hayes Gap Road	Minor Local	Bara/Lue/Botobolar	1.0
Iron Barks Road	Minor Local	Cooyal	1.0
Kains Flat Road	Minor Local	Cooyal	1.0
Kaolin Road	Minor Local	Gulgong South	0.8
Mcmurrays Lane	Minor Local	Windeyer	1.0
Melrose Road	Minor Local	Bara/Lue/Botobolar	0.5
Mogo Road	Minor Local	Wollar	0.7
Mount Vincent Road	Main Local	Ilford	0.6
New Olivers Road	Minor Local	Ilford	0.5
Old Grattai Road	Minor Local	Piambong	0.5
Puggoon Road	Minor Local	Gulgong North	0.5
Reedy Creek Road	Minor Local	Bara/Lue/Botobolar	0.8
Riverlea Lane	Minor Local	Mudgee South	0.5
Stubbo Road	Main Local	Birkalla	1.0
Totnes Valley Road	Minor Local	Cooyal	0.5
Turill Bus Route	Minor Local	Ulan	0.3
Woolleys Road	Minor Local	Bylong	0.7
Ullamalla Road	Main Local	Hargraves	2.0
Tinja Lane	Minor Local	Mudgee	1.0
			28.0

Contingency for reactive work

\$96,000

Council has been granted \$980,000 from the RMS under the Blackspot program for Cope Road. There are two projects planned which include pavement widening, corner improvements, drainage works and a complete reseal over the full width of the road. The projects approved by the RMS is for 1.1 kilometres section from Martins Crossing Road to Waialdra Creek and the second project being 1.5 kilometres, is from 250m north of Blue Springs Road heading northwards towards Ulan. A total of 2.6 kilometres. If Council accepted the recommendation within this report to add a further \$400,000 to Cope Road projects we would undertake similar works as proposed for the black spot funding and be able to do a further 1.5 kilometres. This additional widening works will extend north from the Blue Springs Road project, so will take the widening almost up to Springwood Park Rd.

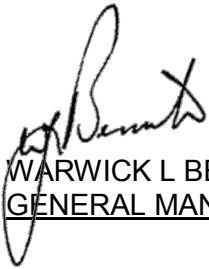
That would mean that Council would be able to undertake 4.1 kilometres of road widening and improvements works on Cope Road in the 2013/14 financial year. This would be a great result on a road that has been under considerable stress for sometime.

Financial implications

The additional \$1,000,000 would be added to the 2013/14 Operational Plan and be funded from unrestricted cash. If the recommendations in this report are approved the resheeting budget will increase from \$920,000 to \$1,520,000 and the Cope Road widening projects from \$980,000 to \$1,380,000

Strategic or policy implications

It is Managements opinion Council should only use these additional funds on capital projects to help fund the infrastructure backlog.



WARWICK L BENNETT
GENERAL MANAGER

6.2.14 MRTI Quarterly Report – June 2013

REPORT BY THE GENERAL MANAGER TO 21 AUGUST 2013 COUNCIL MEETING
MRTI Quarterly Report June 2013
A0100056, F0770077

RECOMMENDATION

That the report by the General Manager on the MRTI Quarterly Report – June 2013 be received.

Detailed report

As per the funding and performance agreement entered into in June 2013 between Mudgee Regional Tourism Inc (MRTI) and Council, MRTI is required to report quarterly to Council on their performance.

The June 2013 quarterly report has been delivered to Council in accordance with this requirement and is attached for Council's consideration.

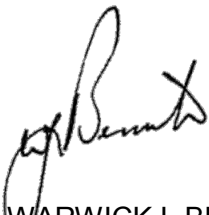
Financial implications

Not applicable.

Strategic or policy implications

Not applicable.

Attachments: 1. MRTI Quarterly Report – June 2013



WARWICK L BENNETT
GENERAL MANAGER

2 August 2013



**Mudgee Region Tourism
Inc.**

**June 2013
Quarterly Report
for
Mid-Western Regional
Council**

MRTI June 2013 Quarterly Report Table of Contents

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Executive Summary

Financial Summary

See the Treasurers report.

Membership Summary

The current membership is 335 and as compared to 310 the same quarter in 2012.

Membership of MRTI has increased 8% on the same quarter in 2012. A membership drive has taken place, with MRTI holding business events and training for members and non-members in Gulgong and Mudgee. A new tiered membership system has been developed to include different businesses and friends of MRTI. The tiered membership was launched as part of the membership recruitment campaign in April and a report on its success will be given in the October Quarterly Report. An analysis of member types is as follows: Winery/cellar doors ↑10%, Touring & Transport ↑66%, Attractions ↑2%, Restaurants&Cafes ↑10%, Local Business/Other ↓10%, Accommodation ↑13%.

Gulgong Visitor Information Outlet – The Gulgong Visitor Information Centre continues to operate out of The Shanty however, with approval from the Mid Western Regional Council, the Gulgong RSL Club will be sub-contracted to run the operation with MRTI offering staff training support, information materials and a quarterly payment towards weekend staff. This will reduce MRTI's staffing costs and given Gulgong ownership of their visitor information centre while still offering a professional service. The sub-contractual agreement will commence from July 1.

Membership packages – The restructured membership, offering tiered packages, is currently being rolled out and a full report on its success will be given in the October Quarterly report. The aim of packages is to encourage more members to take up the offer of advertisements in the visitor guide, the App and the website.

Staff Famils – MRTI staff famils have been reduced in the lead up to the new financial year when the membership structure and famils will be designed to ensure all Platinum, Gold and Silver members receive the opportunity to either visit MRTI to explain their product or have one of the MRTI staff visit and then brief the rest of the staff on the business. At least two businesses will be visited per week by staff while the CEO will endeavour to visit as many of the basic members as possible who don't receive a famil as part of a package.

Marketing & Promotions Summary

During the April to June quarter 2013 the main PR focus was the Pymont Festival of Wine, Food and Art which resulted in over 43 articles in print media; over 25 online features; a feature on national TV news and 44 radio segments. There was a 30% increase in print media compared to the results in 2012. After six very successful years of PR thanks to Gabrielle Brewer, MRTI have recruited a different public relations agency to promote the Region who will begin their contract in July.

MRTI has been given \$50,000 grant funding from Destination NSW to run a campaign 'Make Your Next Trip Mudgee Region'. The campaign is currently being rolled out to regional cities.

A local campaign is also being undertaken, focusing on local public relations and competitions to increase the local database and establish a Visiting Friends and Relatives program.

Social Media

Since this time last year the use of social media has increased from Facebook, Twitter, a blog, You Tube channel, and Trip Advisor to also include Instagram and Pinterest which continue to increase and build interaction with our customers.

Mobile Phone App – analytics April to June 2013

5395 page views, 4080 Unique page views, average of 3.35 minutes per visit. This is a rapidly changing area which is consistently increasing in activity.

Statistics Summary

Visitation to the region's visitor centers shows a decrease of 11% on the same quarter in 2012 for Mudgee and an increase of 21% for Gulgong.

Key Performance Indicators met June 2013 Quarter:

During this quarter MRTI met the following obligations to Mid-Western Regional Council to provide Visitor Information Services as detailed in **Section 5** of the agreement dated 21 June 2010 between Mid-Western Regional Council and Mudgee Region Tourism Inc. These are outlined below:

- (a) MRTI will provide the Visitor Information Services in a proper and efficient manner from the Mudgee Visitors Information Centre at 84 Market Street, Mudgee on a seven (7) day a week basis between the hours of 9.00am to 5.00pm, in Gulgong from premises known as 'The Shanty' on a five (5) day basis between the hours of 10.00am and 3.00pm (Thursday to Monday) or such other premises in those respective towns as MWRC and MRTI may agree and in doing so will provide a range of services at least comparable with those services provided by MRTI under the Funding and Performance Agreement between the parties for the period from 1 July 2010 - 30 June 2012. KPI fully completed.
- (b) Lakelands Olives is no longer providing information services to visitors and as such MRTI put out to tender and processed applications for the provision of information services in Rylstone. MRTI finalised an agreement with Mr Craig Chung, The Globe Hotel and Ms Adrianna Brown from The Lollipop Shop, 50 Louce Street, Rylstone to ensure the provision of information services in Rylstone and meet the criteria and obligations to MWRC. The Lollipop Shop continues to offer this service seven days a week.

During the continuance of this Agreement, MRTI must:

- (i) Participate in at least 2 significant tourist trade shows annually in major cities to increase the number of domestic tourists to the LGA
 - (ii) Develop key indicators that measure tourist numbers to the LGA including the number of visitors attending each visitor centre, where they are from and how they have heard about the LGA and conduct a bi-annual targeted campaign for participation in web based surveys about visitor experience in the LGA.
 - (iii) Ensure that the Visitor Centres and other suitable locations outside the LGA are stocked sufficiently to promote the LGA's attractions as a tourist destination
 - (iv) Develop and update from time to time a promotional booklet(s) that covers the LGA.
 - (v) Review and update from time to time its constitution to ensure that this document is and remains relevant and effective for the efficient provision of Visitor Information Services
- KPI fully completed.
- (c) In performing the Visitor Information Services, MRTI will operate as a principal and will not hold itself out as being the agent or contractor of MWRC or purport to bind MWRC under any contract or agreement with third parties or otherwise incur any liability on behalf of MWRC.
- KPI fully completed.

Finance Report

Mudgee Regional Tourism Inc - Treasurer's Report

Treasurer's Report - Q4/ June 2013

1. **Nature of Report**

- a. This is the financial report for the Fourth quarter of the MRTI 2013 financial year, given to Mid-Western Region Council (MWRC) under the reporting format as agreed under the contract executed between MWRC and MRTI.
- b. The report demonstrates the trading result for the financial quarters ended 30 June 2013

2. **Accounting Conventions**

- a. The attached P&L and Balance Sheet have been prepared directly from the MYOB General Ledger with no external intervention other than formatting.
- b. Accrual accounting is used under GAAP.
- c. The Budget for the year has been included for comparative purposes.

3. **Overall Result**

- a. The overall result of actual to budget is a loss of \$13195

4. **Trading Income**

- a. Retail trading income indicates a \$13073 deficit to budget, cost of goods sold is \$12443 less than budgeted. Retail sales remain under review.

5. **Total Income**

Overall income indicates an excess to budget of \$27239 being 4.1% above the budget forecast for the period under review. Mainly attributed to grant income this year.

6. **Overhead Expenses**

- a. Overhead expenses are \$40000 over budget attributed to our intention to spend the grant money from year 2011-2012.
- b. The organisation continues to be under financial control.

7. **Cash Funds**

At the end of the fourth quarter the majority of the current assets is cash \$324,957

8. **Balance Sheet**

- a. A balance sheet is included as part of this report.
- b. Total assets are very strong. The major component in liabilities is the accrual of prepaid income.

9. **Auditor**

James Sullivan, from Lawrence, Bennett & Portelli will again act as auditor.

Mudgee Region Tourism

84 Market Street
MUDGEE NSW 2850

Profit & Loss [Budget Analysis]

July 2012 through June 2013

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	Selected Period	Budgeted	\$ Difference	% Difference
Income				
Retail Sales	\$93,826.32	\$107,000.00	-\$13,173.68	(12.3%)
Membership Income	\$83,107.50	\$83,500.00	-\$392.50	(0.5%)
Outdoor Advertising	\$190.96	\$8,500.00	-\$8,309.04	(97.8%)
App Advertising	\$14,451.13	\$12,000.00	\$2,451.13	20.4%
Grants	\$38,027.45	\$0.00	\$38,027.45	NA
Visitor Guide Advertising	\$175,209.03	\$175,000.00	\$209.03	0.1%
Booking Agency Fees	\$428.46	\$500.00	-\$71.54	(14.3%)
MWRC Contract	\$327,706.28	\$327,706.24	\$0.04	0.0%
Other Income	\$202.85	\$200.00	\$2.85	1.4%
Interest Received	\$4,951.33	\$9,000.00	-\$4,048.67	(45.0%)
Total Income	\$738,101.31	\$723,406.24	\$14,695.07	2.0%
Cost Of Sales				
COGS Retail	\$49,256.36	\$61,700.00	-\$12,443.64	(20.2%)
Total Cost Of Sales	\$49,256.36	\$61,700.00	-\$12,443.64	(20.2%)
Gross Profit	\$688,844.95	\$661,706.24	\$27,138.71	4.1%
Expenses				
Advertising	\$3,809.62	\$4,000.00	-\$190.38	(4.8%)
Audit Fees	\$7,999.82	\$8,000.00	-\$0.08	0.0%
Bank Charges	\$730.94	\$1,500.00	-\$769.06	(51.3%)
Bank Charges - Merchant	\$3,878.83	\$4,000.00	-\$121.17	(3.0%)
Cleaning	\$4,300.63	\$5,000.00	-\$699.37	(14.0%)
Computer Expenses	\$1,958.54	\$2,000.00	-\$41.46	(2.1%)
Depreciation	\$12,600.48	\$10,000.00	\$2,600.48	26.0%
Electricity	\$2,101.19	\$3,000.00	-\$898.81	(30.0%)
Freight & Cartage	\$297.50	\$1,000.00	-\$702.50	(70.3%)
Gulgong Office Costs	\$800.23	\$1,000.00	-\$199.77	(20.0%)
Insurance	\$3,310.19	\$4,000.00	-\$689.81	(17.2%)
Insurance - Workers Comp	\$1,087.57	\$1,500.00	-\$412.43	(27.5%)
Motor Vehicle Expenses	\$9,443.06	\$8,089.14	\$1,353.92	16.7%
Office Supplies	\$2,293.33	\$3,000.00	-\$706.67	(23.6%)
General Postage	\$644.58	\$2,000.00	-\$1,355.42	(72.8%)
Member Expenses	\$3,169.65	\$1,500.00	\$1,669.65	111.3%
Printing & Stationery	\$5,327.09	\$3,000.00	\$2,327.09	77.6%
Professional Fees	\$18,856.67	\$22,460.00	-\$3,603.33	(16.0%)
Rent Mudgee Visitors Centre	\$12,584.16	\$9,563.68	\$3,020.48	31.6%
Rent Gulgong Visitors Centre	\$5,105.45	\$7,381.81	-\$2,276.36	(30.8%)
Rylstone running costs	\$13,534.91	\$14,389.66	-\$854.65	(5.9%)
Repairs & Maintenance	\$746.46	\$1,000.00	-\$253.54	(25.4%)
Staff Amenities & Ent	\$1,541.07	\$2,500.00	-\$958.93	(38.4%)
Seminars & Training	\$648.14	\$1,000.00	-\$351.86	(35.2%)
Sponsorships	\$0.00	\$1,000.00	-\$1,000.00	(100.0%)
Subscriptions & Memberships	\$14,456.59	\$16,905.00	-\$2,448.41	(14.5%)
Sundry Expenses	\$5,421.24	\$3,600.00	\$1,821.24	50.6%
Telephone, Fax & Internet	\$12,690.80	\$10,000.00	\$2,690.80	26.9%
Travel Expenses	\$1,174.36	\$1,000.00	\$174.36	17.4%
Website Expenses	\$894.51	\$750.00	\$144.51	19.3%
Visitor Guide Exp	\$107,789.61	\$108,600.00	-\$810.39	(0.7%)
Wages and Salaries	\$300,245.26	\$301,503.59	-\$1,258.33	(0.4%)
Regional Marketing Expenditure	\$112,616.88	\$116,402.71	-\$3,785.83	(3.3%)
Regional Marketing - Dest NSW	\$50,910.98	\$0.00	\$50,910.98	NA
Total Expenses	\$722,870.24	\$680,645.49	\$42,224.75	6.2%
Operating Profit	-\$34,025.29	-\$18,939.25	-\$15,086.04	(79.7%)
Other Income				

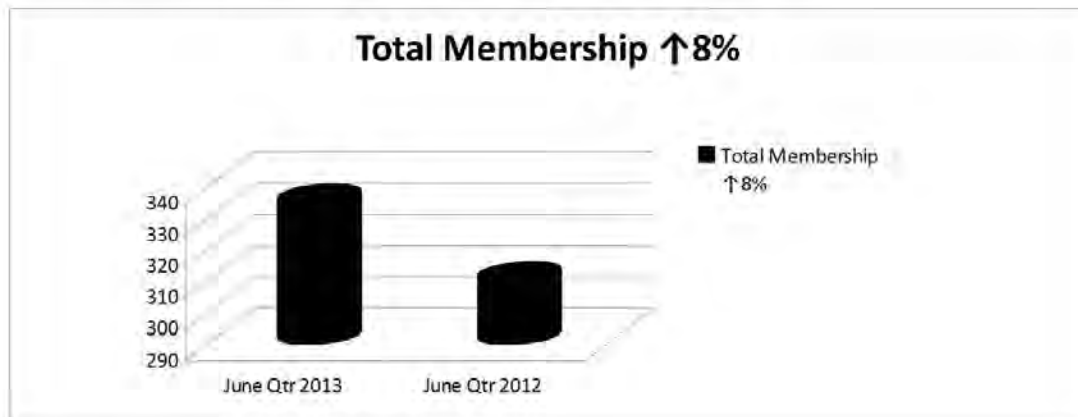
Mudgee Region Tourism84 Market Street
MUDGEE NSW 2850**Balance Sheet****As of June 2013**29/07/20
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Assets	
Current Assets	
Cash on Hand	\$324,957.55
Debtors	\$114,900.08
Stock on Hand	\$18,759.98
Prepayments	\$18,256.57
Total Current Assets	<u>\$476,874.18</u>
Non-Current Assets	
Motor Vehicle (Nett)	\$19,980.00
Office Furn & Equip (Nett)	\$11,096.08
Total Non-Current Assets	<u>\$31,056.08</u>
Web update	\$6,878.00
Total Assets	<u>\$514,808.24</u>
Liabilities	
Current Liabilities	
Trade Creditors	\$14,850.17
Visa Cards	-\$87.95
Accruals	\$22,853.01
GST Liabilities	\$35,482.75
Payroll Liabilities	\$5,409.81
Prepaid Income	\$310,285.14
Ticket Sales	\$7,427.85
Total Current Liabilities	<u>\$395,120.78</u>
Total Liabilities	<u>\$395,120.78</u>
Net Assets	<u>\$119,687.46</u>
Equity	
Retained Earnings	\$153,712.75
Current Earnings	-\$34,025.29
Total Equity	<u>\$119,687.46</u>

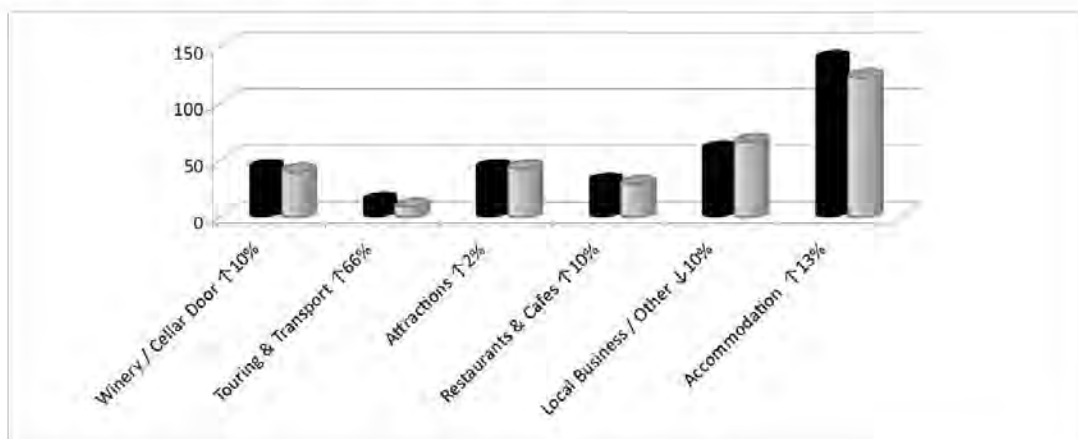
Membership Report

Membership

Membership at MRTI has increased approximately 8% on the same quarter in 2012.



Analysis of member types can be seen in the chart below:



During the June 2013 quarter, MRTI completed the following for our members:

- Distributed weekly e newsletters to members
- Provided ongoing online services with bookings, merchandise sales and public relations
- Organised and delivered staff training sessions for social media marketing
- Advised and provided information to assist members in booking online visitor guide ads.
- Prepared and sent out a comprehensive prospectus to all members to secure membership for the next financial year.
- Updated and maintained our web site,
- Established a new tiered membership system
- Assisted in the provision of information in regard to major events in the Region.

Mudgee Region Tourism Inc**Public Relations Report – April, May, June 2013**

Prepared by Gabrielle Brewer Lifestyle & Tourism PR

Summary

- During April, May and June 2013 GBPR worked closely with a project team in Sydney/Mudgee to ensure the Mudgee Region's brand was maximised in all marketing and public relations activities for the Pymont Festival of Wine, Food and Art, held in Sydney from 17-26 May. Work included delivering a high-impact public relations campaign with huge successes in print, online and broadcast media promoting the Mudgee Region's wine, food and art experiences; an industry and media launch event at Star; and providing advice on various project management elements
- Other destination work included hosting a 3-day media visit with Lynne Whiley, a writer from the Traveller section of the Sydney Morning Herald/Fairfax for a story on family-friendly Mudgee; securing Luxury Travel magazine to visit in August for a review of Trelawney Farm; and securing Central West Lifestyle magazine to attend the Mudgee Readers Festival launch in June
- Press releases were written, distributed and followed up for Claypush; the Henry Lawson Festival and quirky accommodation
- Major articles included a 5-page drive feature in Lexus luxury magazine; two double-page destination features in the Daily Telegraph Best Weekend titled 'Vintage Views' which focused on wine, attractions and events (April) and 'Time warp town' which focused on Gulgong history, heritage and the Henry Lawson Festival (May) – all these were a result of media visits setup by GBPR
- The PR campaign to promote the Pymont Festival of Wine, Food and Art resulted in over 43 articles in print media; over 25 online features; a feature on national TV news and 44 radio segments. There was a 30% increase in print media compared to the results in 2012
- Five press releases were distributed to 300+ media contacts in Sydney, NSW, Victoria and Queensland highlighting key messages about the Pymont Festival and Pymont and the Mudgee Region as progressive food, wine, art and cultural destinations. A range of partners and venues were profiled including restaurants, winemakers, cultural institutions, schools, parks and sponsorship partners
- 100% of the editorial articles printed the website encouraging people to find out more online
- Media highlights were a 3-minute live-cross with Tim Bailey's weather segment on Channel 10 reaching over 250,000 people at prime-time; stories in food and wine media The Weekend Australian's Indulgence, Delicious, Feast, Gourmet Traveller and Country Style magazine; event features in The Daily Telegraph Best Weekend and Sydney Morning Herald Spectrum; travel and in-flight publications Qantas and Vacations and Travel magazine; Sydney metro media including Fairfax Community Newspapers, Central magazine and Sydney City News; ABC Radio 702 in Sydney, 2SER Radio and a syndicated live cross feature from the opening event at Doltone House on 43 stations in NSW on the Super Radio Network
 - Had the Festival paid Ch 10 to get the slot that we did it would cost an ad fee of \$72,563. In publicity value for the event/festival, this works out at a PR EAV (equivalent advertising value) of \$217,689
- With an increasing number of people going to websites to find out what's on and event information, we also secured over 25 website features with copy, images and the website link.

Press Releases

Wrote and distributed eight press releases between April-June with key messages promoting the region to over 300 target media

- "Connect with the Earth at Clay Push 2013"
- "Dark side of Gulgong revealed at Henry Lawson Festival: 7-10 June 2013"
- "A sleep over with a difference"

Pymont Festival

- "Munch through May, program announced for Pymont Festival of Wine, Food and Art"
- "Music in the Sails a highlight of the Pymont Festival"
- "Pymont Festival of Wine, Food and Art announces addition of private, progressive dinners to the program"
- "Pymont a canvas for Mudgee artists"

- “MEDIA ALERT : BROADCAST AND INTERVIEW OPPORTUNITIES IN PYRMONT – Pyrmont Festival begins this week – 10 days of Wine, Food and Art ”

Pyrmont Festival project management on behalf of MRTI

General– GBPR worked closely with a project team from March-June to ensure the Mudgee Regions brand was maximised in all marketing and public relations activities for the Pyrmont Festival of Wine, Food and Art, held in Sydney from 17-26 May. Work included delivering a high-impact public relations campaign with huge successes in print, online and broadcast media promoting the Mudgee Region’s wine, food and art, an industry and media launch event at Star; and providing advice on various project management elements.

Launch event

- Distributed invites to 300 media contacts based in Sydney and surrounds
- Secured attendance of media representing print, online, magazines, television and radio. Included Channel’s 7 Sydney Weekender, Sydney Morning Herald, Donna Hay, 2GB Radio, ABC Radio, Fairfax Community Newspapers
- Speech notes – wrote speech notes for Mudgee speaker Ken Sutcliffe and Andrew Stein
- Media kits – collated media kits and 150 goodie bags which were distributed to guests
- Attendance – attend launch to help manage media and registration desk for all guests

Opening event

- Secured live radio crosses from the Doltone House opening breakfast event with 2SM 1269 AM Radio in Sydney. Reporter did a live cross to Grant Goldman’s morning show in Sydney and around 43 stations in NSW on the Super Radio Network
- Wrote speech notes for MC Whitney Fitzsimmons, ABC TV Presenter

Publicity Results Table

Please refer to list below table for coverage achieved for the Pyrmont Festival including print, online and broadcast

April		
Lexus magazine	A 5-page Mudgee drive-feature ‘Cruise Control, Lexus takes an epicurean tour of the Mudgee wine region in the head turning new LS 600h f Sport’ features Roths Wine Bar, Kandos, Down the Track café, Rylstone, Bridgeview Inn, de Beaurepaire, 29 Nine 99, Globe Hotel, Elephant Mountain Lodge, Wandobah Cottage, Butcher Shop, Juliet Horseley, Robert Oatley, Bunnamagoo, Optimiste, Skimstone, Robert Stein, High Valley, Baker Williams	Lexus magazine has a readership of 56,190 (3 times p.a) and the target market is Lexus owners aged 40-59 years
The Australian, Arts section	‘Tribute to potter at Claypush’ news piece on the Clay Push event at Gulgong	circ 122,428
Timeout Sydney	‘Hit the Road Jack’ special feature on weekends away from Sydney includes Mudgee	circ 31,050
Australian Traveller	a news line in Drinks about Mudgee Region’s young winemakers and exotic varieties	circ 12,081
Western Advocate	‘Clay days are back at Gulgong’ news piece on the Clay Push event	circ 3,249
The Daily Telegraph Best Weekend	‘Vineyard Vistas are just part of Mudgee’s relaxing attractions writes Brian Johnston’ – a double-page story on Mudgee and Rosby Guesthouse artist retreats as well as general destination information	circ 320,505

	<p>plus Roths Wine Bar, Wineglass, Market Street Café, and event details on Clay Push, Go Grazing, the Rugby League and September's Wine Festival</p> <ul style="list-style-type: none"> Please note we secured and hosted Brian last year, he was a guest of MRTI's media visits program 	
May		
The Daily Telegraph Best Weekend	A double page feature 'Turn back time at Gulgong which has scarcely changed since the 18702's writes Brian Johnston' plus a piece on 'The man on the old \$10 note, Henry Lawson' and the Henry Lawson Festival this June long weekend. The feature also includes the buildings and attractions around Gulgong	circ 320,505
June		
Parkes Champion Post	'Dark side to be revealed' new ghost tour a highlight in next weekend's Henry Lawson Festival	circ 3,000
Western Advocate Bathurst	'Walk with ghosts in Gulgong' new ghost tour a highlight in next weekend's Henry Lawson Festival	circ 3,249
Forbes Advocate	'Ghostly Gulgong' new ghost tour a highlight in next weekend's Henry Lawson Festival	circ 1,902
The Land	Henry Lawson Festival featured in Country Calendar	circ 43,329

APRIL, MAY AND JUNE COVERAGE RESULTS for the Pyrmont Festival of Wine, Food and Art

Print Media

- The Brag, Sydney** – circ 30,042 – '**Pyrmont Festival of Wine, Food and Art**' in May
- Gourmet Traveller Wine magazine** – circ 71,525 - the '*Pyrmont Festival*' is featured in a travel news piece
- MX Sydney** – circ 99,059 – '*Munch through May*' event summary for the Pyrmont Festival
- The Western Advocate** – circ 3249 - '*Mudgee wines on show in Sydney*' information on the Pyrmont Festival of Wine, Food and Art and Mudgee wineries
- Central** – 36,073 - '*Festival is biggest yet*' an editorial feature with image on the upcoming Pyrmont Festival of Wine, Food and Art
- Qantas Magazine** – 130,000 – 'Diary' for May in NSW features Pyrmont Festival's wine's, sculpture garden, music in the sails
- Vacations and Travel Magazine** – 34,000 – '*Much ado about Mudgee*' **Pyrmont Festival** mentions **sculpture garden, music in the sails** and the main events at Pirrama Park
- Sydney City News** – 12,500 - **Pyrmont Festival** line-up and partnership with Mudgee Region mentions the Doltone House breakfast and main events at Pirrama Park
- City Hub** – circ 25,000 – **Pyrmont Festival** line-up and partnership with Mudgee Region mentions the Doltone House breakfast and main events at Pirrama Park
- Inner West Independent** - circ 25,000 - **Pyrmont Festival** line-up and partnership with Mudgee Region mentions the Doltone House breakfast and main events at Pirrama Park
- Nichigo Press Japanese newspaper** - Pyrmont Festival featured in events section
- Country Style Magazine** – circ 64,389 – the May issue of 'A month in the Country' features the Pyrmont Festival of Wine, Food and Art plus website

13. **The Weekend Australian A-Plus** - 266,696 – Music in the Sails and the Pyrmont Festival of Wine, Food and Art is featured in Michelle Rowe's well-read Food Detective column
14. **Eastern Suburbs Spectator** - the Pyrmont Festival of Wine, Food and Art and various events is featured
15. **City Hub** - 25,000 - Festival in Pirrama Park now two days, a feature on the Pyrmont Festival of Wine, Food and Art
16. **City News** - 2,500 - Festival in Pirrama Park now two days, a feature on the Pyrmont Festival of Wine, Food and Art
17. **Inner West Independent** - 25,000 - 'Make the Local Choice' a story around eating regionally and sustainably and the Pyrmont Festival of Wine, Food and Art
18. **Sydney City News** - 12,500 - 'Make the Local Choice' a story around eating regionally and sustainably and the Pyrmont Festival of Wine, Food and Art
19. **Parramatta Advertiser** – circ 82,584 - planner section '5 of the best' events features Pyrmont Festival of Wine, Food and Art
20. **St Marys Star** - circ 44,210 - planner section '5 of the best' events features Pyrmont Festival of Wine, Food and Art
21. **Liverpool Leader** – circ 57,684 – Planner '5 of the best' events features Pyrmont Festival of Wine, Food and Art over 10 days and the main event at Pirrama Park
22. **Central** - circ 36,073 – 'Month long fiesta of food and wine' munch through May at a series of events in the Pyrmont Festival of Wine, Food and Art
23. **Sydney Morning Herald Spectrum** - 272,849 – Etc Planner section features the Pyrmont Festival over 10 days
24. **Manly Daily** - 93,360 – 'Five of the Best Major Events' features the Pyrmont Festival over 10 days
25. **North Shore Times** - 60,034 - 'Five of the Best Major Events' features the Pyrmont Festival over 10 days
26. **Penrith Press** - 54,430 - 'Five of the Best Major Events' features the Pyrmont Festival over 10 days
27. **Where Magazine** - 13,667 - Pyrmont Festival over 10 days
28. **The Sydney Morning Herald** - 157,931 – the Planner section features the Pyrmont Festival over 10 days
29. **Wentworth Courier** - circ 51,311 – planner section '5 of the best' events features Pyrmont Festival of Wine, Food and Art
30. **Northern District Times** - circ 58,003 – planner section features Pyrmont Festival of Wine, Food and Art
31. **Inner West Courier** - circ 89,277 - planner section features Pyrmont Festival of Wine, Food and Art
32. **Canterbury Bankstown Express** - 69,674 - planner section features Pyrmont Festival of Wine, Food and Art
33. **Macarthur Chronicle** - 76,568 - planner section features Pyrmont Festival of Wine, Food and Art
34. **Daily Telegraph Best Weekend** - circ 320,505 – Planner section on Saturday featured the Pyrmont Festival of Food, Wine and Art Fair in Pirrama Park
35. **Hills Shire Times** – circ 64,943 - the Pyrmont Festival of Food, Wine and Art featured as an event
36. **Southern Star Observer Melbourne** - circ 7,394 – the what's on section features various events in the Pyrmont Festival of Food, Wine and Art
37. **Hornsby Advocate** – circ 51,005 - the what's on section features various events in the Pyrmont Festival of Food, Wine and Art
38. **Central Magazine** - circ 36,073 – Mudgee wine dinner at Pyrama and the Progressive Dinners by Sydney Connection as part of the Pyrmont Festival
39. **SBS 'Feast' Magazine** - circ 35,625 – the June issue (out May) featured the Pyrmont Festival in the Calendar
40. **The Daily Telegraph Best Weekend** – circ 320,505 – "Well sip to that – try wine, food and classics at Pyrmont" a half page feature on Music in the Sails finale event for the Pyrmont Festival of Wine, Food and Art
41. **Inner West Courier** – circ 89,277 - "Festival a feast for food, wine, art fans" features a range of events including Music in the Sails
42. **Delicious Magazine** - circ 115,162 - Pyrmont Festival of Wine, Food and Art featured in the Don't Miss events section
43. **Central Magazine** – circ 36,073 - Pyrmont Festival of Wine, Food and Art's Pyrama dinner event and Progressive Dinner's

Websites – we cannot report on all online coverage because we did not have media monitoring in place for this medium

1. **Event Finder** - http://www.eventfinder.com.au/2013/pyrmont-festival-of-wine-food-and-art/sydney?utm_campaign=were-you-looking-for-events&utm_medium=click-through&utm_source=2013%2Fthe-potbelleez%2Fsydney%2Fpyrmont
2. **Local Market Guide** - <http://www.localmarketguide.com.au/noticeboard/item/459-pyrmont-festival-of-wine-food-art-17th-to-26th-may>
3. **Please take me to** - <http://www.pleasetakemeto.com/australia/sydney/pyrmont-festival-of-wine-food-and-art-9142764>
4. **Ever Guide** - <http://everguide.com.au/sydney/event/2013-may-17/pyrmont-festival/>
5. **Arts Hub** - <http://au.artshub.com/au/whats-on/national/-/pyrmont-festival-2013-138797>
6. **Weekend Notes** – a great feature on the Pyrmont Festival as 'Editors Choice' <http://www.weekendnotes.com.au/pyrmont-festival-2013/>
7. **Star Observer** - <http://www.starobserver.com.au/whats-on-2/whats-hot-whats-on-2/whats-on-play/2013/05/02/whats-hot-new-south-wales-11/103231>
8. **Daily Telegraph and News Local** - <http://www.dailytelegraph.com.au/newslocal/city-east/pyrmont-festival-of-wine-food-and-art-the-ultimate-crowd-pleaser-and-thrice-the-fun/story-fngr8h22-1226629882271>
9. **Where Magazine** - <http://sydney.wheremagazines.com.au/whats-on-in-sydney/pyrmont-festival-of-wine-food-and-art>
10. **Visit NSW** - <http://www.visitnsw.com/events/pyrmont-festival-of-food-wine-and-art>
11. **Mudgee Guardian** - <http://www.mudgeeguardian.com.au/story/1481164/mudgees-voice-heard-at-pyrmont-festival-launch/>
12. **Weekend Notes** - <http://www.weekendnotes.com.au/pyrmont-festival-2013/>
13. **Sydney Media** - <http://www.sydneymedia.com.au/wine-and-dine-in-picturesque-pyrmont/>
14. **Liveguide** http://www.liveguide.com.au/Events/850131/Artists/Pyrmont_Festival_of_Food_Wine_and_Art
15. **Mudgee Guardian** - <http://www.mudgeeguardian.com.au/story/1496653/from-the-vineyard-to-the-city?cs=12>
16. **Sydney Star Observer** - <http://www.starobserver.com.au/whats-on-2/whats-hot-whats-on-2/whats-on-play/2013/05/02/whats-hot-new-south-wales-11/103231>
17. **EventFinder** - http://www.eventfinder.com.au/2013/pyrmont-festival-of-wine-food-and-art/sydney?utm_campaign=also-visited-events&utm_medium=click-through&utm_source=2013%2Fpure-bier-fest%2Fsydney
18. **COS What's On** - <http://whatson.cityofsydney.nsw.gov.au/events/18211-2013-pyrmont-festival-10-days-of-food-wine-and-art>
19. **MiSociety** - <http://misociety.com.au/pyrmont-festival-2013-mudgee-region-wine-food-art/>
20. **Eat Drink Play** - <http://eatdrinkplay.com/play/pyrmont-wine-food-and-art-festival/>
21. **Broadsheet** - <http://www.broadsheet.com.au/sydney/events/event/pyrmont-festival>
22. **Kidsizeliving** <http://www.kidsizeliving.com.au/members/showsandeventswinefoodandart?sessid=cf69f2c2e4ed8709a550aa1cd72962e3>
23. **Scenestr** - <http://scenestr.com.au/lifestyle/arts/arts-sydney/pyrmont-festival-of-food-wine-and-art>
24. **Food Service News** - <http://www.foodservicenews.com.au/news/mudgee-in-the-spotlight-at-pyrmont-festival>
25. **Everguide** - <http://everguide.com.au/sydney/event/2013-may-17/pyrmont-festival/>

Radio and Television – we cannot report on all coverage because we did not have media monitoring in place for this medium

- ❖ **2SER Radio** – 3minute interview with Lawrence Gibbons promoting the Pyrmont Festival
 - <http://www.2ser.com/get-involved/volunteer/item/3500-lawrence-gibbons-on-the-pyrmont-festival-of-wine-food-and-art>
- ❖ **ABC Radio** - Simon Marnie's show on 702 ABC ran a promotion of the Pirrama Park event on Saturday at 9am and Sunday at 10am. It also ran on the front page of their website. Here are the links:
 - <http://www.abc.net.au/local/stories/2013/05/17/3659500.htm?site=sydney>
 - <http://www.abc.net.au/sydney/>
- ❖ **2SM Radio 'live crosses' at opening breakfast** – Reporter Janette completed a live-cross to **Grant Goldman's** morning show which is part of the Super Radio Network across NSW, see list of stations below

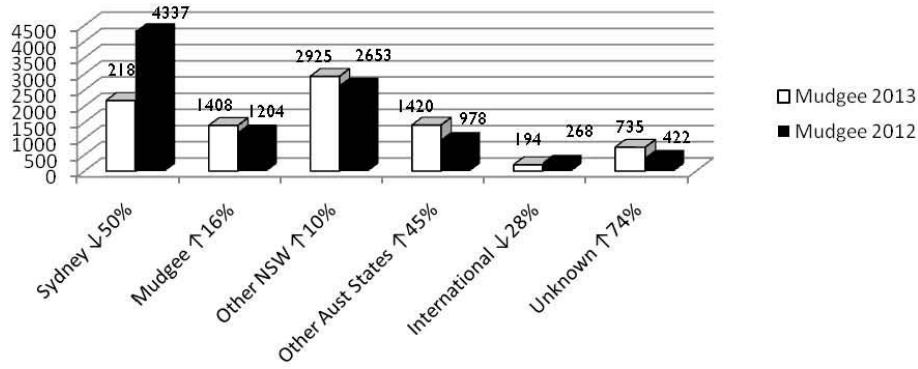
- ❖ **Live crosses with Tim Bailey/Channel 10 national news (Wed 15 May)** – a three-four minute 'live' feature promoting the Pyrmont Festival and in particular the art prize and schools involvement and exhibition at Pirrama Park's outdoor event
 - Ch 10's News is broadcast nationally by 250K-350K and syndicated with ten news networks across NSW, ACT and parts of QLD.

2SM/1269 - Super Radio Network

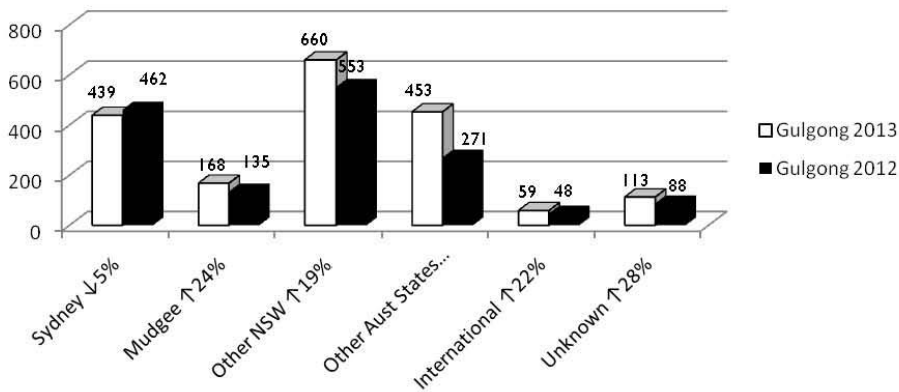
1. 2AD 1134 AM Armidale
2. 2BH 567 AM Broken Hill
3. 2DU 1251 AM Dubbo
4. 972 AM Cobar
5. 2EL 1089 AM Orange
6. 2GF 1206 AM Grafton
7. 103.9 FM Clarence Valley
8. 2HC 639 AM Coffs Harbour
9. 101.5 FM Coffs Coast
10. 2HD 1143 AM Newcastle
11. 97.5 FM Port Stephens
12. 2LF 1350 AM Young
13. 107.7 FM Cootamundra
14. 99.5 FM Cowra
15. 2LM 900 AM Lismore
16. 104.3 FM Northern Rivers
17. 2MG 1449 AM Mudgee
18. 2MO 1080 AM Gunnedah
19. 2NZ 1188 AM Inverell
20. 102.9 FM Glen Innes
21. 2PK 1404 AM Parkes
22. 2RE 1557 AM Taree
23. 100.3 FM Great Lakes
24. 100.1 FM Gloucester
25. 2SM 1269 AM Sydney and 2SM Digital Radio
26. 2TM 1287 AM Tamworth
27. 2VM 1503 AM Moree
28. 89.5 FM Goondiwindi
29. 92.9 FM Lightning Ridge
30. 103.5 FM Collarenebri
31. 106.7 FM Walgett
32. 105.5 FM Mungindi
33. 4GY 558 AM Gympie-Cooloola
34. 107.1 FM Noosa
35. 4WK 1359 AM Toowoomba
36. 963 AM Darling Downs
37. 95.9 FM Dalby
38. 91.5 FM Stanthorpe
39. RADIO 531 AM Kempsey
40. 93.5 FM Port Macquarie
41. RADIO 97 Tweed Heads
42. 104.1 FM Gold Coast
43. 103.5 FM Northern Rivers

Statistics Report – Visitation

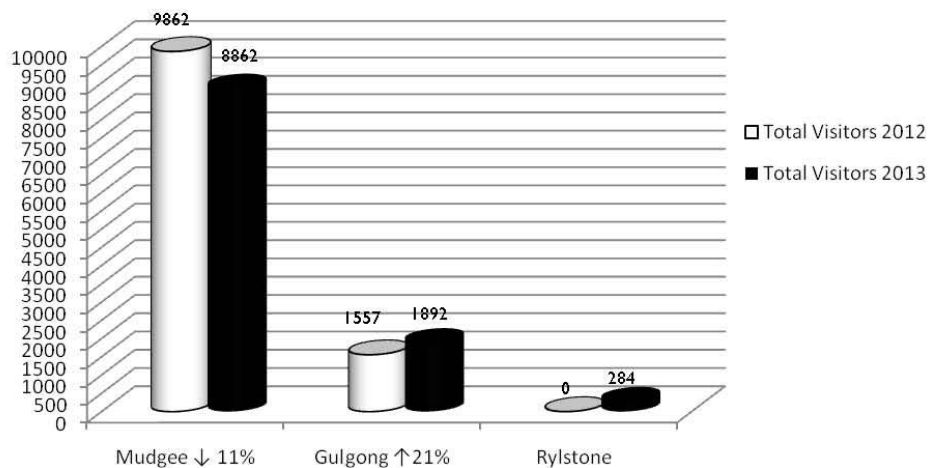
Mudgee Visitor Centre



Gulgong Visitor Centre



Total Visitation for Mudgee Region Visitor Centres has decreased 3% on the same quarter in 2012 however the Gulgong visitation has increased 21%. No statistics for Rylstone had been supplied in 2012 to compare quarters.



MRTI Statistics Summary	June Qtr 2012	June Qtr 2013	Percentage Increase/Decrease
Membership			
Current Membership	310	335	↑ 8%
Membership Breakdown			
Winery/Cellar Door	40	44	↑ 10%
Touring & Transport	9	15	↑ 66%
Attraction	43	44	↑ 2%
Restaurant	29	32	↑ 10%
Local Business/Other	66	60	↓ 10%
Accommodation	123	140	↑ 13%
Visitation			
Mudgee	9862	8862	↓ 11%
Gulgong	1557	1892	↑ 21%
Rylstone	unknown	284	Insufficient data to compare
Total Visitation	11419	11038	↓ 3%
Telephone Enquiries			
Mudgee	2919	3200	
Gulgong	23	n/a	
Total Phone Calls	2942	3200	↑ 9%
Website			
Unique Visitors	26015	36442	
Page Views	Accurate figures unknown	95424	
Member Web Pages	164	183	↑ 11%

Total Hours Worked			
Mudgee: 9am-5pm 7 days p/wk	164	1848.11	↑ 12%, In house marketing = 280 hrs
Gulgong: 10am-3.30pm 5 days p/wk	357.50	357.50	

6.2.15 Purchase of Medical Centre Gulgong

REPORT BY THE GENERAL MANAGER TO 21 AUGUST 2013 COUNCIL MEETING

Purchase of Medical Centre Gulgong

A0100056, F0610002

RECOMMENDATION

That:

- 1. the report by the General Manager on the Purchase of Medical Centre Gulgong be received;**
- 2. Council advise Dr's Hussain Alseneid and Michael Nicolson that it does wish to pursue the purchase of the Gulgong Medical Centre located at 87 Mayne Street, Gulgong.**

Detailed report

Council will recall at the open day prior to the 15th May meeting of Council a verbal presentation was made for Council to purchase the Gulgong Medical Centre at 87 Mayne street, Gulgong. Please find attached a brief presented by Dr's Hussain Alseneid and Michael Nicolson setting out the reasons why Council should purchase the building.

The reasons for the request are set out in that attached brief. However the intention would be that the building remain as a Doctors surgery and Council lease the building back to the doctors who would be operating in the town. I also enclose a photo from Google maps of the building as seen from the Street.

At the time of writing this report Council staff have not undertaken any investigation or research into the building. This is because we would like to seek a direction from the Council before committing any time or Council funds to such research. Management can see no benefit in Council purchasing the building and believe a precedent would be set if Council did purchase. A request to contribute to the new Mudgee Medical Centre was received recently and declined by Council as it was a commercial operation. It is the writers belief that the Gulgong Medical Centre is a similar operation. The recommendation in this report is to advise the writers that Council does not wish to pursue this opportunity.

If Council was of the opinion to obtain further information then a valuation report and a building status report would be required in the first instance. Such reports are estimated to cost \$5,000. There is no budget for this expenditure so if Council wanted these report it would need to make an adjustment at the September budget review. If after the reports Council was of the mind to continue with considering the purchase of this building, then it would be a significant departure from the Deliver and Operational Plans and thus a public consultation process would be required. Also management is of the opinion that we are struggling to afford the maintenance and upgrade of our existing building infrastructure so to add to the stock would place even greater strain on the future financing of the Council.

Financial implications

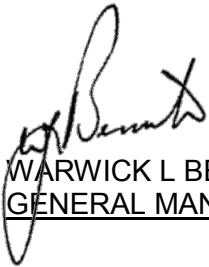
There is no budget provision for the purchase of this building or the investigation into purchasing such a building. Additional to the costs of valuation and building status there would also be legal costs, leasing costs and of course the purchase cost.

Strategic or policy implications

The purchase of this building or similar facility is not in Councils Delivery or Operational Plan. However the purchase of this type of building has been catered for in the Community Strategic Plan.

Attachments:

1. Brief from Dr's Hussain Alseneid and Michael Nicolson
2. Photo of 87 Mayne Street from street level from Google Maps



WARWICK L BENNETT
GENERAL MANAGER

12 August 2013

Brief to Mid-Western Regional Council

PURPOSE

To seek that Council approve the purchase of the Medical Centre at Gulgong to ensure an appropriate medical practice for the town.

BACKGROUND

The medical practice has a drawing population of 2500. The RACGP considers there should be 1 GP for 1100 of the population.

The Medical Centre is a purpose built building at 87 Mayne Street Gulgong in the heart of the town centre and older areas. It has adequate waiting area, suitable reception and treatment rooms, and three consulting rooms with a further room that was originally designed for a dentist. Behind the building is a small flat.

Recently a Health One Community Centre was completed incorporating a MultiPurpose Service (MPS). These are on the old Hospital site some 1.25km out of the town centre and, whilst there is provision for a GP to work from it, we consider this an inappropriate location.

Currently the practice is being managed by the Rural and Remote Medical Services, an arm of the Rural Doctors Network.

Dr Hussain Alseneid is the principal in the practice. He wishes to continue to practice in Gulgong but would prefer to manage his own practice and not to commit to buying the premises. He has discussed purchase with Dr Glenys Cateron, the present owner, and understands that she is seeking to sell.

PROPOSAL

An ideal outcome is for Council to acquire the premises and to lease it back to the medical practice. This has the advantage of ensuring the continued presence of the current doctor and, as importantly, encouraging the ongoing succession of a viable medical practice for Gulgong

Dr Hussain Alseneid

Dr Michael Nicholson

Short brief outlining a case for seeking that the Council acquire the Medical Centre at 87 Mayne Street Gulgong and intention to come to meeting (Both Dr Alseneid and Michael Nicholson) on Wednesday 15th - Michael Nicholson

From: Mette Sutton <Mette.Sutton@midwestern.nsw.gov.au>
To: Council <Council@midwestern.nsw.gov.au>
Subject: FW: Gulgong Medical Centre
Date: Monday, 13 May 2013 09:02 AM

Hi Records

Please Bluepoint, sorry don't know file numbers

Thanks

Mette

From: Brad Cam
Sent: Monday, 13 May 2013 8:38 AM
To: Mette Sutton
Subject: FW: Gulgong Medical Centre

From: Michael Nicholson [mailto:drnich@bigpond.com]
Sent: Thursday, 9 May 2013 2:39 PM
To: Des Kennedy
Cc: Brad Cam
Subject: Gulgong Medical Centre

Dear Des

I have attached a short brief outlining a case for seeking that the Council acquire the Medical Centre at 87 Mayne Street Gulgong.

I have discussed this with John Wyatt and Percy Thompson as well as with Brad.


Both Dr Alseneid and myself intend to come to the meeting on Wednesday 15th where we would be in a position to expand on any issues raised.

Please feel free to contact me on 0428613640 at any time.

With best wishes

Michael Nicholson

This e-mail has been scanned for viruses by MCI's Internet Managed Scanning Services - powered by MessageLabs. For further information visit <http://www.mci.com> or contact

Information Technology Business Unit - Mid-Western Regional Council  - brief for council.odl

ATTACHMENT 2



6.2.16 NSW Country Rugby Championships 2014

REPORT BY THE GENERAL MANAGER TO 21 AUGUST 2013 COUNCIL MEETING
NSW Country Rugby Championships 2014
A0100056, A0140201

RECOMMENDATION**That:**

1. the report by the General Manager on the NSW Country Rugby Championships 2014 be received;
2. Council approves a grant of \$2,500 towards the NSW Country Rugby Championships 2014.

Detailed report

Please find attached a request from the Mudgee Rugby Club to hold the 2014 Country Rugby Senior Championships. The application is for \$10,000 but we no longer have that amount of funding in the Councils event management budget. The Council policy is that \$2,500 be given to events in the region, thus the recommendation

To date, the Event Management Budget for 2013/14 has been spent as follows:-

EVENT	DATE	AMOUNT
MOTORFEST - CUDGEGONG CRUISERS	September 2013	\$2,000
KANDOS MOUNTAIN HOEDOWN	September 2013	\$500
MUDGEES VETERANS WEEK OF GOLF	September 2013	\$1,000
BACK TO GULGONG WEEKEND	October 2013	\$4,000
RYSLTONE STREETFEAST	November 2013	\$2,500
PYRMONT FESTIVAL	May 2014	\$14,000
HENRY LAWSON HERITAGE FESTIVAL	June 2014	\$2,500
TOTAL		\$26,500
Budget Provision \$30,000		\$3,500

If Council approves the recommendation in this report then only \$1,000 will be available for events in the rest of the financial year. Events the Council have funded in the past that will not receive monies this financial year unless there is a budget adjustment include:-

- Mudfest Short Film Festival
- Gulgong Folk Festival
- Mudgee Running Festival
- Bylong Mouse Races
- Mudgee Celebrity Golf Classic
- Mudgee Bike Muster
- Go Grazing
- Grassroots Rugby Festival
- Wings Wheels and Wine
- Swap Meetings

Financial implications

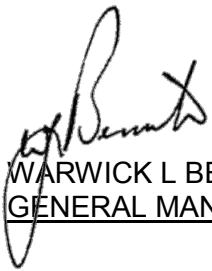
As discussed in the report.

Strategic or policy implications

Council's policy on events management indicates a maximum of \$2,500.00 per event.

8 August 2013

- Attachments:*
1. Letter from Greg Bartrim, Mudgee Rugby Club Inc.
 2. NRMA NSW Country Rugby Championship weekend information



WARWICK L BENNETT
GENERAL MANAGER

Mudgee Rugby Club Inc.

PO Box 321
MUDGEE NSW 2850



To Mid-Western Regional Council Councillors, Mayor Mr Des Kennedy & General Manager Mr Warwick Bennett.

Dear Sir's & Madam,

Mudgee Rugby Club (M.R.U.F.C) would like to seek assistance with the hosting of the N.S.W Country Rugby Senior Championship's proposed for 29 & 30 March 2014.

We believe this is a wonderful opportunity to not only lift the profile of Rugby Union but also to raise further awareness of the fantastic assets and facilities available within the Midwestern Regional Council District.

This is an extremely high profile event with 540 Players and management in attendance over two days, there will also be support staff and of course crowd attendance which will also require accommodation and will be spending money in our town.

In attendance will be representatives of Central West Rugby Union, and New South Wales Rugby Union which will go a long way to Gaining even higher profile matches of Rugby Union for Mudgee and surrounding district.

This event will go a long way in adding to the very successful list of rugby events that have contributed to the enhancement of Mudgee such as:

- Mudgee Grass Roots Rugby Festival
- Mudgee Rugby Gala day hosting all the major towns in Central West
- N.S.W Under 12,13 & 18 Championships

Mudgee Rugby Club Inc. Would like to apply for financial assistance of the \$10,000.00 Tender Fee which is the minimum amount required to be considered as a possible host for this event.

The Mudgee Rugby Club would also contribute \$5,000.00 to make a total of \$15,000.00 in an effort to secure this event as I am led to believe we were just nudged out financially when this event was last applied for.

M.R.U.F.C would also pay for the hire of Glen willow Stadium including corporate boxes for the two day event in compliance with Council Policy.
We would also require the field known as No.2 for the two days.

Yours Sincerely

Greg Bartrim
President
Mudgee Rugby Club Inc

Tel 0438723858
E-mail greqbart@bigpond.net.au

NRMA NSW Country Rugby Championships 2014 Venue



Expressions of Interest are invited from ones/Clubs/Organisations to tender to host the 2014 NSW Country Rugby Union "NRMA Country Championship Weekend".

The NRMA Country Championship Weekend will be conducted on **29 & 30 March 2014**, and will involve participation by as many as nine zones and eighteen teams in the Senior and Colts Country Championships.

Championship Arrangements

- Two (2) full size quality Rugby fields with **guaranteed wet weather availability**.
- Presentation/dressing of the fields at the Country Championship Weekend.
- Covered grandstand seating for officials and spectators.
- Adequate team change rooms and facilities.
- Referee change room and facilities.
- Medical coverage on match days & medical room facilities.
- Catering and hospitality facilities.
- Office for administration duties for the Country Championship Weekend.
- Country Championship Weekend Committee (CCWC) to work in conjunction with the NSWCRU Country Championship Director and Executive Officer.

Tender Arrangements

- Tenders must include a minimum \$10,000.00 cash payment to NSW Country Rugby Union.
- 25% to be paid to NSWCRU by 1 March 2014.
- 75% to be paid to NSWCRU by 30 April 2014.

Financial Returns

- Host to retain Gate Receipts (price determined by CCWC & NSWCRU).
- Host to retain Catering Receipts.
- Host to retain Refreshment Receipts (Subject to Liquor Licencing Laws).
- Host to retain profits from fund raising activities.
- NSWCRU will not be responsible for any losses incurred by the Host.

Sponsorship

- NSWCRU to retain the naming rights of the NRMA NSW Country Championships.
- NSWCRU sponsors will be allocated a predetermined number of tickets.
- NSWCRU sponsors will have the right to hospitality areas, but at cost to the individual sponsor.
- NSWCRU will have the right to a hospitality area, but at cost to NSWCRU.
- Host will have the right to promote and host their sponsors, but they must not be in direct conflict with NSWCRU sponsors.

Championship Program

- Host will produce a quality Championship Program with editorial and advertising content.
- Host will have the right to sell advertising content, but it must not be in direct conflict with NSWCRU sponsors.
- Host will reserve one page and the back cover of program for NSWCRU.
- Host will retain the profits from program sales.

Championship Administration

- NSWCRU Championship Director and Executive Officer will oversee the running of the NRMA Country Championship Weekend, with the assistance of the CCWC.

General

- Host will assist visiting zones, match officials and NSWCRU officials in sourcing accommodation, taking into account any sponsorship arrangements NSWCRU may have with an accommodation provider.
- NSWCRU will reserve the right to conduct merchandise outlets and conduct membership and promotional activities.
- NSWCRU will work in conjunction with the host to promote the NRMA Country Championship Weekend.
- NSWCRU is not obliged to accept a tender, and retains the right to negotiate the conditions of the tender, or call for further tenders if those received are not deemed suitable.

Timeline

- Expressions of Interest to tender to host the NRMA Country Championship Weekend circulated on **Wednesday, 24 July 2013**.
- Tender Applications to be lodged with NSWCRU by **Friday, 30 August 2013**.
- NSWCRU Board determines venue for the NRMA Country Championship Weekend on **Tuesday, 10 September 2013**.
- Preliminary discussions with the successful club/zone/organisation.
- Announcement of the host of the 2014 NRMA Country Championship Weekend made on **Friday, 30 September 2013**.

Lodgement of Tenders

- Tender Applications and supporting documentation (clubs/organisations must have written approval from their zone) to be forwarded to:

Executive Officer
NSW Country Rugby Union
Locked Bag 1222
Paddington NSW 2021
twoodward@nswrugby.com.au

Terry Woodward
Executive Officer
24 July 2013

6.2.17 Sculptures in the Garden

REPORT BY THE GENERAL MANAGER TO 21 AUGUST 2013 COUNCIL MEETING

Sculptures in the Garden

A0100056, A0149939

RECOMMENDATION

That:

1. **the report by the General Manager on the Sculptures in the Garden be received;**
2. **that Council form a interim committee consisting of two Councillors (Namely Cr and Cr.....) and the Director of Development and Community Services to meet with the Sculptures in the Garden Committee to select a sculpture and a location within Mudgee for public display.**

Detailed report

On the 6 June 2013, as part of the consideration of submissions to the Operational Plan, Council resolved the following:

The Sculptures in Garden Committee be thanked for their submission and advised that Council approves its request to match their funds raised of \$ 4,783.21 towards a piece of sculptured art work for the region and the committee be advised that the selected piece of art work must be approved by Council before being commissioned.

Council has received a further letter from the Committee which is attachment 1 to this report. In essence the letter proposes that the sculpture be purchased at the Sculptures in the Garden event to be held on the 12 and 13 of October 2013. It is suggested that the Council representatives meet with the Sculptures Committee to discuss the logistics of the proposal and that the sculpture be located in Mudgee.

There are many issues to be considered in the selection and location of public art. The Cultural Development Committee have developed a preliminary draft Public Art Policy that will be subject to a workshop on the 14 August 2013 and it is hoped the policy will be reported to Council for consideration on 18 September 2013.

The policy will provide some guidance to selection of public art and includes the establishment of a Public Art Advisory Panel.

Financial implications

The purchase of a sculpture is included in the current Operational Plan. Council has agreed to contribute \$4,700 towards this sculpture.

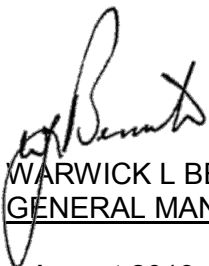
Strategic or policy implications

The Committee membership recommended in this report is inconsistent with the preliminary draft Public Art Policy. At this stage the policy is a preliminary draft only and has not been presented to Council. The preliminary draft includes the establishment of a Public Art Advisory Panel. The Panel would consist of a:

- Councillor (to be filled by the Councillor appointed to the Cultural Development Committee)
- One Cultural development committee member
- One qualified architect or engineer (to address structural issues)
- One Mudgee Arts representative
- One regional representative
- Two Community representatives.

The composition of the committee may be subject to change after the workshop and consideration of the policy by Council. As the policy is currently being developed, Council may wish to delay the selection of any committee until the policy has been presented to Council. This will provide only a very short time between the establishment of the committee and the Sculpture in the Gardens event as the draft report will only be available to report to Council on the 18 September and if the panel includes community representative it will be necessary to seek nominations from the community and get endorsement from Council. The interim committee recommended in this report could be established to deal with the immediate acquisition and be replaced by the Panel that may be established under the Public Art Policy.

Attachments: 1. Letter from Sculptures in the Garden Committee



WARWICK L BENNETT
GENERAL MANAGER

1 August 2013

1 River Lane
Mudgee NSW 2850

Warwick L Bennett
General Manager
Mid-western Regional Council
PO Box 156
Mudgee NSW 2850



Dear Warwick,

RE: Submission to Operational and Delivery Plan 2013/14

Thank you for your letter dated 12th June. Our Sculptures in the Garden Committee is thrilled to receive your advice that the Mid-Western Regional Council will match the money raised from our Sculptures in the Garden Event in 2012, to be put towards a sculpture in our region in 2013.

We understand that the Council would like to site and approve the design and location of the sculpture, before the sculpture is purchased or commissioned, so we would like to present the following proposals:

1. that the sculpture or sculptures will be purchased or commissioned at this year's Sculptures in the Garden event, which will be held on Saturday 12th and Sunday 13th October;
2. that a representative or representatives from the Council will meet up with our Committee before this year's event in October, to discuss possible design and sites; and
3. that this initial purchase, to the amount of approximately \$10,000, is displayed in the town of Mudgee.

Could you please present these proposals to Council for their confirmation, and thank you again for your support for this initiative.

Yours sincerely,

Lesley Robertson

Sculptures in the Garden Committee

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