

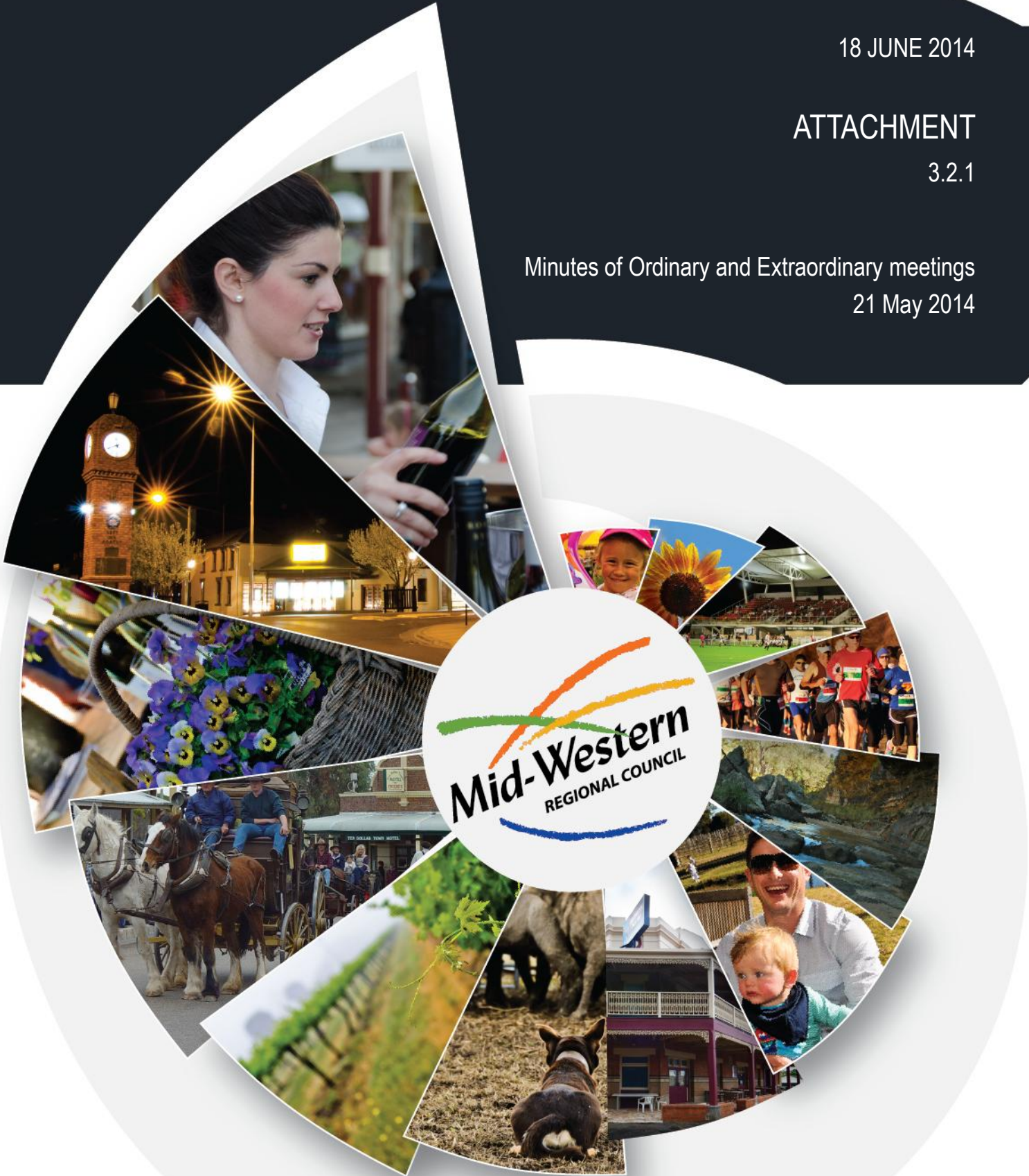


18 JUNE 2014

ATTACHMENT

3.2.1

Minutes of Ordinary and Extraordinary meetings
21 May 2014



Minutes of the Ordinary Meeting of Council

Held at the Council Chambers, 86 Market Street, Mudgee
on Wednesday 21 May 2014, commencing at 6.27pm and concluding at 8.05pm.

PRESENT	Cr D Kennedy (Mayor), Cr EE Martens (AM), Cr PA Shelley, Cr JP Thompson, Cr MB Walker, Cr JK Weatherley, Cr JR Webb, Cr L White.
IN ATTENDANCE	General Manager (WL Bennett), Director Mid-Western Operations (B Cam), Director Development and Community Services (C Van Laeren), Director Finance & Administration (B Exelby), Manager Statutory Planning (G Bruce), Manager Governance (I Roberts), Corporate Communications Officer (P Goldsmith).
MEDIA REPRESENTATIVES	Mudgee Guardian / The Weekly (R Murray), Radio 2MG (C Bassett), ABC News (L Lemke).

Item 1: Apologies

An apology was received for the absence of Councillor Cavalier.

178/14 MOTION: Shelley / White

That the apology for the absence of Councillor Cavalier be received and leave of absence granted.

The motion was carried with Councillors voting unanimously.

179/14 MOTION: Shelley / Thompson

That Council authorise the filming and recording of the public part of this meeting by the media, from the public gallery or media area only.

The motion was carried with Councillors voting unanimously.

Item 2: Disclosure of Interest

Councillor Kennedy declared a pecuniary conflict of interest in Item 6.2.8 as he is a hotel owner and this policy may affect his business.

Councillor White declared a non-pecuniary conflict of interest in Item 6.2.22 as she works in the tourism industry.

Councillor Weatherley declared a non-pecuniary conflict of interest in Item 6.2.14 and 8.1.1 as he was a member of the Joint Regional Planning Panel that made the determination that was appealed to the Land and Environment Court.

Councillor Martens declared a non-pecuniary conflict of interest in Item 6.2.14 and 8.1.1 as she was a member of the Joint Regional Planning Panel that made the determination that was appealed to the Land and Environment Court.

Councillor Walker declared a pecuniary conflict of interest in Item 6.2.1 as he is currently doing contractual work in his private business for the applicant.

Councillor Walker declared a non-pecuniary conflict of interest in Item 6.2.3 as he owns land on the opposite side of the road to the application.

Councillor Thompson declared a less than significant non-pecuniary conflict of interest in Item 6.1.3 as he was a member of the executive committee to save the Gulgong Hospital but did not consider his role on the committee required him to leave the room.

Councillor White declared a less than significant non-pecuniary conflict of interest in Item 6.2.4 as her family member has made a submission to this DA and stated that she did not believe she needed to leave the meeting.

Councillor Martens declared a less than significant non-pecuniary conflict of interest in Item 6.2.4 as she applied to be a member of the Kandos Museum Committee but does not hold an executive position and thus believes she did not need to leave the meeting.

Item 3: Confirmation of Minutes

180/14 MOTION: Shelley / Webb

That the Minutes of the Ordinary Meeting held on 7 May 2014 (Minute Nos. 154/14 to 177/14) be taken as read and confirmed, with the amendment that Councillor Webb voted against Item 6.1.2.

The motion was carried with Councillors voting unanimously.

Item 4: Matters in Progress

Rylstone/Kandos Sewerage Augmentation

181/14 MOTION: Shelley / White

That Minute no. S.85/10 be noted as completed.

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

Councillors	Ayes	Nays
Cr Kennedy	✓	
Cr Martens		✓
Cr Shelley	✓	
Cr Thompson		✓
Cr Walker	✓	

Cr Weatherley	✓
Cr Webb	✓
Cr White	✓

Protect the Drip Gorge

182/14 MOTION: Shelley / White

That Minute no. 65/14 be noted as completed.

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

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

Item 5: Mayoral Minute

There was no Mayoral Minute.

Item 6: General Business

6.1 NOTICES OF MOTION

6.1.1 INTRODUCE CREDIT CARD POLICY

GOV400022, GOV400038

183/14 MOTION: White / Martens

That Mid-Western Regional Council introduces a Credit Card Policy the purpose of which is to regulate the use of credit cards by councillors and staff and to provide guidelines on the issue and use of such cards. The policy should provide clarity of process for the cardholders by setting out instructions for use, the review of transactions and reporting on use of cards. Council's Director Finance should undertake an audit of credit card usage at least once in every 6-month period and provide a copy of the audit report to the council.

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

Councillors	Ayes	Nayes
Cr Kennedy	✓	
Cr Martens	✓	

Cr Shelley		✓
Cr Thompson	✓	
Cr Walker	✓	
Cr Weatherley	✓	
Cr Webb	✓	
Cr White	✓	

6.1.2 LAWSON PARK WEST AS ART GALLERY SITE

MOTION: Webb / White

That Council include Lawson Park-west as an option for the location of a Regional Art Gallery in the pARTicipate investigation.

The motion was put and lost on the Mayor's casting vote with Councillors voting as follows:

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

6.1.3 OLD GULGONG HOSPITAL AS ART GALLERY SITE

GOV400022, GOV400038

MOTION: Webb / Thompson

That Council include the Old Gulgong Hospital as an option for the location of a Regional Art Gallery in the pARTicipate investigation and prepare a planning proposal to make the use permissible on the site.

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

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

6.2 REPORTS TO COUNCIL**6.2.1 DEVELOPMENT APPLICATION 0214/2014 PROPOSED SEVEN (7) LOT TORRENS TITLE INDUSTRIAL SUBDIVISION AND THE ERECTION OF INDUSTRIAL BUILDINGS AT LOT 210 DP775001, 36B SYDNEY ROAD, MUDGEE**

GOV400038, DA0214/2014, P 8496

Councillor Walker declared a pecuniary conflict of interest in Item 6.2.1 as he is currently doing contractual work in his private business for the applicant, left the meeting at 7.02pm and did not participate in discussion or vote in relation to this matter.

184/14 MOTION: Shelley / Weatherley

That:

- 1. the report by the Senior Town Planner on the Development Application 0214/2014 Proposed Seven (7) Lot Torrens Title Industrial Subdivision and the Erection of Industrial Buildings at Lot 210 DP775001, 36B Sydney Road, Mudgee be received;**
- 2. Development Application 0214/2014 for the seven (7) lot Torrens Title Industrial subdivision and the erection of industrial buildings on each lot at Lot 210 DP775001, 36B Sydney Road Mudgee be approved subject to the following conditions:**

APPROVED PLANS

- 1. Development is to be carried out generally in accordance with stamped plans 3312-A01 to 3312-A09 and BK041.dwg Pages 1 to 4 and the Application received by Council on 16 December 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.**
- 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**

AMENDMENTS

- 3. The maximum fill permitted to be placed on proposed Lot 1 is limited to 500mm above the existing natural ground level as shown on Plan No.BK041.dwg, Sheet 3 of 4.**
- 4. No roller-doors are to be constructed in the north-western wall of the proposed workshop on Lot 1 in the subdivision of Lot 210 DP775001.**

5. A 1.8 metre high lapped and capped timber fence is to be provided along the western and southern boundaries (Golf Club land and adjoining industrial development to the south) of the development prior to the commencement of any works on the site.

PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE - CIVIL

6. The submission to Council of engineering design plans for any road works shall include pavement and wearing surface investigation and design, sedimentation and erosion control plans, and a detailed construction plan. These plans are to be approved by the Council prior to the issue of a Construction Certificate.
7. A detailed engineering design (including sediment and erosion control) supported by plans, and an "Autocad compatible" Plan, (in dwg format including pen-map), material samples, test reports and specifications are to be prepared in accordance with AUS-SPEC #1 (as modified by Mid Western Regional Council) and the conditions of this development consent. The engineering design is to be submitted to and approved by Council or an *Accredited Certifier* prior to the issue of a *Construction Certificate*.
8. Engineering plans of the sewer mains extension are to be submitted to and approved by Council or an accredited certifier prior to the issue of a *Construction Certificate*
Note 1: Council will quote on connecting any sewer or water main extension to the existing "live" main on receipt and approval of engineering plans.
Note 2: Council does not permit other bodies to insert new junctions into 'live' sewer mains.
9. The applicant is to submit a Drainage Report prepared in accordance with the Institution of Engineers publication Australian Rainfall and Run-off to the Principal Certifying Authority for approval prior to the release of the Construction Certificate. The report must demonstrate that stormwater runoff from the site is not increased beyond the existing undeveloped state up to and including a 1.5 year ARI. All storm water detention details including analysis shall be included with the drainage report
10. The Cul-de-sac proposed at the end of Depot road must be designed pursuant to "AUSTROADS Design Vehicles and Turning Path Templates Guide 2013" to accommodate at least a B-Double turning radius (15m) when travelling between 5-15km/hr. The turning path plan must be submitted to Council prior to the issue of the Construction Certificate.
11. 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 in residential or commercial lots shall be compacted in accordance with *AS3798-2007 Guidelines on Earthworks for Commercial and Residential Developments*.

PRIOR TO ISSUE OF THE CONSTRUCTION CERTIFICATE - BUILDING

The following conditions must be compiled with prior to Council or an accredited Certifier issuing a Construction certificate for the proposed building.

12. Prior to release of the Construction Certificate, approval pursuant to Section 68 of the Local Government Act, 1993 to carry out water supply, stormwater and sewerage works is to be obtained from Mid-Western Regional Council.
13. A schedule of existing and proposed fire safety measures is to be submitted to the Principal Certifying Authority with the application for the Construction Certificate.
14. 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	\$55,426.00
Sewerage Headworks	\$26,959.00
Total Payable	\$82,385.00

- (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.

PRIOR TO THE COMMENCEMENT OF WORKS – CIVIL

15. Prior to development the applicant shall advise Council's Development and Community Services Department, in writing, of any existing damage to Council property before commencement of works. The applicant shall repair (at their own expense) any part of Council's property damaged during the course of this development in accordance with AUS-Spec #1/2 (as modified by Mid-Western Regional Council) and any relevant Australian Standards.
16. A Traffic Control Plan (TCP) completed by a "Certified Person" for implementation during works is to be submitted to Mid-Western Regional Council prior to any work commencing.
17. A copy of the Contractor's public liability insurance cover for a minimum of \$20,000,000 is to be provided to Mid-Western Regional Council as an interested party. All work is to be at no cost to Council.

PRIOR TO THE COMMENCEMENT OF WORKS – BUILDING

18. No work shall commence until a Construction Certificate has been issued and the applicant has notified Council of:
- a) the appointment of a Principal Certifying Authority and
 - b) the date on which work will commence.
- Such notice shall include details of the Principal Certifying Authority and must be submitted to Council at least two (2) days before work commences.
19. The site shall be provided with a waste enclosure (minimum 1800mm X 1800mm X 1200mm) that has a lid or secure covering for the duration of the construction works to ensure that all wastes are contained on the site. The receptacle is to be emptied periodically to reduce the potential for rubbish to leave the site. Council encourages the separation and recycling of suitable materials.
- NOTE: ALL WASTE GENERATED FROM THE CONSTRUCTION PROCESS IS TO BE CONTAINED ON-SITE**
20. A sign must be erected in a prominent position on any work site on which involved in the erection or demolition of a building is carried out;
- a) stating that unauthorised entry to the work site is prohibited, and
 - b) 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.
 - c) the name, address and telephone number of the principal certifying authority for the work,
 - d) The sign shall be removed when the erection or demolition of the building has been completed.
21. Prior to the commencement of works on site, the applicant shall advise Council's Development and Community Services Department, in writing, of any existing damage to Council property.

CIVIL CONSTRUCTION

- The applicants shall, at their own expense, engage a registered surveyor to relocate any survey mark that may be disturbed by the development or any associated work. Any information regarding relocation should be supplied to the Land Titles Office and Council.
22. All works are to be constructed at the full cost of the developer, in a manner consistent with Aus-Spec #1 and Council's standard drawings.

23. The developer is to grant Council (or an Accredited Certifier on behalf of Council) unrestricted access to the site at all times to enable inspections or testing of the subdivision works.
24. The subdivision works are to be inspected by the Council (or 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
 - Water and sewer line installation prior to backfilling
 - Establishment of line and level for kerb and gutter placement
 - Road and driveway pavement construction (including excavation, formwork and reinforcement)
 - Road pavement surfacing
 - Practical completion
25. The contractor/owner must arrange an inspection by contacting Council's Development and Community Services Department between 8.30am 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.
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. Interallotment drainage is to be provided to remove stormwater from any lots that cannot discharge to the street in accordance with Aus Spec #1. Easements not less than 1m wide shall be created over interallotment drainage in favour of upstream allotments.
28. The requirements for stormwater quality, as specified in the DCP, shall be addressed in the design prior to issue of the Construction Certificate. The design shall be such that there is no increased maintenance burden on Council.
29. The Developer must upgrade Depot road for the full frontage of the subdivision to the following standard:

Item	Requirement
Road Reserve Width	12 m
Pavement Width	2 x 3.5m travel lanes
Seal	Asphalt (Hot mix)
Drainage	To centre median swale

30. Car parking for lots 1-6 must comply with the following standards:

- All vehicles must be provided adequate means to exit the lot in a forward direction.
 - Each parking space is to have minimum dimensions of 5.5m x 2.4m;
 - Each disabled car parking space is to be in accordance with the provisions of Clause D3.5 of the Building Code of Australia and Australian Standard as 2890.1 – 2004;
 - All car parking spaces are to be line-marked and sealed with a hard standing, all weather material and must be maintained in a satisfactory condition at all times;
 - The aisle widths, internal circulation, ramp widths and grades of the car park are to generally conform to the Roads and Traffic Authority *Guide to Traffic Generating Developments 1992* and Australian Standard AS2890.1 – 2004. Details of compliance are to be shown on the relevant plans and specifications.
31. If any aboriginal artefacts are uncovered or identified during construction earthworks, such work is to cease immediately and the local aboriginal community and National Parks and Wildlife Service are to be notified.

Note: The applicant should contact the Aboriginal Land Council and consult a suitably qualified individual to determine if artefacts were uncovered.

32. Runoff and erosion controls shall be installed prior to clearing and incorporate:-
- diversion of uncontaminated upsite runoff around cleared and/or disturbed areas and areas to be cleared and/or disturbed;
 - sediment control fences at the downslope perimeter of the cleared and/or disturbed area to prevent sediment and other debris escaping from the land to pollute any stream or body of water;
 - maintenance of all erosion control measures at maximum operational capacity until the land is effectively rehabilitated and stabilized beyond the completion of construction.

WATER AND SEWER

33. The developer is to extend and meet the full cost of water and sewerage reticulations to service the development 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.
34. The applicant is to provide separate water and sewer reticulation services to each lot.

35. Three metre wide easements, including associated Section 88B Instruments, are to be created in favour of Council over any existing or newly constructed water or sewerage reticulation components located within the subject property, or extended through adjoining private properties as a result of this subdivision.

BUILDING CONSTRUCTION

36. All building work must be carried out in accordance with the provisions of the National Construction Code, the Environmental Planning & Assessment Act 1979 and Regulations and all relevant Australian Standards.
37. All plumbing and drainage work must be carried out by a licensed plumber and drainer and must comply with the Plumbing Code of Australia.
38. 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 noise is permitted on Sundays or Public Holidays.
39. All mandatory inspections required by the Environmental Planning & Assessment Act and any other inspections deemed necessary by the Principal Certifying Authority being carried out during the relevant stage of construction.
40. The strength of the concrete used for the reinforced concrete floor slab must be 25Mpa.
41. The list of measures contained in the schedule attached to the Construction Certificate are required to be installed in the building or on the land to ensure the safety of persons in the event of fire in accordance with Clause 168 of the Environmental Planning and Assessment Regulation 2000.

PRIOR TO THE ISSUE OF THE SUBDIVISION CERTIFICATE

42. 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
43. A linen plan and two (2) copies are to be submitted to Council for approval and endorsement by the General Manager.
44. If the *Subdivision Certificate* is not issued, for any reason whatsoever, by the end of the financial year immediately following the date of determination, then the charges and contributions

- contained in this consent, may be increased to the current rate at the time of payment.
45. Underground electricity, street lighting and telecommunications are to be supplied to the subdivision.
 46. Prior to issue of the *Subdivision Certificate*, Council is to be supplied with:
 - A certificate from the appropriate power authority indicating that satisfactory arrangements have been made for provision of electricity supply to the subdivision.
 - A certificate from the appropriate telecommunications authorities indicating that satisfactory arrangements have been made for provision of telephone services to the subdivision.
 - all contributions must be paid to Council and all works required by the consent be completed in accordance with the consent, or an agreement be made between the developer and Council;
 - as to the security to be given to Council that the works will be completed or the contribution paid, and
 - as to when the work will be completed or the contribution paid.
 47. Following completion of the subdivision works, one full set of work-as-executed plans, on transparent film suitable for reproduction, and an “Autocadcompatible” 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.
 48. The developer must provide Council and land purchasers with a site classification for each lot within the subdivision. The classification is to be carried out at a suitable building site on each lot and is to be carried out by a NATA registered laboratory using method (a) of Clause of AS2870 - 2011. Results are to be submitted to Council prior to issue of the Subdivision Certificate.
 49. 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: \$24,500 based on the estimated cost of development of \$ 2,450,000.00
 50. 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 \$1650 per lot to cover the cost of installing both the service and a 20mm meter on the water main.

$$6 \quad \times \quad \$1650 \quad = \quad \$9,900$$

TOTAL PAYABLE

Note: Council does not permit other bodies to connect to 'live' water mains.

OR

51. Where the water service has been provided by the developer. The developer is to provide a water meter for each lot in the subdivision. This can be achieved through providing a water service ending with a lockable ball valve to each lot and make a payment to Council of \$370.00 per lot to cover the cost of a 20mm meter and installation.

TOTAL PAYABLE 6 x \$370 = \$2,220

Note: Council does not permit other bodies to connect to 'live' water mains.

52. The developer is to provide a sewer junction for each dwelling in the subdivision. This can be achieved by making a payment to Council of \$1,450.00 per new junction to cover the cost of Council installing a junction in an existing main.

TOTAL PAYABLE 6 x \$1,450.00 = \$8,700

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

PRIOR TO ISSUE OF THE OCCUPATION CERTIFICATE

The following conditions are to be completed prior to occupation of the building and are provided to ensure that the development is consistent with the provisions of the Building Code of Australia and the relevant development consent.

53. Prior to the occupation of a new building, or occupation or use of an altered portion of, or an extension to an existing building, an Occupation Certificate is to be obtained from the Principal Certifying Authority appointed for the erection of the building.
54. All car parking and associated driveway works are to be completed prior to occupation of the development.

CONDITIONS RELATED TO THE ONGOING USE OF THE SITE

55. All vehicles are required to enter and leave the site in a forward direction at all times. Signage to this effect is to be appropriately located within the site.
56. All loading and unloading in connection with the premises shall be carried out wholly within the site.
57. Garbage areas are to be adequately screened from public view with an opaque fence and / or adequate landscaping.

58. All waste generated by the proposed development shall be disposed of to an approved location in accordance with the Waste Minimization & Management Act 1995.
59. All security fencing is to be pre-coloured or powder coated. Security fencing to the public road frontage is to be erected on or behind the front building line. Full details of proposed fencing is to be included on the landscaping plan.
60. All exterior lighting associated with the development shall be designed and installed so that no obtrusive light will be cast onto any adjoining property or roadways, in accordance with Australian Standard 4282 "Control of the Obtrusive Effects of Outdoor Lighting".
61. No display or sale of goods is to take place from public areas or footpaths fronting the premises.
62. All 'Colorbond' material for the proposed sheds is to be non-reflective.
63. Hours of operation of the industrial buildings are restricted to the following times;
Monday to Saturday 7.00am to 6.00pm
No work is permitted on Sundays or Public Holidays
64. The combined maximum permitted noise level for all activities within the subject industrial development is 5dB(A) above the background noise level of 39dB(A) as measured at the property boundary of Lot 210 DP 775001 and the Mudgee Golf Course and the residentially zoned land.

The motion was carried with Councillors voting unanimously.

Councillor Walker returned to the meeting at 7.03pm.

6.2.2 DA0249/2014 – PROPOSED 45 LOT RESIDENTIAL
SUBDIVISION, LOT 2 DP 538790, 17-29 FAIRYDALE LANE, MUDGEE
GOV400038, DA0249/2014

185/14

MOTION: White / Shelley

That:

1. The report by the Senior Town Planner on Development Application 0249/2014 - 45 lot staged subdivision of Lot 2 DP538790 17-29 Fairydale Lane, Mudgee be received;
2. That Development Application 0249/2014 for 45 lot staged subdivision of Lot 2 DP538790 17-29 Fairydale Lane, Mudgee be approved subject to the following conditions:

APPROVED PLANS

1. Development is to be carried out generally in accordance with stamped plans BK083 CONCEPT.dwg dated 8 April 2014 sheet 1 of 2 and the Application received by Council on 21 January 2014 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.

GENERAL

The following conditions have been applied to ensure that the use of the land and/or building is carried out in a manner that is consistent with the aims and objectives of the environmental planning instrument affecting the land.

2. A new Restriction as to User be placed upon proposed lots 1 – 7 and 27 – 33 requiring all dwellings to be constructed in accordance with Category 2 Acoustic Treatment of Residences, Appendix C of the Department of Planning's publication, Development near Rail Corridors and Busy Roads – Interim Guidelines as follows;
 - Windows/ Sliding doors – Openable 6mm monolithic glass and full perimeter acoustic seals;
 - Timber frame or Cladding Construction – 6mm fibre cement sheeting or weatherboards or plank cladding externally, 90mm deep timber stud or 92mm metal stud, 13mm standard plasterboard internally with R2 insulation in wall cavity;
 - Brick veneer Construction – 110mm brick, 90mm deep timber stud or 92mm metal stud, minimum 50mm clearance between masonry and stud frame, 10mm standard plasterboard internally;
 - Double brick cavity Construction – 2 leaves of 110mm brickwork separated by 50mm gap;
 - Roof – Pitched concrete or terracotta tile or metal sheet roof with sarking, 10mm plasterboard ceiling fixed to ceiling joists, R2 insulation batts in roof cavity;
 - Entry door – 40mm solid core timber door fitted with full perimeter acoustic seals;
 - Floor – 1 layer of 19mm structural floor boards, timber joists on piers, or concrete slab on ground;
 - Ducted air conditioning and/or ventilation is to be provided to all living rooms and bed rooms.
3. A Restriction as to User be placed upon proposed lots 3 – 7 and 27 – 33 stating no habitable buildings are to be located on the allotments within the area twenty five metres from the rail line without a full noise assessment being undertaken by an acoustic consultant and a report detailing findings and recommendations.

4. A Restriction as to User be placed upon proposed lot 18 stating that multi dwelling housing is not permitted on the allotment due to non-compliance with Council's DCP.

PRIOR TO ISSUE OF CONSTRUCTION CERTIFICATE

1. Prior to development the applicant shall advise Council's Development and Community Services Department, in writing, of any existing damage to Council property before commencement of works. The applicant shall repair (at their own expense) any part of Council's property damaged during the course of this development in accordance with AUS-Spec #1/2 (as modified by Mid-Western Regional Council) and any relevant Australian Standards.
2. A Traffic Control Plan (TCP) completed by a "Certified Person" for implementation during works is to be submitted to Mid Western Regional Council prior to any work commencing.
3. A copy of the Contractor's public liability insurance cover for a minimum of \$20,000,000 is to be provided to Mid-Western Regional Council. All work is to be at no cost to Council.
4. A detailed engineering design (including but not limited to sediment and erosion control, sewer/water main extensions, drainage networks and road works) supported by plans, and an "Autocad compatible" Plan, (in dwg format including pen-map), material samples, test reports and specifications are to be prepared in accordance with AUS-SPEC #1 (as modified by Mid Western Regional Council) and the conditions of this development consent. The engineering design is to be submitted to and approved by Council prior to the issue of a *Construction Certificate*.

Note 1: Council will quote on connecting any sewer or water main extension to the existing "live" mains on receipt and approval of engineering plans.

Note 2: Council does not permit other bodies to insert new junctions into 'live' sewer mains.

5. The applicants shall, at their own expense, engage a registered surveyor to relocate any survey mark that may be disturbed by the development or any associated work. Any information regarding relocation should be supplied to the Land Titles Office and Council.
6. All works are to be constructed at the full cost of the developer, in a manner consistent with Aus-Spec #1 and Council's standard drawings.
7. Prior to commencement of works, the submission of three possible street/road names in order of preference, for the

proposed two (2) new roads within the subdivision, are to be submitted to Council for approval.

8. 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 in residential or commercial lots shall be compacted in accordance with *AS3798-2007 Guidelines on Earthworks for Commercial and Residential Developments*.
9. The developer is to grant Council (or an *Accredited Certifier* on behalf of Council) unrestricted access to the site at all times to enable inspections or testing of the subdivision works.
 - The subdivision works are to be inspected by the Council (or 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
 - Water and sewer line installation prior to backfilling
 - Establishment of line and level for kerb and gutter placement
 - Road and driveway pavement construction (including excavation, formwork and reinforcement)
 - Road pavement surfacing
 - Practical completion

The contractor/owner must arrange an inspection by contacting Council's Development and Community 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.

10. The applicant is to submit a Drainage Report prepared in accordance with the Institution of Engineers publication Australian Rainfall and Run-off to the Principal Certifying Authority for approval prior to the release of the Construction Certificate. The report must demonstrate that stormwater runoff from the site is not increased beyond the existing undeveloped state up to and including a 1.5yr ARI. All storm water detention details including analysis shall be included with the drainage report.

STORMWATER DRAINAGE

11. A minimum of two (2) roof-water outlets per allotment are to be provided in the kerb and gutter at the time of installation of kerb and gutter. Such outlets shall be located near the projected line of allotment side boundaries.

12. 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.
13. Interallotment drainage is to be provided to remove stormwater from any lots that cannot discharge to the street in accordance with Aus Spec #1. Easements not less than 1m wide shall be created over interallotment drainage in favour of upstream allotments.

ROADS, KERBS AND VEHICULAR ACCESS

14. Street signs necessitated by the subdivision are to be installed in accordance with Aus-Spec #1 and Council standards.
15. All accesses must comply with Council's Access Policy, AUSTROADS Part 4A and any other relevant RMS supplements.
16. The developer is to upgrade Fairydale Lane for the full frontage of the proposed subdivision, such that it has the following characteristics:

Item	Requirement
Half Road Pavement Width	5 m @ 3% crossfall
Nature Strip (x1)	4.5 m
Concrete Footpath (x1)	2.5m wide
Seal	Two-coat flush seal -14/7 mm (Double/ Double) as required
Kerb & Gutter	Roll back concrete kerb & gutter
Subsoil Drainage	Behind kerb if required
Underground Drainage	Where gutter flow exceeds 2.5m during minor events or adjacent to intersections.

17. The new roads in the subdivision are to be constructed in accordance with the following:

Item	Requirement
Road Reserve Width	18 m
Pavement Width	9 m @ 3% crossfall
Nature Strip (x2)	4.5 m
Concrete Footpaths (x1)	1.2m wide
Seal	Two-coat flush seal -14/7 mm (Double/ Double) as required

Kerb & Gutter	Roll back concrete kerb & gutter
Subsoil Drainage	Behind kerb if required
Underground Drainage	Where gutter flow exceeds 2.5m during minor events or adjacent to intersections.

EARTHWORKS

18. If any aboriginal artefacts are uncovered or identified during construction earthworks, such work is to cease immediately and the local aboriginal community and National Parks and Wildlife Service are to be notified.

Note: The applicant should contact the Aboriginal Land Council and consult a suitably qualified individual to determine if artefacts were uncovered.

19. Runoff and erosion controls shall be installed prior to clearing and incorporate:-
- diversion of uncontaminated upslope runoff around cleared and/or disturbed areas and areas to be cleared and/or disturbed;
 - sediment control fences at the downslope perimeter of the cleared and/or disturbed area to prevent sediment and other debris escaping from the land to pollute any stream or body of water;
 - maintenance of all erosion control measures at maximum operational capacity until the land is effectively rehabilitated and stabilized beyond the completion of construction.

WATER AND SEWER

20. The developer is to extend and meet the full cost of water and sewerage reticulations to service the development 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.
21. The applicant is to provide separate water and sewer reticulation services to each lot.
22. Three metre wide easements, including associated Section 88B of the *Conveyancing Act 1919* instruments, are to be created in favour of Council over any existing or newly constructed water or sewerage reticulation components located within the subject property, or extended through adjoining private properties as a result of this subdivision.

PRIOR TO THE ISSUE OF THE SUBDIVISION CERTIFICATE

23. 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
24. A linen plan and two (2) copies are to be submitted to Council for approval and endorsement by the General Manager.
25. If the *Subdivision Certificate* is not issued, for any reason whatsoever, by the end of the financial year immediately following the date of determination, then the charges and contributions contained in this consent, may be increased to the current rate at the time of payment.
26. Underground electricity, street lighting and telecommunications are to be supplied to the subdivision.
27. Prior to issue of the *Subdivision Certificate*, Council is to be supplied with:
- A certificate from the appropriate power authority indicating that satisfactory arrangements have been made for provision of electricity supply to the subdivision.
 - A certificate from the appropriate telecommunications authorities indicating that satisfactory arrangements have been made for provision of telephone services to the subdivision.
 - all contributions must be paid to Council and all works required by the consent be completed in accordance with the consent, or
 - an agreement be made between the developer and Council;
 - as to the security to be given to Council that the works will be completed or the contribution paid, and
 - as to when the work will be completed or the contribution paid.
28. 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.
29. The developer must provide Council and land purchasers with a site classification for each lot within the subdivision. The classification is to be carried out at a suitable building site on each lot and is to be carried out by a NATA registered laboratory using method (a) of Clause of AS2870 - 2011. Results are to be submitted to Council prior to issue of the Subdivision Certificate.
30. In accordance with the provisions of section 94 of the *Environmental Planning and Assessment Act 1979* and the Mid-

Western Regional Council Section 94 Developer Contributions Plan, a contribution shall be paid to Council in accordance with this condition for the purpose of: **SUBJECT TO CPI INCREASE**

Stage 1:

Transport Management	
Traffic Management	17,078
Open Space	0
Local Open Space	26,792
District Open Space	36,353
Community Facilities	0
Library Buildings	3,508
Library Resources	4,202
Administration	0
Plan Administration	8,173
TOTAL	96,105

Stage 2:

Transport Management	
Traffic Management	33,017
Open Space	0
Local Open Space	51,798
District Open Space	70,282
Community Facilities	0
Library Buildings	6,782
Library Resources	8,124
Administration	0
Plan Administration	15,800
TOTAL	185,803

31. 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:

Stage 1 (16 lots):

Water Headworks	\$ 132,546
Sewerage Headworks	\$ 58,872
Total Payable	\$ 191,418

Stage 2 (29 lots):

Water Headworks	\$ 222,918
Sewerage Headworks	\$ 103,992
Total Payable	\$ 326,910

(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.

32. 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 \$1650 per lot to cover the cost of installing both the service and a 20mm meter on the water main.

TOTAL PAYABLE 44 x \$1650 = \$72,600

Note: Council does not permit other bodies to connect into 'live' water mains.

OR

33. Where the water service has been provided by the developer. The developer is to provide a water meter for each lot in the subdivision. This can be achieved through providing a water service ending with a lockable ball valve to each lot and make a payment to Council of \$370.00 per lot to cover the cost of a 20mm meter and installation.

TOTAL PAYABLE 44 x \$370 = \$16,280

Note: Council does not permit other bodies to connect into 'live' water mains.

34. The developer is to provide a sewer junction for each dwelling in the subdivision. This can be achieved by making a payment to Council of \$1,450.00 per new junction to cover the cost of Council installing a junction in an existing main.

TOTAL PAYABLE 45 x \$1,450.00 = \$65,250

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

35. In accordance with the provisions of section 94 of the Environmental Planning and Assessment Act 1979 and the Mid-Western Regional Council Section 94 Developer Contributions Plan, a contribution shall be paid to Council for Drainage in Catchment 2A. The contributions are subject to CPI INCREASE

Stage 1: 16 lots x \$5003.79 = \$80 060.64

Stage 2: 29 lots x \$5003.79 = \$145 109.91

The motion was carried with Councillors voting unanimously.

6.2.3 DA0326/2014 – PROPOSED STAGED DEVELOPMENT -
DWELLING – LOT 313 DP 1183266, 52 LUE ROAD MILROY
GOV400038, DA0326/2014

Councillor Walker declared a significant non-pecuniary conflict of interest in Item 6.2.3 as he owns land on the opposite side of the road to the application, left the meeting at 7.04pm and did not participate in discussion or vote in relation to this matter.

MOTION: Thompson / Weatherley

That this Development Application be deferred allowing the applicant to address the concerns raised in the planners' report.

186/14

AMENDMENT: Webb / Martens

1. the report by the Senior Town Planner on Development Application 0326/2014 for the staged development of a dwelling on Lot 313 DP1183266 52 Lue Road, Milroy be received;
2. That Development Application 0326/2014 for the staged development of a dwelling on Lot 313 DP1183266 52 Lue Road, Milroy be refused for the following reasons;
 1. The proposed development for a dwelling to be located within the High Flood Risk Precinct is inconsistent with the Mid-Western Regional Development Control Plan Clause 5.2 Flooding – Development Controls Matrix 2 that does not support residential development in the high risk precinct.
 2. The proposed development for a dwelling to be located within the High flood risk Precinct is inconsistent with Clause 6.2 (1) of the Mid-Western Regional LEP 2012 as the development does not meet the objectives of the clause to minimise risk to life and property associated with flooding.
 3. The proposed development for a dwelling to be located within the High flood risk Precinct is inconsistent with Clause 6.2 (3) of the Mid-Western Regional LEP 2012 as the development is incompatible with the flood hazard, does not incorporate measures to reduce risk and may result in unsustainable social and economic costs to the community as a consequence of flooding.
 4. The proposed development for a dwelling to be located within the High Flood Risk Precinct is inconsistent with the Mid-Western Regional Development Control Plan Clause 5.2 Flooding Development Control, Performance Criteria (c) as a reliable access is not available for evacuation.

5. The proposed development fails to provide a suitable road access which is inconsistent with the Clause 6.9 Essentials Services of the Mid-Western Regional Local Environmental Plan 2012 as Council cannot be satisfied that emergency services can adequately access the site during a flood event or that the future inhabitants will have suitable means of access during flood/storm events.
6. The proposed development for a dwelling with a front setback of 30 metres is inconsistent with the Mid-Western Regional Development Control Plan Clause 6.1 Dwellings in Rural Areas as the setback standard of 60 metres as it will degrade the existing open visual amenity of the locality.
7. The proposed development is not considered to be in the public interest as it will increase the costs to the community during flood events and may lead to further development on the floodplain.
8. The applicant has failed to demonstrate that the intensive plant agriculture use has sufficient water supply which is inconsistent with clause 4.2B of the Mid-Western Regional LEP 2012 and the Comprehensive DCP 2013 Part 6.1.

The amendment was put and carried and on being put as the motion was again carried with Councillors voting as follows:

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

Councillor Walker returned to the meeting at 7.09pm.

6.2.4 MA0080/2014 – INTERNAL ALTERATIONS TO THE KANDOS
BI-CENTENNIAL INDUSTRIAL MUSEUM – LOTS 10 & 11 SEC.
1 DP 8161, 20-24 BUCHANAN STREET KANDOS

GOV400038, MA0080/2014

187/14 MOTION: Shelley / White

That:

1. the report by the Manager, Statutory Planning on the MA0080/2014 – Internal alterations to the Kandos Bi-Centennial Industrial Museum – Lots 10 & 11 Sec. 1 DP 8161, 20-24 Buchanan Street Kandos be received;

2. **MA0080/2014 – Internal alterations to the Kandos Bi-Centennial Industrial Museum – Lots 10 & 11 Sec. 1 DP 8161, 20-24 Buchanan Street Kandos be approved with the following conditions;**

APPROVED PLAN

1. **Development is to be carried out in accordance with stamped plans and drawing forming part of application 0362/2011 received by Council on 15.06.2011 and drawings forming part of application MA0080/2014 received by Council on the 23.04.2014 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.**

GENERAL

1. **Signage indicating the location of disabled parking is to be displayed at the driveway entrance to the site and adjacent to the new building entrance.**
2. **An entrance ramp at grade 1:14 is to be provided; the purpose being to enable wheelchair access to the building.**
3. **Internal upgrades to enable wheelchair access within the building are to be undertaken without compromising significant building fabric.**

HEALTH AND BUILDING

Submission of construction certificate

4. **No work is to commence until such time as Council has received a construction certificate for all the proposed works. Council or an Accredited Certifier may issue construction certificates.**

Construction operating hours

5. **Site works and building works, including the delivery of materials to and from the property are to be carried out between the hours of 7.00 am and 6.00 p.m. only from Mondays to Fridays and between 8.00 am and 1.00 p.m. only on Saturdays. No construction works or deliveries for the construction are to take place on Sundays or public holidays.**

Compliance with Building Code of Australia

6. **All building work must be carried out in accordance with the requirements of the Building Code of Australia. This includes, but is not limited to the following:**
7. **A second exit is to be provided to comply with Part D1.4 of the Building Code of Australia.**
8. **Both exits are to be constructed in accordance with Parts D1.10 and D2.13 of the Building Code of Australia.**

9. Doors and latches are to comply with Parts D2.20 and D2.21 of the Building Code of Australia.
10. Handrails are to be provided to all ramps in accordance with Part D2.17 of the Building Code of Australia.
11. Two disabled car parking spaces shall be provided adjacent to the new entry of the building in accordance with part D3.5 of the Building Code of Australia.
12. Portable fire extinguishers shall be provided in accordance with Part E1.6 of the Building Code of Australia.
13. Exit signs and direction signs shall be upgraded/provided to comply with Part E4.5 of the Building Code of Australia.

Final Fire Safety Certificate

14. On completion of the alterations a copy of the final Fire Safety Certificate is to be provided to the Commissioner of NSW Fire Brigades, Council and a further copy is to be prominently displayed in the building.

Annual Fire Safety Certificate

15. For every 12 month period after the issue of the Final Fire Safety Certificate the owner/agent of the building must provide the Council with a copy of an Annual Fire Safety Certificate certifying that each specified fire safety measure is capable of performing to its specification.

Use Of Building Not To Recommence Until Conditions Of Consent Satisfied

16. The use of the premises is not to recommence until all terms of this consent have been satisfied.

Salinity prevention

17. The strength of the concrete used for the reinforced concrete floor slab must be 25Mpa.

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

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

6.2.5 PLANNING PROPOSALS: YAMBLE CLOSE, LOT 113
DP755433 SNELSON'S LANE GULGONG AND LOT SIZE FOR
MULTI-UNIT HOUSING

GOV400038, LAN900046

188/14 MOTION: Shelley / Weatherley

That:

- 1. the report by the Manager Strategic Planning on the Planning Proposals: Yamble Close, Lot 113 DP755433 Snelson's Lane Gulgong and Lot Size for Multi-unit housing be received;**
- 2. Council prepare a Planning Proposal to**
 - a) amend the minimum lot size in Yamble Close to 2000m²,**
 - b) facilitate the development of a Transport depot in Snelson's Lane Gulgong and**
 - c) reduce the minimum lot size for Multi-unit housing from 400m² to 300m²; and**
- 3. the Planning Proposal be forwarded to the Gateway for determination.**

The motion was carried with Councillors voting unanimously.

6.2.6 MONTHLY DEVELOPMENT APPLICATIONS PROCESSING &
DETERMINED

GOV400038

189/14 MOTION: Shelley / Martens

That the report by the Director, Development and Community Services on the Monthly Development Applications Processing & Determined in April 2014 be received.

The motion was carried with Councillors voting unanimously.

6.2.7 URBAN STORMWATER HARVESTING AND REUSE, MUDGEE

GOV400038, ENV200033

190/14 MOTION: Shelley / Martens

That:

- 1. the report by the Manager, Development Engineering on Urban Stormwater Harvesting and Reuse, in Mudgee be received;**
- 2. Council not proceed with further investigation into stormwater harvesting and reuse in Mudgee.**

The motion was carried with Councillors voting unanimously.

6.2.8 RE-ESTABLISHMENT OF ALCOHOL FREE ZONES

GOV400038, A0130008

191/14 MOTION: Shelley / White

That in the absence of the Deputy Mayor and with the Mayor declaring a conflict of interest and being required to leave the meeting, Councillor Weatherley Chair this section of the meeting.

The motion was carried with Councillors voting unanimously.

Councillor Kennedy declared a pecuniary conflict of interest in Item 6.2.8 as he is a hotel owner, left the meeting at 7.12pm and did not participate in discussion or vote in relation to this matter, and in his absence Councillor Weatherley assumed the Chair.

192/14 MOTION: Thompson / Martens**That:**

- 1. the report by the Manager, Health and Building on the Re-Establishment of Alcohol Free Zones be received;**
- 2. That Council support the re-establishment of Alcohol Free Zones for a further four years within the Central Business Districts of Kandos, Rylstone, Mudgee and Gulgong in order to:**
 - a) Improve community safety by preventing disorderly behaviour caused the by the consumption of alcohol**
 - b) Contribute to increasing and fostering; accessible and safe areas, community confidence and pride in local identity.**
 - c) Assist in preventing damage to business premises and infrastructure by creating safe areas adjacent to those business premises with the Central Business Districts.**

The motion was carried with Councillors voting unanimously.

Councillor Kennedy returned to the meeting at 7.13pm and resumed the Chair.

6.2.9 MONTHLY STATEMENT OF BANK BALANCES AND INVESTMENTS AS AT 30 APRIL 2014

GOV400038, A0100056, A0140304

193/14 MOTION: Walker / Shelley**That:**

- 1. the report by the Manager, Financial Planning on the Monthly statement of bank balances and investments as at 30 April 2014 be received;**
- 2. the certification of the Responsible Accounting Officer be noted.**

The motion was carried with Councillors voting unanimously.

6.2.10 FINANCIAL ASSISTANCE APPLICATIONS

GOV400038, A0100056, A0140201

Councillor Thompson requested that his discretionary funds be allocated to four organisations in Gulgong namely the Gulgong Turf Club (\$600), Henry Lawson Heritage Committee (\$200), Gulgong Sports Council (\$200) and the Save the Gulgong Hospital Committee (\$200).

After making this request, Councillor Thompson declared a pecuniary conflict of interest as he was an executive committee member of all four organisations and left the meeting at 7.18pm. Although Councillor Thompson participated in the discussion, he did not participate in the final voting.

The Council expressed concerns about the pecuniary interest that Councillor Thompson had failed to declare at the beginning of the meeting and then declared after he participated in the discussion. Council withdrew reference to Councillor Thompson's request when the motion was put to the vote.

194/14 MOTION: Shelley / Weatherley

That:

- 1. the report by the Financial Accountant on the Financial Assistance Applications be received;**
- 2. Council note that the Financial Assistance budget for 2013/2014 is fully expended. Councillors should consider any donations from their discretionary funds.**
- 3. Funds be allocated as follows from Councillors' discretionary funds:**

Councillor White	\$100	Disability Support Services
	\$100	Endurance Riders
Councillor Walker	\$500	Endurance Riders
Councillor Weatherley	\$500	Mudgee Performing Arts Society
	\$500	Music and Dramatic Society
	\$500	Twin Town Players
Councillor Martens	\$200	Kids and Carers Kandos
	\$200	Rylstone CWA
	\$200	Mudgee Disability Support Services
Councillor Kennedy	\$2000	Mudgee District Hospital

The motion was carried with Councillors voting unanimously.

Councillor Thompson returned to the meeting at 7.21pm and was informed of Council's decision.

6.2.11 CLASSIFICATION OF LAND – LOT 1 DP 1187003, LIBRARY
LANEWAY 62A MARKET STREET MUDGEE

GOV400038, P0057611

195/14 MOTION: White / Shelley

That:

1. the report by the Revenue & Property Manager on the Classification of Land – Lot 1 DP 1187003, Library Laneway 62A Market Street Mudgee be received;
2. Council notify the public of its intention to classify the land adjacent to the Mudgee Library being Lot 1 DP 1187003 as Operational by exhibiting the proposal for 28 days and should there be no submissions from the public, the lands be so classified as Operational.

The motion was carried with Councillors voting unanimously.

6.2.12 PURCHASE OF LAND FOR HANGAR DEVELOPMENT AT
MUDGEE AIRPORT

GOV400038, F0470025

196/14 MOTION: Weatherley / Martens

That:

1. the report by the General Manager on the Purchase of Land for Hangar Development at Mudgee Airport be received;
2. Council decline the request by Mr Noel Dawson to purchase 3000 square metres of Council land at the Mudgee Airport adjacent to George Campbell Drive containing the aircraft hangar he owns.

The motion was carried with Councillors voting unanimously.

6.2.13 RATES 2014/15

GOV400038, RAT700032

Councillor Shelley left the room at 7.22pm during parts of the discussion on this matter and returned at 7.25pm and participated in the decision.

MOTION: Webb / White

That:

1. the report by the General Manager on the Rates 2014/15 be received;
2. Council maintains its current draft Revenue Policy that is on public exhibition as its preferred option.

197/14

AMENDMENT: Thompson / Kennedy

That Council puts out for public consultation for 28 days (from 23rd May until 20th June 2014) an amended draft Revenue Policy to include options for the portion of rates per category that will be raised in the 2014/15 financial year. Those options to be based on the following options:

- 1. the current draft Revenue Policy that has no increase in the rates revenue for the farmland, business and residential categories and the balance of the rating revenue be allocated to the mining category – being 31.5% and 33.1%.**
- 2. Increasing the rates revenue for the farmland, business and residential categories by 1% with the balance of the rating revenue be allocated to the mining category – being 23.8% and 25.3%.**
- 3. Increase the rates revenue for farmland, business and residential categories by 1% plus the portion of available catch up with the balance of the rating revenue be allocated to the mining category – being 14.6% and 16.1%.**
- 4. Increasing the rates revenue for the farmland, business and residential categories by 2% with the balance of the rating revenue be allocated to the mining category – being 16.1% and 17.5%.**
- 5. Increase the rates revenue for farmland, business and residential categories by 2% plus the portion of available catch up with the balance of the rating revenue be allocated to the mining category – being 6.9% and 8.3%.**

And that Council hold an extraordinary meeting on Monday 23rd June to consider submissions on the revised draft Revenue Policy and the options contained therein and determine at that extra-ordinary meeting the allocation of rating revenue from each category for the 2014/15 financial year.

The amendment was put and carried on the Mayor's casting vote and on being put as the motion was again carried on the Mayor's casting vote with Councillors voting as follows:

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

6.2.14 MAC GROUP APPEAL

GOV400038, A0420251

The Mayor notified that this matter will be deferred pending discussions during the Confidential Section of this meeting.

6.2.15 ECONOMIC DEVELOPMENT AND EVENTS UPDATE Q1 2014

GOV400038, A0820020

198/14 MOTION: Shelley / Walker

That the report by the Economic Development Officer on the Economic Development and Events Update Q1 2014 be received.

The motion was carried with Councillors voting unanimously.

6.2.16 EARLY CHILDHOOD EDUCATION AND CARE SERVICES FACILITY

GOV400038, A0820020, COU500081

199/14 MOTION: Webb / Shelley

That:

- 1. the report by the Economic Development Officer on the Early Childhood Education and Care Services Facility be received;**
- 2. Council proceed with the development of an Early Childhood Education and Care Services Facility on the Council owned land in Saleyards Lane Mudgee;**
- 3. Council does not operate the early Childhood Education and Care Services Facility but calls for expression of interest to operate the said facility and enters into a long term lease (15 Years) with an operator at market rental;**
- 4. the General Manager be delegated authority to immediately proceed with a boundary adjustment to create an allotment of 1456 square metres from the Saleyards Lane property for the purpose of developing an Early Childhood Education and Care Services Facility;**
- 5. the General Manager immediately proceed with obtaining all necessary consents to develop an Early Childhood Education and Care Services Facility on the Saleyards Lane site;**
- 6. the General Manager immediately proceed with the project development for an Early Childhood Education and Care Services Facility including calling for expressions of interest to operate the facility and tenders for the design and construction of the facility;**

7. Council authorises the General Manager and the Mayor to affix the Common Seal of the Council to all documentation with the State Government to have the allocation of the Cobbora Monies being transferred to Council; and
8. Council write to the State Treasurer, the Hon Andrew Constance, the MPs for Dubbo (Troy Grant) and Orange (Andrew Gee) and thank them sincerely for the financial grant that will allow an Early Childhood Education and Care Services Facility to be developed in this Region.

The motion was carried with Councillors voting unanimously.

6.2.17 SEAL EXTENSION NULLO MOUNTAIN ROAD AND LOCHIEL LANE

GOV400038, R9012001

200/14 MOTION: Shelley / Thompson

That:

1. the report by the Business Manager Works on the Seal Extension Nullo Mountain Road and Lochiel Lane be received;
2. Council consider as part of the 2014/15 budget that 2.0km length of steep hill section Nullo Mountain Road to be sealed at a cost of \$120,000 and 20m section at the Lochiel Lane, Mudgee be sealed at a cost of \$4,000.

The motion was carried with Councillors voting unanimously.

6.2.18 AUSTRALIAN DISABILITY ENTERPRISE ACCREDITATION

GOV400038, A0160007

201/14 MOTION: Shelley / Weatherley

That the report by the Business Manager Resources & Recreation on the Australian Disability Enterprise Accreditation be received.

The motion was carried with Councillors voting unanimously.

6.2.19 MUDGEE SHOWGROUND MANAGEMENT COMMITTEE

GOV400038, F0650007

202/14 MOTION: Walker / Shelley

That:

1. the report by the General Manager on the Mudgee Showground Management Committee be received;

2. that the Mudgee Showground Four Year Business Plan be received for information but not adopted as a council document;
3. Council advises the Mudgee Showground's Management Committee that it cannot adopt the four year business plan for the following reasons
 - a number of issues in the plan are contrary to Council policy
 - the additional operating costs stated in the business plan have not been accounted for in the four year forward delivery plan and budget
 - the capital works programme is beyond Council's financial means even if grants were successful and not included in the Council's Long Term Financial Strategy
 - operational costs such as marketing need to be realistically addressed as part of the ongoing operations budget
4. the business plan be referred back to the Mudgee Showground's Management Committee for review and amendment to ensure the plan aligns with Council policy and financial plans;
5. Council receive the minutes of the Mudgee Showground Management Committee from their bi-annual meeting held on the 4th February 2014.

AMENDMENT: Webb / Martens

1. the report by the General Manager on the Mudgee Showground Management Committee be received;
2. that the Mudgee Showground Four Year Business Plan be received and adopted as a council document;
3. Council receive the minutes of the Mudgee Showground Management Committee from their bi-annual meeting held on the 4th February 2014.

The amendment was put and lost on the Mayor's casting vote with Councillors voting as follows:

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

The motion was then put and carried on the Mayor's casting vote with Councillors voting as follows:

Councillors	Ayes	Nayes
Cr Kennedy	✓	

Cr Martens		✓
Cr Shelley	✓	
Cr Thompson		✓
Cr Walker	✓	
Cr Weatherley	✓	
Cr Webb		✓
Cr White		✓

6.2.20 FIXING OF ANNUAL FEES FOR COUNCILLORS AND THE MAYOR

GOV400038, A0110001

MOTION: Walker / Weatherley

That:

1. the report by the Manager Governance on the Fixing of Annual Fees for Councillors and the Mayor be received;
2. Council fix the fees for Councillors and the Mayor for the period July 2014 to June 2015 at \$10,740 for Councillors and \$23,440 for the Mayor;
 - (a) Council pay the Deputy Mayor a fee, to be deducted from the fee payable to the Mayor, for periods of 7 days or more, where the Mayor is unable to carry out the duties of Mayor, such fee to be for the period that the Deputy Mayor acts in the role of the Mayor;
 - (b) the calculation of this fee to be determined at a pro rata rate of the Mayor's annual fee.

203/14 AMENDMENT: Shelley / White

That the current fees payable to Councillors be retained.

The amendment was put and carried and on being put as the motion was again carried with Councillors voting as follows:

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

6.2.21 JULY COUNCIL MEETING

GOV400038

204/14

MOTION: Walker / Weatherley**That:**

1. the report by the General Manager on the July Council Meeting be received;
2. the Council meeting in July be held on Wednesday 23rd July 2014.

AMENDMENT: Webb / White

That:

1. the report by the General Manager on the July Council Meeting be received;
2. the Council meeting in July be held on Wednesday 9th July 2014.

The amendment was put and lost with Councillors voting as follows:

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

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

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

6.2.22 MRTI QUARTERLY REPORT MARCH 2014

GOV400038, F0770077

Councillor White declared a non-pecuniary conflict of interest in Item 6.2.22 as she works in the tourism industry, left the meeting at 7.49pm and did not participate in discussion or vote in relation to this matter.

205/14 MOTION: Shelley / Walker

That:

- 1. the report by the General Manager on the MRTI Quarterly Report March 2014 be received.**
- 2. Council renegotiate with Mudgee Regional Tourism Inc the Key Performance Indicators for the 2014/15 financial year**

The motion was carried with Councillors voting unanimously.

Councillor White returned to the meeting at 7.50pm.

6.2.23 LOCAL TRAFFIC COMMITTEE MINUTES OF MEETING HELD 8 APRIL 2014

GOV400038, A0100009

206/14 MOTION: Walker / Shelley

That the report by the Manager, Development Engineering on the Local Traffic Committee Minutes of Meeting held 8 April 2014 be received.

The motion was carried with Councillors voting unanimously.

6.2.24 CULTURAL DEVELOPMENT COMMITTEE MINUTES

GOV400038, A0420172

207/14 MOTION: Shelley / Walker

That:

- 1. the report by the Manager, Community Services on the Cultural Development Committee Minutes be received;**
- 2. Council note the minutes of the Cultural Development Committee meetings held on 28 April 2014;**
- 3. Council appoint Scott Etherington to the Cultural Development Committee.**

The motion was carried with Councillors voting unanimously.

6.2.25 MUDGEES SPORTS COUNCIL

GOV400038, A0100013

208/14 MOTION: Shelley / Walker**That:**

- 1. the report by the Director, Mid-Western Operations on the Mudgee Sports Council be received;**
- 2. the minutes for the Mudgee Sports Council ordinary monthly meeting held on 28 April and 31 March 2014 be noted.**

The motion was carried with Councillors voting unanimously.

6.2.26 WORK HEALTH AND SAFETY POLICY

GOV400038, A0100021

209/14 MOTION: Shelley / Walker**That:**

- 1. the report by the Manager, People and Culture on the Work Health and Safety Policy be received;**
- 2. Council adopt the Work Health and Safety Policy.**

The motion was carried with Councillors voting unanimously.

6.2.27 MARCH QUARTERLY BUDGET REVIEW

GOV400038, FIN300061

210/14 MOTION: Shelley / Walker**That:**

- 1. the report by the Manager, Financial Planning on the March Quarterly Budget Review be received;**
- 2. the 2013/14 Operational Plan be amended in accordance with the variations listed in the March 2014 Quarterly Budget Review;**
- 3. Council approves the creation of an externally restricted financial reserve in order to allow for the provision of vehicle replacements in Community Transport as required by the funding body, Transport NSW;**
- 4. all works deferred to 2014/15 in the March Quarterly Business Review be included as a submission to amend the 2014/15 Operational Plan to incorporate these works and their corresponding funding;**

5. the surplus (being \$321,000) in the March quarterly budget review be referred to the deliberations of the 2014/15 Operational Plan and Budget submission process.

The motion was carried with Councillors voting unanimously.

Item 7: Urgent Business Without Notice

None

Item 8: Confidential Session

211/14 MOTION: White / Webb

That pursuant to the provisions of Section 10 of the Local Government Act, 1993, the meeting be closed to the public.

Following the motion to close the meeting being moved and seconded, the Manager Governance announced that the following matter would be considered in confidential session and the reason why it was being dealt with in this way.

Subject: MAC Group Appeal

The reason for dealing with this matter confidentially is that it relates to advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege in accordance with Section 10A(2)(g) of the Local Government Act, 1993.

Discussion of this matter in an open meeting would be, on balance, contrary to public interest as it could prejudice Council's negotiations.

Following an enquiry from the Mayor, the Manager Governance advised that there were no written representations in respect of this matter and that no person in the gallery wished to make verbal representations.

The motion was carried with Councillors voting unanimously.

8.1.1 MAC Group Appeal

GOV400038, A0420251

Councillors Martens and Weatherley declared a non-pecuniary conflict of interest in Item 8.1.1 as they were a member of the Joint Regional Planning Panel that made the determination that was appealed to the Land and Environment Court, left the meeting at 7.52pm and did not participate in discussion or vote in relation to this matter.

Upon leaving the meeting, Councillor Weatherley notified the Mayor that he would not be returning to the meeting or attending the Extraordinary Meeting to follow as he was not feeling well.

212/14 MOTION: Walker / Shelley**That:**

1. the report by the General Manager on the MAC Group Appeal be received;
2. Council not appeal the decision of Commissioner Dixon in regard to the MAC Services Group versus Mid-Western Regional Council (2014) in the NSW Land and Environment Court delivered on 29 April 2014;
3. Council release to the community the legal opinion from Lindsay Taylor Lawyers which advises Council not to appeal.

AMENDMENT: Thompson / Webb

That Council write to the Miner's Union and anyone else willing to financially contribute to an appeal and if full financial commitments are made by these parties then Council lodges an appeal by 28th May.

The amendment was put and lost with Councillors voting as follows:

Councillors	Ayes	Nayes
Cr Kennedy		✓
Cr Shelley		✓
Cr Thompson	✓	
Cr Walker		✓
Cr Webb		✓
Cr White		✓

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

Councillors	Ayes	Nayes
Cr Kennedy	✓	
Cr Shelley	✓	
Cr Thompson		✓
Cr Walker	✓	
Cr Webb	✓	
Cr White	✓	

Item 9: Open Council**213/14 MOTION: Shelley / White**

That the Council move to Open Council.

The motion was carried with Councillors voting unanimously.

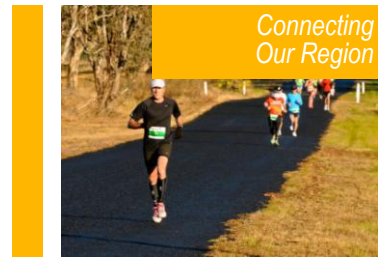
Councillor Martens returned to the meeting at 8.04pm.

The Manager Governance announced the decisions taken in Confidential Session.

Closure

There being no further business the meeting concluded at 8.05pm.

TOWARDS 2030



MID-WESTERN REGIONAL COUNCIL

Delivery Programme 2014-2017
Operational Plan 2014/15



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Forward

Welcome to Council's Delivery Programme 2014-17 and incorporating the 2014/15 Budget and Operational Plan. This is our third year working in the new legislative framework implemented by the State Government and the document reflects the priorities identified in the Community Plan. This document should be read in conjunction with the 10 year Community Strategic Plan and the Resourcing Strategy.

Our focus as a Council is to address the community feedback received from the consultation we undertook with the Community Plan in 2011 and 2013. That feedback requested that Council should focus resources on construction and maintenance of infrastructure, in particular roads.

Council is however restricted by State Government legislation to a rate cap which this year is set at a 2.3% increase in general rate revenue. Council has yet to adopt a revenue policy that will specify the split between rating categories for the 2.3% increase, this will occur after completion of a consultation process which is currently underway.

Council remains in a strong, sustainable financial position. It is important to us as a Council that we retain that good financial position so that future Councils can continue to provide excellent services and growth to our community.

The following is a brief summary of the major initiatives of this plan:

Roads

ULAN ROAD STRATEGY

Council will continue with the upgrades to Ulan Road. The Ulan Road Strategy is a four and a quarter year capital improvement Programme, being undertaken by Council and funded in collaboration with the mines and State Government, to upgrade the standard of Ulan Road leading to an improvement in driving conditions and safety.

COPE ROAD

Council has been successful in obtaining \$6.9 million from State Government for the upgrade and widening of Cope Road. The traffic on Cope Road has significantly increased in recent years due to commuter traffic associated with the operations of coal mines. Council has developed a three year Programme commencing 1 July 2014 for this road upgrade.

FAIRYDALE LANE

Council has attributed \$800,000 to a realigned and upgraded Fairydale Lane to facilitate better access to the new areas of Bellevue and Caerleon.

REHABILITATION (ROADS)

- Henbury Avenue Kandos
- Church Street – Railway Bridge to Spring Road (Heavy patching, pavement repairs and replace kerb and guttering where needed)
- Lue Road – 2km section past Pyangle Road
- Glen Alice Road
- Evans Crossing – Cudgegong Road Rylstone

- Asphalt Mayne Street Gulgong
- Rehabilitation Lewis Street Mudgee
- Rehabilitation Farrelly Street Clandulla
- Market Street (Lawson to Lewis Street) Mudgee
- First Street Mudgee
- Fitzgerald Street Rylstone
- Intersection of Jaques Street and Rodgers Street
- Intersection of Jaques Street and Dangar Street
- Mortimer Street (Cox to Douro Sts) upgrade

PUBLIC CONVENIENCES

- Public toilet upgrades at Lawson & Robertson Park and new facilities at Mudgee Cemetery
- Locate suitable site for Parents Room in Mudgee

CORPORATE & COMMUNITY BUILDINGS PROGRAMME

- Kandos Hall – replace asbestos roof
- Tourism Office – replace carpet and upgrade lighting
- Kandos Hall – replace curtains
- Anzac Park Gulgong – clean and paint rotunda
- Weeds building Operations – demolish and establish car park
- Gulgong Memorial Hall – air conditioning
- Upgrade of electricity supply Mudgee Showground
- Gulgong Office and Library – full upgrade
- Rylstone Depot - amenities repairs
- Kandos Preschool - bathroom upgrade
- Kandos Library - electrical repairs
- Victoria Park - Gulgong - Grandstand repairs
- Rylstone Hall - upgrades to the floor
- Rural Halls upgrade - as required after submissions
- Mudgee Office - roof repairs

In addition, Council will construct a new Early Childhood Education and Care Services facility to assist in meeting the growing demand for early intervention education for children as a result of a \$1million contribution from the Cobbora Coal Project Transition Fund.

WATER

- West Mudgee water distribution extension
- Replacement of water mains lines around the townships
- Water Treatment Plant upgrade to cope for increased growth
- Programme to reduce water loss in system

SEWER

- Planning for the Rylstone - Kandos new sewer scheme
- West Mudgee sewer pump station construction
- Decommissioning Mudgee Sewer Ponds
- Sewer mains pump station replacement

PLAYGROUND UPGRADES

- Dewhurst Reserve, Mudgee
- Noyes Park, Kandos
- Gibly Park, Kandos
- New Park in Doug Gudgeon Drive, Mudgee

PARKS AND GARDENS

- Upgrade of Victoria Park including lighting, resurfacing of the cycle track and new cricket pitches and fencing
- Lighting in Lawson Park to assist in improving safety and reducing vandalism
- Commencement of a project to restore the Lawson Park stone fence

WALKWAYS


- Extension to the pathway to Gulgong Cemetery
- Glen Willow to Putta Bucca
- Complete Kandos to Charbon including pedestrian bridge across the railway line
- Pedestrian Bridge across the Cudgegong River at Bylong Bridge, Rylstone
- Repair and upgrade Rylstone to Kandos cycleway

COMMUNITY SERVICES


- Introduction of a new reading Programme for 2 to 3 year olds called “toddlers tales”
- Initiation of a Mid-Western Region Art Prize
- Increase investment in sculptures across the region
- Plan and design new regional art gallery facility

Council has increased its budget allocation for environmental initiatives including stream weed control, riverbed regeneration and Putta Bucca wetlands.

We thank the community for taking the time to read this plan, and for those who made a submission. Its important that as a council we hear from you, the community. Every submission was presented to, and considered by, Council prior to adoption of this plan.

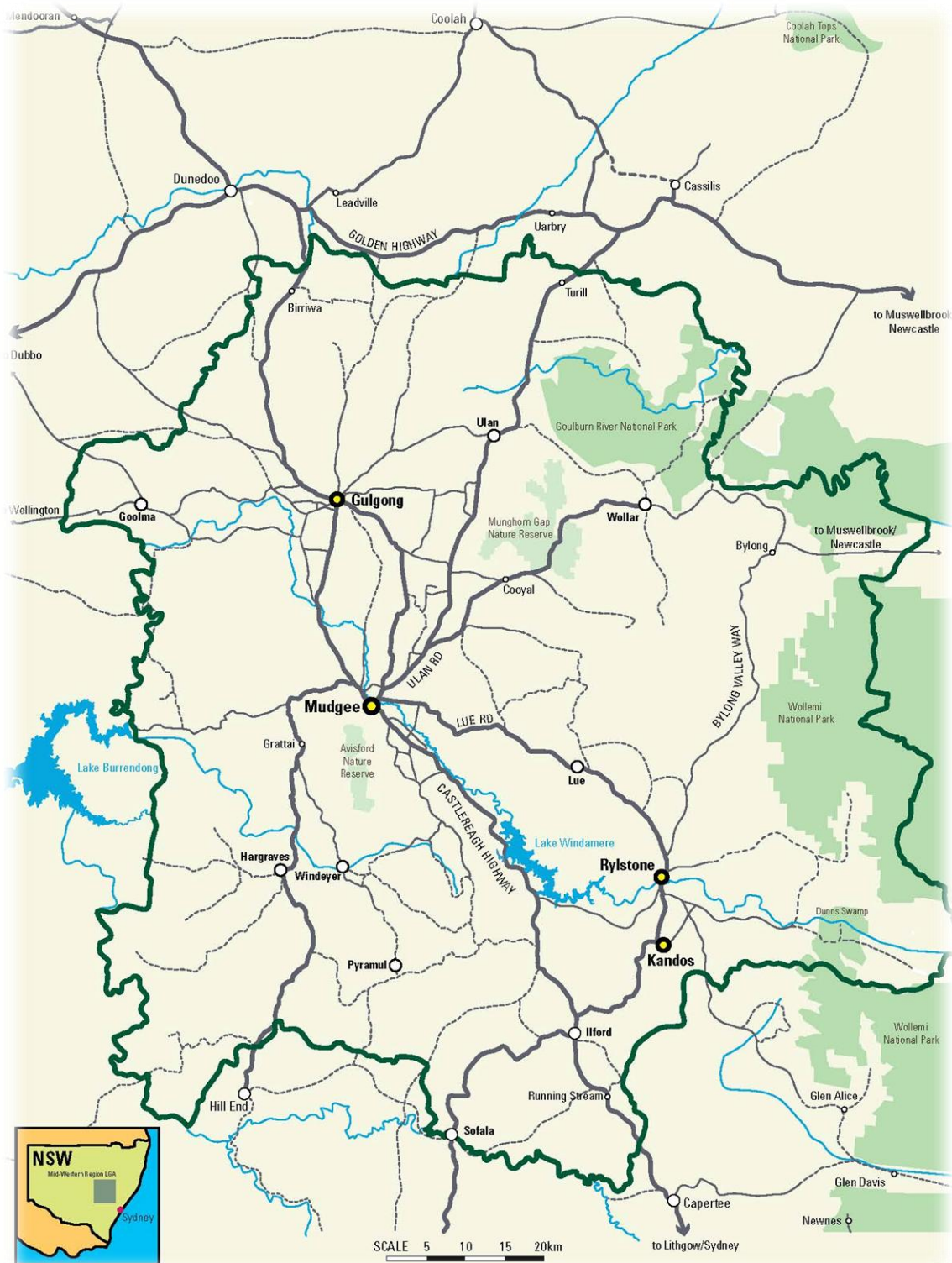
Des Kennedy
Mayor



Brad Cam
Acting General
Manager

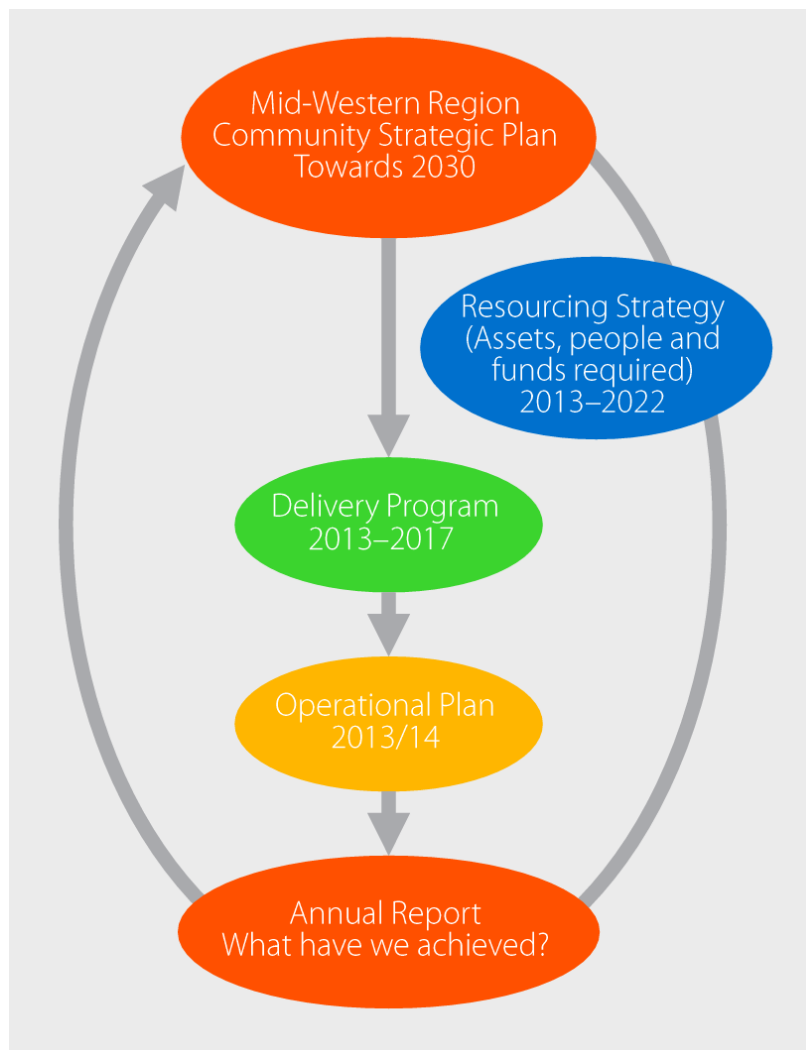


Mid- Western Regional Local Government Area



Overview

Adopted by Council, the Mid-Western Region Community Plan Towards 2030 is Council's highest level strategic plan. The outcomes of the plan not only determine the priorities for the region into the coming years but the services and projects Council will focus on in that time. A Resourcing Strategy including Long Term Financial Plan, Workforce Strategy and Asset Management Planning together with a Delivery Programme, Operational Plan and Annual Report complete the reporting framework.



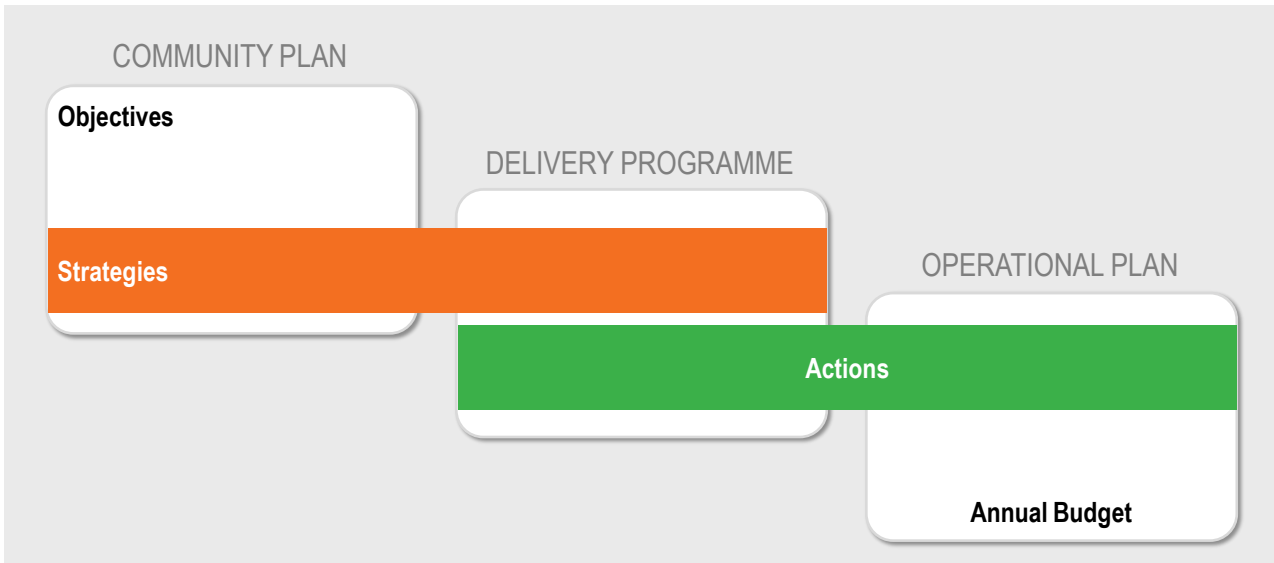
The Delivery Programme details all of the principle activities Council will undertake to achieve the goals established in the Community Plan. The Operational Plan has been integrated into the Delivery Programme and sets out the annual projects and activities to which Council are committed and includes detailed budgets for the projects and services identified under each theme, together with the measure and timeframe.

Council's activities identified in the Delivery Programme/Operational Plan are underpinned by the Resourcing Strategy. The Resourcing Strategy includes:

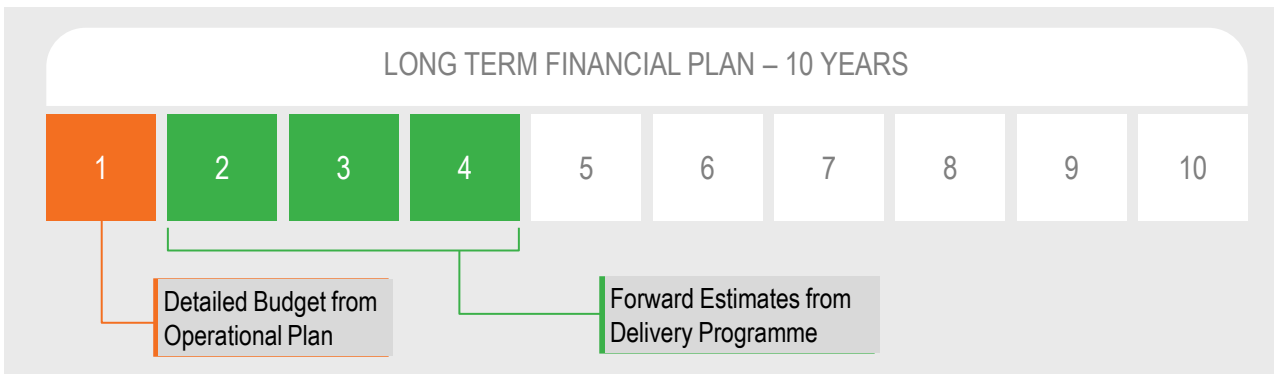
- Long Term Financial Plan (10 Years)
- Workforce Plan (4 Years)
- Asset Management Strategy (10 Years)

The role of the Resourcing Strategy is for Council to demonstrate that it can meet the commitments made in the Delivery Programme/ Operational Plan.

The following diagram illustrates the relationship of the various plans in the planning framework.



The Operational Plan includes a detailed budget of the activities that are to be undertaken each year to achieve the outcomes of the Delivery Programme. The relationship between the Delivery Programme/Operational Plan and Long Term Financial Plan are illustrated in the diagram below.



Delivery Programme and Operational Plan Structure

Council's Delivery Programme and Operational Plan has been prepared in accordance with Sections 404 and 405 of the Local Government Act and details the principal activities to be undertaken by the council to implement the strategies established by the Community Plan within the resources available under the Resourcing Strategy. The hybrid plan also identifies the detailed annual budget for 2014/15, and estimates for the three years after that.

The Delivery Programme has a fixed four year term aligned with the election cycle and is reviewed by the incoming Council within 9 months. Council's Operational Plan details the activities which Council will undertake in the proceeding 12 month period consistent with the broad framework identified in the Delivery Programme and goals of the Community Plan. Council has combined the Delivery Programme and Operational Plan into a single hybrid document. This document represents the second Operational Plan under the four year Delivery Programme adopted by Council.

Council delivers services through three Directorates – Mid-Western Operations; Finance and Administration; and Development and Community Services. The Community Plan identified a number of goals, strategies, and actions around five key themes. The Delivery Programme/Operational Plan has been structured to provide the detailed activities that will be undertaken over the coming 4 years with detailed activities identified for the coming 12 months. Given the relatively small size of the organisation relative to the range of deliverables, there is often overlap between Directorates and Functions (Services) in the delivery of outcomes identified in the five themes in the Community Plan.

This document encompasses the annual budget and works towards the realisation of strategies into actions as identified under each of the five themes of the Community Plan as follows:

THEME	GOAL
Looking after our Community Vibrant towns and villages with a rich history, a safe and healthy community, and a strong sense of community pride – a great place for families	Goal 1.1: A safe and healthy community Goal 1.2: Vibrant towns and villages Goal 1.3: High quality sustainable development Goal 1.4: Effective and efficient delivery of infrastructure Goal 1.5: Meet the diverse needs of the community and create a sense of belonging
Protecting our Natural Environment Conserving and promoting the natural beauty of our region	Goal 2.1: Protect and enhance our natural environment Goal 2.2: Provide total water cycle management Goal 2.3: Live in a clean and environmentally sustainable way
Building a Strong Local Economy A prosperous and diversified economy delivering lifestyle benefits to the community through employment, income and sustainable economic growth	Goal 3.1: A prosperous and diversified economy Goal 3.2: An attractive business and economic environment Goal 3.3: High quality sustainable development Goal 3.4: A range of rewarding and fulfilling career opportunities to attract and retain residents
Connecting our Region Linking towns and villages across our region, and connecting our region to the rest of NSW	Goal 4.1: High quality road network that is safe and efficient Goal 4.2: Efficient connection of the region to major towns and cities

THEME	GOAL
Good Government A strong council that is representative of the community and effective in meeting the needs of our people	Goal 5.1: Strong civic leadership Goal 5.2: Good communications and engagement Goal 5.3: An effective and efficient organisation

The budgets for each service show the various sources of income such as Rates & Annual Charges or Grants & Contributions; the nature of expenditure such as Employee Costs or Borrowing Costs; total capital expenditure; other funding sources such as Developer Contributions or New Loan Borrowings; non-cash entries; transfers to restricted accounts, such as Unspent Grants; and the contribution to the service/function from General Purpose Revenue. The reports set out below are produced at function level, rather than consolidated level. This means that internal transactions are included, and within externally restricted funds such as Water, Sewer, and Waste, contributions from otherwise unrestricted sources within that Fund are shown as Contributions from (to) General Purpose Revenue.

The Delivery Programme and Operational Plan also includes a detailed Capital Works Programme which outlines the 2014/15 budget for all capital works.

Following the Capital Works the Financial Information incorporates Council's Revenue Policy and rating structure, together with assumptions made in the formulation of the forward estimates.

Finally, the Schedule of Fees and Charges for Councils services and facilities can be found at the rear of the document.

Delivery and Operational Plans

This Plan and our goals in each of the themes form part of Council's direction to make this Region a better place to live, work, play and invest.

THEME 1 – LOOKING AFTER OUR COMMUNITY

Vibrant towns and villages with a rich history, a safe and healthy community and a strong sense of community pride – a great place for families. Activities that fall under this theme include:

- Community Services – aged & disabled, youth, family day care
- Emergency Services
- Town Planning
- Libraries
- Sporting Grounds
- Parks & Gardens
- Community Centres & Public Halls

THEME 2 – PROTECTING OUR NATURAL ENVIRONMENT

Conserving and promoting the natural beauty of our region. Activities that fall under this theme include:

- Solid Waste Management
- Street Cleaning
- Water Supply
- Sewerage Services
- Stormwater & Drainage
- Environmental Programmes

THEME 3 – BUILDING A STRONG LOCAL ECONOMY

A prosperous and diversified economy delivering lifestyle benefits to the community through employment, income and sustainable economic growth. Activities that fall under this theme include:

- Caravan Parks
- Tourism & Area Promotion
- Industry Development
- Saleyards
- Real Estate Development
- Events Management

THEME 4 – CONNECTING OUR REGION

Linking towns and villages across our region, and connecting our region to the rest of NSW.

Activities that fall under this theme include:

- Local Roads Network – Urban & Rural Programmes
- Regional Roads Network – Urban & Rural Programmes
- Regional Roads
- Bridges
- Footpaths
- State Roads

THEME 5 – GOOD GOVERNMENT

A strong Council that is representative of the community and effective in meeting the needs of our people. Activities that fall under this theme include:

- Councillors
- Corporate Support
- Mid-Western Operations
- Treasury

Theme 1: Looking after our community

OUTCOME: *Vibrant towns and villages with a rich history, a safe and healthy community, and a strong sense of community pride – a great place for families*

Goal 1.1: A safe and healthy community

Goal 1.2: Vibrant towns and villages

Goal 1.3: Effective and efficient delivery of infrastructure

Goal 1.4: Meet the diverse needs of the community and create a sense of belonging

GOALS, STRATEGIES & ACTIONS

Goal 1.1: A safe and healthy community

Strategy 1.1.1 Maintain the provision of high quality, accessible community services that meet the needs of our community

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Provide comprehensive community support Programmes that embrace social justice and access and equity	30/06/2017	Meals on Wheels	Number of meals delivered	30/06/2015	Community Services
		Respite Care	Number of hours of care provided	30/06/2015	Community Services
		Home Modification & Maintenance	Number of modification and maintenance jobs undertaken	30/06/2015	Community Services
		Community Transport	Number of trips	30/06/2015	Community Services
		Youth Services	Successful delivery of Youth Services (100%)	30/06/2015	Community Services
		Family Day Care	Number of care places provided	30/06/2015	Information Services

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (1 YEAR) (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PLAN)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Provide customer focused library and information services	30/06/2017	Investigate options for better delivery of library services	Increase in library visitation	30/06/2015	Information Services
		Continue to run Mobile Library Service within the Region	Mobile borrowings maintained at 2011/12 levels	30/06/2015	Information Services
		Continue to run Children and Youth library programmes including Pre-School Bookworms and school holiday reading Programme	Programmes Implemented	30/06/2015	Information Services
		Up to date and renew library collections	Increase in borrowings	30/06/2015	Information Services
		Maintain Collection Policy	Policy in place and up to date	30/06/2015	Information Services
		Introduce a new reading Programme for 2-3 year olds.	Attendance	30/06/2015	Information Services

Strategy 1.1.2 Work with key partners and the community to lobby for effective health services in our Region

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Ensure commitment to construction of Gulgong MPS	30/06/2017	Work cooperatively with Western NSW Local Health District to facilitate the development of an MPS	Commitment to MPS from Government	100%	Economic Development
		COMPLETED	COMPLETED	COMPLETED	
Explore funding opportunities for improved health services. Work in partnership with Western Local Area Health Network to promote health projects	30/06/2017	Lobby government and industry for funding including potential upgrade of Mudgee Hosipital.	Access to relevant authorities and funding agreements in place	30/06/2015	Economic Development

Strategy 1.1.2 Work with key partners and the community to lobby for effective health services in our Region

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
		Liaise with Western NSW Local Health District and work with local Medical Services Organisations through Inter-agency meetings.	Regular meetings maintained	30/06/2015	<i>Community Services</i>
		Continue to provide accommodation for Doctors in the region	Maintain consistent number of Doctors	30/06/2015	<i>Executive</i>

Strategy 1.1.3 Support networks, programmes and facilities which promote health and wellbeing and encourage healthy lifestyles

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Provide financial assistance in accordance with Council's Financial Assistance Policy	30/06/2017	Continue financial assistance including for local and regional bodies in accordance with Financial Assistance Policy	Budget allocation fully distributed	30/06/2015	<i>Finance</i>

Strategy 1.1.4 Work with key partners and the community to reduce crime, anti social behaviour and improve community safety

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Support and implement programmes which aim to reduce anti-social behaviour.	30/06/2017	Continue to liaise with Police	Reduction in incidences of vandalism	30/06/2015	<i>Executive</i>
		Participate in the Liquor Accord	Continued Representation	30/06/2015	<i>Health & Building</i>
		Maintain Alcohol Free Zones in Town Centres	Extent of AFZ's maintained	30/06/2015	<i>Health & Building</i>

Strategy 1.1.4 Work with key partners and the community to reduce crime, anti social behaviour and improve community safety

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Maintain clean and attractive streets and public spaces where people feel safe	30/06/2017	Maintain presence of street cleaners in all town centres	Initiative ongoing	30/06/2015	<i>Works</i>
Effective animal control regulation	30/06/2017	Utilise website to actively re-home animals	Number of animals re-homed	30/06/2015	<i>Governance</i>
		Media campaign to encourage registration of dogs	Reduction in number of animals impounded	30/06/2015	<i>Governance</i>
		Provision of off lease areas	Continue to provide areas	30/06/2015	<i>Governance</i>

Goal 1.2: Vibrant towns and villages

Strategy 1.2.1 Respect and enhance the historic character of our Region and heritage value of our towns

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Review of Development Control Plan	30/06/2014	Commence the 12 month review of the DCP	Review commenced	30/06/2014	<i>Strategic Planning</i>
Heritage advisory services and Heritage conservation	30/06/2017	COMPLETED	COMPLETED	COMPLETED	
		Provide opportunities for Heritage funding through Local Assistance Programme	Number of owners taking advantage of grants	30/06/2014	<i>Statutory Planning</i>

Strategy 1.2.1 Respect and enhance the historic character of our Region and heritage value of our towns

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
Support and assist preservation of important historical sites in the Region	30/06/2017	Continue to support the Kandos Museum through covering insurance and rate costs.	Payment of costs	30/06/14	Community Services
		Maintain historical sites within the region, for example Red Hill Reserve	Visitors to historical sites within the Region	30/06/2015	Resources & Recreation

Strategy 1.2.2 Manage growth pressure driven by the increase in mining operations in the Region

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Monitor employment and population growth	30/06/2017	Work with State Government to provide updated population estimates based on building statistics and employment growth	Population data updated	30/06/2015	Strategic Planning
Meet regularly with mining companies	30/06/2017	Support the preparation of Central West Regional Land Use Plan	Strategy actions included in local planning initiatives	Ongoing	Strategic Planning
		Quarterly meeting with Mine Managers	100%	30/06/2015	Executive

Strategy 1.2.3 Make available diverse, sustainable, adaptable and affordable housing options through effective land use planning

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Ongoing monitoring of land release and development	30/06/2017	Continue to review and release land for development as required	Suitable land available	30/06/2015	<i>Strategic Planning</i>
		Complete the Urban Release Strategy	Project Completed	30/06/2015	<i>Strategic Planning</i>
Regular updating of the Comprehensive Land Use Strategy	30/06/2017	Complete review of Mudgee Town Structure Plan	Completion of Review	30/06/2015	<i>Strategic Planning</i>
Promote Affordable Housing options within the Region	30/06/2017	Provide funding to lease emergency housing for women and children leaving family violence	Housing provided	30/06/2015	<i>Community Services</i>

Strategy 1.2.4 Maintain and promote the aesthetic appeal of the towns and villages within the Region

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Maintain and beautify civic open space and street access areas within towns and villages in the Region	30/06/2017	Work in partnership with the Public Art Advisory Panel and local groups to apply for grants, buy, and erect sculptures across the region.	Installation of Sculptures	30/06/2015	<i>Community Services</i>

Goal 1.3: Effective and efficient delivery of infrastructure

Strategy 1.3.1 Provide infrastructure and services to cater for the current and future needs of our community

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY

Strategy 1.3.1 Provide infrastructure and services to cater for the current and future needs of our community

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
Review asset management plans and underpin with financial strategy	30/06/2017	Review and update asset management plans for each major category of infrastructure	Review completed and adopted by Council	30/06/2015	Finance
Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region	30/06/2017	Review and where necessary update Parks Management Plans	Plans published	30/06/2015	Resources & Recreation
		Undertake review of public toilet facilities	Review completed	30/06/2015	Resources & Recreation
		Upgrades of public toilets as per the Capital Works Programme 2014/15	Upgrades completed	30/06/2015	Resources & Recreation
		Upgrade play equipment at : Redbank Park, Mudgee Apex Park, Mudgee Pearl Park Gulgong Victoria Par, Mudgee New Park – Melton Road area	Upgrades completed	30/06/2015	Resources & Recreation
		Upgrade the sporting facilities at Victoria Park Mudgee including lighting, resurfacing of cycle track and new cricket pitches.	Upgrades completed	30/06/2015	Resources & Recreation
		Install lighting and commence restoration of stone fence in Lawson Park	Upgrades completed	30/06/2015	Resources & Recreation
		Fencing Number 2 Field at Glen Willow	Upgrades Complete	30/06/2015	Resources & Recreation
		Manage and maintain cemeteries throughout the Region	30/06/2017	Continue maintenance and operation of cemeteries including rural cemeteries	Maintenance undertaken
Manage, plan and maintain buildings and other assets across the Region	30/06/2017	Review data and update sset Management Plans for buildings	AMP's up to date	30/06/2014	Resources & Recreation
		Review data and update Asset Management Plans for Plant & Airport	AMP's up to date	30/06/2014	Plant & Facilities

Strategy 1.3.1 Provide infrastructure and services to cater for the current and future needs of our community

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
		Upgrade of Community Buildings including as per the Capital Works Programme 2014/15	Upgrades completed	30/06/2014	<i>Plant & Facilities</i>
		Complete construction of new pre-school facility	Constriction completed	30/06/2015	<i>Resource and Recreation</i>
Showground upgrades at Gulgong and Rylstone	30/06/2015	Update kiosk and kitchen facilities and other capital works at Rylstone Showground	Upgrades complete	30/06/2015	<i>Resources & Recreation</i>
		Upgrade electricity supply to the Mudgee Showground.	Upgrades Complete	30/06/2015	
		Sponsor upgrades at the Gulgong Showground	Upgrades complete	30/06/2015	<i>Resources & Recreation</i>
Maintain and operate swimming pool centres across the Region	30/06/2017	Continue to provide high quality swimming pool facilities at Mudgee, Gulgong and Kandos	Entrants to swimming pool centres	30/06/2015	<i>Resources & Recreation</i>

Goal 1.4: Meet the diverse needs of the community and create a sense of belonging

Strategy 1.4.1 Support programmes which strengthen the relationships between the range of community groups

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Continue youth representation through the Youth Council	30/06/2017	Provide secretarial support for Youth Council	100% 8 meetings per year	30/06/2015	Community Services
Provide meaningful employment to members of the disabled community	30/06/2017	Maintain policies that support employment for people with disabilities at MWRC	100%	30/06/2015	Human Resources
		Continue Programme at Mudgee Recycling	100%	30/06/2015	Resources & Recreation
Work with lead agencies to ensure adequate provision of a range of services		Continue to attend inter-agency meetings	Attendance	30/06/2015	Community Services
Promote volunteering through the community		Continue to run community services programmes that encourage volunteering including Respite Care, Community Transport, and Meals on Wheels	Number of volunteers	30/06/2015	Community Services

Strategy 1.4.2 Support arts and cultural development across the Region

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Arts and Cultural events promotion	30/06/2017	Support initiatives for events in the region by providing organisational and management assistance	Increase in patronage to existing events and growth in new ones	30/06/2015	Economic Development
		Promote the use Council Facilities for significant events	2 major events per year	30/06/2015	Economic Development

Strategy 1.4.2 Support arts and cultural development across the Region

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
Provision of meeting and exhibition space	30/06/2017	Make existing community buildings available and reasonable cost & promote use and availability through the web site	Increase in bookings for buildings	30/06/2015	Customer Service
		Promote the use of Exhibition Space provided at the new Regional Library	Increase in use of exhibition space	30/06/2015	Customer Service
Coordinate and facilitate cultural and arts projects throughout the Region	30/06/2017	Implement 1 st year recommendations from the pARTicipate investigation.	Implementation	5	Community Services
		Continue to liaise with Cultural Development Committee, Public Art Advisory Panel, Orana Arts and local arts/cultural groups to develop cultural/artistic projects within the Region	Community liaison	30/06/2015	Community Services
		Initiate an Arts Prize for the Mid-Western Region	Event held	30/06/2015	Community Services

Strategy 1.4.3 Provide equitable access to a range of places and spaces for all in the community

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Public facilities to be accessible	30/06/2017	On-going monitoring of existing buildings	Public Buildings comply with Accessibility legislation	30/06/2015	Resources & Recreation
Coordinate the provision of local community centres and halls for community use	30/06/2017	Facilities available	Increase in Income	30/06/2015	Customer Service
Corporate and Community Buildings upgrades	30/06/2017	Implement recommendations and actions of Buildings Strategic Plan	Targets met	30/06/2015	Resources & Recreation

OPERATIONAL PLAN – FORECAST BUDGETS BY SERVICE

FIRE PROTECTION - RFS		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	5	5	6	6	
User Charges & Fees	1	1	1	1	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	50	52	54	55	
Grants & Contributions - Operating	(490)	(505)	(519)	(534)	
Grants & Contributions - Capital	(135)	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(569)	(447)	(460)	(473)	
Expenditure					
Employee Benefits & Oncosts	65	67	69	71	
Borrowing Costs	0	0	0	0	
Materials & Contracts	202	210	216	222	
Depreciation & Amortisation	84	87	89	92	
Other Expenses	562	579	596	612	
Total Expenditure	914	943	970	998	
Net Operating Result	345	496	510	525	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	135	0	0	0	
Net Result After Capital	480	496	510	525	
Funding					
Non-Cash Entries (Depreciation, Accruals)	84	87	89	92	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	396	409	421	433	
Net Result	480	496	510	525	

ANIMAL CONTROL		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	3	3	3	3	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(24)	(25)	(26)	(26)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(22)	(22)	(23)	(24)	
Expenditure					
Employee Benefits & Oncosts	95	98	101	104	
Borrowing Costs	0	0	0	0	
Materials & Contracts	54	56	58	59	
Depreciation & Amortisation	7	7	7	8	
Other Expenses	1	1	1	1	
Total Expenditure	157	162	167	172	
Net Operating Result	136	140	144	149	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	136	140	144	149	
Funding					
Non-Cash Entries (Depreciation, Accruals)	7	7	7	8	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	129	133	137	141	
Net Result	136	140	144	149	

EMERGENCY SERVICES		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	1	1	1	1	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	1	1	1	1	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	8	3	8	3	
Depreciation & Amortisation	31	32	33	34	
Other Expenses	112	115	118	122	
Total Expenditure	150	149	159	158	
Net Operating Result	151	150	160	159	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	151	150	160	159	
Funding					
Non-Cash Entries (Depreciation, Accruals)	31	32	33	34	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	120	118	127	125	
Net Result	151	150	160	159	

PUB ORDER & SAFETY OTHER		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	1	1	1	1	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(72)	(74)	(76)	(79)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(71)	(73)	(75)	(78)	
Expenditure					
Employee Benefits & Oncosts	75	77	80	83	
Borrowing Costs	0	0	0	0	
Materials & Contracts	13	13	13	14	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	0	0	0	0	
Total Expenditure	88	91	94	97	
Net Operating Result	17	18	18	19	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	17	18	18	19	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	17	18	18	19	
Net Result	17	18	18	19	

FOOD CONTROL		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	(17)	(18)	(18)	(19)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	68	69	71	73	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	51	52	53	55	
Expenditure					
Employee Benefits & Oncosts	0	36	40	42	
Borrowing Costs	0	0	0	0	
Materials & Contracts	1	1	1	1	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	0	0	0	0	
Total Expenditure	1	37	41	42	
Net Operating Result	52	89	94	97	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	52	89	94	97	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	52	89	94	97	
Net Result	52	89	94	97	

HEALTH OTHER		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	1	1	1	1	
User Charges & Fees	1	1	1	1	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	1	1	1	1	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	2	2	2	2	
Depreciation & Amortisation	4	4	4	4	
Other Expenses	0	0	0	0	
Total Expenditure	5	5	5	5	
Net Operating Result	6	7	7	7	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	6	7	7	7	
Funding					
Non-Cash Entries (Depreciation, Accruals)	4	4	4	4	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	3	3	3	3	
Net Result	6	7	7	7	

COMMUNITY SERVICES ADMINISTRATION		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	35	36	37	38	
Grants & Contributions - Operating	(106)	(109)	(113)	(116)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(71)	(74)	(76)	(78)	
Expenditure					
Employee Benefits & Oncosts	139	143	147	151	
Borrowing Costs	0	0	0	0	
Materials & Contracts	61	93	65	66	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	10	10	10	11	
Total Expenditure	210	246	222	229	
Net Operating Result	138	172	147	151	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	138	172	147	151	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	138	172	147	151	
Net Result	138	172	147	151	

FAMILY DAY CARE		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	(140)	(144)	(148)	(153)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	5	5	5	5	
Grants & Contributions - Operating	(1,019)	(1,049)	(1,080)	(1,110)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(1,154)	(1,188)	(1,223)	(1,258)	
Expenditure					
Employee Benefits & Oncosts	255	263	271	278	
Borrowing Costs	0	0	0	0	
Materials & Contracts	26	27	28	29	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	872	898	924	951	
Total Expenditure	1,154	1,188	1,223	1,258	
Net Operating Result	0	0	0	0	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	0	0	0	0	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	0	0	0	0	
Net Result	0	0	0	0	

CHILD CARE		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	1	1	1	1	
User Charges & Fees	4	4	4	4	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(56)	(57)	(59)	(61)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(51)	(52)	(54)	(55)	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	6	6	7	7	
Depreciation & Amortisation	33	34	35	35	
Other Expenses	12	12	13	13	
Total Expenditure	51	52	54	55	
Net Operating Result	0	0	0	0	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	0	0	0	0	
Funding					
Non-Cash Entries (Depreciation, Accruals)	33	34	35	35	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(33)	(33)	(34)	(35)	
Net Result	0	0	0	0	

YOUTH SERVICES		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	0	0	0	0	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	50	50	50	50	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	0	0	0	0	
Total Expenditure	50	50	50	50	
Net Operating Result	50	50	50	50	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	50	50	50	50	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	50	50	50	50	
Net Result	50	50	50	50	

AGED & DISABLED		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	5	5	5	5	
User Charges & Fees	(282)	(290)	(299)	(306)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(45)	(47)	(48)	(55)	
Grants & Contributions - Operating	(622)	(641)	(659)	(676)	
Grants & Contributions - Capital	0	0	0	0	
Total Income	(890)	(923)	(943)	(972)	
Expenditure					
Employee Benefits & Oncosts	550	567	583	600	
Borrowing Costs	0	0	0	0	
Materials & Contracts	331	341	351	361	
Depreciation & Amortisation	72	74	76	79	
Other Expenses	34	35	36	37	
Total Expenditure	987	1,017	1,046	1,076	
Net Operating Result	97	94	103	104	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	50	77	52	54	
Net Result After Capital	147	171	155	158	
Funding					
Non-Cash Entries (Depreciation, Accruals)	143	147	152	156	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	4	24	4	2	
Net Result	147	171	155	158	

OTHER COMMUNITY SERVICES		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(1)	(1)	(1)	(1)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Total Income	(1)	(1)	(1)	(1)	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	1	1	1	1	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	0	0	0	0	
Total Expenditure	1	1	1	1	
Net Operating Result	0	0	0	0	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	0	0	0	0	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	0	0	0	0	
Net Result	0	0	0	0	

HOUSING		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(50)	(52)	(53)	(55)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(50)	(52)	(53)	(55)	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	15	15	15	16	
Depreciation & Amortisation	31	31	32	33	
Other Expenses	21	21	21	23	
Total Expenditure	66	67	69	72	
Net Operating Result	16	16	16	17	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	16	16	16	17	
Funding					
Non-Cash Entries (Depreciation, Accruals)	31	31	32	33	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(15)	(16)	(17)	(16)	
Net Result	16	16	16	17	

TOWN PLANNING		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	(608)	(626)	(644)	(662)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	214	221	227	233	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(394)	(405)	(417)	(428)	
Expenditure					
Employee Benefits & Oncosts	1,598	1,652	1,704	1,758	
Borrowing Costs	0	0	0	0	
Materials & Contracts	204	148	149	154	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	6	6	6	6	
Total Expenditure	1,808	1,806	1,860	1,918	
Net Operating Result	1,414	1,401	1,443	1,489	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	1,414	1,401	1,443	1,489	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	60	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	1,354	1,401	1,443	1,489	
Net Result	1,414	1,401	1,443	1,489	

PUBLIC CEMETERIES		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	10	11	11	11	
User Charges & Fees	(227)	(233)	(240)	(247)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	73	75	77	79	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(144)	(148)	(152)	(157)	
Expenditure					
Employee Benefits & Oncosts	207	213	219	226	
Borrowing Costs	0	0	0	0	
Materials & Contracts	129	133	137	141	
Depreciation & Amortisation	5	5	5	5	
Other Expenses	1	1	1	1	
Total Expenditure	343	353	363	373	
Net Operating Result	199	205	211	217	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	24	24	132	40	
Net Result After Capital	223	229	343	257	
Funding					
Non-Cash Entries (Depreciation, Accruals)	5	5	5	5	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	110	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	218	224	228	251	
Net Result	223	229	343	257	

PUBLIC CONVENIENCES		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	1	1	1	1	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	1	1	1	1	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	41	42	43	45	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	1	1	1	1	
Total Expenditure	42	43	44	46	
Net Operating Result	43	44	46	47	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	192	85	87	90	
Net Result After Capital	236	129	133	137	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	192	85	87	90	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	43	44	46	47	
Net Result	236	129	133	137	

PUBLIC LIBRARIES		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	1	1	1	1	
User Charges & Fees	(5)	(5)	(5)	(6)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(182)	(33)	(34)	(35)	
Grants & Contributions - Operating	(89)	(91)	(94)	(96)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(275)	(129)	(132)	(135)	
Expenditure					
Employee Benefits & Oncosts	543	559	575	591	
Borrowing Costs	0	0	0	0	
Materials & Contracts	407	251	258	265	
Depreciation & Amortisation	237	245	252	259	
Other Expenses	30	31	32	33	
Total Expenditure	1,218	1,086	1,116	1,147	
Net Operating Result	942	957	985	1,012	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	83	85	88	90	
Net Result After Capital	1,025	1,042	1,072	1,102	
Funding					
Non-Cash Entries (Depreciation, Accruals)	237	245	252	259	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	13	0	0	0	
Transfer from Developer Contributions	10	11	11	11	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	764	787	809	832	
Net Result	1,025	1,042	1,072	1,102	

MUSEUMS		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	1	1	1	1	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	1	1	1	1	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	10	0	0	0	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	12	7	7	8	
Total Expenditure	22	7	7	8	
Net Operating Result	23	8	8	9	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	116	0	0	0	
Net Result After Capital	139	8	8	9	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	116	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	23	8	8	9	
Net Result	139	8	8	9	

COMMUNITY CENTRES		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(3)	(3)	(3)	(3)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(3)	(3)	(3)	(3)	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	34	36	36	37	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	6	6	6	6	
Total Expenditure	40	41	42	43	
Net Operating Result	37	38	39	40	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	35	0	0	0	
Net Result After Capital	72	38	39	40	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	72	38	39	40	
Net Result	72	38	39	40	

PUBLIC HALLS		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	6	7	7	7	
User Charges & Fees	3	3	3	3	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(44)	(45)	(47)	(48)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(34)	(36)	(37)	(38)	
Expenditure					
Employee Benefits & Oncosts	1	1	1	1	
Borrowing Costs	0	0	0	0	
Materials & Contracts	123	127	130	134	
Depreciation & Amortisation	185	191	196	202	
Other Expenses	21	22	23	23	
Total Expenditure	330	340	350	360	
Net Operating Result	296	305	314	323	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	358	307	316	324	
Net Result After Capital	654	611	629	647	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Non-Cash Entries (Depreciation, Accruals)	185	191	196	202	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	353	301	310	319	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	116	119	123	126	
Net Result	654	611	629	647	

SWIMMING POOLS		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	1	1	1	1	
User Charges & Fees	(143)	(147)	(152)	(156)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	25	26	27	27	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(117)	(121)	(124)	(128)	
Expenditure					
Employee Benefits & Oncosts	433	447	461	475	
Borrowing Costs	0	0	0	0	
Materials & Contracts	289	297	306	314	
Depreciation & Amortisation	235	242	249	256	
Other Expenses	164	169	174	179	
Total Expenditure	1,121	1,155	1,190	1,225	
Net Operating Result	1,004	1,035	1,066	1,097	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	97	0	0	0	
Net Result After Capital	1,101	1,035	1,066	1,097	
Funding					
Non-Cash Entries (Depreciation, Accruals)	235	242	249	256	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	866	793	817	841	
Net Result	1,101	1,035	1,066	1,097	

SPORTING GROUNDS		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	27	28	28	29	
User Charges & Fees	(39)	(42)	(44)	(46)	
Interest & Investment Revenue	(1)	(1)	(1)	(1)	
Other Revenues	(149)	89	92	95	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	(55)	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(217)	74	76	77	
Expenditure					
Employee Benefits & Oncosts	406	464	476	488	
Borrowing Costs	0	0	0	0	
Materials & Contracts	616	624	642	660	
Depreciation & Amortisation	722	744	765	787	
Other Expenses	102	105	108	111	
Total Expenditure	1,846	1,936	1,991	2,046	
Net Operating Result	1,628	2,010	2,066	2,123	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	1,477	840	0	0	
Net Result After Capital	3,105	2,850	2,066	2,123	
Funding					
Non-Cash Entries (Depreciation, Accruals)	722	744	765	787	
Loan Borrowings	0	800	0	0	
Transfer from Reserves	625	20	0	0	
Transfer from Developer Contributions	485	0	0	0	
Transfer from Unexpended Grants	25	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	1,248	1,286	1,301	1,336	
Net Result	3,105	2,850	2,066	2,123	

PARKS & GARDENS		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	15	16	16	17	
User Charges & Fees	46	47	48	50	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	87	89	92	95	
Grants & Contributions - Operating	(6)	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	142	152	156	161	
Expenditure					
Employee Benefits & Oncosts	553	570	586	603	
Borrowing Costs	0	0	0	0	
Materials & Contracts	307	316	326	335	
Depreciation & Amortisation	122	126	129	133	
Other Expenses	30	30	31	32	
Total Expenditure	1,012	1,042	1,073	1,103	
Net Operating Result	1,154	1,194	1,229	1,264	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	756	234	186	189	
Net Result After Capital	1,910	1,428	1,415	1,453	
Funding					
Non-Cash Entries (Depreciation, Accruals)	122	126	129	133	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	242	50	0	0	
Transfer from Developer Contributions	331	83	86	88	
Transfer from Unexpended Grants	23	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	1,192	1,169	1,200	1,231	
Net Result	1,910	1,428	1,415	1,453	

ART GALLERIES		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	0	0	0	0	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	0	0	0	0	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	10	10	10	10	
Total Expenditure	10	10	10	10	
Net Operating Result	10	10	10	10	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	50	4,000	0	0	
Net Result After Capital	60	4,010	10	10	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	4,000	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	60	10	10	10	
Net Result	60	4,010	10	10	

BUILDING CONTROL		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income	0	0	0	0	
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	(348)	(358)	(368)	(379)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(261)	(269)	(277)	(285)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(609)	(627)	(645)	(664)	
Expenditure	0	0	0	0	
Employee Benefits & Oncosts	545	525	542	559	
Borrowing Costs	0	0	0	0	
Materials & Contracts	49	51	39	50	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	4	4	4	4	
Total Expenditure	598	580	584	612	
Net Operating Result	(10)	(47)	(61)	(51)	
Capital Expenditure	0	0	0	0	
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	(10)	(47)	(61)	(51)	
Funding	0	0	0	0	
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(10)	(47)	(61)	(51)	
Net Result	(10)	(47)	(61)	(51)	

URBAN RDS -LOCAL		LOOKING AFTER OUR COMMUNITY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income	0	0	0	0	
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	8	8	8	8	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	(98)	(101)	(104)	(107)	
Grants & Contributions - Capital	(10)	(10)	(11)	(11)	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(101)	(104)	(107)	(110)	
Expenditure	0	0	0	0	
Employee Benefits & Oncosts	190	195	201	207	
Borrowing Costs	0	0	0	0	
Materials & Contracts	185	190	196	201	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	0	0	0	0	
Total Expenditure	374	386	397	408	
Net Operating Result	274	282	290	298	
Capital Expenditure	0	0	0	0	
Loan Repayments	0	0	0	0	
Capital Expenditure	53	44	45	46	
Net Result After Capital	326	326	335	344	
Funding	0	0	0	0	
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	28	29	29	30	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	299	297	306	314	
Net Result	326	326	335	344	

Theme 2: Protecting our Natural Environment

OUTCOME: *Conserving and promoting the natural beauty of our region*

Goal 2.1: Protect and enhance our natural environment

Goal 2.2: Provide total water cycle management

Goal 2.3: Live in a clean and environmentally sustainable way

GOALS, STRATEGIES & ACTIONS

Goal 2.1: Protect and enhance our natural environment

Strategy 2.1.1 Maintain the provision of high quality, accessible community services that meet the needs of our community

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Include biodiversity and heritage as key components in the development application process	30/06/2017	Implement Comprehensive Development Control Plan (DCP) through the development assessment process in relation to environment protection	Number of variations to DCP less than 10%	30/06/2015	<i>Statutory Planning</i>
Manage environmental and cultural factors impacted by physical works on Council lands	30/06/2017	Continue to prepare for Council works	REF completed for all physical works	100%	<i>Strategic Planning</i>
		Work with local Aboriginal Groups	No delays due to miscommunication	100%	<i>Strategic Planning</i>

Strategy 2.1.2 Minimise the impact of mining and other development on the environment both natural and built

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Work with the community and government agencies to identify and	30/06/2017	Address issues as part of Environmental Assessment	100%	30/06/2015	<i>Statutory Planning</i>

Strategy 2.1.2 Minimise the impact of mining and other development on the environment both natural and built

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
address the issues and mitigate impacts associated with mining		Represent Council on Community Consultative Committees		100% 30/06/2015	<i>Executive</i>
Drive the development of studies and strategies aimed at addressing the longer term impacts of mining	30/06/2017	Participate in the mining and resource development taskforce.	Attendance	30/06/2015	<i>Executive</i>
Work with the Department of Planning in the approval process to ensure community concerns are addressed in consents	30/06/2017	Address issues as part of Environmental Assessment	Issues Addressed	30/06/2015	<i>Statutory Planning</i>

Strategy 2.1.3 Raise community awareness of environmental and biodiversity issues

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Deliver projects which work towards protecting biodiversity and regeneration of native environment	30/06/2017	Implement a roadside vegetation management plan	Programme Commenced	30/06/2015	<i>Strategic Planning</i>
		Pursue grant funding for environmental projects	Funding received	30/06/2015	<i>Strategic Planning</i>
Support National Tree Day	30/06/2017	Facilitate National Tree Day	Increase in participation in National Tree Day	30/06/2015	<i>Strategic Planning</i>
Work with schools to promote environmental awareness amongst students	30/06/2017	Green Day	Increase in participation in education programmes	30/06/2015	<i>Strategic Planning</i>

Strategy 2.1.4 Control invasive plant and animal species

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Effective weeds management	30/06/2017	Continue to manage noxious weeds	Increase in the number of properties inspected	30/06/2015	<i>Resources & Recreation</i>
		Provide education through the web site	Reduction in infringement notices issued	30/06/2015	<i>Resources & Recreation</i>
		Undertake weed control on roadsides and Council land	Number of km sprayed	30/06/2015	<i>Resources & Recreation</i>
		Continue to host the Serrated Tussock State Weeds Management Programme	Ongoing Programme	30/06/2015	<i>Governance</i>
Collaborate with agencies to manage feral animals	30/06/2017	Use the web site to raise awareness of the impact of domestic pets on rural land managers	Reduction in complaints	30/06/2015	<i>Resources & Recreation</i>

Goal 2.2: Provide total water cycle management

Strategy 2.2.1 Identify and implement innovative water conservation and sustainable water usage management practices

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Encourage reduced water consumption through Best Practice Pricing	30/06/2017	Continue to implement water pricing with reliance on user charges	Reduction in water consumption	30/06/2015	<i>Finance</i>
Implement water conservation and reuse programmes	30/06/2017	Investigate options for water conservation	Reduction in water consumption	30/06/2015	<i>Water & Sewer</i>
Work to secure water for agriculture and urban use	30/06/2017	Continue to work with State Government to secure domestic water supply	Secure supply of water	30/06/2015	<i>Executive</i>
Promote an active role and participate in the review of the Murray Darling Basin Plan	30/06/2017	Continue to make representations	Issues acknowledged	30/06/2015	<i>Executive</i>

Strategy 2.2.2 Maintain and manage water quantity and quality

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Identify and plan future maintenance, renewals and upgrades for Council's stormwater assets	30/06/2017	Complete drainage works for the detention basin between Horatio Street and Winter Street	Physical Works Completed	30/06/2015	<i>Development Engineering</i>
		Identify and continue urban stormwater improvement Programme	Sites identified and works completed	30/06/2015	<i>Development Engineering</i>
		Identify and undertake culvert replacement & causeway improvement Programme	Sites identified and works completed	30/06/2015	<i>Roads</i>
Achieve NSW Government Best Practice Management of Water Supply and Sewerage	30/06/2017	Implement an integrated Water Cycle Management Strategy	Strategy adopted	30/06/2015	<i>Water & Sewer</i>
		Implement a Drinking Water Management System	Management system adopted	30/11/2015	<i>Water & Sewer</i>
		Review Strategic Business Plans for Seerage and Water Supply Services	Plan adopted	30/06/2015	<i>Water & Sewer</i>
Identify and plan future maintenance, renewals and upgrades for Council's water supply infrastructure	30/06/2017	West Mudgee water distribution extension	Physical works completed	30/06/2014	<i>Water & Sewer</i>
		Identify and undertake mains replacement & improvement Programme	Physical works completed	30/06/2015	<i>Water & Sewer</i>

Strategy 2.2.3 Protect and improve catchments across the Region by supporting Catchment Management Authorities

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Support the Central West Catchment Management and Hunter Central Rivers CMA Catchment Action Plan implementation	30/06/2017	Represent Council on Central West and Hunter CMAs	Meeting attendance	30/06/2015	<i>Strategic Planning</i>
Continue riparian rehabilitation Programme along waterways	30/06/2017	Continue riverbed regeneration	KM's completed	30/06/2015	<i>Strategic Planning</i>
		Continue to manage Putta Bucca Wetlands Project	Visitation	30/06/2015	<i>Resources & Recreation</i>
Provide education to the community of the importance of waterways	30/06/2017	Participate in National Water Week activities	Level of participation		<i>Strategic Planning</i>

Strategy 2.2.4 Maintain and manage waste water quality to meet Environmental Protection Agency (EPA) standards

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Identify and plan future maintenance, renewals and upgrades for Council's sewerage treatment infrastructure	30/06/2017	West Mudgee sewer pump station construction	Physical works completed	30/09/2015	<i>Water & Sewer</i>
		Decommissioning Mudgee Sewer Treatment Plant (Putta Bucca)	Physical works completed	30/06/2015	<i>Water & Sewer</i>
		Identify and undertake mains replacement & improvement Programme	Physical works completed	30/06/2015	<i>Water & Sewer</i>
Improve and develop treatment options to ensure quality of waste water meets EPA standards	30/06/2017	Sewerage treatment plans for Charbon	Investigation commenced	30/06/2015	<i>Water & Sewer</i>
		Continue to improve outgoing water quality at all sewerage treatment plants across the Region	Meeting EPA requirements at all treatment plants	30/06/2015	<i>Water & Sewer</i>

Strategy 2.2.4 Maintain and manage waste water quality to meet Environmental Protection Agency (EPA) standards

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Achieve NSW Government Best Practice Management of Water Supply and Sewerage	30/06/2017	Develop and implement Liquid Trade Waste Policy and Pricing	Policy Adopted	30/06/2015	Water & Sewer

Goal 2.3: Live in a clean and environmentally sustainable way

Strategy 2.3.1 Identify and implement innovative water conservation and sustainable water usage management practices

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Promote a philosophy of Reduce, Reuse, Recycle	30/06/2017	Ongoing education through website	Reduction in tonnage of waste to landfill	30/06/2015	Resources & Recreation
Provide a domestic recycling and waste services for all residents through kerbside collection and rural waste transfer stations	30/06/2017	Kerbside and local recycling facilities	Tonnage of recycling collected	30/06/2015	Resources & Recreation
Promote home composting initiatives for green waste	30/06/2017	Develop an education Programme through Community News	Reduction of green waste	30/06/2015	Resources & Recreation

Strategy 2.3.2 Work regionally and collaboratively to implement strategies that will enhance environmental outcomes in regards to waste management and minimisation

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Participate in regional procurement contracts for waste services that provided added value.	30/06/2017	Regional scrap steel, green waste processing, used motor oil, house hold chemical collection, e-waste	Contracts in place for these services	30/06/2015	Resources & Recreation

Strategy 2.3.2 Work regionally and collaboratively to implement strategies that will enhance environmental outcomes in regards to waste management and minimisation

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Participate in regional investigations for collaborative solutions to problem wastes types.	30/06/2017	Participate in NetWaste steering committee for strategic direction of the group	Reduced landfill tonnes through regional solutions.	30/06/2015	<i>Resources & Recreation</i>
Apply for available grants under the NSW Government 'Waste Less Recycle More' package	30/06/2017	Apply for grants to upgrade or introduce services to the Mid-Western Community that reduces landfill tonnes and Co2 emissions	Number of successful grants received	30/06/2015	<i>Resources & Recreation</i>

Strategy 2.3.3 Support programmes that create environmental awareness

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Build community awareness through environmental education	30/06/2017	Investigate better use of Council's website for environmental awareness	Improvements made	30/06/2015	<i>Strategic Planning</i>
		Facilitate and promote community garden Programmes	Community involvement	30/06/2015	<i>Strategic Planning</i>

Strategy 2.3.4 Consider technologies in Council's facilities, infrastructure and service delivery to reduce ecological footprint

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Implement alternative energy and sustainable technologies in physical works and service delivery	30/06/2017	Nil planned for 2014/15			<i>Resources & Recreation</i>

OPERATIONAL PLAN – FORECAST BUDGETS BY SERVICE

NOXIOUS PLANTS		PROTECTING OUR NATURAL ENVIRONMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	(13)	(13)	(13)	(14)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	(240)	(107)	(110)	(113)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(252)	(119)	(123)	(126)	
Expenditure					
Employee Benefits & Oncosts	631	525	540	556	
Borrowing Costs	0	0	0	0	
Materials & Contracts	203	196	201	207	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	5	4	4	4	
Total Expenditure	839	724	746	767	
Net Operating Result	587	605	623	640	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	587	605	623	640	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	587	605	623	640	
Net Result	587	605	623	640	

DOMESTIC WASTE MANAGEMENT		PROTECTING OUR NATURAL ENVIRONMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	(1,139)	(1,171)	(1,203)	(1,237)	
User Charges & Fees	457	470	484	498	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	170	155	159	164	
Grants & Contributions - Operating	(28)	(28)	(29)	(30)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(540)	(574)	(589)	(606)	
Expenditure					
Employee Benefits & Oncosts	169	174	179	184	
Borrowing Costs	0	0	0	0	
Materials & Contracts	282	291	299	307	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	0	0	0	0	
Total Expenditure	451	464	478	491	
Net Operating Result	(89)	(110)	(112)	(114)	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	(89)	(110)	(112)	(114)	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(89)	(110)	(112)	(114)	
Net Result	(89)	(110)	(112)	(114)	

OTHER WASTE MANAGEMENT		PROTECTING OUR NATURAL ENVIRONMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	(2,431)	(2,552)	(2,678)	(2,810)	
User Charges & Fees	(1,345)	(1,386)	(1,426)	(1,466)	
Interest & Investment Revenue	(167)	(185)	(175)	(207)	
Other Revenues	(135)	(139)	(143)	(147)	
Grants & Contributions - Operating	(318)	(327)	(336)	(345)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(4,397)	(4,588)	(4,758)	(4,976)	
Expenditure					
Employee Benefits & Oncosts	1,805	1,860	1,914	1,968	
Borrowing Costs	48	44	38	33	
Materials & Contracts	1,423	1,466	1,509	1,551	
Depreciation & Amortisation	268	275	283	291	
Other Expenses	41	43	44	45	
Total Expenditure	3,586	3,687	3,788	3,888	
Net Operating Result	(811)	(901)	(971)	(1,089)	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	185	688	1,466	193	
Net Result After Capital	(626)	(214)	495	(896)	
Funding					
Non-Cash Entries (Depreciation, Accruals)	287	295	303	311	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	185	688	1,466	193	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	(700)	(900)	(900)	(1,200)	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(398)	(296)	(374)	(200)	
Net Result	(626)	(214)	495	(896)	

STREET CLEANING		PROTECTING OUR NATURAL ENVIRONMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	2	3	3	3	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	2	3	3	3	
Expenditure					
Employee Benefits & Oncosts	140	144	149	153	
Borrowing Costs	0	0	0	0	
Materials & Contracts	100	103	106	109	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	0	0	0	0	
Total Expenditure	241	248	255	262	
Net Operating Result	243	250	258	265	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	243	250	258	265	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	243	250	258	265	
Net Result	243	250	258	265	

STORM WATER DRAINAGE		PROTECTING OUR NATURAL ENVIRONMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	47	48	49	51	
Grants & Contributions - Operating	(111)	(115)	(118)	(121)	
Grants & Contributions - Capital	(60)	(60)	(60)	(60)	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(125)	(127)	(128)	(130)	
Expenditure					
Employee Benefits & Oncosts	283	292	300	309	
Borrowing Costs	0	0	0	0	
Materials & Contracts	281	289	298	306	
Depreciation & Amortisation	222	229	235	242	
Other Expenses	0	0	0	0	
Total Expenditure	786	810	833	857	
Net Operating Result	661	683	705	726	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	372	381	391	400	
Net Result After Capital	1,033	1,064	1,095	1,126	
Funding					
Non-Cash Entries (Depreciation, Accruals)	222	229	235	242	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	258	265	273	281	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	554	570	587	604	
Net Result	1,033	1,064	1,095	1,126	

ENVIRONMENTAL PROTECTION		PROTECTING OUR NATURAL ENVIRONMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(19)	(18)	(18)	(19)	
Grants & Contributions - Operating	(34)	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(52)	(18)	(18)	(19)	
Expenditure					
Employee Benefits & Oncosts	55	57	58	60	
Borrowing Costs	0	0	0	0	
Materials & Contracts	130	79	80	82	
Depreciation & Amortisation	4	4	4	4	
Other Expenses	1	1	1	1	
Total Expenditure	190	141	144	148	
Net Operating Result	138	123	126	129	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	15	15	15	15	
Net Result After Capital	153	138	141	144	
Funding					
Non-Cash Entries (Depreciation, Accruals)	4	4	4	4	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	21	15	15	15	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	28	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	100	119	122	124	
Net Result	153	138	141	144	

WATER SUPPLIES		PROTECTING OUR NATURAL ENVIRONMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	(1,276)	(1,365)	(1,436)	(1,520)	
User Charges & Fees	(4,872)	(5,164)	(5,424)	(5,698)	
Interest & Investment Revenue	(94)	(127)	(135)	(275)	
Other Revenues	748	713	734	755	
Grants & Contributions - Operating	(67)	(70)	(72)	(75)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(5,562)	(6,011)	(6,332)	(6,813)	
Expenditure					
Employee Benefits & Oncosts	1,623	1,672	1,721	1,770	
Borrowing Costs	243	219	193	166	
Materials & Contracts	1,148	1,184	1,219	1,255	
Depreciation & Amortisation	1,521	1,567	1,612	1,658	
Other Expenses	720	741	763	784	
Total Expenditure	5,255	5,383	5,507	5,633	
Net Operating Result	(307)	(629)	(825)	(1,180)	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	5,820	1,361	2,496	1,139	
Net Result After Capital	5,513	733	1,671	(41)	
Funding					
Non-Cash Entries (Depreciation, Accruals)	1,522	1,567	1,613	1,658	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	1,688	726	1,657	996	
Transfer from Developer Contributions	4,000	500	700	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	(1,200)	(1,500)	(1,800)	(2,200)	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(496)	(561)	(499)	(496)	
Net Result	5,513	733	1,671	(41)	

SEWERAGE SERVICES		PROTECTING OUR NATURAL ENVIRONMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	(4,782)	(5,273)	(5,813)	(6,409)	
User Charges & Fees	(651)	(704)	(760)	(821)	
Interest & Investment Revenue	(101)	(190)	(247)	(60)	
Other Revenues	749	715	736	757	
Grants & Contributions - Operating	(61)	(63)	(65)	(67)	
Grants & Contributions - Capital	0	(1,000)	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(4,846)	(6,514)	(6,150)	(6,601)	
Expenditure					
Employee Benefits & Oncosts	1,452	1,496	1,539	1,583	
Borrowing Costs	641	622	599	825	
Materials & Contracts	615	616	666	654	
Depreciation & Amortisation	1,414	1,456	1,499	1,541	
Other Expenses	303	312	321	331	
Total Expenditure	4,426	4,503	4,624	4,934	
Net Operating Result	(420)	(2,012)	(1,526)	(1,667)	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	1,664	552	988	18,016	
Net Result After Capital	1,244	(1,460)	(538)	16,349	
Funding					
Non-Cash Entries (Depreciation, Accruals)	1,414	1,456	1,499	1,541	
Loan Borrowings	0	0	0	8,000	
Transfer from Reserves	1,618	505	939	7,966	
Transfer from Developer Contributions	0	0	0	2,000	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	(1,400)	(3,000)	(2,600)	(2,600)	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(388)	(421)	(376)	(558)	
Net Result	1,244	(1,460)	(538)	16,349	

Theme 3: Building a strong local economy

OUTCOME: *A prosperous and diversified economy delivering lifestyle benefits to the community through employment, income and sustainable economic growth*

Goal 3.1: A prosperous and diversified economy

Goal 3.2: An attractive business and economic environment

Goal 3.3: High quality sustainable development

Goal 3.4: A range of rewarding and fulfilling career opportunities to attract and retain residents

GOALS, STRATEGIES & ACTIONS

Goal 3.1: A prosperous and diversified economy

Strategy 3.1.1 Support the attraction and retention of a diverse range of businesses and industries

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Business expos targeting businesses that complement key local industries	30/06/2017	Presence at 2-3 conferences or events where the Region can be marketed	Attendance	30/06/2015	<i>Economic Development</i>
Work with business and industry groups to facilitate business development workshops for existing businesses in the region	30/06/2017	Support the business chambers by attendance at meeting as required.	Attendance	30/06/2015	<i>Economic Development</i>
		Investigate Programmes to support new business development and local entrepreneurial activities	Completion of investigation	30/06/15	
Establish a process of capturing and monitoring relevant economic data to identify opportunities, trends and needs of local businesses	30/06/2017	Produce annual update to Economic and Business Profile booklet	Booklet updated	30/06/2015	<i>Economic Development</i>

Strategy 3.1.1 Support the attraction and retention of a diverse range of businesses and industries

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Develop and strengthen partnerships with major employers in the region	30/06/2017	Conduct two Think Tank forums to encourage business leaders to participate in local economic development	Events held	30/06/2015	<i>Economic Development</i>
Work with the community to identify economic development opportunities	30/06/2017	Be aware of new business investors coming to the Region and work with them to promote benefits	Demonstrate contacts and activity	30/06/2015	<i>Economic Development</i>
Work with Mudgee Region Tourism Inc (MRTI) to identify target markets and promote the region	30/06/2017	Develop parameters for target markets in terms of how tourism will be developed in the Region	Demonstrate contacts and activity	30/06/2015	<i>Economic Development</i>
Develop existing events in the region and attract new event proponents to hold major events and festivals in the region	30/06/2017	Identify opportunities to submit bids for new events and conferences and support event proponents holding or wishing to hold events in the Region	Demonstrate contacts and activity	30/06/2015	<i>Economic Development</i>

Strategy 3.1.2 Encourage the development of a skilled and flexible workforce to satisfy local industry and business requirements

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Work with business and industry groups to identify the main skills shortage areas	30/06/2017	Conduct two think tank forums to encourage business leaders to participate in local economic development and provide feedback on skills issues	Events held	30/06/2015	<i>Economic Development</i>
Encourage workers to move to the region for employment opportunities where skills shortages exist	30/06/2017	Presence at 2-3 conferences or events where the Region can be marketed	Attendance	30/06/2015	<i>Economic Development</i>

Goal 3.2: An attractive business and economic environment

Strategy 3.2.1 Promote the region as a great place to live, work, invest and visit

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Provide brand leadership, market the Region's competitive advantages and targeted marketing of investment opportunities	30/06/2017	Presence at 2-3 conferences or events where the Region can be marketed	Attendance	30/06/2015	<i>Economic Development</i>

Strategy 3.2.2 Provide leadership on economic development initiatives and identify resources and infrastructure required to drive investment and economic growth in the region

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Promote the development of infrastructure at the Mudgee Airport as an opportunity for business expansion in the aviation industry	30/06/2017	Review airport development strategy and promotional opportunities in the future.	Strategy updated	30/06/2015	<i>Economic Development</i>
Facilitate the production of a study on investment opportunities in the local property market	30/06/2017	Provide information package regarding development opportunities in property market.	Information available	30/06/2015	<i>Economic Development</i>
Lobby State and Federal Government on infrastructure needs of local businesses including transport and communications linkages	30/06/2017	Continue to lobby government agencies and departments on the provision of infrastructure to meet community needs.	Issues documented	30/06/2015	<i>Executive</i>

Strategy 3.2.3 Support the expansion of essential services (education, health) to match business and industry development in the region

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Lobby State and Federal Government for expanded health and education services	30/06/2017	Continue to lobby government agencies and departments on the provision of infrastructure to meet community needs	Issues documented	30/06/2014	<i>Executive</i>
Work with local service providers to maintain an acceptable level of service delivery	30/06/2017	Work towards highlighting the deficiencies in education needs across the Region in particular Pre-School and High School	Continued liaison with State Government	30/06/2015	<i>Economic Development</i>
		Participate in regional planning working group.	Meeting attendance	30/06/2014	<i>Strategic Planning</i>

Strategy 3.2.4 Develop tools that simplify development processes and encourage high quality commercial and residential development

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Develop a step by step guide to assist potential investors to work through the regulatory framework	30/06/2017	Develop a guide to assist potential investors and developers to work through regulatory framework	Completion of guide	30/06/2015	<i>Strategic Planning</i>
Review plans and controls with economic impacts	30/06/2017	Continue to update and review guides, as required, to keep up with changes in legislation and the economy.	Economic plans reviewed	30/06/2015	<i>Economic Development</i>

Goal 3.3: A range of rewarding and fulfilling career opportunities to attract and retain residents

Strategy 3.3.1 Support projects that create new jobs in the Region and help to build a diverse and multi-skilled workforce

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Work with lead agencies for employment to identify trends and discuss issues impacting employment	30/06/2017	Continue to work with employment agencies to identify trends and develop strategies to assist employment opportunities across the Region	Continued liaison	30/06/2015	<i>Economic Development</i>
Encourage local business to explore traineeships and apprenticeships	30/06/2017	Continue to work with local businesses to promote traineeship and apprenticeship positions, including educating businesses on available government support.	Number of local traineeships/apprenticeships started and level of liaison with businesses	30/06/2015	<i>Economic Development</i>

Strategy 3.3.2 Build strong linkages with institutions providing education, training and employment pathways in the Region

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Work with lead agencies for education in the region and understand their roles and responsibilities in economic development	30/06/2017	Continue to work with education providers on the provision of services to meet community needs	Issues documented	30/06/2015	<i>Economic Development</i>
Pursue opportunities to develop a university outreach campus with offerings aligned to local industries	30/06/2017	Continue to monitor and identify new opportunities as work to date has exhausted all avenues.	Issues documented	30/06/2015	<i>Economic Development</i>

OPERATIONAL PLAN – FORECAST BUDGETS BY SERVICE

CARAVAN PARKS		BUILDING A STRONG LOCAL ECONOMY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(134)	(138)	(142)	(146)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(134)	(138)	(142)	(146)	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	1	1	1	1	
Depreciation & Amortisation	51	1	54	55	
Other Expenses	0	0	0	0	
Total Expenditure	52	2	55	57	
Net Operating Result	(82)	(136)	(87)	(89)	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	157	0	0	0	
Net Result After Capital	75	(136)	(87)	(89)	
Funding					
Non-Cash Entries (Depreciation, Accruals)	51	1	54	55	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	157	0	0	0	
Contribution from (to) General Purpose Revenue	(133)	(137)	(141)	(145)	
Net Result	75	(136)	(87)	(89)	

TOURISM & AREA PROMOTIONS		BUILDING A STRONG LOCAL ECONOMY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(1)	(1)	(1)	(1)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(1)	(1)	(1)	(1)	
Expenditure					
Employee Benefits & Oncosts	90	92	95	98	
Borrowing Costs	0	0	0	0	
Materials & Contracts	424	437	449	462	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	50	52	53	55	
Total Expenditure	564	580	597	614	
Net Operating Result	563	580	597	614	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	14	0	0	0	
Net Result After Capital	577	580	597	614	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	14	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	563	580	597	614	
Net Result	577	580	597	614	

INDUSTRIAL DEVELOPMENT PROMOTION	BUILDING A STRONG LOCAL ECONOMY			
\$'000	2014/15	2015/16	2016/17	2017/18
Income				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain or Loss on Disposal of Assets	0	0	0	0
Total Income	0	0	0	0
Expenditure				
Employee Benefits & Oncosts	125	129	133	137
Borrowing Costs	0	0	0	0
Materials & Contracts	66	68	70	71
Depreciation & Amortisation	0	0	0	0
Other Expenses	1	1	1	1
Total Expenditure	192	198	203	209
Net Operating Result	192	198	203	209
Capital Expenditure				
Loan Repayments	0	0	0	0
Capital Expenditure	0	0	0	0
Net Result After Capital	192	198	203	209
Funding				
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0
Loan Borrowings	0	0	0	0
Transfer from Reserves	0	0	0	0
Transfer from Developer Contributions	0	0	0	0
Transfer from Unexpended Grants	0	0	0	0
Transfer to Reserves	0	0	0	0
Transfer to Developer Contributions	0	0	0	0
Transfer to Unexpended Grants	0	0	0	0
Contribution from (to) General Purpose Revenue	192	198	203	209
Net Result	192	198	203	209

REAL ESTATE DEVELOPMENT	BUILDING A STRONG LOCAL ECONOMY			
\$'000	2014/15	2015/16	2016/17	2017/18
Income	0	0	0	0
Rates & Annual Charges	15	15	16	16
User Charges & Fees	5	5	6	6
Interest & Investment Revenue	0	0	0	0
Other Revenues	(563)	(580)	(597)	(614)
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	(1,000)	0	0	0
Gain or Loss on Disposal of Assets	(1,144)	0	0	0
Total Income	(2,687)	(559)	(575)	(592)
Expenditure	0	0	0	0
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	40	41	42	43
Depreciation & Amortisation	85	87	90	92
Other Expenses	0	0	0	0
Total Expenditure	125	128	132	136
Net Operating Result	(2,563)	(431)	(443)	(456)
Capital Expenditure	0	0	0	0
Loan Repayments	0	0	0	0
Capital Expenditure	1,023	0	0	0
Net Result After Capital	(1,540)	(431)	(443)	(456)
Funding	0	0	0	0
Non-Cash Entries (Depreciation, Accruals)	67	87	90	92
Loan Borrowings	0	0	0	0
Transfer from Reserves	20	0	0	0
Transfer from Developer Contributions	0	0	0	0
Transfer from Unexpended Grants	0	0	0	0
Transfer to Reserves	(1,100)	0	0	0
Transfer to Developer Contributions	0	0	0	0
Transfer to Unexpended Grants	0	0	0	0
Contribution from (to) General Purpose Revenue	(527)	(518)	(533)	(548)
Net Result	(1,540)	(431)	(443)	(456)

SALEYARDS & MARKETS		BUILDING A STRONG LOCAL ECONOMY			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	(321)	(331)	(341)	(350)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	62	64	65	67	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(259)	(267)	(275)	(283)	
Expenditure					
Employee Benefits & Oncosts	84	86	89	92	
Borrowing Costs	3	2	2	2	
Materials & Contracts	64	66	68	70	
Depreciation & Amortisation	173	178	183	188	
Other Expenses	23	23	24	25	
Total Expenditure	346	356	366	376	
Net Operating Result	87	89	91	94	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	30	10	10	11	
Net Result After Capital	117	99	101	105	
Funding					
Non-Cash Entries (Depreciation, Accruals)	173	178	183	188	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	30	10	10	11	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	(15)	(15)	(15)	(15)	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(71)	(74)	(77)	(79)	
Net Result	117	99	101	105	

Theme 4: Connecting Our Region

OUTCOME: *Vibrant towns and villages with a rich history, a safe and healthy community, and a strong sense of community pride – a great place for families*

Goal 4.1: High quality road network that is safe and efficient

Goal 4.2: Efficient connection of the region to major towns and cities

GOALS, STRATEGIES & ACTIONS

Goal 4.1: High quality road network that is safe and efficient

Strategy 4.1.1 Provide traffic management solutions that promote safer local roads and minimise traffic congestion

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Work with the RMS to improve road safety	30/06/2017	Continue to liaise with the RMS on road safety matters	Regular meetings	30/06/2015	Roads
Regulate effective and appropriate user activities on the road network	30/06/2017	Contribute to and support load limit variations and B-Double restrictions on various local roads as necessary	Clear limit/use signage	30/06/2015	Roads
		Review speed limits and traffic management	Regular meetings	30/06/2015	Roads
Partner with Transport NSW regarding local transport needs	30/06/2017	Continue to support the Transport Working Group	Regular meetings	30/06/2015	Roads
Participate in relevant regional transport committees and working parties	30/06/2017	Facilitate the Local Traffic Committee	Regular meetings	30/06/2015	Development Engineer

Strategy 4.1.2 Provide a roads network that balances asset conditions with available resources and community needs

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Annually review the Roads Asset Management Plan	30/06/2017	Continue to update data for Asset Management Plans	Project completed	30/06/2014	Roads
		Undertake Review Roads Strategic Plan	Project completed	30/06/2015	Roads
Implement the works Programme in accordance with the Roads Asset Management Plan	30/06/2017	Complete Operational and Capital Expenditure Programme for Roads and Bridges including Capital Works Refer Capital Works Section 3	Works completed	30/06/2015	Roads
		Manage State Roads in consultation with RMS	Works identified and completed	30/06/2015	Roads
		Continue ongoing maintenance of regional road network	Works identified and completed	30/06/2015	Roads
		Continue reseals, rehabilitation, grading, re-sheeting of Councils local road network consistent with Roads Strategic Plan	Works identified and completed	30/06/2015	Roads
		Continue to undertake upgrades of Ulan Road in accordance with the Ulan Road Strategy	Work completed in accordance with Programme	30/06/2015	Roads
Pursue additional funding for upgrading of roads infrastructure	30/06/2017	Lobby for funding for roads	Funding achieved	30/06/2015	Executive
		Ensure that major developers pay for the impact additional development will have on road network	Funding achieved	30/06/2015	Executive

Strategy 4.1.3 Develop and enhance walking and cycling networks across the Region

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Implement the Pathways Strategic Plan	30/06/2016	Undertaken Kandos to Charbon Pedestrian link and repair and reseal path from Rylstone to Kandos	Works completed		Roads
		Walkways in Gulgong	Works completed	30/06/2015	Roads
		Continue Cudgegong River pedestrian walk way to Glen Willow/Putta Bucca	Works completed	30/06/2015	Roads
		Construct pedestrian bridge at Bylong Bridge, Rylstone.	Works Completed	30/06/2015	Roads

Goal 4.2: Efficient connection of the region to major towns and cities

Strategy 4.2.1 Develop a regional transport network that grows with the needs of business and industry

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Support the continuation of commercial passenger services at Mudgee Airport	30/06/2017	Work with service provider to maintain passenger services to end from Sydney	Services retained	30/06/2015	Executive
		Continue maintenance and operation of Mudgee Airport	Works identified and completed	30/06/2015	Plant & Facilities
Lobby for improved highway linkages along the Great Western Highway and Bells Line	30/06/2017	Continue to lobby for improved access to Western NSW from Sydney	Regular meeting with and access to Local MPs	30/06/2015	Executive

Strategy 4.2.2 Create a communication network that services the needs of our residents and businesses

DELIVERY PROGRAMME (2014/17)

OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)

ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Pursue improved broadband and mobile coverage with Government and major service providers	30/06/2017	Continue to lobby for improved internet speeds and mobile coverage throughout the region	Improved coverage	30/06/2015	<i>Executive</i>

OPERATIONAL PLAN – FORECAST BUDGETS BY SERVICE

URBAN RDS -LOCAL		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	(230)	(236)	(243)	(250)	
Grants & Contributions - Capital	(350)	(350)	(350)	(350)	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(580)	(586)	(593)	(600)	
Expenditure					
Employee Benefits & Oncosts	155	159	164	168	
Borrowing Costs	0	0	0	0	
Materials & Contracts	131	135	138	142	
Depreciation & Amortisation	1,054	1,085	1,117	1,149	
Other Expenses	0	0	0	0	
Total Expenditure	1,339	1,379	1,419	1,459	
Net Operating Result	759	793	826	859	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	2,706	796	809	822	
Net Result After Capital	3,466	1,589	1,635	1,681	
Funding					
Non-Cash Entries (Depreciation, Accruals)	1,054	1,085	1,117	1,149	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	800	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	1,612	503	518	532	
Net Result	3,466	1,589	1,635	1,681	

URBAN RDS -REGIONAL		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	0	0	0	0	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	0	0	0	0	
Depreciation & Amortisation	24	25	25	26	
Other Expenses	0	0	0	0	
Total Expenditure	24	25	25	26	
Net Operating Result	24	25	25	26	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	24	25	25	26	
Funding					
Non-Cash Entries (Depreciation, Accruals)	24	25	25	26	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	0	0	0	0	
Net Result	24	25	25	26	

SEALED RURAL RDS - LOCAL		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	165	170	175	180	
Grants & Contributions - Operating	(917)	(945)	(972)	(1,000)	
Grants & Contributions - Capital	(652)	(652)	(652)	(652)	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(1,404)	(1,427)	(1,449)	(1,472)	
Expenditure					
Employee Benefits & Oncosts	513	528	544	559	
Borrowing Costs	0	0	0	0	
Materials & Contracts	604	571	588	605	
Depreciation & Amortisation	2,200	2,266	2,332	2,398	
Other Expenses	0	0	0	0	
Total Expenditure	3,317	3,366	3,464	3,562	
Net Operating Result	1,912	1,939	2,014	2,090	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	1,672	1,722	1,772	1,823	
Net Result After Capital	3,584	3,661	3,786	3,912	
Funding					
Non-Cash Entries (Depreciation, Accruals)	2,200	2,266	2,332	2,398	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	150	150	150	150	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	49	0	0	0	
Contribution from (to) General Purpose Revenue	1,185	1,245	1,304	1,364	
Net Result	3,584	3,661	3,786	3,912	

SEALED RURAL RDS - REGIONAL		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	278	281	283	286	
Grants & Contributions - Operating	(1,960)	(2,019)	(2,079)	(2,141)	
Grants & Contributions - Capital	(2,564)	(3,244)	(1,891)	(400)	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(4,246)	(4,982)	(3,687)	(2,256)	
Expenditure					
Employee Benefits & Oncosts	223	234	245	256	
Borrowing Costs	0	0	0	0	
Materials & Contracts	515	498	528	557	
Depreciation & Amortisation	1,922	2,081	2,142	2,203	
Other Expenses	0	0	0	0	
Total Expenditure	2,660	2,813	2,915	3,016	
Net Operating Result	(1,586)	(2,169)	(772)	760	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	3,711	4,385	3,052	1,585	
Net Result After Capital	2,125	2,216	2,280	2,345	
Funding					
Non-Cash Entries (Depreciation, Accruals)	1,922	2,081	2,142	2,203	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	202	134	138	142	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	0	0	0	0	
Net Result	2,125	2,216	2,280	2,345	

UNSEALED RURAL RDS -LOCAL		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	165	170	175	180	
Grants & Contributions - Operating	(988)	(996)	(1,005)	(1,013)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(824)	(826)	(830)	(833)	
Expenditure					
Employee Benefits & Oncosts	622	641	659	678	
Borrowing Costs	0	0	0	0	
Materials & Contracts	777	801	824	847	
Depreciation & Amortisation	827	852	877	901	
Other Expenses	0	0	0	0	
Total Expenditure	2,227	2,293	2,360	2,427	
Net Operating Result	1,403	1,467	1,530	1,594	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	1,329	1,241	1,352	1,314	
Net Result After Capital	2,732	2,708	2,883	2,907	
Funding					
Non-Cash Entries (Depreciation, Accruals)	827	852	877	901	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	75	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	1,905	1,856	1,931	2,006	
Net Result	2,732	2,708	2,883	2,907	

UNSEALED RURAL RDS -REGIONAL		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	(338)	(348)	(358)	(368)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(338)	(348)	(358)	(368)	
Expenditure					
Employee Benefits & Oncosts	45	47	48	49	
Borrowing Costs	0	0	0	0	
Materials & Contracts	56	58	59	61	
Depreciation & Amortisation	62	64	66	68	
Other Expenses	0	0	0	0	
Total Expenditure	163	168	173	178	
Net Operating Result	(175)	(180)	(185)	(191)	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	237	244	251	258	
Net Result After Capital	62	64	66	68	
Funding					
Non-Cash Entries (Depreciation, Accruals)	62	64	66	68	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(0)	0	(0)	(0)	
Net Result	62	64	66	68	

BRIDGES SEALED RURAL RDS -LOCAL		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	(51)	(52)	(53)	(56)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(51)	(52)	(53)	(56)	
Expenditure					
Employee Benefits & Oncosts	15	37	39	42	
Borrowing Costs	0	0	0	0	
Materials & Contracts	44	23	24	17	
Depreciation & Amortisation	367	394	405	418	
Other Expenses	0	0	0	0	
Total Expenditure	426	455	468	476	
Net Operating Result	375	403	415	421	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	500	
Net Result After Capital	375	403	415	921	
Funding					
Non-Cash Entries (Depreciation, Accruals)	367	394	405	418	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	8	9	9	503	
Net Result	375	403	415	921	

BRIDGES SEALED RURAL RDS REGIONAL		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	(45)	(46)	(48)	(49)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(45)	(46)	(48)	(49)	
Expenditure					
Employee Benefits & Oncosts	7	8	8	8	
Borrowing Costs	0	0	0	0	
Materials & Contracts	38	39	40	41	
Depreciation & Amortisation	313	346	335	336	
Other Expenses	0	0	0	0	
Total Expenditure	358	392	383	385	
Net Operating Result	313	346	335	336	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	313	346	335	336	
Funding					
Non-Cash Entries (Depreciation, Accruals)	313	346	335	336	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(0)	0	0	0	
Net Result	313	346	335	336	

ULAN ROAD STRATEGY		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	143	153	163	173	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	(3,588)	(4,864)	(4,888)	(4,953)	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(3,445)	(4,711)	(4,724)	(4,779)	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	0	0	0	0	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	0	0	0	0	
Total Expenditure	0	0	0	0	
Net Operating Result	(3,445)	(4,711)	(4,724)	(4,779)	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	3,445	4,711	4,724	4,779	
Net Result After Capital	0	0	0	0	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	0	0	0	0	
Net Result	0	0	0	0	

FOOTPATHS		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	3	3	3	3	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	3	3	3	3	
Expenditure					
Employee Benefits & Oncosts	42	43	44	45	
Borrowing Costs	0	0	0	0	
Materials & Contracts	25	26	27	27	
Depreciation & Amortisation	144	148	153	157	
Other Expenses	0	0	0	0	
Total Expenditure	211	217	224	230	
Net Operating Result	214	220	227	233	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	848	494	277	201	
Net Result After Capital	1,062	714	504	435	
Funding					
Non-Cash Entries (Depreciation, Accruals)	144	148	153	157	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	386	292	275	199	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	532	274	76	78	
Net Result	1,062	714	504	435	

AERODROMES		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	4	4	4	4	
User Charges & Fees	(77)	(79)	(82)	(84)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	21	21	22	23	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	(2,000)	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(2,053)	(54)	(56)	(57)	
Expenditure					
Employee Benefits & Oncosts	99	102	106	109	
Borrowing Costs	0	0	0	0	
Materials & Contracts	75	77	80	82	
Depreciation & Amortisation	89	92	94	97	
Other Expenses	22	23	23	24	
Total Expenditure	285	294	303	312	
Net Operating Result	(1,767)	240	247	255	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	2,000	0	0	0	
Net Result After Capital	233	240	247	255	
Funding					
Non-Cash Entries (Depreciation, Accruals)	90	92	95	98	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	143	148	153	157	
Net Result	233	240	247	255	

PARKING AREAS		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	4	4	4	4	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	(28)	(29)	(30)	(31)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(25)	(25)	(26)	(27)	
Expenditure					
Employee Benefits & Oncosts	12	12	13	13	
Borrowing Costs	0	0	0	0	
Materials & Contracts	5	5	5	5	
Depreciation & Amortisation	450	450	488	502	
Other Expenses	0	0	0	0	
Total Expenditure	467	467	506	521	
Net Operating Result	442	442	480	494	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	442	442	480	494	
Funding					
Non-Cash Entries (Depreciation, Accruals)	450	450	488	502	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	(28)	(29)	(30)	(31)	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	21	21	22	23	
Net Result	442	442	480	494	

RMS WORKS - STATE ROADS		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income	0	0	0	0	
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	(3,210)	(4,306)	(3,402)	(3,498)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	177	182	187	193	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(3,033)	(4,124)	(3,215)	(3,306)	
Expenditure	0	0	0	0	
Employee Benefits & Oncosts	707	728	749	770	
Borrowing Costs	0	0	0	0	
Materials & Contracts	2,105	3,168	2,231	2,294	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	0	0	0	0	
Total Expenditure	2,811	3,896	2,980	3,064	
Net Operating Result	(222)	(228)	(235)	(241)	
Capital Expenditure	0	0	0	0	
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	(222)	(228)	(235)	(241)	
Funding	0	0	0	0	
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(222)	(228)	(235)	(241)	
Net Result	(222)	(228)	(235)	(241)	

STREET LIGHTING		CONNECTING OUR REGION			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income	0	0	0	0	
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	0	0	0	0	
Expenditure	0	0	0	0	
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	0	0	0	0	
Depreciation & Amortisation	6	6	6	6	
Other Expenses	279	287	295	304	
Total Expenditure	284	293	301	310	
Net Operating Result	284	293	301	310	
Capital Expenditure	0	0	0	0	
Loan Repayments	0	0	0	0	
Capital Expenditure	20	0	0	0	
Net Result After Capital	304	293	301	310	
Funding	0	0	0	0	
Non-Cash Entries (Depreciation, Accruals)	6	6	6	6	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	299	287	295	304	
Net Result	304	293	301	310	

Theme 5: Good Government

OUTCOME: A strong council that is representative of our community and effective in meeting the needs of the community

Goal 5.1: Strong civic leadership

Goal 5.2: Good communications and engagement

Goal 5.3: An effective and efficient organisation

GOALS, STRATEGIES & ACTIONS

Goal 5.1: Strong Civic Leadership

Strategy 5.1.1 Provide clear strategic direction through the Community Plan, Delivery Programme and Operational Plans

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Ensure actions of the Operational Plan and Delivery Programme are completed on time, on budget and meets success criteria	30/06/2017	Successful delivery of 2014/15 Operational Plan	Works completed	30/06/2015	<i>Executive</i>

Strategy 5.1.2 Provide accountable and transparent decision making for the community

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Conduct Open Days twice per month	30/06/2017	Continue to hold "Open Day" prior to Council Meetings	100%	30/06/2015	<i>Governance</i>

Strategy 5.1.3 Provide accountable and transparent decision making for the community

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Continue to lobby State and Federal Government on all matters that are of interest to the Mid-Western Region	30/06/2017	Work with the Mayor to access Local Members and Ministers on relevant issues	Regular meeting with and access to Local MPs	30/06/2015	<i>Executive</i>
		Strengthen relationships with local State and Federal members	Regular meeting with and access to Local MPs	30/06/2015	<i>Executive</i>
		Engage with Regional Directors of State Government	Regular meeting with and access to Local MPs	30/06/2015	<i>Executive</i>

Goal 5.2: Good communications and engagement

Strategy 5.2.1 Improve communications between Council and the community and create awareness of Council's roles and responsibilities

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Publish monthly editions of Community News	30/06/2017	Monthly distribution of Community News	Distribution	30/06/2015	<i>Economic Development</i>
Provide an up to date and functional web interface	30/06/2017	Continue to update web site	Increase in hits on website	30/06/2015	<i>Information Services</i>
Regularly report to the community in a variety of interesting ways	30/06/2017	Make full use utilisation of all media avenues including socialmedia, radio and television.	Increase in awareness of operations measured through customer service survey	30/06/2015	<i>Economic Development</i>

Strategy 5.2.1 Improve communications between Council and the community and create awareness of Council's roles and responsibilities

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Operate and maintain a community works request system that provides timely and accurate information and responses	30/06/2017	Maintain Works Request System	Works Requests addressed within 14 days	30/06/2015	<i>Customer Service</i>
Ensure the community has clear information about who to contact in Council	30/06/2017	Provide a customer focused web site	Measured through customer service survey	30/06/2015	<i>Customer Service</i>
Educate the community on Council's roles and responsibilities	30/06/2017	Provide access to Council's corporate planning documents both through the website and Administration Centres	Measured through customer service survey	30/06/2015	<i>Customer Service</i>

Strategy 5.2.2 Encourage community access and participation in Council decision making

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Seek feedback on policy development and local issues	30/06/2017	Continue to utilise to plan for and conduct community engagement activities including surveys and face to face workshops.	Community response to issues	30/06/2015	<i>Economic Development</i>
Provide opportunities and make it easy for the community to participate in and influence decision making	30/06/2017	Encourage attendance at Council Meetings.	Number of representations at Open Day	30/06/2015	<i>Economic Development</i>

Goal 5.3: An effective and efficient organisation

Strategy 5.3.1 Pursue excellence in service delivery

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Benchmark Council's service delivery against relevant organisations	30/06/2017	Provide Planning and Building Statistics to Department of Planning	Council position against comparable size LGA's	30/06/2015	<i>Statutory Planning</i>
		Local Government Reporting	Council position against comparable size LGA's	30/06/2015	<i>Governance</i>
Conduct bi-annual community surveys 2014 & 2016	30/06/2017	Conduct annual satisfaction survey	Response and relative satisfaction	30/06/2015	<i>Customer Service</i>
Reflect on service provision and review work regularly	30/06/2017	Conduct quarterly Council Staff Updates across all work sites	4 meetings held	30/06/2015	<i>Executive</i>
		Work with Staff towards ongoing productivity improvements	Improvements in productivity	30/06/2015	<i>Executive</i>
Provide a responsive customer service function	30/06/2017	Reply to all correspondence within 14 days	100%	30/06/2015	<i>Executive</i>

Strategy 5.3.2 Promote Council as a great place to work for talented people

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Attract, retain and develop a skilled workforce	30/06/2017	Implement a meaningful Training Programme	Programmes delivered	30/06/2015	<i>Human Resources</i>
		Promote our core values of Respect, Integrity and Recognition	Council recognised as workplace of choice	30/06/2015	<i>Human Resources</i>
		Continue to monitor and manage the performance of all employees to meet expectations.	Annual Performance Appraisal process completed.	30/06/2015	<i>Human Resources</i>

Strategy 5.3.2 Promote Council as a great place to work for talented people

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Provide a safe, healthy and non-discriminatory working environment	30/06/2017	Continue promotion of the Work Health and Safety Act and ensure the highest level of workplace safety	Reduced workplace accidents	30/06/2015	Human Resources
		Provide a positive working environment	Staff survey results positive	30/06/2015	Human Resources
Conduct annual Employee Opinion Surveys	30/06/2017	Employee Opinion Survey 2014	Response rate greater than 75%	30/06/2015	Human Resources

Strategy 5.3.3 Prudently manage risks associated with all Council activities

DELIVERY PROGRAMME (2014/17)		OPERATIONAL PLAN (2014/15 PLAN WHICH IS SECOND YEAR OF THE DELIVERY PROGRAMME)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Monitor and review Council's policies and strategies	30/06/2017	Provide up to date Policy Register	Completed and up-to-date	30/06/2015	Governance
Enhance the information systems that support delivery of Council activities	30/06/2017	Redesign website to incorporate responsive design for mobile devices.	Project Completed	30/06/2015	Information Services
Provide long term financial sustainability through sound financial management	30/06/2017	Update and Implement Long Term Financial Plan through Integrated Planning and reporting process	Meet Legislative Requirements	30/06/2015	Finance
Ensure strategic and asset management plans are underpinned by sound financial strategies	30/06/2017	Maintain an up to date asset management system	Meet legislative requirements	30/06/2015	Finance
Comply with relevant accounting standards, taxation legislation and other financial reporting obligations	30/06/2017	Continue to achieve a high standard of financial management	Annual Audit	30/06/2015	Finance

OPERATIONAL PLAN – FORECASTING BUDGETS BY SERVICE

GOVERNANCE		GOOD GOVERNMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(73)	(76)	(78)	(80)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(73)	(76)	(78)	(80)	
Expenditure					
Employee Benefits & Oncosts	10	11	11	11	
Borrowing Costs	0	0	0	0	
Materials & Contracts	105	108	271	115	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	352	352	358	364	
Total Expenditure	467	471	640	490	
Net Operating Result	394	395	563	410	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	3	0	0	0	
Net Result After Capital	397	395	563	410	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	160	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	397	395	403	410	
Net Result	397	395	563	410	

CORPORATE SUPPORT		GOOD GOVERNMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	8	8	9	9	
User Charges & Fees	(52)	(54)	(56)	(57)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(2,139)	(2,070)	(2,130)	(2,191)	
Grants & Contributions - Operating	(59)	(59)	(59)	(59)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(2,242)	(2,174)	(2,236)	(2,299)	
Expenditure					
Employee Benefits & Oncosts	4,419	4,554	4,688	4,820	
Borrowing Costs	368	491	605	560	
Materials & Contracts	1,737	1,594	1,675	1,728	
Depreciation & Amortisation	542	558	574	590	
Other Expenses	769	793	816	839	
Total Expenditure	7,834	7,990	8,358	8,537	
Net Operating Result	5,592	5,817	6,121	6,238	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	520	534	321	330	
Net Result After Capital	6,112	6,351	6,443	6,568	
Funding					
Non-Cash Entries (Depreciation, Accruals)	850	876	901	927	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	215	502	311	320	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	(175)	(180)	(186)	(191)	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	5,222	5,154	5,416	5,512	
Net Result	6,112	6,351	6,443	6,568	

MID-WESTERN OPERATIONS		GOOD GOVERNMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	(6)	(6)	(6)	(7)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	(1,771)	(1,824)	(1,877)	(1,931)	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(1,777)	(1,830)	(1,884)	(1,937)	
Expenditure					
Employee Benefits & Oncosts	1,564	1,661	1,714	1,768	
Borrowing Costs	0	0	0	0	
Materials & Contracts	187	187	192	198	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	27	28	28	29	
Total Expenditure	1,778	1,876	1,934	1,995	
Net Operating Result	1	45	51	58	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	1	45	51	58	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	1	45	51	58	
Net Result	1	45	51	58	

ENGINEERING & WORKS - ASSETS		GOOD GOVERNMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	9	9	9	10	
User Charges & Fees	(18)	(18)	(19)	(19)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	16	16	17	17	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	(351)	(210)	(579)	(778)	
Total Income	(344)	(203)	(572)	(771)	
Expenditure					
Employee Benefits & Oncosts	791	817	843	870	
Borrowing Costs	0	0	0	0	
Materials & Contracts	(3,498)	(3,810)	(4,139)	(4,182)	
Depreciation & Amortisation	1,613	1,662	1,711	1,762	
Other Expenses	225	231	238	245	
Total Expenditure	(869)	(1,100)	(1,347)	(1,304)	
Net Operating Result	(1,214)	(1,303)	(1,918)	(2,075)	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	3,670	1,537	3,436	4,642	
Net Result After Capital	2,456	234	1,518	2,567	
Funding					
Non-Cash Entries (Depreciation, Accruals)	1,571	1,616	1,581	1,762	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	3,361	1,373	2,987	3,864	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	(2,624)	(2,907)	(3,207)	(3,221)	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	148	152	157	161	
Net Result	2,456	234	1,518	2,567	

OTHER BUSINESS UNDERTAKINGS		GOOD GOVERNMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	0	0	0	0	
User Charges & Fees	(200)	(206)	(212)	(218)	
Interest & Investment Revenue	0	0	0	0	
Other Revenues	0	0	0	0	
Grants & Contributions - Operating	0	0	0	0	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(200)	(206)	(212)	(218)	
Expenditure					
Employee Benefits & Oncosts	59	61	63	65	
Borrowing Costs	0	0	0	0	
Materials & Contracts	101	104	107	110	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	0	0	0	0	
Total Expenditure	160	165	170	174	
Net Operating Result	(40)	(41)	(42)	(44)	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	(40)	(41)	(42)	(44)	
Funding					
Non-Cash Entries (Depreciation, Accruals)	0	0	0	0	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	0	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	0	0	0	0	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(40)	(41)	(42)	(44)	
Net Result	(40)	(41)	(42)	(44)	

GENERAL PURPOSE INCOME		GOOD GOVERNMENT			
\$'000	2014/15	2015/16	2016/17	2017/18	
Income					
Rates & Annual Charges	(16,245)	(16,732)	(17,220)	(17,707)	
User Charges & Fees	0	0	0	0	
Interest & Investment Revenue	(696)	(717)	(738)	(758)	
Other Revenues	(1)	(1)	(1)	(1)	
Grants & Contributions - Operating	(4,163)	(4,229)	(4,296)	(4,362)	
Grants & Contributions - Capital	0	0	0	0	
Gain or Loss on Disposal of Assets	0	0	0	0	
Total Income	(21,105)	(21,679)	(22,254)	(22,828)	
Expenditure					
Employee Benefits & Oncosts	0	0	0	0	
Borrowing Costs	0	0	0	0	
Materials & Contracts	0	0	0	0	
Depreciation & Amortisation	0	0	0	0	
Other Expenses	40	41	42	43	
Total Expenditure	40	41	42	43	
Net Operating Result	(21,065)	(21,638)	(22,213)	(22,785)	
Capital Expenditure					
Loan Repayments	0	0	0	0	
Capital Expenditure	0	0	0	0	
Net Result After Capital	(21,065)	(21,638)	(22,213)	(22,785)	
Funding					
Non-Cash Entries (Depreciation, Accruals)	25	26	27	27	
Loan Borrowings	0	0	0	0	
Transfer from Reserves	695	0	0	0	
Transfer from Developer Contributions	0	0	0	0	
Transfer from Unexpended Grants	0	0	0	0	
Transfer to Reserves	(2,092)	(2,153)	(2,214)	(2,275)	
Transfer to Developer Contributions	0	0	0	0	
Transfer to Unexpended Grants	0	0	0	0	
Contribution from (to) General Purpose Revenue	(19,693)	(19,512)	(20,025)	(20,538)	
Net Result	(21,065)	(21,638)	(22,213)	(22,785)	

Capital Works Programme 2014/15

LOOKING AFTER OUR COMMUNITY		\$ '000
Fire Protection - Rfs		
Rural Fire Service - Cudgegong Heritage Building	135	135
Aged & Disabled		
Comm. Transport- Vehicle Purchase	50	50
Public Cemeteries		
Gps Cemetery Sites	24	24
Public Conveniences		
Public Toilets - Capital Upgrades	10	
Public Toilets - Percy Nott Park	110	
Public Toilets - Mudgee Cemetery	40	
Public Toilets - Lawson Park Toilets Upgrade	6	
Public Toilets - Robertson Park Mudgee	6	
Public Toilets - 2015 Upgrades	20	192
Public Libraries		
Library Books	83	83
Museums		
Kandos Museum - Capital	116	116
Community Centres		
Community Centres - Perry St Complex Capital	35	35
Public Halls		
Capital Upgrade - Gulgong Memorial	65	
Capital Upgrade - Rylstone Hall	25	
Capital Upgrade - Kandos Hall	230	
Cap Upgrd-Clandulla Facilities	5	
Capital Upgrade - Kandos Preschool	5	
Anzac Park Gulgong Rotunda	3	
Rural Halls Upgrade	25	358

Swimming Pools

Mudgee Pool Safety Items	45
Gulgong Pool Safety Items	25
Kandos Pool Safety Items	27
	<hr/> 97

Sporting Grounds

Mudgee Showgrounds - Redevelopment	45
Glenwillow Sports Ground Upgrades	40
Rylstone Showground Upgrade	250
Glen Willow Soccer Amenities Rebuild	235
Gulgong Showground Upgrade	250
Victoria Park - Fencing	70
Victoria Park - Grandstand Repairs	10
Billy Dunn Oval - Upgrades	27
Victoria Park Upgrades	500
Playground Upgrade - Gulgong Tennis Courts	50
	<hr/> 1,477

Parks & Gardens

Passive Parks - Landscaping Improvements	5
Playground Equipment Upgrade	6
Sculptures Across The Region	30
Avisford Reserve - Capital	35
Dewhurst Drive Mudgee Playground Upgrade	40
Noyes Park Kandos Playground Upgrade	35
Lawson Park - Lighting	50
Lawson Park - Restoration Stone Fence	50
New Park - Melton Road	250
Victoria Park - Relocate Playground	60
Playground Shading Program	15
Passive Parks - Land Matters	180
	<hr/> 756

Art Galleries

Art Gallery Facility	50
	<hr/> 50

Urban Rds -Local

Street Scape Capital Improvements	16
Street Capital Improvements - Angus Ave	3
Streetscape Improvements - Bellevue Estate	5
Streetscape - Bin Replacement Program	12
Streetscape - Recycling Bin Program	10
Streetscape - Tree Planting Rylstone/Kandos	8
	<hr/> 53

LOOKING AFTER OUR COMMUNITY TOTAL**3,425**

PROTECTING OUR NATURAL ENVIRONMENT \$ '000

Other Waste Management

Rural Waste Depot Upgrades	55
Mudgee Waste Depot Upgrades	30
Waste Sites Rehabilitation	100
	<hr/> 185

Storm Water Drainage

Drainage Capital Improvements	258
Culvert Installations	54
Causeway Improvements	60
	<hr/> 372

Environmental Protection

Env - Putta Bucca Wetlands Capital	15
	<hr/> 15

Water Supplies

Water New Connections	132
Water Augmentation - Gulgong	25
Water Augmentation - Mudgee	5,060
Water Telemetry - Budget Only	20
Water Loss Management Works	26
Water Mains - Capital Budget Only	300
Water Pump Station - Capital Budget Only	64
Raw Water Systems Renewals	15
Water Treatment Plant - Renewals	68
Water Meters - Bulk	110
	<hr/> 5,820

Sewerage Services

Sewer New Connections	46
Sludge Dewatering Mobile Unit	374
Sewer Augmentation - Rylstone & Kandos	530
Sewer Telemetry	20
Sewer Telemetry - Rylstone/Kandos Link	15
Sewer Mains - Capital Budget Only	361
Sewer Pump Station - Capital Budget Only	68
Sewer Pump Station - Flow Metering	50
Sewer Pump Station - Access At Airport	5
Decommission Mudgee Stp Putta Bucca	150
Sewer Treatment Works - Renewals	45
	<hr/> 1,664

PROTECTING OUR NATURAL ENVIRONMENT TOTAL **8,055**

BUILDING A STRONG LOCAL ECONOMY		\$ '000
Caravan Parks		
Cudgegong Waters Amenities		157
		<u>157</u>
Tourism & Area Promotions		
Entrance Signage - Rylstone/Kandos		14
		<u>14</u>
Saleyards & Markets		
Saleyards - Capital Budget Only		10
Saleyards - Parking Area Road Works		20
		<u>30</u>
Real Estate Development		
Property - Kandos Surplus Land Blocks		3
Property - Mortimer St Precinct		20
Commercial Prop - Preschool Facility		1,000
		<u>1,023</u>
BUILDING A STRONG LOCAL ECONOMY TOTAL		<u>1,224</u>

CONNECTING OUR REGION		\$ '000
Urban Rds -Local		
Urban Reseal - Perry Street Mudgee		90
Urban Reseal - Flirtation Hill Lookout Gulgong		9
Urban Reseal - Little Belmore Street Gulgong		15
Urban Reseal - Lowe Street Gulgong		6
Urban Reseal - Mayne Street Gulgong		10
Urban Reseal - Bligh Close Mudgee		3
Urban Reseal - Bulga Street Gulgong		12
Urban Reseal - Coomber Street Rylstone		8
Urban Reseal - Cooyal Street Gulgong		7
Urban Reseal - Dabee Street Rylstone		6
Urban Reseal - Gladstone Street Mudgee		79
Urban Reseal - Jamison Street Kandos		17
Urban Reseal - Mealey Street Mudgee		14
Urban Reseal - Philip Close Mudgee		5
Urban Reseal - Macquarie Drive Mudgee		11
Urban Reseal - Mulgoa Way Mudgee		32
Urban Reseal - Robertson Street Mudgee		15
Urban Reseal - Woodside Close Mudgee		21
Urban Reseal - Lisbon Road Mudgee		18
Urban Roads Kerb & Gutter Capital		22
Fairy Dale Lane Upgrade		800
Rehab - Henbury Avenue Kandos		75
Rehab - Church Street Mudgee		417
Rehab - Mayne St Asphalt, Gulgong		155
Rehab - Lewis St Mudgee Seg 40		175
Rehab - Farrelly St Clandulla Seg 10		20
Rehab - Market St Mudgee Seg 20		140
Rehab - Jacques/Dengar St Kandos		25
Rehab - Jacques/Rodgers St Kandos		25
Rehab - First St Mudgee Seg 10		40
Rehab - Fitzgerald St Rylstone Seg 10		75
Rehab - Mortimer St Mudgee Seg 60 70 80		100
Rehab - Cudgegong Rd Evans Crossing		220
Resheeting - Urban Roads		13
Urban Roads Land Matters Capital		26
		2,706

Sealed Rural Rds -Local

Rural Reseals - Acacia Drive Rylstone	43
Rural Reseals - Gorries Lane Goolma	8
Rural Reseals - Boronia Road Rylstone	20
Rural Reseals - Dabee Road Rylstone	2
Rural Reseals - Dabee Road Rylstone	110
Rural Reseals - Narrango Road Rylstone	130
Rural Reseals - Burrundulla Road Mudgee	96
Rural Reseals - Queens Pinch Road Mudgee	90
Rural Reseals - Rocky Waterhole Road Mudgee	89
Rural Reseals - Yarrabin Road	163
Heavy Patching Budget	101
Rural Rehab - Lue Road	628
Rural Rehab - Glen Alice Road	172
Future Yrs Refs - Budget Only	5
Rural Sealed Road Land Matters	15
	<hr/>
	1,672

Sealed Rural Rds - Regional

Rural Sealed Regional Road Reseals	595
Rural Sealed Regional Road Repair Program	400
Rehab Cope Road Upgrade Budget Only	2,564
Ulan Wollar Road Upgrades	146
Rural Sealed Regional Road Land Matters Capital	5
	<hr/>
	3,711

Unsealed Rural Rds -Local

Seal Extension - Nullo Mountain	120
Seal Extension - Lochiel Ln	4
Resheeting - Budget Only	1,200
Unsealed Roads Land Matters Capital	5
	<hr/>
	1,329

Unsealed Rural Rds -Regional

Rural Unsealed Regional Road Resheeting	52
Seal Extension - Wollar Road	185
	<hr/>
	237

Ulan Road Strategy

Ulan Road Strategy	291
Ulan Road Strategy - Capital Budget Only	3,297
	<hr/>
	3,588

Footpaths

Footways - Capital Budget Only	247
Footways - Bus Shelters	2
Pedestrian - Kandos To Clandulla	100
Pedestrian - Charbon Pedestrian Bridge	99
Pedestrian - Glen Willow Walkway	50
Gulgong Walkway	100
Pedestrian - Rylstone Pedestrian Bridge	200
Cycleway - Rylstone To Kandos Reseal	50
	<hr/> 848

Aerodromes

Airport - Capital Upgrades	2,000
	<hr/> 2,000

Street Lighting

Street Lights - Herbert & Mayne Int	20
	<hr/> 20

CONNECTING OUR REGION TOTAL

16,110

GOOD GOVERNMENT

 \$ '000

Governance

Australia Day Boards	3
	<hr/> 3

Corporate Support

Mudgee Administration Building Upgrade	50
Gulgong Admin Building	90
Mudgee Tourist Office	20
Capital Upgrade - Rylstone Depot	5
Weeds Carpark Capital Upgrade	20
Telephone System - Voip	200
Offsite Records Storage	30
It Corporate Software	15
It - Email Archive Solution	20
	<hr/> 450

Engineering & Works - Assets

Plant Purchases	3,670
	<hr/> 3,670

GOOD GOVERNMENT TOTAL

4,123

Total Capital Program 32,938

Capital Works Programme 2016-2018

LOOKING AFTER OUR COMMUNITY	2016	2017	2018
Aged & Disabled			
Hm&M Vehicle Purchase	27	-	-
Comm. Transport- Vehicle Purchase	51	52	54
	77	52	54
Public Cemeteries			
Mudgee Cemetery Cap Impv	-	95	-
Gulgong Cemetery Cap Impv	-	15	-
Gps Cemetery Sites	24	22	40
	24	132	40
Public Conveniences			
Public Toilets - Capital Upgrades	85	87	90
	85	87	90
Public Libraries			
Library Books	85	88	90
	85	88	90
Public Halls			
Cap Upgrd-Clandulla Facilities	5	5	6
Cap Upgrd-Community Bld-Budget Only	301	310	319
	307	316	324
Sporting Grounds			
Glenwillow Sports Ground Upgrades	800	-	-
Goolma - Tennis Courts	20	-	-
Gulgong Tennis Courts	20	-	-
	840	-	-
Parks & Gardens			
Passive Parks - Landscaping Improvements	5	5	5
Playground Equipment Upgrade	83	86	88
Sculptures Across The Region	30	30	30
Lawson Park - Lighting	50	-	-
Lawson Park - Restoration Stone Fence	50	50	50
Playground Shading Program	15	15	15
	234	186	189
Art Galleries			
Art Gallery Facility	4,000	-	-
	4,000	-	-
Urban Rds -Local			
Street Scape Capital Improvements	16	17	17
Streetscape - Bin Replacement Program	12	13	13
Streetscape - Recycling Bin Program	10	11	11
Streetscape - Tree Planting Rylstone/Kandos	5	5	5
	44	45	46
LOOKING AFTER OUR COMMUNITY TOTAL	5,695	906	833

PROTECTING OUR NATURAL ENVIRONMENT	2016	2017	2018
Other Waste Management			
Rural Waste Depot Upgrades	57	58	60
Mudgee Waste Depot Upgrades	31	32	33
New Tip Construction	-	1,200	-
Waste Sites Rehabilitation	100	130	100
Remote Security Cameras At Wts	-	46	-
New Recycling Plant	500	-	-
	688	1,466	193
Storm Water Drainage			
Drainage Capital Improvements	265	273	281
Culvert Installations	56	58	59
Causeway Improvements	60	60	60
	381	391	400
Environmental Protection			
Env - Putta Bucca Wetlands Capital	15	15	15
	15	15	15
Water Supplies			
Water New Connections	135	139	143
Water Augmentation - Mudgee	500	-	-
Water Telemetry - Budget Only	20	20	20
Water Mains - Capital Budget Only	350	500	550
Water Pump Station - Capital Budget Only	66	76	77
Water Reservoir - Flirtation Hill Gulgong	-	1,500	-
Water Reservoir - Flirtation Hill Mudgee	75	-	80
Raw Water Systems Renewals	15	16	16
Water Treatment Plant - Renewals	85	95	98
Water Meters - Bulk	115	150	155
	1,361	2,496	1,139
Sewerage Services			
Sewer New Connections	47	49	50
Sewer Augmentation - Rylstone & Kandos	-	-	17,000
Sewer Telemetry	20	20	21
Sewer Mains - Capital Budget Only	371	806	830
Sewer Pump Station - Capital Budget Only	69	68	69
Sewer Treatment Works - Renewals	45	45	46
	552	988	18,016
PROTECTING OUR NATURAL ENVIRONMENT TOTAL	2,997	5,356	19,763
BUILDING A STRONG LOCAL ECONOMY	2016	2017	2018
Saleyards & Markets			
Saleyards - Capital Budget Only	10	10	11
	10	10	11
BUILDING A STRONG LOCAL ECONOMY TOTAL	10	10	11

CONNECTING OUR REGION	2016	2017	2018
Urban Rds -Local			
Urban Reseals - Budget Only	388	400	411
Urban Road Rehabs - Budget Only	350	350	350
Urban Roads Kerb & Gutter Capital	23	24	24
Resheeting - Urban Roads	14	14	15
Urban Roads Land Matters Capital	21	21	22
	796	809	822
Sealed Rural Rds -Local			
Rural Sealed Roads Reseals Budget	774	796	819
Rural Sealed Road Rehab & Widening	824	848	872
Heavy Patching Budget	104	107	110
Future Yrs Refs - Budget Only	5	6	6
Rural Sealed Road Land Matters	15	16	16
	1,722	1,772	1,823
Sealed Rural Rds - Regional			
Rural Sealed Regional Road Reseals	659	677	699
Rural Sealed Regional Road Repair Program	800	800	800
Rehab Cope Road Upgrade Budget Only	2,844	1,491	-
Ulan Wollar Road Upgrades	76	79	81
Rural Sealed Regional Road Land Matters Capital	5	5	5
	4,385	3,052	1,585
Unsealed Rural Rds -Local			
Resheeting - Budget Only	1,236	1,272	1,308
Realignment Maloneys Road	-	75	-
Unsealed Roads Land Matters Capital	5	5	6
	1,241	1,352	1,314
Unsealed Rural Rds -Regional			
Rural Unsealed Regional Road Resheeting	53	55	56
Seal Extension - Wollar Road	191	197	202
	244	251	258
Bridges Sealed Rural Rds -Local			
Henbury Bridge	-	-	500
	-	-	500
Ulan Road Strategy			
Ulan Road Strategy	306	321	336
Ulan Road Strategy - Capital Budget Only	4,558	4,567	4,616
	4,864	4,888	4,953
Footpaths			
Footways - Capital Budget Only	120	124	127
Footways - Bus Shelters	2	2	2
Pedestrian - Kandos To Clandulla	21	-	-
Pedestrian - Glen Willow Walkway	50	50	50
Gulgong Walkway	101	101	22
Pedestrian - Rylstone Pedestrian Bridge	150	-	-
Cycleway - Rylstone To Kandos Reseal	50	-	-
	494	277	201
CONNECTING OUR REGION TOTAL	13,746	12,402	11,455

GOOD GOVERNMENT	2016	2017	2018
Corporate Support			
Corporate Buildings Upgrade Budget Only	302	56	320
Mudgee Administration Building Upgrade	-	255	-
Offsite Records Storage	-	10	10
It Corporate Software	200	-	-
Server Reconfiguration	32	-	-
	534	321	330
Engineering & Works - Assets			
Plant Purchases	1,537	3,436	4,642
	1,537	3,436	4,642
GOOD GOVERNMENT TOTAL	2,072	3,758	4,972
Total Capital Program	24,520	22,431	37,034

Financial Information

In planning for the 2014/15 financial year and beyond, we have made the best possible assumptions about factors outside of Council's control, such as inflation, wage increases, rate pegging and grant funding. Our budgets are based on what we believe to be the most likely scenarios.

RATING STRUCTURE

The forecasted budgets do not include any additional general rate increases beyond rate pegging as determined by the NSW Independent Pricing & Regulatory Tribunal.

Rates do represent a high proportion of Council's annual income, and our annual planning processes will continue to assess the community's capacity and willingness to pay rates, and whether there is a potential for increased rates yield. However, we do seek to maximise alternative revenue streams such as grant funding.

FEES & CHARGES

Many of the facilities and services provided by Council are offered on a full or partial user pays basis. In planning future years' budgets, we have assumed that these full or partial user pays arrangements will continue, with increases typically limited to inflation.

GRANTS & SUBSIDIES

Each year, Council receives a Financial Assistance Grant allocation from the Federal Government. In addition, a number of services provided by Council to the community are only possible because of specific grant funding from State and Federal Government. In preparing future year financial plans, we have assumed that Council will continue to receive such grants. Should the level of grants and subsidies be reduced, Council's ability to provide the related services will be impacted.

BORROWINGS

Within the four year Delivery Programme, Council plans to utilise loan funding of:

- \$4 million for an Art Gallery Facility in 2015/16

- \$800,000 for five new sportsfields at the Glen Willow Sports Facility in 2015/16
- \$8 million for the Rylstone/Kandos sewer augmentation in 2017/18

Council will continue to review the need for borrowings for major infrastructure projects, to allow the cost of these projects to be spread over a number of years in order to create a greater degree of inter-generational equity. Borrowings are restricted to long-lived assets, and are useful in smoothing long-term expenditure peaks and troughs.

Projected borrowings beyond 2017/18 are set out in Council's Long Term Financial Plan.

EXPENDITURE FORECASTS

In preparing expenditure forecasts, we have considered not only new expenditure items, but also Council's ongoing commitments. This includes costs for capital and recurrent expenditure Programmes, and the input mix required to achieve the objectives of each of these Programmes, such as materials and contracts, employee costs, and other expenses.

BUDGET 2014/15

The 2014/15 budget projects total operating expenditure of \$53.8 million, and a capital works Programme of \$26.9 million. It shows a continuing sound financial position, supported by adequate levels of unrestricted working capital.

Council has continued to pursue operational efficiencies in order to maintain existing service levels and the delivery of quality outcomes to the community.

The budget provides for a 2.3% increase in ordinary rates for the 2014/15 year, representing the rate pegging increase announced by IPART.

Revenue Policy

RATES

The rating revenue policy will be presented to Council on the 25th June 2014, after a process of community consultation and exhibition of the various rate models being considered. This section will be updated after a model has been adopted by Council.

CHARGES

Council will levy various charges which are incorporated in the attached Fees & Charges schedule.

Water Charges

This charge will be levied on all rateable and non-rateable properties where the service is available.

Charge Type	Detail	Amount	Estimated Yield
Service availability	20mm meter	\$ 140	\$ 1,403,692
	25mm meter	\$ 219	
	32mm meter	\$ 358	
	40mm meter	\$ 560	
	50mm meter	\$ 875	
	80mm meter	\$ 2,240	
	100mm meter	\$ 3,500	
	150mm meter	\$ 7,875	
Usage - per kL	Residential	\$ 2.75	\$ 3,463,954
	Business	\$ 2.75	\$ 997,100
	Raw Water	\$ 0.61	\$ 43,049

Charges are developed in conjunction with Water 30 Year Financial Plan, which is compliant with the requirements of the State Government Best Practice Guidelines.

Domestic Waste Management *including Town Recycling*

This charge will be levied on all rateable and non-rateable properties where the service is available.

Charge Type	Detail	Amount	Estimated Yield
Service availability	All locations	\$ 161	\$ 1,105,240

Where there is more than one service, the annual charge will be multiplied by the number of services.

General Waste Disposal

This charge will be levied on all rateable and non-rateable properties. The charge is based on all waste management costs, less the cost of providing domestic waste management services and the cost of street and parks litter bins.

As a result of changes to Goods & Services Tax (GST) legislation, the General Waste Management charge is subject to GST from 1 July 2013. The increase from \$170 to \$175 excluding GST is a 3% increase, however 10% GST is added on top of this amount.

Charge Type	Detail	Amount	Amount including GST	Estimated Yield Excluding GST
Service availability	All locations	\$ 175	\$ 193	\$ 2,300,637

Where there is more than one service, the annual charge will be multiplied by the number of services.*

* Except certain farmland property that can identify in the manner required by Council that they have a landholding that is comprised of multiple adjoining assessments, but with a lesser number of residences than assessments. They will be levied a charge for each residence on that holding.

Business Waste Management including Town Recycling

This charge will be levied on all rateable and non-rateable properties where the service is available.

As a result of changes to Goods & Services Tax (GST) legislation, the Business Waste Management charge is subject to GST from 1 July 2013. The increase from \$182 to \$187 excluding GST is a 3% increase, however 10% GST is added on top of this amount.

Charge Type	Detail	Amount	Amount including GST	Estimated Yield Excluding GST
Service availability	All locations	\$ 187	\$ 206	\$ 122,666

Where there is more than one service, the annual charge will be multiplied by the number of services.

Sewerage Charges

This charge will be levied on all rateable and non-rateable properties where the service is available.

Charge Type	Detail	Amount	Estimated Yield
Service availability	Residential	\$ 697	\$4,624,793
	Non Residential	\$ 389	\$ 275,362
Usage - Non Residential	Based on kLs of water used that would reasonably be deemed to enter MWRC sewer schemes	\$ 2.23	\$ 647,802

Charges are developed in conjunction with the Sewer 30 Year Financial Plan, which complies with the requirements of the State Government Best Practice Guidelines.

Proposed Borrowings

It is Council's intention to borrow money to support the following Programmed works:

Project	Fund	2014/15	2015/16	2016/17	2017/18
Art Gallery Facility	General	-	4,000,000	-	-
Five new sportsfields at Glen Willow	General	-	800,000	-	-
Rylstone/Kandos Sewer Augmentation Scheme	Sewer	-	-	-	8,000,000
		-	4,800,000	-	8,000,000

Funds are to be sourced from lending authorities approved by the Division of Local Government in accordance with the Ministerial Order on Borrowings. Security is in the form of a mortgage over Council's consolidated funds and income from any source.

Background

ABOUT MID-WESTERN REGION

The Mid-Western Regional Council Local Government Area covers over 9,000 square kilometres and has a population of 23,000.

MAJOR TOWNS AND CENTRES

The Mid-Western Region includes the towns of Gulgong, Kandos, Mudgee and Rylstone in addition to the rural villages of Birriwa, Bylong, Charbon, Clandulla, Cooyal, Goolma, Hargraves, Ilford, Lue, Pyramul, Ulan, Windeyer and Wollar.

MID-WESTERN REGION AT A GLANCE

From the grandeur of the Wollemi National Park in the east to the gold field heritage of Hargraves and Gulgong in the west, the Mid-Western Region offers a wealth of attractions for residents and visitors alike.

The towns of Rylstone and Kandos anchor the eastern part of the Region, describing themselves as “Two Towns – One Community”. The Kandos museum preserves the history of this town which produced the cement for the Sydney Harbour Bridge, while Rylstone with its charming stone buildings serves as gateway to the nature paradise of Dunns Swamp and the Wollemi.

The bustling regional centre of Mudgee, the second oldest municipality west of the Blue Mountains, is renowned for its wines, olives and cheese, heritage architecture, roses, picturesque parks and broad streets. Outdoor cafés add a cosmopolitan feel to the footpaths of the Mudgee CBD, while the sports grounds of Mudgee, from the historic Victoria Oval to the modern Glen Willow complex, can cater to major competitions as well as local games.

To the north of Mudgee lies Gulgong, the town on Australia's original \$10 note. Gulgong's CBD echoes with memories of frontier life and the gold rush days uniquely preserved in the Pioneers Museum; the Prince of Wales Opera House; the famed Henry Lawson Centre and the narrow streets themselves which evolved from bullock tracks that wound between tents from one major mining claim to the next during the 1870s gold rush.

To the south and west, the picturesque highlands of the Mid-Western Region produce some of the world's finest Merino wool.

ECONOMY

The Mid-Western Region prides itself on being business-friendly, with a diverse economic base. The Region's key economic sectors include:

Agriculture – a wide range of agricultural products is produced in the Mid-Western Region including super fine wool, honey and thoroughbred horses

Viticulture – the region has approximately 4,500 hectares under vine and some 40 cellar doors

Mining – there is a rapidly expanding mining industry in the local area with five major coal mines operating in the region and a further four proposed which will result in more than 2,000 direct new employment opportunities.

Tourism – more than 280,000 people visit the region annually to experience the cellar doors, museums, historic areas, local produce tastings, art and craft galleries, major events, markets, locally brewed beers and a wide range of cafes and restaurants

Retail – there are more than 300 retail establishments in the town of Mudgee, a growing regional shopping centre. Gulgong, Rylstone and Kandos have smaller but nonetheless busy town centres.

Community Consultation

The Delivery Programme/Operational Plan has been developed consistent with the priorities identified in the Community Plan – Towards 2030 adopted by Council in 2013. In the most extensive consultation and successful exercise ever undertaken by Council, the community overwhelmingly identified roads as its single highest priority. In turn, roads and the continued high levels of service delivery are dominant in the Delivery Programme/Operational Plan.

The Delivery Programme/Operational Plan will be placed on public exhibition in April/May 2014 for public comment. Details of where to view the plan and how to make a submission will be published in the local newspaper and on Council's web site. Following a consultation period of 28 days, Council will consider submissions, undertaken any adjustments to the plan and budget and adopt the plan for the 2014/15 financial year.

Councillors

Mid-Western Regional Council is represented by nine Councillors with the Mayor elected annually from within. Our Councillors are elected to a four year term commencing in September with the next round of Local Government elections due in 2016.



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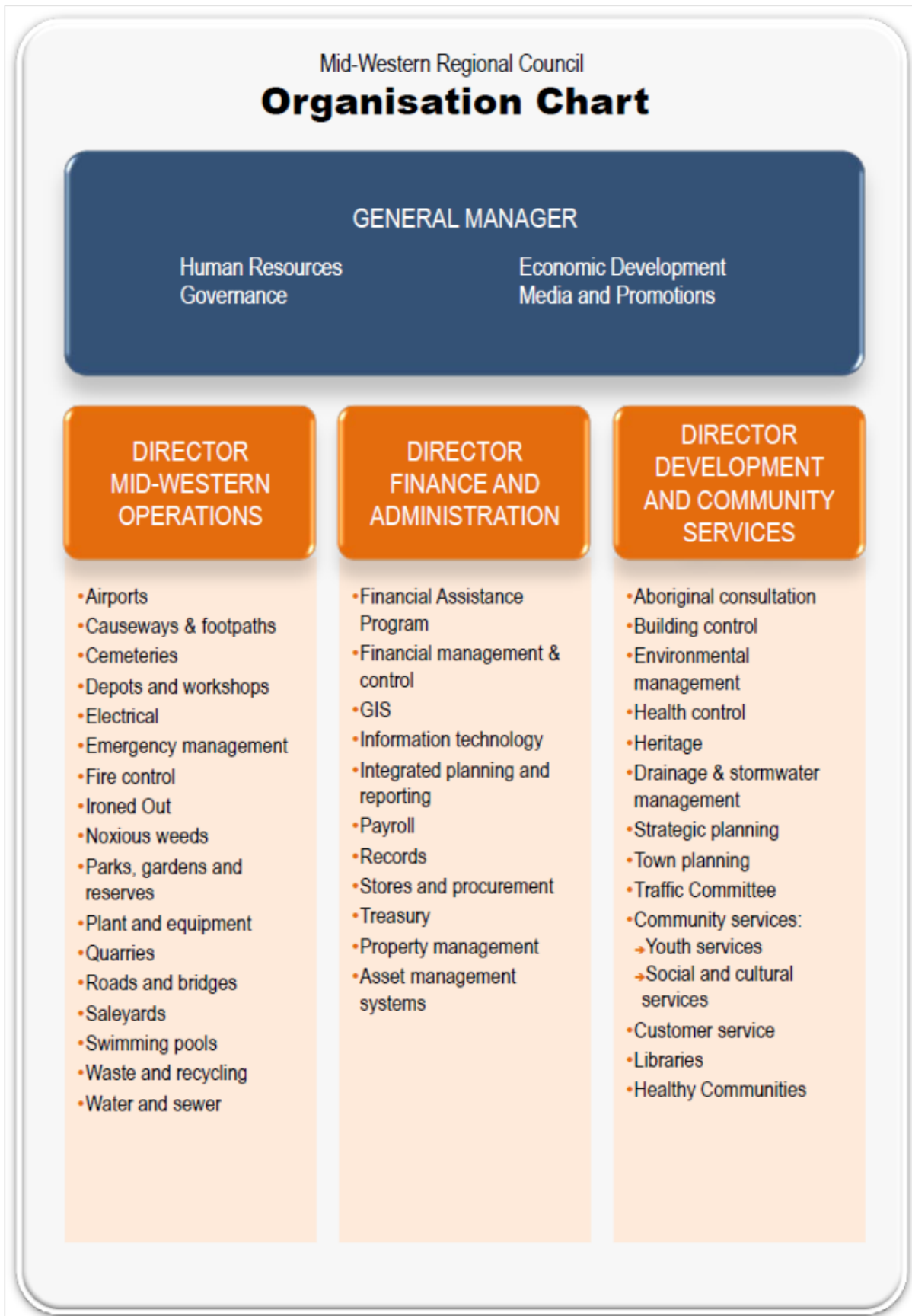


Councillor Lucy White

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Organisation Structure



Glossary

For each Function (Service), we have included a projected budget setting out the type of income and expenditure and funding expected for the next four years. A simple explanation of each line item contained in the budget summary for each theme is provided here.

Rates & Annual Charges includes the income generated by Council from the levying of ordinary rates (Farmland, Business, Residential, Mining), and annual charges for the provision of water, sewer and waste management services.

User Charges & Fees includes user charges for water and sewer, statutory fees for planning and building regulation, and other fees and charges for a variety of Council services including aged care, RMS contracts, waste depot fees, cemeteries and swimming pools.

Interest & Investment Revenue encompasses interest charged by Council on overdue rates and charges, and interest earned on Council's investment portfolio. The majority of interest revenue will appear in Good Government as it forms part of General Purpose Revenue (treasury operations).

Other Revenues includes fines, insurance claim recoveries, sales income, and rental income from Council properties.

Grants & Contributions – Operating includes both general purpose grants and contributions such as the Financial Assistance Grant and specific purpose grants for services such as bushfire and emergency, environmental programmes, aged & disabled services, noxious weeds management, and roads maintenance.

Grants & Contributions – Capital encompasses the majority of developer contributions including Voluntary Planning Agreements; capital grants provided for specific purposes such as roadwork, water infrastructure, and sporting facilities.

Gain or Loss on Disposal of Assets represents the surplus or shortfall of proceeds received from the disposal of assets over their written down value. This typically relates to the sale of land developed by Council or surplus to our needs, and the sale of plant at the end of its useful life.

Employee Benefits & Oncosts incorporates the cost of staff including salaries and wages, superannuation, workers compensation, and training.

Borrowing Costs represents the interest paid by Council on borrowings.

Materials & Contracts includes expenditure on materials, contractor and consultancy costs, payments for audit services, legal expenses, and operating lease payments.

Depreciation & Amortisation reflects the consumption of Council's infrastructure, property, plant & equipment (net of residual values) over the estimated useful life of the asset.

Depreciation is calculated using the straight line method.

Other Expenses include payments to other levels of government for the Rural Fire Service and town fire brigades, councillor fees, donations and contributions made to local and regional bodies, election expenses, electricity, insurance premiums, street lighting, and telephone & communications expenditure.

Internal Charges are transactions between the different funds and activities of Council, such as contributions from Water and Sewer Fund to General Fund for corporate support, internal plant hire charges, and employee oncosts.

Capital Expenditure reflects the cost of purchasing or constructing new assets and renewing existing infrastructure. Those assets (excluding land) and are then depreciated over the course of their estimated useful life.

Non Cash Entries is an adjustment made to the income statement to show the impact of noncash entries such as depreciation.

New Loan Borrowings represents new loan funding drawn down by Council.

Loan Repayments represents the principal component of loan repayments made by Council to service borrowings.

Transfers from Reserves, Developer Contributions & Unexpended Grants represents a transfer from Council's restricted funds (internal and external restrictions), and is usually associated with a specific project for which funds have been set aside.

Transfers to Reserves, Developer Contributions & Unexpended Grants represents transfers made to Council's restricted accounts (internal and external restrictions). For example, all developer contributions received by Council are externally restricted and can only be spent in accordance with the relevant Contributions Plan.

Contribution from General Purpose Funds is the total contribution required out of general purpose funds (such as financial assistance grants, ordinary rates, interest on investments) to support the activities undertaken in each theme. For the purposes of the Budgets by Service, this term can also be expanded to include contributions from "unrestricted" Water, Sewer and Waste Funds that would be externally restricted at a consolidated level.

Schedule of Fees and Charges 2014/15

**Where explanation not immediately following underneath fee, this denotes a change in GST status as a result of ATO Class Ruling, and changes to Division 81 of GST legislation.*



18 JUNE 2014

ATTACHMENT

6.2.19

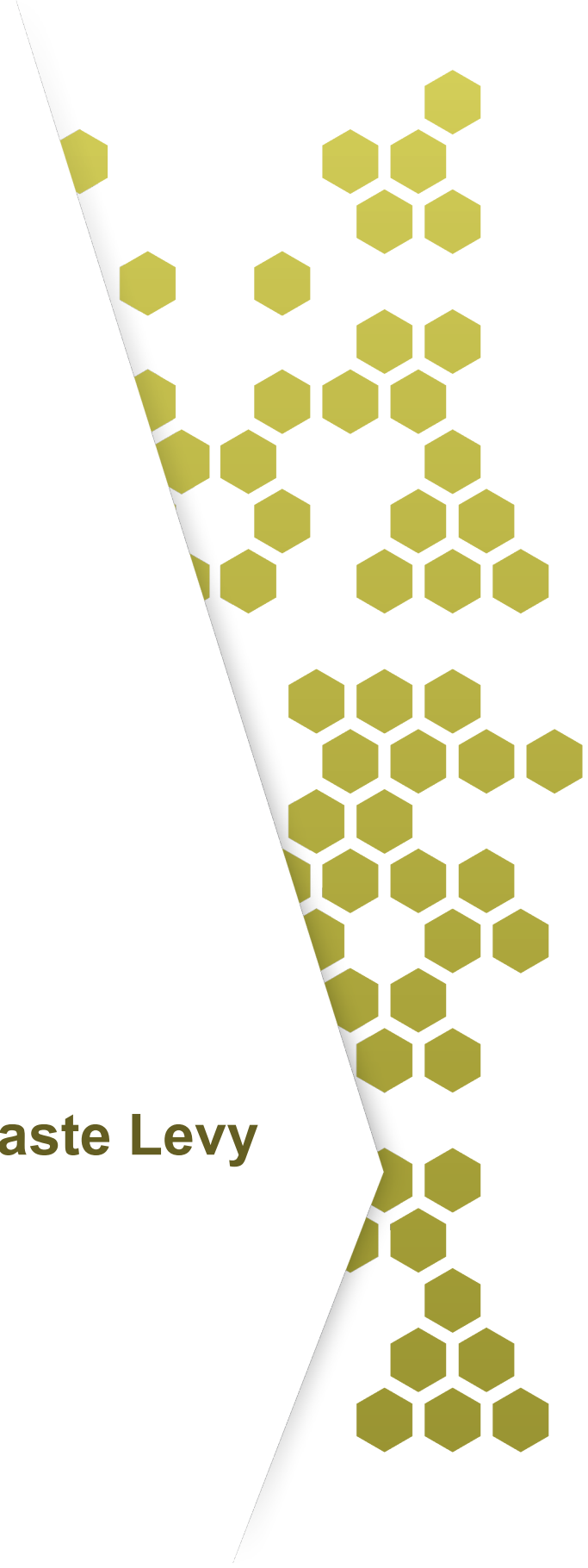
Extension of the Waste Levy Options Paper





Extension of the Waste Levy Options Paper

www.epa.nsw.gov.au



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Environment Line: 131 555 (NSW only) or info@environment.nsw.gov.au
See also www.epa.nsw.gov.au/pollution

Phone: +61 2 9995 5000 (switchboard)

Phone: 131 555 (NSW only - environment information and publication requests)

Fax: +61 2 9995 5999

TTY users: phone 133 677, then ask for 131 555

Speak and listen users: phone 1300 555 727, then ask for 131 555

Email: info@environment.nsw.gov.au

Website: www.epa.nsw.gov.au

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EPA 2014/0360

April 2014

Providing feedback

Councils are encouraged to consider all options outlined in this paper.

Written submissions should be sent to:

By mail: Waste Levy Consultation
Waste and Resource Recovery Branch
NSW Environment Protection Authority
PO Box A290
Sydney South NSW 1232

By fax: (02) 9995 5930

By email: waste.reform@epa.nsw.gov.au

All submissions must be received by the EPA by close of business on Friday 20 June 2014.

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Introduction

The Environment Protection Authority (EPA) recognises the challenges regional councils face in the areas of resource recovery and landfill management.

In 2012, the Minister for the Environment, the Hon Robyn Parker MP, commissioned the internationally recognised consultancy firm KPMG to undertake an independent review of the waste levy.

In this review, KPMG recommended:

- (1) extending the waste levy across the whole of New South Wales, and
- (2) exempting small regional landfills receiving less than 5,000 tonnes per annum from the requirement to pay the levy.

The NSW Government did not support this recommendation of the KPMG review. The NSW Government instead requested that the EPA consult with potentially affected councils. As part of this consultation process, the Minister has requested that the EPA develop this options paper to seek feedback from local councils on their views on extending the waste levy.

This paper provides four options for consideration and feedback:

Option 1 – Not expanding of the levy

Option 2 – Extending the levy across NSW

Option 3 – Extending the levy across the state, whilst exempting regional landfills that receive <5,000 tonnes per annum (the KPMG recommendation)

Option 4 – Implementing an 'opt in' levy system where councils currently located outside the levy area can choose to implement a waste levy at set or chosen rates.

Challenges

There are 80 local government areas across NSW to which the waste levy does not apply. These areas are typically rural or regional areas with populations ranging from just over 1,000 people to up to 60,000 people.

Councils in the non-regulated area¹ face unique challenges that affect the provision and performance of recycling and waste management services. These include limited resources, low population numbers/densities and long distances between population centres, and council-run facilities such as landfills.

Low volumes of waste generation (200 tonnes of domestic waste in one council in a year²) and the low cost of landfilling in regional areas can result in a lack of economic incentives for industry to invest in recycling infrastructure and a limited market for recycled products. Therefore, most of the waste and recycling infrastructure in the non-regulated area is owned and operated by councils.

There are 369 landfills across NSW. Of these, 287 or 78% are located in the non-regulated area. Across the 80 local government areas there is an average of 3.5 landfills per area, with a maximum of 13 landfills in one council area. In the non-regulated area there is an equivalent of one landfill per 5,817 people.

Of these 287 landfills, 98% are operated by or on behalf of local councils. The majority of landfills in the non-regulated area receive less than 5,000 tonnes of waste a year with 190 landfills receiving 1,000 tonnes or less (Figure 1).

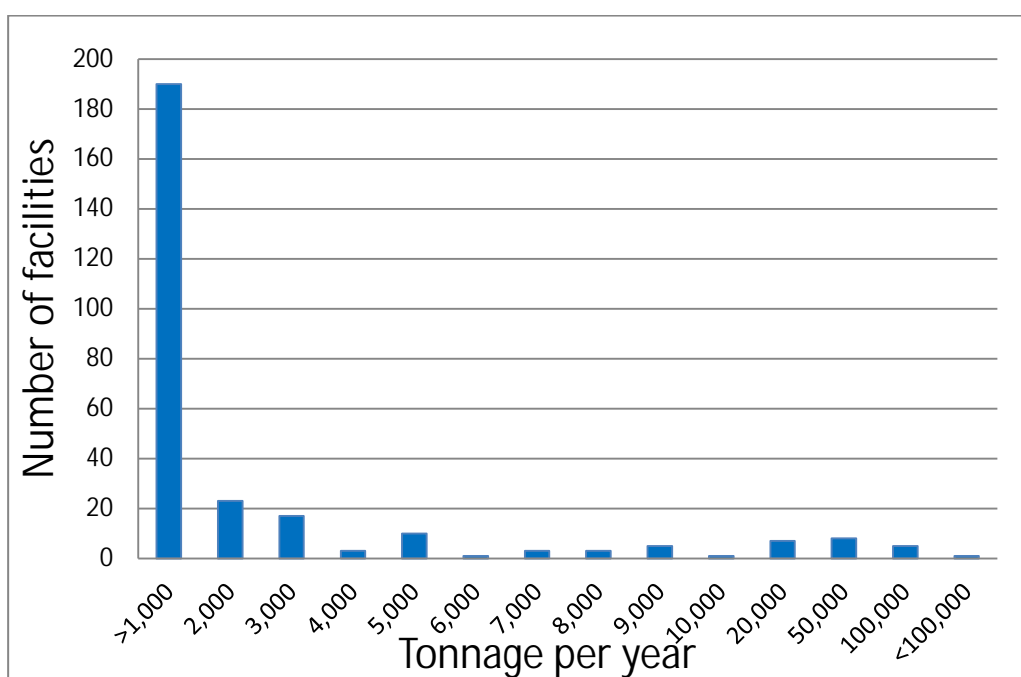


Figure 1: Number of landfills in the non-regulated area by tonnage received³.

¹ The 'non-regulated area' refers to the 80 local government areas that are located outside of the current 'regulated' or levy paying area.

² NSW Local Government Waste and Resource Recovery Data Report 2011–12.

³ NSW Environment Protection Authority.

Recycling performance

In 2011–12, the 80 councils in the non-regulated area collectively generated 531,049 tonnes, disposed of 341,324 tonnes (64.3%) and recovered 189,724 (35.7%) tonnes of municipal solid waste (MSW)³.

Across NSW, resource recovery has more than doubled since 2002–03, increasing from an estimated 5.3 million tonnes to 10.7 million tonnes in 2010–11. However, resource recovery has been subdued in the non-regulated area, where approximately 64.3% of the total tonnes of MSW generated was sent to landfill in 2011–12 with a waste diversion rate of 35.7%.

In contrast, the diversion rate for MSW in regulated areas was 52% in the Sydney metropolitan area, 41.8% in the extended regulated area and 49.1% in the regional regulated area in the same year (Figure 2).

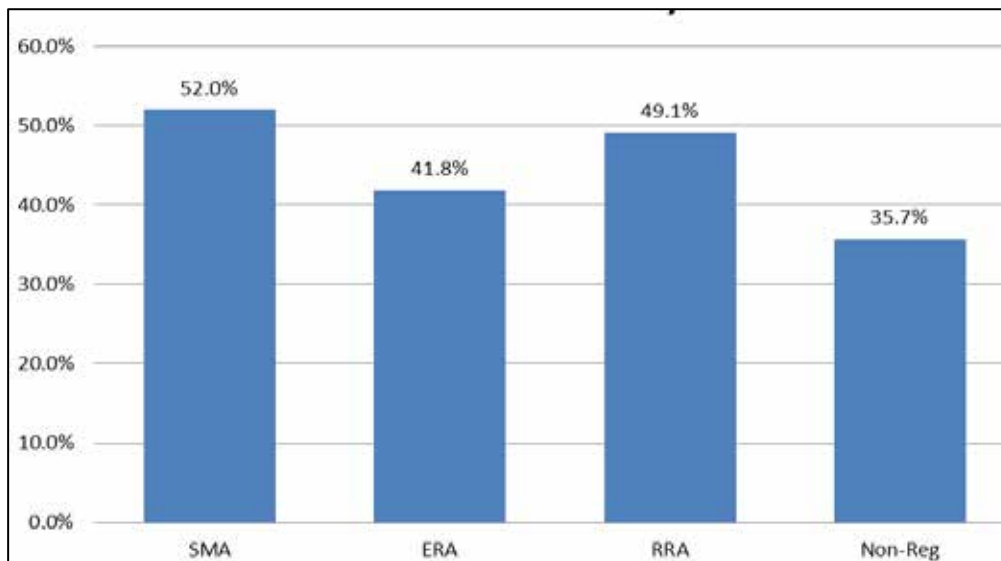


Figure 2: Diversion rates for 2011–12⁴.

⁴NSW Local Government Waste and Resource Recovery Data Report 2011–12.

What is the waste levy?

One of the NSW Government's key priority actions is to increase recycling to limit the need for new landfills, reduce landfill disposal and turn waste into valuable resources. To achieve this, ambitious recycling targets have been set. The state's recycling targets and performance are outlined in Table 1.

Table 1: Recycling performance in NSW

Waste sector	2000 baseline	2002–03	2004–05	2006–07	2008–09	2010–11	2021 draft target ⁵
Municipal	26%	30%	33%	38%	44%	52%	70%
Commercial & industrial	28%	34%	38%	44%	52%	57%	70%
Construction & demolition	65%	64%	62%	67%	73%	75%	80%
Overall	–	45%	46%	52%	59%	63%	75%
Total waste recycled (Mt)	–	5.3	6	8	9.5	10.7	14

Mt = megatonnes

The NSW Government uses a range of policy tools to increase recycling and divert valuable resources from landfill back into the economy. The key economic instrument to drive greater waste avoidance and resource recovery is the waste levy.

Under Section 88 of the *Protection of the Environment Operations Act 1997*, occupiers of scheduled waste disposal facilities are required to pay a levy for all waste received at that facility. The amount, manner, location and timing of payment are set out in Part 2 the *Protection of the Environment Operations (Waste) Regulation 2005* (Waste Regulation).

The levy is payable:

- by the occupier of a facility required to hold an Environment Protection Licence for waste disposal (either application to land or incineration)
- on each tonne of waste received at the facility
- where that facility is located in the regulated area or receives waste from the regulated area.

How does the waste levy work?

Historically, the disposal of waste at landfills has been the cheapest waste management option. A waste levy is a market-based mechanism that increases the *relative* price of disposal. In this way, it encourages efforts to minimise the amount of waste produced and shift resources from disposal to higher order uses. Effectively, the strong price signal of the levy creates a market condition where recovery facilities can compete with landfill for resources as landfilling costs increase.

The economic decision to recycle or landfill is represented in the simplified demand and supply model for recycling in Figure 3.

As the waste levy increases, thereby increasing the marginal cost of landfill, the set of viable materials for recycling increases (to the left of the equilibrium point).

⁵ Draft NSW Waste Avoidance and Resource Recovery Strategy 2013–21.

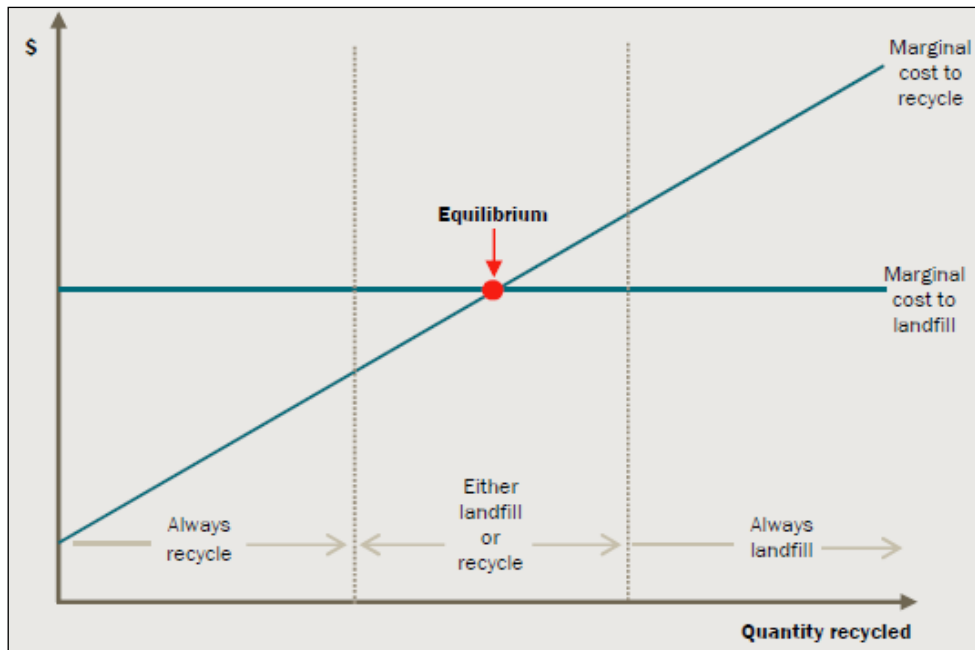


Figure 3: A simplified demand and supply model representing the economic decision to recycle or landfill⁶.

The levy applies to each tonne of waste received at a licensed landfill. However, certain types of waste are exempt from the levy, including dredging spoil and waste collected in accordance with a community service, biological outbreak or natural disaster.

Landfill operators can claim a full levy deduction for any waste that is transported off site or used for approved operational purposes. In this way the levy only applies to waste that is disposed of 'in the hole'.

The waste levy is a key tool for increasing recycling rates and reuse and creating behavioural change in NSW to reduce waste generation.

Who pays the levy?

Whilst the operator of a licensed landfill is responsible for paying the waste levy to the NSW Government, they are acting only a collection agent. Landfill operators (mostly councils in the case of regional areas) usually add the cost of the levy to their disposal charges. In this way, the cost of paying for the levy is borne by the *generators* of the waste, whether they be households or businesses. This provides businesses, councils and individuals with an incentive to reduce the amount of waste they generate and seek recycling opportunities.

The waste levy applies equally to the three main waste streams: municipal solid waste (MSW), commercial and industrial (C&I) and construction and demolition (C&D) waste.

The majority of MSW is collected from council kerbside collections. Councils pass on the full cost of the waste levy to ratepayers by incorporating the levy costs into the domestic waste management charge in council rates. In accordance with the *Local Government Act 1993*, domestic waste charges (including the levy) are not subject to rate pegging.

Councils operating landfills that accept C&I and C&D waste incorporate the levy into the gate fees, so the generator of the waste pays the levy rather than council. The levy is then passed on to the NSW Government.

⁶ Centre for International Economics.

Half of the waste disposed of as landfill in the non-regulated area is MSW, which is the waste predominantly collected by local councils from households⁷ (Figure 4). If a levy is applied for MSW in the non-regulated area, council rates will need to be increased to account for this.

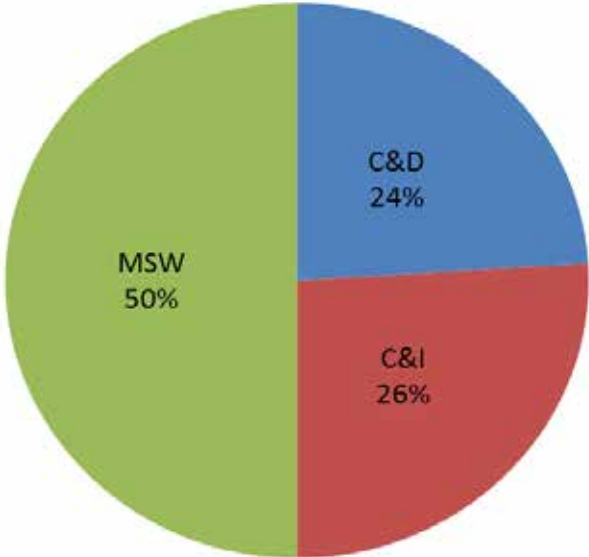


Figure 4: Waste disposed of at landfills in the non-regulated area by stream. C&D = construction and demolition; C&I = commercial and industrial; MSW = municipal solid waste.

⁷ NSW Environment Protection Authority.

Effect of the waste levy

Putting a value on waste

The introduction of a waste levy places a value on waste and sets a disposal price more closely aligned with the environmental and social costs of landfilling.

A levy does not have to be high to deliver benefits. A low rate (between \$5 and \$10 a tonne) that reflects the circumstances of regional councils can have longstanding benefits for a community.

A levy applied to waste landfilled in the non-regulated area would provide a strong incentive for regional communities to use resources more efficiently, divert waste from landfill, and increase recycling and resource recovery. It would also encourage the improvement of waste facility layouts and the consolidation of small landfills, which can have higher environmental impacts⁸.

The introduction of a waste levy would also ensure that councils have accurate and robust data available on waste disposal trends and resource recovery rates from their local government area. This data can then be used more effectively to engage councillors and the community on waste and resource recovery performance and initiatives.

Revenue from the levy

A waste levy will generate revenue for the waste disposed. Depending on agreements for the hypothecation of this revenue, which is discussed later in this paper, this money can be directed towards the funding of waste and resource recovery programs or infrastructure.

Access to Waste Less, Recycle More funding

Under the *Waste Less, Recycle More* initiative, the NSW Government has allocated \$465.7 million in funding for a range of waste and resource recovery infrastructure grants and programs.

Councils across the state will have access to the \$70 million Organics Infrastructure Fund and a \$70 million Drop-Off Centre Fund. The NSW Government has also committed \$78 million for tackling illegal dumping and littering.

However, only councils in the levy-paying area will have access to the \$60 million Waste and Recycling Infrastructure Fund. Inclusion of councils located in the non-regulated area in the regulated (or levy paying) area will ensure they will also be eligible to access this funding. Further details are outlined in Appendix 2.

Facility setup

Waste facilities responsible for paying the waste levy are required to have infrastructure in place such as:

- weighbridges
- physical barriers to direct traffic
- fencing
- signage.

This infrastructure can consist of simple inexpensive fences or other physical barriers made from materials available onsite such as empty drums filled with concrete. Such modifications are in line with NSW Government expectations for environmental improvements to regional waste facilities.

⁸ The full cost of landfill in Australia, BDA Group (2009).

Under the NSW Government's *Waste Less, Recycle More* initiative there is funding available to support regional and rural councils with landfill consolidation and closure, building and upgrading transfer stations, and environmental improvements to small landfills servicing rural communities.

The levy does not apply to recyclables that are not landfilled. Vehicles transporting waste for reuse can be directed to a separate drop-off area accessible *prior* to entering the licensed landfill area to ensure that recyclables and greenwaste are received outside the levy system. The EPA facilitates this outcome by excising part of the landfill from its environment protection licence to allow for levy-free recycling activities.

The EPA can provide advice and assistance on appropriate facility setup on a case-by-case basis, including site visits and ongoing support.

Weighbridges

Implementation of a waste levy in the non-regulated area would require waste disposal facilities to install and operate a weighbridge.

The EPA does, however, have the power to exempt small levy-paying waste disposal facilities from the requirement to install and operate a weighbridge. Small facilities that do not have a weighbridge but are located in a levy paying area (e.g. Kyogle Landfill Facility) must use a range of 'conversion' factors that are applied manually by the operator to calculate the amount of waste passing through the facility.

Robust, accurate and current data is critical to the development of effective waste policy and plays an important role in informing investors, regulators and particularly decision makers in local government and the waste industry. Weighbridges are important to maintain accurate records of the amount of waste that is entering and exiting a facility.

An estimate of the cost of installing a weighbridge is provided at Appendix 3.

Reporting and record keeping

A levy system has record keeping and reporting requirements.

The levy liability for waste disposal facilities is reported to the EPA through a Waste Contribution Monthly Report (WCMR). This report is submitted to the EPA on a monthly basis, and levy payment is due 56 days after the end of each calendar month. Flexible reporting requirements are available for small facilities (e.g. every six months).

A WCMR contains all the information about the waste received at the facility including the source, any exemptions and deductions claimed and the waste contribution calculation (the EPA's [Waste Monthly Contribution Report form](http://www.epa.nsw.gov.au/wr/paperforms.htm) is available at: www.epa.nsw.gov.au/wr/paperforms.htm).

The EPA can assist and support waste operators in the use and operation of WCMRs and appropriate record-keeping practices.

Domestic waste charges

Albeit small, the waste levy would have an effect on council rates paid by households.

Households in the non-regulated area dispose between 5.5 to 33 kilograms of waste per week. This represents an average of 11.5 kilograms per household per week, which equates to an average levy impact of \$0.11 a week per household, or a levy rate of \$10 per tonne. Examples are provided in Table 2.

Table 2: Estimated annual waste levy proportion assuming a levy of \$10/tonne

Council	Annual domestic waste charge ⁹	Levy proportion
Albury	\$190	3%
Snowy River	\$437	1.3%
Narrabri	\$357	1.6%
Orange	\$233	2.4%
Wagga Wagga	\$254	2.2%

⁹ NSW Local Government Waste and Resource Recovery Data Report 2011–12.

Options for consultation

KPMG made 17 recommendations in their final report to the NSW Government to improve the operation of the waste levy. Recommendation 16 of the report stated:

“the levy should be applied across the whole of NSW, with small regional landfills receiving <5,000 tonnes of waste per annum remaining exempt from the levy.”

In response to KPMG’s recommendation, the NSW Government requested that consultation be undertaken with councils that would be affected if the waste levy was extended across the state.

For the purpose of this paper, the levy rate in the current non-regulated area is estimated to be \$10 a tonne.

This paper sets out four options for the scope and coverage of the waste levy in the non-regulated area, outlining the implications associated with adopting each option. The four options are:

Option 1 – No expansion of the levy

Option 2 – Extending the levy across the whole of NSW

Option 3 – Extending the levy across the state, whilst exempting regional landfills that receive <5,000 tonnes per annum (the KPMG recommendation)

Option 4 – Implement an ‘opt in’ levy system where councils currently outside the levy area can choose to implement a waste levy at set or chosen rates.

Councils that wish to indicate a preference for no expansion of the levy (Option 1) as part of the consultation, are also requested to indicate their preferred option should a waste levy be expanded to the non-regulated area (Options 2 to 4).
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Option 1: No expansion of the levy

This option maintains the current geographical coverage of the levy.

Implications

Maintaining the current levy arrangements would mean that there would be no price signal discouraging landfill disposal and driving resource recovery in the non-regulated area. Additionally, there would be no strong driver for consolidation of smaller landfills that can have detrimental environmental impacts.

The ongoing exclusion of regional areas from the levy framework has the potential to widen the gap between regional councils and levy paying areas. Recycling rates continue to climb in levy paying areas and new and upgraded recycling infrastructure is generating considerable social and environmental benefits to local communities.

Additionally, local councils in the non-regulated area would miss out on important waste and resource recovery funding opportunities that are available only to levy paying councils. Further details on funding available through the NSW Government's *Waste Less, Recycle More* initiative are provided in Appendix 2.

However, in the absence of a waste levy, councils can continue to implement practical measures to increase recycling in partnership with the EPA. These include the consolidation of small landfills, building community drop-off centres to make it easier for households to dispose of problematic wastes and setting up new infrastructure to increase the recovery of organics.

A summary of the implications to councils in the non-regulated area under this option is provided at Appendix 1.

Option 2: Extend the levy across the state

Under this option, all landfills across NSW would be required to pay the waste levy.

To enable councils and industry to prepare for the extension of the levy, the levy would have a delayed commencement date of 12 months.

Implications

Extending the levy across the state would introduce a strong economic incentive to increase recycling and resource recovery in the current non-regulated area, ensuring that landfill gate prices not only reflect the costs of managing the facility but also the social and environmental costs of landfilling.

Depending on the hypothecation rate, levy funds would be available for regional councils to invest in new and upgraded waste and resource recovery infrastructure or programs. This would also be a strong driver for consolidating small landfills and transitioning to larger landfills and transfer stations.

Local councils in the non-regulated area would also be eligible to access additional funding opportunities available only to levy paying councils under the *Waste Less, Recycle More* initiative. This would mean that all 152 councils across the state would have access to the Waste and Recycling and Infrastructure Fund.

Under this option, all landfills will need to establish and operate a weighbridge to record and report the waste received.

An outline of the implications to councils in the non-regulated area under this option is provided in Appendix 1.

The estimated revenue generated under this option, based on 2011–12 disposal data¹⁰ and a \$10/tonne levy rate is would generate approximately \$11.7 million in the first year or nearly \$60 million over five years.

¹⁰ NSW Environment Protection Authority

Option 3: KPMG recommendation for extending the levy

As with Option 2, Option 3 would involve another levy area being added alongside the Sydney metropolitan area, the extended regulated area and the regional regulated area to include the 80 local government areas currently in the non-regulated area. However, landfills located in the non-regulated area **and** the regional regulated area that receive less than 5,000 tonnes of waste per year would be exempt from the requirement to pay the levy. This exemption would not apply to 'new' landfills created after 1 July 2014, regardless of size.

Implications

Of the 287 landfills within the non-regulated area, in 2010–11, 248 facilities received less than 5,000 tonnes of waste. Therefore, under this option only 36 facilities would be liable to pay the waste levy. Thirty five of these facilities are operated by or on behalf of 32 councils and all 36 landfills are currently required to be licensed.

In addition to the non-regulated area, this option has implications for landfills and councils in the regional regulated area. In 2010–11, 14 landfills in the regional regulated area received around 5,000 tonnes of waste or less. These 14 facilities are located in nine council areas and would become exempt from the levy under this option.

The EPA strongly supports the closure of small, poorly performing landfills and the transition to larger regional landfills, where appropriate. This option, however, provides an incentive for councils to keep small landfills open and represents a disincentive for councils looking to invest in well-engineered regional facilities. Also, councils may change their practices to ensure certain landfills remain under the 5,000 tonne threshold.

An outline of the implications to councils in the non-regulated area under this option is provided at Appendix 1.

The estimated revenue generated under this option, based on 2011–12 disposal data¹¹ and a \$10/tonne levy rate, is approximately \$9.9 million in the first year or \$49.5 million over five years. Equity issues would be used to determine whether the levy funds should be distributed to all councils in the non-regulated area or only those councils with levy paying facilities.

¹¹ NSW Environment Protection Authority

Option 4: Opt-in levy system

Under this option, councils could be added to a new levy area by advising the EPA that they want to 'opt in' to the levy system.

Implications

An opt-in levy system would give flexibility to regional councils that want a waste levy in place. This option could involve a uniform levy rate set by the EPA following consultation or a rate chosen by each individual council.

A levy would incentivise generators of waste to reduce the amount of waste they generate as well as encourage them to seek legitimate alternatives to disposal.

This system has the potential to set up substantial differences in disposal fees between neighbouring local government areas. This could direct the flow of waste from those councils that chose to opt-in for a levy system to those councils that do not. This may result in some perverse waste management, resource recovery and waste transport outcomes.

Funding would be unlocked for important waste and resource recovery initiatives run by council or those available under the Government's *Waste Less, Recycle More* initiative.

Combined with the funding incentive to opt-in and pay the levy, councils may elect to close and consolidate their small landfills, which have much higher operating costs and impact on the environment, and transition to larger landfills. This is strongly supported by the EPA.

If 75% of councils in the non-regulated area opt in, the estimated revenue generated based on 2011–12 disposal data¹² and a \$10/tonne levy rate is approximately \$8.8 million in the first year or \$44 million over five years. If 50% of councils opt in, this amount would be approximately \$5.9 million in the first year or \$30 million over 5 years.

¹² NSW Environment Protection Authority

What happens with the revenue?

Under the current levy framework the totality of the waste levy collected by the EPA goes to consolidated revenue and around one third is redirected by the NSW Treasury to waste and environmental programs. However, if a levy system was in place in the current non-regulated area a greater proportion of the revenue could be directed back to councils for investment in waste and resource recovery programs.

An estimate of yearly funds directed¹³ to councils in the non-regulated area for each of the four levy options at varying levels of hypothecation is outlined in Table 3.

Table 3: Estimate of levy funds returned to council by level of hypothecation

Hypothecation	Option 1	Option 2	Option 3	Option 4 ¹⁴
100%	\$0	\$11.7 million	\$9.9 million	\$5.9 million
75%	\$0	\$8.8 million	\$7.4 million	\$4.4 million
50%	\$0	\$5.9 million	\$4.9 million	\$2.9 million
25%	\$0	\$2.9 million	\$2.5 million	\$1.5 million

In addition to the level of hypothecation, councils are requested to provide feedback on what hypothecated funds should be used for and the manner in which they should be distributed. For example, feedback is sought on whether levy revenue should be provided back to councils:

- on a per capita basis (resulting in very low cumulative amounts for small councils – as low as \$12,250 per year under option 1 for a council with 7,000 people at 25% hypothecation)
- as a lump sum for regional groups of councils
- as a pool of contestable grant funding to be applied for by all councils
- as a pool of non-contestable funding for waste and recycling infrastructure and programs and community initiatives
- to be made available only to levy-paying councils for Options 3 and 4
- other option.

¹³ Based on 2011–12 disposal data: NSW Environment Protection Authority

¹⁴ Based on 50% councils in the non-regulated area opting in

Appendix 1 – Council profile and levy options (assumes \$10 a tonne levy)

Small non-regulated area council¹⁵ – less than 7,000 people 4,052 tonnes of waste disposed (yearly average) 55% municipal solid waste, 27% commercial and industrial, 18% construction and demolition				
Option	1	2	3	4
Administration costs				
Weighbridge	\$0	\$62,000 to \$102,000	Dependent on landfill sizes in council area	Dependent on council decision
Staffing and ongoing operational cost (weighbridge)	\$0	\$46,000/ year		
Licensing fees	\$0	\$3,600/ year		
Outcomes				
Regulatory consistency across the state	No	Yes	Partial	Partial
Access to funding under <i>Waste Less, Recycle More</i> initiative	Partial	Yes	Partial	Yes for opt-in councils
Driver to consolidate landfills	No	Yes	No	Yes for opt-in councils
Financial disadvantage for sending waste to landfill	No	Yes	Partial	Yes for opt-in councils
Strong encouragement for generators to reduce waste	No	Yes	Partial	Yes for opt-in councils
Increased recycling rates	No	Yes	Partial	Yes for opt-in councils
Financial incentives to develop new and upgraded recycling facilities and/or transfer stations	No	Yes	Partial	Yes for opt-in councils
Incentive to transport waste outside of council area	No	Yes	Yes	Yes
Positive impact on meeting the State's recycling targets	No	Yes	Partial	Yes for opt-in councils
Increase in domestic waste charges	No	Yes	Yes	Yes for opt-in councils
Increase in local council administration costs	No	Yes	Yes	Yes for opt-in councils

¹⁵ ABS Population Data 2011–12, EPA Regional Waste Data System 2010–11 and Division of Local Government Data 2010–11.

Medium non-regulated area council¹⁶ – between 7,000 and 16,000 people
 8,646 tonnes of waste disposed (yearly average)
 52% municipal solid waste, 22% commercial and industrial, 26% construction and demolition

Option	1	2	3	4
Administration costs				
Weighbridge	\$0	\$62,000 to \$102,000	Dependent on landfill sizes in council area	Dependent on council decision
Staffing and ongoing operational cost (weighbridge)	\$0	\$46,000/ year		
Licensing fees	\$0	\$3,600/ year		
Outcomes				
Regulatory consistency across the state	No	Yes	Partial	Partial
Access to funding under <i>Waste Less, Recycle More</i> initiative	Partial	Yes	Partial	Yes for opt-in councils
Driver to consolidate landfills	No	Yes	No	Yes for opt-in councils
Financial disadvantage for sending waste to landfill	No	Yes	Partial	Yes for opt-in councils
Strong encouragement for generators to reduce waste	No	Yes	Partial	Yes for opt-in councils
Increased recycling rates	No	Yes	Partial	Yes for opt-in councils
Financial incentives to develop new and upgraded recycling facilities and/or transfer stations	No	Yes	Partial	Yes for opt-in councils
Incentive to transport waste outside of council area	No	Yes	Yes	Yes
Positive impact on meeting the state's recycling targets	No	Yes	Partial	Yes for opt-in councils
Increase in domestic waste charges	No	Yes	Yes	Yes for opt-in councils
Increase in local council administration costs	No	Yes	Yes	Yes for opt-in councils

¹⁶ABS Population Data 2011–12, EPA Regional Waste Data System 2010–11 and Division of Local Government Data 2010–11.

Large non-regulated area council¹⁷ – greater than 16,000 people

54,353 tonnes of waste disposed (yearly average)

43% municipal solid waste, 29% commercial and industrial, 28% construction and demolition

Option	1	2	3	4
Administration costs				
Weighbridge	\$0	\$62,000 to \$102,000	Dependent on landfill sizes in council area	Dependent on council decision
Staffing and ongoing operational cost (weighbridge)	\$0	\$46,000/ year		
Licensing fees	\$0	\$3,600/ year		
Outcomes				
Regulatory consistency across the state	No	Yes	Partial	Partial
Access to funding under <i>Waste Less, Recycle More</i> initiative	Partial	Yes	Partial	Yes for opt-in councils
Driver to consolidate landfills	No	Yes	No	Yes for opt-in councils
Financial disadvantage for sending waste to landfill	No	Yes	Partial	Yes for opt-in councils
Strong encouragement for generators to reduce waste	No	Yes	Partial	Yes for opt-in councils
Increased recycling rates	No	Yes	Partial	Yes for opt-in councils
Financial incentives to develop new and upgraded recycling facilities and/or transfer stations	No	Yes	Partial	Yes for opt-in councils
Incentive to transport waste outside of council area	No	Yes	Yes	Yes
Positive impact on meeting the state's recycling targets	No	Yes	Partial	Yes for opt-in councils
Increase in domestic waste charges	No	Yes	Yes	Yes for opt-in councils
Increase in local council administration costs	No	Yes	Yes	Yes for opt-in councils

¹⁷ ABS Population Data 2011–12, EPA Regional Waste Data System 2010–11 and Division of Local Government Data 2010–11.

Appendix 2 – Overview of funding from the *Waste Less, Recycle More* initiative

Source	Purpose	(\$M)	Who is eligible?			
			Levy-paying councils in regulated area	Councils in non-regulated area	Industry	NGO
Organics Fund	New and renovated infrastructure and equipment	\$43	P	P	P	x
	Collection services and community education	\$17	P	P	x	x
	Food waste avoidance & re-use education	\$2.7	P	P	P	P
	Market development and support	\$3	P	P	P	x
Problem Waste Fund	Build/upgrade community drop-off centres	\$44.3	P	P	x	x
	Industry drop-off centres	\$14.7	x	x	P	P
	Waste collection events	\$11	P	P	x	x
Waste and Recycling Infrastructure Fund	New and upgraded infrastructure, equipment and building/upgrading transfer stations	\$60	P	x	P only levy area	P only levy area
Business Recycling Program	Programs to assist businesses in reducing waste and increase recycling	\$35	x	x	P	x
Recycling Innovation Fund	Infrastructure for targeted wastes	\$8.5	P	P	P	P
	Market development & product specification	\$1.5	P	P	P	P
	Metal shredding industries	\$5	x	x	P	x

NGO = Nongovernmental organisation.

Source	Purpose	(\$M)	Who is eligible?			
			Levy-paying councils in regulated area	Councils in non-regulated	Industry	NGO
Local Government Fund	Support transition from WaSIP	\$38.7	P	X	X	X
	Non-contestable funding	\$70	P	X	X	X
	Regional coordinators, infrastructure planning and development	\$9	P	X	X	X
	Support for voluntary waste groups	\$13	X	P	X	X
	Regional and rural council support for landfill consolidation and closure	\$7	P	P	X	X
Illegal Dumping Fund	Support initiatives within a state-wide illegal dumping strategy	\$58	P	P	P	P
Litter Fund	Local government programs and initiatives	\$10	P	P	X	X
	State-wide programs and initiative	\$10	P	P	P	P

NGO = Nongovernmental organisation; WaSIP = Waste and Sustainability Improvement Payment

Appendix 3 – Estimated cost of installing a weighbridge

	Equipment/ installation	Software	Trade certification	Total
Above-ground				
12 metres	\$50,000	\$6,000	\$6,000	\$62,000
18 metres	\$65,000	\$6,000	\$6,000	\$77,500
Fully in-ground				
12 metres	\$75,000	\$6,000	\$6,000	\$87,000
18 metres	\$90,000	\$6,000	\$6,000	\$102,000

* Estimated cost of installation assumes best case scenario of stable soils and a flat surface.

The \$7 million Local Government Fund, under the *Waste Less, Recycle More* initiative, to support regional and rural local councils in landfill consolidation and closure would be available to assist with the installation of weighbridges.

The operation of a weighbridge requires computer and recording systems verification and tasks including:

- directing vehicles onto the weighbridge platform
- correctly setting the weighbridge to zero before commencing a weighing
- weighing of vehicles on the way in
- weighing of vehicles on the way out
- completing and issuing a weighbridge ticket/invoice to the driver.

The ongoing costs of operating a weighbridge are approximately \$46,000 a year. This ongoing cost includes a yearly certification and maintenance cost of \$3,500 and an equivalent full-time salary for one person of \$42,500 (incl. super), calculated using the NSW Fair Work Waste Management Award 2010 MA000043 of \$19.70/hour minimum wage.

Ongoing technical support on weighbridge operation should be sought from weighbridge providers or manufacturers.



18 JUNE 2014

ATTACHMENT

6.2.21

Kandos Museum – legal advice



Flynns

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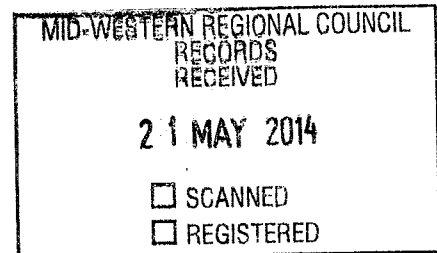
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21 May 2014

By e-mail: kate.power@midwestern.gov.au

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



Attention: Kate Power

Dear Madam

RE: KANDOS MUSEUM

We refer to the recent conference between Kate Power and the writer.

Background

By way of background we acknowledge receipt of previous reports to Council relating to the Kandos Museum and also draft Memorandum of Understanding forwarded to you by the Kandos Bicentennial Industrial Museum Incorporated (KBIM).

We further understand that Council has resolved to fund KBIM to the tune of \$15,000.00 per annum.

Retainer

We note our advice is sought in relation to four main issues:

1. The efficacy of a delayed settlement.
2. Transitional arrangements if a delayed settlement was adopted.
3. The practical effect of the winding up or insolvency of KBIM.
4. The appropriateness of continual funding of KBIM.

Council at its meeting on 5 February 2014 passed the following Resolution:

- "6. Council seek legal advice and take appropriate action to ensure that, in the event that the Incorporated Association should close, the ownership of the KBIM be transferred to Council or equivalent body."

The Memorandum of Understanding prepared on behalf of KBIM stated as follows:

"KBIM are similarly concerned that in the event that the association cease either voluntarily or otherwise or become insolvent or become incapacitated that the real property be preserved for the community. To that end KBIM have sought independent legal advice as to how KBIM may possess the real property yet at the same time protect, preserve or direct the real property in the event that KBIM fails."

We would be interested to see that independent legal advice and would also recommend Council consider such advice.

Advice

1. The efficacy of a delayed settlement; and
2. Transitional arrangements if a delayed settlement was adopted.

These matters are inextricably linked and accordingly dealt with together.

A delayed settlement by its very nature creates difficulties owing to the need to put in place arrangements for the operation of the Museum between exchange and settlement.

The period would need to be covered by a Licence Agreement which would define the arrangements during that period.

Clause 18 of the standard Law Society of New South Wales and Real Estate Institute of New South Wales 2005 copyright Contract for Sale of Land provides rudimentary provisions for possession before completion. A copy of that Clause is extracted and marked Annexure "B" to this advice.

This provision of itself would be inadequate to provide all the arrangements necessary for a Museum to operate.

We also understand that Council's preferred position is to try and achieve a situation where KBIM is the master of its own destiny without constant monitoring from Council.

Whilst it would be possible to draft a Licence Agreement covering the delayed settlement period, it would be necessarily complex and we would recommend should only be adopted as a last resort.

We believe it would be far simpler and more appropriate to utilise a normal settlement period.

The Practical Effect of the Winding Up or Insolvency of KBIM

KBIM is an Incorporated Association under the provisions of the Associations Incorporation Act 2009.

Accordingly the provisions which deal with external administration on grounds of insolvency or otherwise are dealt with at Part 6 of that Act.

We have extracted Part 6 which covers Sections 54-71 inclusive for your consideration.

From a general overview the provisions are similar to the Corporations Law and any assets KBIM would be subject to the winding up provisions of the Associations Incorporation Act.

At this point a distinction needs to be made between real property being the land and improvements located at 22-24 Buchanan Street Kandos being Lots 9, 10 and 11 in Deposited

Plan 8161 and the "collection" which we understand is the property of Mid-Western Regional Council.

It would be our preliminary recommendation that any transfer of the land and improvements exclude the "collection" such that the "collection" would remain the property of Mid-Western Regional Council.

A supplementary yet interdependent Licence Agreement would be needed to allow KBIM to exhibit the "collection" at the Museum subject to terms and conditions in a Licence Agreement to be determined.

In the event that Council and KBIM wish to proceed in this direction we would suggest a further specific advice be prepared in relation to the collection as other legislation may need to be considered.

We are of the preliminary view that a security interest in personal property does not include a licence and hence the Personal Properties Securities Legislation would not apply to such a transaction.

This however is not a concluded view at the time of preparing this advice.

The appropriateness of continual funding of KBIM

This is obviously a matter for Council rather than legal advice however in the event that continuing assistance is required, we would recommend consideration of the funding being by way of grant rather than term agreement.

Yours faithfully

FLYNN'S SOLICITORS



STEPHEN FLYNN



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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 54

Appointment of administrator-Corporations legislation

54 Appointment of administrator-Corporations legislation

(cf *Co-operatives Act 1992* , sections 332 and 332A)

(1) An association is declared to be an applied Corporations legislation matter for the purposes of Part 3 of the *Corporations (Ancillary Provisions) Act 2001* in relation to the provisions of Part 5.3A and Division 3 of Part 5.9 of the *Corporations Act 2001* of the Commonwealth, subject to the following modifications:

(a) those provisions are to be read as if an association and its committee were, respectively, a company and its board,

(b) those provisions are to be read as including the provisions of subsections (2) and (3),

(c) a reference in those provisions to sections 128 and 129 of the *Corporations Act 2001* of the Commonwealth is to be read as a reference to sections 23 and 24 of this Act,

(d) a reference in those provisions to an administrator appointed under a provision of Part 5.3A is to be read as including a reference to an administrator appointed by the Director-General under this section,

(e) a reference in those provisions to ASIC is to be read as a reference to the Director-General,

(f) such other modifications (within the meaning of Part 3 of the *Corporations (Ancillary Provisions) Act 2001*) as may be prescribed by the regulations.

(2) Without limiting subsection (1), the Director-General may appoint a person as an administrator for the purposes of the provisions of Part 5.3A of the *Corporations Act 2001* of the Commonwealth (as applying under this section) if of the opinion that the association is, or is likely to become, insolvent.

(3) A person appointed under subsection (2) may, but need not, be a registered liquidator within the meaning of the *Corporations Act 2001* of the Commonwealth.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 55

Appointment of administrator by Director-General

55 Appointment of administrator by **Director-General**

The **Director-General** may appoint an administrator to administer an **association**'s affairs if:

- (a) the **association** has persistently failed to comply with the requirements of this Act or the regulations, and
- (b) having regard to those circumstances, the **Director-General** is satisfied that it is in the interests of the **association**'s members or creditors for an administrator to be appointed.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 56

Effect of appointment of administrator

56 Effect of appointment of administrator

(cf *Co-operatives Act 1992*, section 334)

(1) On the appointment of an administrator for an association:

(a) the committee members and the public officer cease to hold office,
and

(b) the administrator may terminate any contract of employment with the association or any contract for the provision of secretarial, administrative or other services to the association.

(2) An administrator for an association has the functions of the association's committee and the functions of the association's public officer.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 57

Revocation of appointment

57 Revocation of appointment

(cf *Co-operatives Act 1992*, section 335)

- (1) An administrator holds office until the administrator's appointment is revoked or the administrator dies.
- (2) When a liquidator of an association is appointed, the appointment of any administrator of the association is automatically revoked.
- (3) Immediately on the revocation of an administrator's appointment, the administrator must prepare and submit a report to the Director-General showing how the administration was carried out, and for that purpose an administrator has access to the association's records and documents.
- (4) On providing the report and accounting fully in relation to the administration of the association to the satisfaction of the Director-General, the administrator is released from any further duty to account in relation to the administration of the association otherwise than on account of fraud, dishonesty, negligence or wilful failure to comply with this Act or the regulations.
- (5) Before revoking the appointment of an administrator of an association, the Director-General:
 - (a) must appoint another administrator, or
 - (b) must ensure that committee members and the public officer have been elected in accordance with the association's constitution at a meeting convened by the administrator in accordance with the constitution, or
 - (c) must appoint committee members and a public officer for the association.
- (6) Committee members elected or appointed under subsection (5):
 - (a) take office on revocation of the administrator's appointment, and
 - (b) if appointed, hold office until the next annual general meeting of the association after the revocation of that appointment.
- (7) The public officer of an association appointed under subsection (5) (c) takes office on revocation of the administrator's appointment.



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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 58

Expenses of administration

58 Expenses of administration

(cf *Co-operatives Act 1992*, section 336)

(1) The expenses of and incidental to the conduct of an association's affairs by an administrator are payable from the association's funds.

(2) The expenses of conducting an association's affairs include:

(a) if the administrator is a public servant, such amount as the Director-General may certify as being the Crown's costs in relation to the administrator's remuneration, or

(b) if the administrator is not a public servant, such amount as the Director-General may approve in relation to the administrator's remuneration.

(3) An amount certified under subsection (2) (a) may be recovered in a court of competent jurisdiction as a debt due to the Crown.

(4) An administrator has, in relation to the expenses specified in subsection (1), the same priority on the winding up of an association as the liquidator of the association has.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 59

Liabilities arising from administration

59 Liabilities arising from administration

(cf *Co-operatives Act 1992* , section 337)

(1) An administrator is liable for any loss incurred by the association because of any fraud, dishonesty, negligence or wilful failure by the administrator to comply with this Act, the regulations or the association's constitution.

(2) An administrator is not liable for any other loss, but must account for the loss in a report given under section 57.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 60

Stay of proceedings

60 Stay of proceedings

(cf *Co-operatives Act 1992* , section 337B)

(1) If the Director-General appoints an administrator to conduct an association's affairs, a person must not begin or continue any legal proceedings against the association until the administrator's appointment is revoked except with the leave of the Supreme Court and, if the Court grants leave, in accordance with any terms and conditions that the Court imposes.

(2) A person intending to apply for the leave of the Supreme Court under subsection (1) must give the Director-General not less than 10 days' notice of intention to apply.

(3) On the hearing of an application under subsection (1), the Director-General may be represented and may oppose the granting of the application.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 61

Administrator to report to Director-General

61 Administrator to report to **Director-General**

(cf *Co-operatives Act 1992*, section 337C)

On the receipt of a request from the **Director-General**, the administrator for an **association** must, without delay, prepare and give to the **Director-General** a report showing how the administration is being carried out.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 62

Voluntary winding up

62 Voluntary winding up

An association may be wound up voluntarily if the association so resolves by special resolution.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 63

Involuntary winding up

63 Involuntary winding up

(1) The Supreme Court may order the winding up of an association if:

(a) the association has by special resolution resolved that it be wound up by the Court, or

(b) the association does not commence its operations within one year after the date of its registration under this Act or suspends its operations for a whole year, or

(c) the association is insolvent, or

(d) the association has conducted its affairs (including its affairs as trustee of any trust) so as to provide pecuniary gain for its members, or

(e) the association has engaged in activities inconsistent with its objects, or

(f) the committee of the association has acted in affairs of the association in the interests of the committee or the committee members rather than in accordance with its objects, or in any other manner whatever that appears to the Court to be unfair or unjust to the association's members, or

(g) the association would, if not registered under this Act, not be eligible to be so registered, or

(h) the Director-General has, pursuant to section 73, directed the association to apply for cancellation of its registration and the association has failed to do so within the time fixed by the direction, or

(i) the Court is of the opinion that it is just and equitable that the association be wound up.

(2) An application to the Supreme Court for the winding up of an association may be made by the association, by a member or creditor of the association or by the Director-General.



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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 64

Modifications to text of applied Corporations Act 2001 of the Commonwealth

64 Modifications to text of applied Corporations Act 2001 of the Commonwealth

(1) The winding up of an association is declared to be an applied Corporations legislation matter for the purposes of Part 3 of the Corporations (Ancillary Provisions) Act 2001 in relation to Parts 5.5 and 5.6 of the Corporations Act 2001 of the Commonwealth, subject to:

(a) the modifications referred to in subsection (2), and

(b) such other modifications (within the meaning of Part 3 of the Corporations (Ancillary Provisions) Act 2001) as may be prescribed by the regulations.

(2) The following modifications to the text of the Corporations Act 2001 of the Commonwealth apply for the purposes of subsection (1):

(a) a reference to a company or body is to be read as a reference to an association,

(b) a reference to the directors of a company is to be read as a reference to the committee members of an association,

(c) a reference to ASIC is to be read as a reference to the Director-General,

(d) a reference to a company's principal place of business is to be read as a reference to an association's official address,

(e) the reference to 5 years in section 1316 of that Act is taken to be a reference to 3 years.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 65

Distribution of surplus property

65 Distribution of surplus property

(1) In this section, a reference to the surplus property of an association is a reference to that property of the association remaining after satisfaction of the debts and liabilities of the association and the costs, charges and expenses of the winding up of the association.

(2) In a winding up of an association, the surplus property of the association is to be distributed in accordance with a special resolution of the association.

(3) Any such distribution of surplus property:

(a) must be approved by the Director-General, and

(b) is not to be made to or for the benefit of:

(i) any member or former member of the association, or

(ii) any person to be held on trust for any member or former member of the association.

unless the member or former member is an association (whether incorporated or unincorporated) whose constitution, at the time of the distribution, prohibits the distribution of property to its members, and

(c) is subject to any trust affecting that property or any part of it.

(4) Surplus property or any part of it that consists of property supplied by a government department or public authority, including any unexpended portion of a grant, must be returned to the department or authority that supplied it or to a body nominated by the department or authority.

(5) A person aggrieved by the operation of this section in relation to an association's surplus property may apply to the Supreme Court for an order as to its disposal.

(6) The Supreme Court may deal with such an application by making such orders as it thinks fit with respect to the disposal of the association's surplus property.



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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 66

Appeal

66 Appeal

(1) A person aggrieved by any act, omission or decision of an association's liquidator or provisional liquidator may appeal to the Supreme Court in respect of the act, omission or decision.

(2) The Supreme Court may deal with such an appeal by confirming, reversing or modifying the act or decision, or remedying the omission, as the case may be, and by making such other orders as it thinks fit.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 67

Definitions

67 Definitions

(1) This Division applies to an association:

- (a) that is insolvent, or
- (b) that is being, or has been, wound up, or
- (c) whose registration has been cancelled under Division 1 or 2 of Part 7.

(2) In this Division,

"appropriate officer" means:

- (a) in relation to an association that has been or is being wound up, the liquidator, or
- (b) in relation to an association whose registration has been cancelled by the Director-General or that is insolvent, the Director-General.

(3) For the purposes of this section, an association is taken to be insolvent if, and only if, execution or other process issued on a judgment, decree or order of any court in favour of a creditor of the association is returned unsatisfied in whole or in part.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 68

Incurring of debts in respect of association to which this Division applies

68 Incurring of debts in respect of association to which this Division applies

(1) If an association incurs a debt and:

(a) immediately before the debt is incurred:

(i) there are reasonable grounds for believing that the association is or will become insolvent, or

(ii) there are reasonable grounds to expect that, if the association incurs the debt, the association will become insolvent, and

(b) the association is or becomes an association to which this Division applies,

any person who was a committee member of the association at the time the debt was incurred is guilty of an offence.

Maximum penalty: 50 penalty units or imprisonment for 1 year, or both.

(2) The association and any person who was a committee member of the association at the time the debt was incurred are jointly and severally liable for the payment of the debt.

(3) In any proceedings against a person under subsection (1), it is a defence if the defendant proves:

(a) that the debt was incurred without the defendant's express or implied authority or consent, or

(b) that, at the time the debt was incurred, the defendant did not have reasonable grounds:

(i) to believe that the association was insolvent, or

(ii) to expect that, if the association incurred that debt, it would become insolvent.

(4) If subsection (2) renders a person or persons liable to pay a debt incurred by an association, the payment by that person or either or any of those persons of the whole

or any part of the debt does not render the association liable to the person or persons concerned in respect of the amount so paid.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 69

Fraudulent conduct in respect of association to which this Division applies

69 Fraudulent conduct in respect of association to which this Division applies

If:

(a) an association does any act (including the entering into of a contract or transaction) with intent to defraud any person or for any other fraudulent purpose, and

(b) the association is or becomes an association to which this Division applies,

any person who was knowingly concerned in the doing of the act with that intent or for that purpose is guilty of an offence.

Maximum penalty: 100 penalty units or imprisonment for 2 years, or both.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 70

Powers of Supreme Court

70 Powers of Supreme Court

(1) If a person ("**the offender**") is convicted of an offence under section 68 (1) in respect of the incurring of a debt, the Supreme Court, on the application of:

- (a) the Director-General, or
- (b) the person to whom the debt is payable ("**the creditor**"),

may declare that the offender is personally responsible, without any limitation of liability, for payment to the creditor of the amount of the debt or such part of it as the Court thinks fit.

(2) If a person ("**the offender**") is convicted of an offence under section 69, the Supreme Court, on the application of:

- (a) the Director-General, or
- (b) the appropriate officer, or
- (c) a member or creditor of the association authorised by the Director-General to make such an application,

may declare that the offender is personally responsible, without any limitation of liability, for payment to the association of the amount required to satisfy so much of the debts of the association as the Court thinks fit.

(3) If the Supreme Court makes a declaration under subsection (1), it may make such further orders as it thinks fit for the purpose of giving effect to that declaration.

(4) In particular, the Supreme Court may order that the offender's liability is a charge on:

- (a) a debt or obligation due from the association to the creditor, or
- (b) a right or interest under a charge on any property of the association held by or vested in the offender or a person on behalf of the offender, or a person claiming as assignee from or through the offender or a person acting on behalf of the offender.

(5) The Supreme Court may, from time to time, make such further order as it thinks fit for the purpose of enforcing a charge imposed under subsection (4).

(6) For the purpose of subsection (4) (b).

"**assignee**" includes a person to whom or in whose favour, by the direction of the offender:

(a) the debt, obligation or charge was created, issued or transferred, or

(b) the interest was created,

but does not include an assignee for valuable consideration given in good faith and without actual knowledge of any of the matters on which the conviction or declaration was made.

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ASSOCIATIONS INCORPORATION ACT 2009 - SECT 71

Certain rights not affected

71 Certain **rights** not affected

Nothing in this Division affects any **rights** of a person to indemnity, subrogation or contribution.

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- 17.2.1 this contract says that the sale is subject to existing tenancies; and
 17.2.2 the contract discloses the provisions of the tenancy (for example, by attaching a copy of the lease and any relevant memorandum or variation).
- 17.3 *Normally*, the purchaser can claim compensation (before or after completion) or *rescind* if any of the land is affected by a protected tenancy (a tenancy affected by Part 2, 3, 4 or 5 Landlord and Tenant (Amendment) Act 1948).

18 Possession before completion

- 18.1 This clause applies only if the vendor gives the purchaser possession of the *property* before completion.
- 18.2 The purchaser must not before completion -
 18.2.1 let or part with possession of any of the *property*;
 18.2.2 make any change or structural alteration or addition to the *property*; or
 18.2.3 contravene any agreement between the *parties* or any direction, document, *legislation*, notice or order affecting the *property*.
- 18.3 The purchaser must until completion -
 18.3.1 keep the *property* in good condition and repair having regard to its condition at the giving of possession; and
 18.3.2 allow the vendor or the vendor's authorised representative to enter and inspect it at all reasonable times.
- 18.4 The risk as to damage to the *property* passes to the purchaser immediately after the purchaser enters into possession.
- 18.5 If the purchaser does not comply with this clause, then without affecting any other right of the vendor -
 18.5.1 the vendor can before completion, without notice, remedy the non-compliance; and
 18.5.2 if the vendor pays the expense of doing this, the purchaser must pay it to the vendor with interest at the rate mentioned in Schedule J of the Supreme Court Rules 1970.
- 18.6 If this contract is *rescinded* or *terminated* the purchaser must immediately vacate the *property*.
- 18.7 If the *parties* or their *solicitors* on their behalf do not agree in writing to a fee or rent, none is payable.

19 Rescission of contract

- 19.1 If this contract expressly gives a *party* a right to *rescind*, the *party* can exercise the right -
 19.1.1 only by *servicing* a notice before completion; and
 19.1.2 in spite of any making of a claim or *requisition*, any attempt to satisfy a claim or *requisition*, any arbitration, litigation, mediation or negotiation or any giving or taking of possession.
- 19.2 *Normally*, if a *party* exercises a right to *rescind* expressly given by this contract or any *legislation* -
 19.2.1 the deposit and any other money paid by the purchaser under this contract must be refunded;
 19.2.2 a *party* can claim for a reasonable adjustment if the purchaser has been in possession;
 19.2.3 a *party* can claim for damages, costs or expenses arising out of a breach of this contract; and
 19.2.4 a *party* will not otherwise be liable to pay the other *party* any damages, costs or expenses.

20 Miscellaneous

- 20.1 The *parties* acknowledge that anything stated in this contract to be attached was attached to this contract by the vendor before the purchaser signed it and is part of this contract.
- 20.2 Anything attached to this contract is part of this contract.
- 20.3 An area, bearing or dimension in this contract is only approximate.
- 20.4 If a *party* consists of 2 or more persons, this contract benefits and binds them separately and together.
- 20.5 A *party's solicitor* can receive any amount payable to the *party* under this contract or direct in writing that it is to be paid to another person.
- 20.6 A document under or relating to this contract is -
 20.6.1 signed by a *party* if it is signed by the *party* or the *party's solicitor* (apart from a direction under clause 4.3);
 20.6.2 *served* if it is *served* by the *party* or the *party's solicitor*;
 20.6.3 *served* if it is *served* on the *party's solicitor*, even if the *party* has died or any of them has died;
 20.6.4 *served* if it is *served* in any manner provided in s170 of the Conveyancing Act 1919;
 20.6.5 *served* if it is sent by fax to the *party's solicitor*, unless it is not received;
 20.6.6 *served* on a person if it (or a copy of it) comes into the possession of the person; and
 20.6.7 *served* at the earliest time it is *served*, if it is *served* more than once.
- 20.7 An obligation to pay an expense of another *party* of doing something is an obligation to pay -
 20.7.1 if the *party* does the thing personally - the reasonable cost of getting someone else to do it; or
 20.7.2 if the *party* pays someone else to do the thing - the amount paid, to the extent it is reasonable.
- 20.8 Rights under clauses 11, 13, 14, and 17 continue after completion, whether or not other rights continue.
- 20.9 The vendor does not promise, represent or state that the purchaser has any cooling off rights.
- 20.10 The vendor does not promise, represent or state that any attached survey report is accurate or current.
- 20.11 A reference to any *legislation* includes a reference to any corresponding later *legislation*.
- 20.12 Each *party* must do whatever is necessary after completion to carry out the *party's* obligations under this contract.
- 20.13 Neither taking possession nor *servicing* a transfer of itself implies acceptance of the *property* or the title.
- 20.14 The details and information provided in this contract (for example, on page 1) are, to the extent of each *party's* knowledge, true, and are part of this contract.
- 20.15 Where this contract provides for choices, a choice in BLOCK CAPITALS applies unless a different choice is marked.

21 Time limits in these provisions

- 21.1 If the time for something to be done or to happen is not stated in these provisions, it is a reasonable time.
- 21.2 If there are conflicting times for something to be done or to happen, the latest of those times applies.

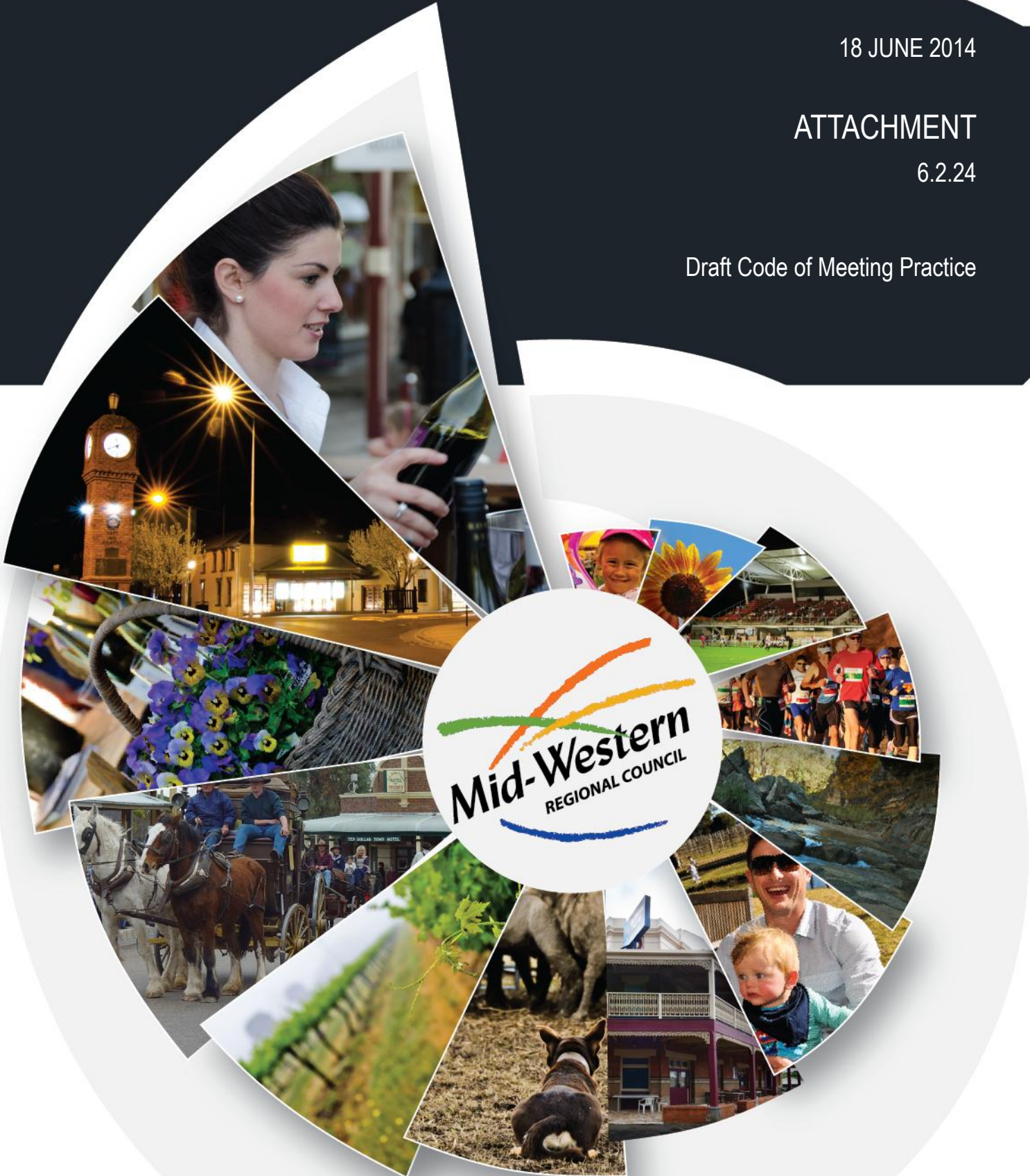


18 JUNE 2014

ATTACHMENT

6.2.24

Draft Code of Meeting Practice



MID-WESTERN REGIONAL COUNCIL

CODE OF MEETING PRACTICE

As amended by Minute No. 209, C/M 9/8/99
As amended by Local Government (Meetings) Regulation, 1999 (Gov.Gaz. No. 98, 27/8/99)
As amended by Minute No. 384, C/M 13/12/99
As amended by Minute No. 166 E/M 19/6/00
As amended by Minute No. 394, C/M 11/12/00
As amended by Local Government (Meetings) Regulation, 1999 (Gov. Gaz. No. 60, 30/3/01)
As amended by Minute No. 208, C/M 12/6/01
As amended by Minute No. G.84/02, 1/7/02
As amended by Local Government (General) Regulation, 2005 (Gov. Gaz. No. 107, 26/8/05) and Minute 18/06 C/M 15/2/06
As amended by Minute No. 204/06 Council Meeting 17/10/06
As amended by Minute No. 217/08 Council Meeting 15/10/08
As amended by Minute No. 6/09 Council Meeting 18/2/09
As amended by Minute No. 88/10 Council Meeting 21/4/10
As amended by Minute No. 276/12 Council Meeting 20/6/12
As amended by Minute No. 128/14 Council Meeting 2/4/14

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PART 1 - PRELIMINARY

CITATION

1. This Code may be cited as the Mid-Western Regional Council Code of Meeting Practice.

DEFINITIONS

2. (1) In this Code:

amendment, in relation to an original motion, means a motion moving an amendment to that motion;

chairperson,

(a) in relation to a meeting of the Council - means the person presiding at the meeting as provided by Clause 15 of this Code; and

(b) in relation to a meeting of a committee - means the person presiding at the meeting as provided by Clause 51 of this Code;

committee means a committee appointed or elected by the Council in accordance with Clause 44(1) of this Code or the Council when it has resolved itself into a committee of the whole;

record means a document (including any written or printed material) or object (including a sound recording, coded storage device, magnetic tape or disc, microfilm, photograph, film, map, plan or model or a painting or other pictorial graphic work) that is or has been made or received in the course of official duties by a Councillor or an employee of the Council and, in particular, includes the minutes of meetings of the Council or of a committee of the Council;

relative, in relation to a person, means any of the following:

(a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the person or of the person's spouse;

(b) the spouse or the de facto partner of the person or of a person referred to in paragraph (a).

the Act means the Local Government Act, 1993;

the Code means the Mid-Western Regional Council Code of Meeting Practice; and

the Regulation means the Local Government (General) Regulation 2005.

(2) Except as otherwise provided, expressions used in this Code which are defined in the dictionary at the end of the Act have the meanings set out in the dictionary.

ACT AND REGULATION

3. (1) This Code is made pursuant to Section 360(2) of the Act.
- (2) It incorporates relevant provisions of the Regulation and the Act.
- (3) In the event of any inconsistency between the Code and the Act or the Regulation, the Act or the Regulation (as the case may be) prevails to the extent of the inconsistency.

NOTES TO TEXT

4. (1) Notes in the text of this Code are explanatory notes and do not form part of this code. They are provided to assist understanding.
- (2) Italic comments contained within the Clauses in the Code references the Section of the Act or the Clause of the Regulation to which that Clause or Sub-Clause of the Code relies. Those Clauses or Sub-clauses of the Code with no reference to either the Act or Regulation comprise either Council policies or procedures or have been included to amplify the provisions of the Code.

PART 2 - CONVENING OF COUNCIL MEETINGS

WHEN DOES THE COUNCIL MEET?

Ordinary Meetings

5. (1) The Council is required to meet at least 10 times each year, each time in a different month. *(see Section 365 LGA)*
- (2) The Council has resolved that meetings will generally be held on the 1st and 3rd Wednesdays of each month, with only one meeting during July on the 3rd Wednesday and no meetings during January.
- (3) Meetings will generally commence at the conclusion of Open Day.
- (4) Meetings will conclude at 11.00pm but may continue upon a resolution of Council which shall include a time limit for this extension provided that:
 - (a) there shall be no debate on any motion to adjourn a meeting of the Council;
 - (b) if a motion for adjournment is negatived, the business of the meeting shall proceed and it shall be in order for any Councillor to again move for a motion of adjournment within half an hour of the previous motion for adjournment being negatived.
 - (c) a motion for adjournment may specify the time, date and place of the adjourned meeting, however, if a motion for adjournment is carried but does not specify the time, date and place of the adjourned meeting, the Chairperson shall make a determination with respect to whichever of these has not been specified.

Extraordinary Meetings

- (5) Extraordinary meetings of the Council may be convened at other times to deal with matters which cannot wait for the scheduled ordinary meeting or which need to be dealt with urgently.
- (6) Extraordinary meetings may be convened either:
 - (a) by the Council, by resolution; or
 - (b) by the Mayor; or
 - (c) at the request of at least 2 Councillors. In this case, if the Mayor receives a request in writing signed by at least two (2) Councillors, the Mayor must call an extraordinary meeting of the Council to be held as soon as practicable but in any event within 14 days after the receipt of the request. *(see Section 366 LGA)*

NOTICE OF MEETINGS TO COUNCILLORS

Ordinary Meetings

6. (1) The General Manager of the Council must send to each Councillor, at least three (3) days before each meeting of the Council, a notice specifying the time and place at which and the date on which the meeting is to be held and the business proposed to be transacted at the meeting. *(see Section 367(1) LGA)*

Extraordinary Meetings

- (2) Notice of less than three (3) days may be given of an extraordinary meeting called in an emergency (*see Section 367(2) LGA*), however, notice shall be provided at least on the day prior to the date the meeting is scheduled.

General

- (3) Notice of meetings, and the agenda and business papers relating to those meetings may be given to a Councillor in electronic form but only if all Councillors have facilities to access the notice, agenda and business papers in that form. (*see Section 367(3) LGA*)

NOTE: Notice of meetings and the agenda and business papers for those meetings will generally be delivered to the address nominated by Councillors. In certain circumstances this material may be conveyed by facsimile transmission.

PUBLIC NOTICE OF MEETINGS

7. (1) The Council must give notice to the press and public of the times, dates and places of its meetings and meetings of those of its Committees of which all the members are Councillors. (*see Section 9(1) LGA*)

NOTE: Notice is given by placing an advertisement in the local media during the week prior to the meeting.

- (2) The Council and each such Committee must have available for the press and public at its offices and at each meeting copies (for inspection and taking away by persons) of the agenda and associated business papers (such as correspondence and reports) for the meeting. (*see Section 9(2) LGA*)
- (3) In the case of a meeting whose agenda includes the receipt of information or discussion of other matters that, in the opinion of the General Manager, is likely to take place when the meeting is closed to the public:
 - (a) the agenda for the meeting must indicate that the relevant item of business is of such a nature (but must not give details of that item), and
 - (b) the requirements of subclause (2) with respect to the availability of business papers do not apply to the business papers for that item of business. (*see Section 9(2A) LGA*)
- (4) The copies are to be available to the press and public as nearly as possible to the time they are available to Councillors. (*see Section 9(3) LGA*)
- (5) The copies are to be available free of charge. (*see Section 9(4) LGA*)
- (6) A notice given under this Clause or a copy of an agenda or of a business paper made available under this Clause may in addition be given or made available in electronic form. (*see Section 9(5) LGA*)
- (7) A notice of a meeting of the Council or of a Committee must be published in a newspaper circulating in the area before the meeting takes place. (*see Clause 232(2) LGGR*)
- (8) The notice must specify the time and place of the meeting. (*see Clause 232(3) LGGR*)

-
- (9) Notice of more than one meeting may be given in the same notice. *(see Clause 232(4) LGGR)*
 - (10) This clause does not apply to an extraordinary meeting of the Council or Committee. *(see Clause 232(5) LGGR)*

PART 3 – QUORUMS AND ATTENDANCE OF COUNCILLORS AND STAFF

WHO IS ENTITLED TO ATTEND MEETINGS?

8. Except as provided by this Code:
- (a) everyone is entitled to attend a meeting of the council and those of its committees of which all the members are councillors, and
 - (b) a council must ensure that all meetings of the council and of such committees are open to the public. *(see Section 10(1) LGA)*

WHAT IS A QUORUM FOR A MEETING?

9. The quorum for a meeting of the Council is a majority of the Councillors of the Council who hold office for the time being and are not suspended from office. *(see Section 368 LGA)*

WHAT HAPPENS WHEN A QUORUM IS NOT PRESENT?

10. (1) A meeting of the Council must be adjourned if a quorum is not present:
- (a) within half an hour after the time designated for the holding of the meeting; or
 - (b) at any time during the meeting. *(see Clause 233(1) LGGR)*
- (2) In either case, the meeting must be adjourned to a time, date and place fixed:
- (a) by the Chairperson; or
 - (b) in his or her absence - by the majority of the Councillors present; or
 - (c) failing that, by the General Manager. *(see Clause 233(2) LGGR)*
- (3) The General Manager must record in the Council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the Council, together with the names of the Councillors present. *(see Clause 233(3) LGGR)*

MINISTER TO CONVENE MEETINGS IN CERTAIN CASES

11. (1) Whenever an area is constituted or reconstituted, the Minister is required:
- (a) to convene the first meeting of the Council of the area; and
 - (b) to nominate the business to be transacted at the meeting; and
 - (c) to give the Councillors notice of the meeting. *(see Clause 234(1) LGGR)*
- (2) If there is no quorum at that meeting, the Minister may convene meetings in the same manner until a quorum is present. *(see Clause 234(2) LGGR)*

- (3) The Council must transact the business nominated by the Minister for a meeting convened under this clause. *(see Clause 234(3) LGGR)*

CAN A COUNCILLOR PARTICIPATE IN A MEETING WHILE NOT IN ATTENDANCE?

12. A Councillor cannot participate in a meeting of the Council unless personally present at the meeting. *(see Clause 235 LGGR)*

CONTINUED ABSENCE OF COUNCILLOR FROM MEETINGS

13. In the case of a Councillor who is absent from 3 consecutive meetings of the Council (unless the Councillor is absent because he or she has been suspended from civic office under Section 482 or 482A) without:
- (a) prior leave of the Council; or
 - (b) leave granted by Council at any of the meetings concerned;
- the civic office of that Councillor is automatically vacant. *(see Section 234 (1) LGA).*

LEAVE OF ABSENCE

14. (1) For the purposes of Clause 13, a Councillor applying for a leave of absence from a meeting of a Council does not need to make the application in person and the Council may grant such leave in the absence of that Councillor. *(see Section 234 (2) LGA).*
- (2) If the holder of a civic office attends a Council meeting (whether or not an ordinary meeting) despite having been granted leave of absence, the leave of absence is taken to have been rescinded as regards any future Council meeting. *(see Section 234 (3) LGA).*
- (3) Subsection (2) does not prevent the Council from granting further leave of absence in respect of any future Council meeting. *(see Section 234 (4) LGA).*
- (4) A Councillor's application for leave of absence from Council meetings should, if practicable, identify (by date) the meetings from which the Councillor intends to be absent. *(see Clause 235A (1) LGGR).*
- (5) A Councillor who intends to attend a Council meeting despite having been granted leave of absence should, if practicable, give the General Manager at least 2 days' notice of his or her intention to attend. *(see Clause 235A (2) LGGR).*

CAN A PERSON BE EXPELLED FROM A MEETING?

15. (1) A person (whether a Councillor or another person) is not entitled to be present at a meeting of the Council or such a committee if expelled from the meeting:
- (a) by a resolution of the meeting; or
 - (b) by the person presiding at the meeting, if the Council has, by resolution, authorised the person presiding to exercise the power of expulsion. *(see Section 10(2) LGA)*
- (2) A person may be expelled from a meeting only on the grounds specified in, or in the circumstances prescribed by, the regulations. *(see Section 10(3) LGA)*

ATTENDANCE OF GENERAL MANAGER AT MEETINGS

16. (1) The General Manager is entitled to attend, but not to vote at a meeting of the Council or a meeting of a Committee of the Council of which all the members are Councillors. *(see Section 376(1) LGA)*
- (2) The General Manager is entitled to attend a meeting of any other Committee of the Council and may, if a member of the Committee, exercise a vote. *(see Section 376(2) LGA)*
- (3) However, the General Manager may be excluded from a meeting of the Council or a Committee while the Council or Committee deals with a matter relating to the standard of performance of the General Manager or the terms of the employment of the General Manager. *(see Section 376(3) LGA)*

WHICH COUNCIL STAFF ATTEND MEETINGS?

17. The General Manager shall determine which Council staff shall attend meetings in an official capacity.

PART 4 - PROCEDURE FOR THE CONDUCT OF COUNCIL MEETINGS

WHO PRESIDES AT MEETINGS OF THE COUNCIL?

18. (1) The Mayor, or at the request of or in the absence of the Mayor, the Deputy Mayor, presides at meetings of the Council. *(see Section 369(1) LGA)*
- (2) If the Mayor and the Deputy Mayor are absent, a Councillor elected to chair the meeting by the Councillors present presides at a meeting of Council. *(see Section 369(2) LGA)*

COUNCILLOR TO PRESIDE AT CERTAIN MEETINGS

19. (1) If no Chairperson is present at a meeting of the Council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a Chairperson to preside at the meeting. *(see Clause 236(1) LGGR)*
- (2) The election must be conducted:
- (a) by the General Manager or, in his absence, an employee of the Council designated by the General Manager to conduct the election; or
 - (b) if neither of them is present at the meeting or there is no General Manager or designated employee - by the person who called the meeting or a person acting on his or her behalf. *(see Clause 236(2) LGGR)*
- (3) If, at an election of a chairperson, 2 or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot. *(see Clause 236(3) LGGR)*
- (4) For the purposes of subclause (3), the person conducting the election must:
- (a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips; and
 - (b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random. *(see Clause 236(4) LGGR)*
- (5) The candidate whose name is on the drawn slip is the candidate who is to be the chairperson. *(see Clause 236(5) LGGR)*

CHAIRPERSON TO HAVE PRECEDENCE

20. When the Chairperson rises or speaks during a meeting of Council;
- (a) any Councillor then speaking or seeking to speak must, if standing, immediately resume his or her seat; and
 - (b) every Councillor present must be silent to enable the Chairperson to be heard without interruption. *(see Clause 237 LGGR)*

CHAIRPERSON'S DUTY WITH RESPECT TO MOTIONS

21. (1) It is the duty of the Chairperson at a meeting of the Council to receive and put to the meeting any lawful motion that is brought before the meeting. *(see Clause 238(1) LGGR)*
- (2) The Chairperson must rule out of order any motion that is unlawful or the implementation of which would be unlawful. *(see Clause 238(2) LGGR)*
- (3) Any motion, amendment or other matter that the Chairperson has ruled out of order is taken to have been rejected. *(see Clause 238(3) LGGR)*

ORDER OF BUSINESS

22. (1) At a meeting of the Council (other than an extraordinary meeting), the general order of business shall be:
 1. Apologies
 2. Disclosure of Interest
 3. Confirmation of Minutes
 4. Matters in Progress
 5. Mayoral Minutes
 6. General Business
 - a) Notices of Motion
 - b) Reports to Council
 7. Urgent Business Without Notice
 8. Confidential Session
 - a) Mayoral Minutes
 - c) General Business
 - i) Notices of Motion
 - ii) Reports to Council
 - iii) Urgent Business Without Notice
 9. Open Council

unless varied by Council from time to time. *(see Clause 239(1) LGGR)*

- (2) The Mayor may bring forward an item of business from the business paper where it is established that a member of the public with an interest in that item is present in the public gallery, but only as provided by Subclause (3) below.
- (3) The order of business fixed under subclause (1) may be altered if a motion to that effect is carried. Such a motion can be moved without notice. *(see Clause 239(2) LGGR)*
- (4) Despite Clause 36 of this Code, only the mover of a motion referred to in subclause (3) may speak to the motion before it is put. *(see Clause 239(3) LGGR)*

AGENDA AND BUSINESS PAPERS FOR COUNCIL MEETINGS

23. (1) The General Manager must ensure the agenda for a meeting of the Council states:
 - (a) all matters to be dealt with arising out of the proceedings of former meetings of the Council; and

- (b) if the Mayor is the Chairperson - any matter or topic that the chairperson proposes, at the time when the business paper is prepared, to put to the meeting or the Deputy Mayor if acting for the Mayor; and
 - (c) subject to Subclause (3), any business of which due notice has been given. *(see Clause 240(1) LGGR)*
- (2) (a) 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)*
- (b) (i) If a notice of motion (and/or accompanying background) is presented that prima facie would, if stated in the meeting, be an act of disorder under Clause 256 (1) of the Local Government (General) Regulation, the General Manager will bring this to the attention of the Mayor or the (Deputy Mayor if it concerns or originates from the Mayor);
 - (ii) Should, if after further consideration, they feel that this notice of motion (and/or accompanying background) would, if read at the meeting, breach Clause 256 (1) of the Local Government (General) Regulation it will be referred to Council's solicitor for advice;
 - (iii) Should Council's solicitor concur that the notice of motion (and/or accompanying background) would, if read at the meeting, breach Clause 256 (1) of the Local Government (General) Regulation, the notice of motion would not be included in the business paper.
 - (iv) If this occurs, the General Manager shall inform the Councillor from whom the notice of motion originated, providing the reasons for this decision.
 - (v) The General Manager must report (without giving details of the items of business) any such exclusion. The report would include the name of the Councillor proposing the motion and the reason for its exclusion.
- (3) The General Manager must cause the agenda for a meeting of the Council to be prepared as soon as practicable before the meeting. *(see Clause 240(3) LGGR)*

For Council Meetings, the business paper is ordinarily delivered to Councillors one week prior to the meeting. The business papers are available to the public the day after the papers are delivered to Councillors.

- (4) The General Manager must ensure that, in respect of matters, which will be considered in the absence of the press and public, the agenda for the meeting must indicate that the relevant item of business is of such a nature (but must not give details of those items). *(see Section 9(2A) LGA & Clause 240(4) LGGR)*
- (5) Nothing in this clause limits the powers of the chairperson under Clause 27 of this Code. *(see Clause 240(5) LGGR)*

AGENDA FOR EXTRAORDINARY MEETING

24. (1) The General Manager must ensure that the agenda for an extraordinary meeting of the Council deals only with the matters stated in the notice of the meeting.
(see Clause 242(1) LGGR)
- (2) Despite subclause (1), business may be transacted at an Extraordinary Meeting of 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 but only after the business notified in the agenda for the meeting has been disposed of. (see Clause 242(2) LGGR)
- (3) Despite Clause 33 of this Code, only the mover of a motion referred to in subclause (2) can speak to the motion before it is put. (see Clause 242(3) LGGR)

NOTE: Some guidelines as to what constitutes "great urgency" are:

1. The business is such that a Council decision is required before Council next meets; or
2. The business is of such importance that it requires the immediate attention of Council.

GIVING NOTICE OF BUSINESS

25. (1) The Council must not transact business at a meeting of the Council:
- (a) unless a Councillor, by way of a Notice of Motion, has given notice of the business in writing at least two (2) working days prior to the day on which the agenda and business paper is prepared and delivered to Councillors; and

NOTE: 1. For Council Meetings, this is ordinarily 10.00 am two working days prior to the day the business papers are delivered to Councillors.
2. Councillors should give such notice, in writing on the form attached as Annexure 1.

- (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 241(1) LGGR)
- (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 241(2)(a) LGGR); or
 - (b) is the election of a chairperson to preside at the meeting as provided by Clause 19(1) (see Clause 241(2)(b) LGGR); or
 - (c) is a matter or topic put to the meeting by the chairperson in accordance with Clause 27 (see Clause 241(2)(c) LGGR); or
 - (d) is a motion for the adoption of recommendations of a committee of the Council; (see Clause 241(2)(d) LGGR); 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

26. (1) Despite Clause 25 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 241(3) LGGR)*
- (2) Despite Clause 36 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 241(4) LGGR)*

NOTE: Some guidelines as to what constitutes "great urgency" are:

1. The business is such that a Council decision is required before Council next meets; or
2. The business is of such importance that it requires the immediate attention of Council.

MAYORAL MINUTES

27. (1) If the Mayor (or the Deputy Mayor, if acting for the Mayor) is the Chairperson at a meeting of the Council, the Chairperson is, by minute signed by the Chairperson, entitled to put to the meeting without notice any matter or topic that is within the jurisdiction of the Council or of which the Council has official knowledge. *(see Clause 243(1) LGGR)*
- (2) Such a minute, when put to the meeting, takes precedence over all business on the Council's agenda for the meeting. The Chairperson (but only if the Chairperson is the Mayor, or the Deputy Mayor, if acting for the Mayor) may move the adoption of the minute without the motion being seconded. *(see Clause 243(2) LGGR)*
- (3) A recommendation made in a minute of the Chairperson (being the Mayor, or Deputy Mayor, if acting for the Mayor) or in a report made by a Council employee is, so far as adopted by the Council, a resolution of the Council. *(see Clause 243(3) LGGR)*

REPORT OF A DEPARTMENT OF LOCAL GOVERNMENT REPRESENTATIVE TO BE TABLED AT COUNCIL MEETING

28. When a report of a Departmental representative has been presented to a meeting of a Council in accordance with Section 433 of the Act, the Council must ensure that the report:
- (a) is laid on the table at that meeting; and
 - (b) is subsequently available for the information of Councillors and members of the public at all reasonable times. *(see Clause 244 LGGR)*

NOTICE OF MOTION – ABSENCE OF MOVER

29. In the absence of a Councillor who has placed a Notice of Motion on the agenda for a meeting of the Council:
- (a) any other Councillor may move the motion at the meeting; or
 - (b) the Chairperson may defer the motion until the next meeting of the Council at which the motion can be considered. *(see Clause 245 LGGR)*

MOTIONS AND AMENDMENTS TO BE SECONDED

30. (1) A motion or an amendment cannot be debated unless or until it has been seconded. This clause is subject to clauses 27(2) and 36(5) of this Code. *(see Clause 246 LGGR)*
- (2) The seconder of a motion or of an amendment may reserve the right to speak later in the debate.
- (3) An amendment must not be a direct negative of a motion.

HOW SUBSEQUENT AMENDMENTS MAY BE MOVED

31. (1) If an amendment has been accepted or rejected, a further amendment can be moved to the motion in its original or amended form (as the case may be), and so on, but not more than one motion and one proposed amendment can be before the Council at any one time. *(see Clause 247 LGGR)*
- (2) It is permissible to debate the motion and an amendment concurrently.
- (3) It is permissible during the debate on an amendment for a further amendment to be foreshadowed. However, any such foreshadowed amendment shall not be moved and debated until the amendment before the Chair is dealt with.

MOTIONS OF DISSENT

32. (1) A Councillor can, without notice, move to dissent from the ruling of the Chairperson on a point of order. If that happens, the Chairperson must suspend the business before the meeting until a decision is made on the motion of dissent. *(see Clause 248(1) LGGR)*
- (2) If a motion of dissent is passed, the Chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been discharged as out of order, the Chairperson must restore the motion or business to the agenda and proceed with it in due course. *(see Clause 248(2) LGGR)*
- (3) Despite Clause 36 of this Code, only the mover of a motion of dissent and the Chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply. *(see Clause 248(3) LGGR)*

PETITIONS MAY BE PRESENTED TO THE COUNCIL

33. (1) A Councillor or a member of the public may present a petition to the Council.

- (2) The Chairperson must not permit discussion on the petition, unless it relates to an item on the agenda. Petitions shall be referred to the General Manager for report, reply or other appropriate action.

QUESTIONS MAY BE PUT TO COUNCILLORS AND COUNCIL EMPLOYEES

34. (1) A Councillor:
 - (a) may, through the Chairperson, put a question to another Councillor; and
 - (b) may, through the Chairperson and the General Manager, put a question to a Council employee. *(see Clause 249(1) LGGR)*
- (2) However, a Councillor or Council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to documents. *(see Clause 249(2) LGGR)*
- (3) Any such question must be put directly, succinctly and without argument. *(see Clause 249(3) LGGR)*
- (4) The Chairperson must not permit discussion on any reply or refusal to reply to a question put to a Councillor or Council employee under this clause. *(see Clause 249(4) LGGR)*

MODE OF ADDRESS

35. (1) All Councillors and staff, other than the Chairperson, who are invited to speak at a Council meeting must stand to address Council, unless prevented from doing so by disability or injury;
- (2) When Councillors wish to address the Council, they shall indicate by raising their hand and await the invitation by the Chairperson to speak;
- (3) A Councillor will not be required to stand when moving or seconding a motion only;
- (4) When the Chairperson stands any Councillor and/or staff who are speaking shall cease speaking and resume their seats immediately;
- (5) Where the Chairperson, a Councillor or staff member is speaking, all others present in the Chamber shall remain silent unless raising a point of order;
- (6) In addressing the Council, Councillors, staff and other persons addressing the Council shall at all times address other Councillors by their official designation, as Mayor or Councillor, as the case may be;
- (7) Councillors shall at all times conduct themselves in accordance with the general conduct obligations contained in the Council's Code of Conduct and shall respect the right of their fellow Councillors to speak without interruption.

LIMITATION AS TO NUMBER OF SPEECHES

36. (1) A Councillor who, during debate at a meeting of the Council, moves an original motion, has the right of general reply to all observations that are made by another Councillor during the debate in relation to the motion and to any amendment to it, as well as the right to speak on any such amendment. *(see Clause 250(1) LGGR)*

- (2) A Councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it. *(see Clause 250(2) LGGR)*
- (3) A Councillor must not, without the consent of the Council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time. However, the Chairperson may permit a Councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the Councillor to make a statement limited to explaining the misrepresentation or misunderstanding. *(see Clause 250(3) LGGR)*
- (4) Despite subclauses (1) and (2), a Councillor may move that a motion or an amendment be now put:
 - (a) if the mover of the motion or amendment has spoken in favour of it and no Councillor expresses an intention to speak against it; or
 - (b) if at least 2 councillors have spoken in favour of the motion or amendment and at least 2 councillors have spoken against it. *(see Clause 250(4) LGGR)*
- (5) The Chairperson must immediately put to the vote, without debate, a motion moved under subclause (4). A seconder is not required for such a motion. *(see Clause 250(5) LGGR)*
- (6) If a motion that the original motion or an amendment be now put is passed, the Chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised his or her right of reply under subclause (1). *(see Clause 250(6) LGGR)*
- (7) If a motion that the original motion or an amendment be now put is rejected, the Chairperson must allow the debate on the original motion or the amendment to be resumed. *(see Clause 250(7) LGGR)*

CAN MOTIONS BE PUT WITHOUT DEBATE?

37. Provided there is no objection from any Councillor present, any motion or recommendation before the Council may be put to the vote without discussion or debate.

VOTING AT COUNCIL MEETINGS

38.
 - (1) Each Councillor is entitled to one vote. *(see Section 370(1) LGA)*
 - (2) The Chairperson has, in the event of an equality of votes, a second or casting vote and that vote shall be used at the absolute discretion of the Chairperson. *(see Section 370(2) LGA)*
 - (3) A Councillor who is present at a meeting of the Council but who fails to vote on a motion or an amendment put to the meeting is taken to have voted against the motion or amendment, as the case may be. *(see Clause 251(1) LGGR)*

NOTE: Vote is usually by show of hands except as provided by Clause 39(2)(d).

- (4) If a Councillor who has voted against a motion put at a Council Meeting so requests, the General Manager must ensure that the Councillor's dissenting vote is recorded in the minutes. *(see Clause 251(2) LGGR)*
- (5) The decision of the Chairperson as to the result of a vote is final, unless the decision is immediately challenged and not less than two (2) Councillors rise and demand a division. *(see Clause 251(3) LGGR)*
- (6) When a division on a motion is demanded, the Chairperson must ensure that the division takes place immediately. The General Manager must ensure that the names of those who vote for the motion and those who vote against it are respectively recorded in the minutes. *(see Clause 251(4) LGGR)*

NOTE: Divisions cannot be taken on amendments.

To give effect to this requirement for a division, the Chairperson shall require those voting in favour of the motion (the "Ayes") to stand and move to one side of the Chamber, while those opposed (the "Nayes") to stand and move to the other side of the Chamber.

- (7) Voting at a council meeting, including voting in an election at such a meeting, is to be by open means (such as voice or by show of hands). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot. *(see Clause 251(5) LGGR)*
- (8) Where a tie in voting occurs and the Chairperson chooses not to use his/her casting vote, the matter is referred to the next Council meeting.

MINUTES AND RECORD OF VOTING ON PLANNING MATTERS

- 39. (1) The Council must ensure that full and accurate minutes are kept of proceedings of the Council. *(see Section 375(1) LGA)*
- (2) The General Manager must ensure that the following matters are recorded in the Council's minutes:
 - (a) details of each motion moved at a Council meeting and of any amendments moved to it,
 - (b) the names of the mover and seconder of the motion or amendment,
 - (c) whether the motion or amendment is passed or lost and the way in which Councillors voted. *(see Clause 254 LGGR)*
 - (d) (i) In this clause, a planning decision means a decision made in the exercise of a function of a council under the Environmental Planning and Assessment Act 1979:
 - (A) including a decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but
 - (B) not including the making of an order under Division 2A of Part 6 of that Act.
 - (ii) The General Manager is required to keep a register containing, for each planning decision made at a meeting of the council or a council committee, the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
 - (iii) for the purpose of maintaining the register, a division is required to be called whenever a motion for a planning decision is put at a meeting of the council or a council committee.

NOTE: For the purposes of Clause 39(2)(d)(iii) the requirement for a division to be called shall be satisfied when the Chairperson of the meeting calls for the vote, those Councillors, in turn, who vote for the motion and those opposed to the motion shall stand in their respective places to permit their names to be recorded. In this manner, the requirement for a division shall be differentiated from that requirement under Clause 38 (5) and (6).

- (iv) Each division recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document, and is to include the information required by the regulations.
 - (v) This clause extends to a meeting that is closed to the public. (see *Section 375A LGA*)
- (3) The correctness of the minutes of every proceeding meeting, including extraordinary meetings and resolutions of committees, not previously confirmed must be dealt with at every meeting of the Council, in order that such minutes may be confirmed.
 - (4) A motion or discussion with respect to such minutes shall only relate to their accuracy as a true record of the proceedings.
 - (5) Minutes may be confirmed at an extraordinary meeting of the Council.
 - (6) The minutes must, when they have been confirmed at a subsequent meeting of the Council, be signed at that subsequent meeting by the person presiding at the meeting. (see *Section 375(2) LGA*)

WHAT CONSTITUTES A DECISION OF THE COUNCIL?

- 40. (1) A decision supported by a majority of the votes at a meeting of the Council at which a quorum is present is a decision of the Council. (see *Section 371 LGA*)
- (2) Once a decision on a matter is made at a meeting of Council it will not be recommitted. The appropriate way for the decision to be revisited is by way of a motion as provided by Clause 41 of this Code.

HOW MAY DECISIONS BE RESCINDED OR ALTERED?

- 41. (1) A resolution passed by the Council may not be altered or rescinded except by a motion to that effect of which notice has been duly given in accordance with Clause 25 of this Code. (see *Section 372(1) LGA*)
- (2) If it is proposed to move a further motion in the event that a rescission motion is carried, the required notice must also be given of the proposed further motion.
- (3) If a Notice of Motion to rescind or alter a resolution is given:
 - (a) at the meeting at which the resolution is carried, the resolution must not be carried into effect until the Motion of Rescission or alteration has been dealt with (see *Section 372(2) LGA*); or
 - (b) at any time after the meeting at which the resolution is carried, no further action to carry the resolution into effect may be taken after the receipt of the Notice of Motion until the Motion of Rescission or alteration has been dealt with, unless at the time of lodgement of the Notice of Motion to Rescind or alter, suspension of further action is impracticable or action to implement the

resolution to which the notice of motion relates has progressed to the point where suspension of further action is not possible.

- (4) In the case of a motion or alteration, subclause (3) applies only to the extent that the resolution of Council would be affected by the motion or alteration, if it were carried.
- (5) If a motion has been negatived by the Council, a motion having the same effect must not be considered unless notice of it has duly been given in accordance with Clause 25 of this Code. *(see Section 372(3) LGA)*
- (6) A Notice of Motion to alter or rescind a resolution and a Notice of Motion which has the same effect as a motion which has been negatived by the Council, must be signed by at least three (3) Councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was negatived, as the case may be. *(see Section 372(4) LGA)*
- (7) If a motion to alter or rescind a resolution has been negatived, or if a motion which has the same effect as a previously negatived motion, is negatived, no similar motion may be brought forward within three (3) months. This subclause may not be evaded by substituting a motion differently worded, but in principle the same. *(see Section 372(5) LGA)*
- (8) A motion to which this clause applies may be moved on the report of a Committee of the Council and any such report must be recorded in the minutes. *(see Section 372(6) LGA)*
- (9) The provisions of this clause concerning negatived motions do not apply to motions of adjournment. *(see Section 372(7) LGA)*

NOTE:

1. A rescission motion is only valid if and when it has been signed by three (3) Councillors. Verbal advice or an unsigned written notice is insufficient to bring a halt to the decision that it proposes to rescind.
2. Rescission motions should be in the form of Annexure 2. This incorporates provision for notice of any proposed motion in the event that the Rescission Motion is carried.
3. Where a notice of motion to rescind or alter a resolution is given at the meeting at which the resolution is carried, action to implement the resolution shall not be carried into effect and the matter should be listed for consideration at the next meeting, unless it is decided that an Extraordinary Meeting be called to consider the notice of motion to rescind or alter.
4. Where a notice of motion to rescind or alter a resolution is lodged after the meeting at which the resolution is carried and:
 - where the decision has been carried into effect it cannot be rescinded. In such circumstances, the General Manager should report this to the next meeting of the Council; or
 - where action on the decision has not been commenced, action to do so shall cease immediately. In such circumstances, the matter should be listed for consideration at the next meeting unless it is decided that an Extraordinary Meeting should be called to consider the rescission motion, or
 - where the decision is in the process of being carried into effect and the General Manager determines that it is possible to cease action or work without disruption or cost then this should occur immediately. In such circumstances, the matter should be listed for consideration at the next meeting unless it is decided that an Extraordinary Meeting should be called to consider the rescission motion, or
 - where the decision is in the process of being carried into effect and the General Manager determines that the matter has reached a point where cessation of action or work cannot be accomplished without significant disruption to Council services or significant cost, the General Manager should immediately inform the Council that the decision cannot be rescinded.

NOTE: The general procedure for debate is as follows:-

Where a motion is moved and seconded without an amendment being raised, it may be debated and upon conclusion of that debate is voted upon.

Where, following the moving (and seconding) of a motion, an amendment is moved and seconded, debate may ensue with speakers for and against both the motion and amendment. Following debate, a vote is taken on the amendment.

If the amendment is carried, it becomes the motion and a further vote is taken on this, as the motion. (The original motion no longer applying).

If the amendment is lost and there are no further amendments brought before the chair, a vote is taken on the motion.

If a further amendment is moved and seconded, it may then be debated and upon conclusion of that debate it is voted upon in the same manner as above. This process continues until there are no amendments before the chair and only a motion remains.

Following the vote on the final motion before the chair, if the vote is in the affirmative, then this becomes a resolution of Council. If the vote is in the negative or the vote is tied, the motion is lost.

If at any time a Councillor moves that "The Question Be Put" the Chairperson must suspend debate and put to the vote that the question be put. If the question is in relation to a motion and if it is passed, the Chairperson must give the mover of the motion the right of reply and immediately thereafter, put the matter to the vote.

If the question is in relation to an amendment and if the question is passed, the mover of the motion has no right of reply and the Chairperson must immediately put the matter for the vote.

DETERMINATION OF ISSUES BY COUNCIL

- 42 (1). Except as provided below, Council will not determine an issue at a meeting immediately following an address by an involved or interested party;
- (a) Where the address concerns a new issue not before the meeting, if this issue is deemed urgent and not requiring further advice, then a determination may be made at that meeting, otherwise the matter will be referred for a staff report as necessary; or
 - (b) Where the address concerns a matter which is the subject of a staff report that is before the meeting:
 - if the issues raised are considered by staff to be of a minor nature then a determination of the staff report may be made at that meeting; otherwise
 - if the issues raised are considered by staff to be material then consideration of the matter be deferred for a further report.A public presentation which is contrary to a staff recommendation is not necessarily material.
- (2) Where a person wishes to circulate material to a meeting of the Council or its Committees, this material is be provided to the General Manager in the first instance for determination as to whether or not the material may be circulated.

PART 5 – KEEPING ORDER AT MEETINGS

QUESTIONS OF ORDER

43. (1) The Chairperson, without the intervention of any other Councillor, may call any Councillor or member of the public in attendance to order whenever, in the opinion of the Chairperson, it is necessary to do so. *(see Clause 255(1) LGGR)*
- (2) A Councillor who claims that another Councillor or member of the public in attendance has committed an act of disorder, or is out of order, may call the attention of the Chairperson to the matter. *(see Clause 255(2) LGGR)*
- (3) The Chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the Council. *(see Clause 255(3) LGGR)*
- (4) The Chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed. *(see Clause 255(4) LGGR)*

ACT OF DISORDER

44. (1) A Councillor commits an act of disorder if the Councillor, at a meeting of the Council or a Committee of the Council:
- (a) contravenes the Act, any regulation in force under the Act or this Code *(see Clause 256(1)(a) LGGR)*; or
 - (b) assaults or threatens to assault another Councillor or person present at the meeting *(see Clause 256(1)(b) LGGR)*; or
 - (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the Council or Committee, or addresses or attempts to address the Council or Committee on such a motion, amendment or matter *(see Clause 255(1)(c) LGGR)*; or
 - (d) insults or makes personal reflections on or imputes improper motives to any other Councillor, or staff member *(see Clause 255(1)(d) LGGR)*; or
 - (e) says or does anything that is inconsistent with maintaining order at the meeting such as continually interjecting and denying a fellow Councillor, who has been given the call, the right to be heard or is likely to bring the Council or Committee into contempt; *(see Clause 255(1)(e) LGGR)*; or
 - (f) reads at length from any correspondence, report or other document without the leave of the Council.
- (2) A member of the public commits an act of disorder if that member of the public disrupts or attempts to disrupt the meeting of the Council.

HOW DISORDER AT A MEETING MAY BE DEALT WITH

45. (1) If disorder occurs at a meeting of the Council or Committee of the Council, the Chairperson may adjourn the meeting for a period of not more than 15 minutes and leave the Chair. The Council or the committee, on reassembling, must, on a question put from the chair, decide without debate whether the business is to be proceeded with or not. This subclause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of Councillors. *(see Clause 257(1) LGGR)*

Councillors:

- (2) The Chairperson may require a Councillor:
- (a) to apologise without reservation for an act of disorder referred to in Clause 44(1)(a) or (b) of this Code (*see Clause 256(2)(a) LGGR*); or
 - (b) to withdraw a motion or an amendment referred to in Clause 41(1)(a) or (c) of this Code and, where appropriate, to apologise without reservation (*see Clause 256(2)(b) LGGR*);
 - (c) to retract and apologise without reservation for an act of disorder referred to in Clause 44(1)(d) or (e) of this Code. (*see Clause 256(2)(c) LGGR*)
 - (d) to refrain from any further reading and apologise for the act of disorder in Clause 44(1)(f) of this Code.
- (3) A Councillor may, as provided by Clause 15(1) of this Code, be expelled from a meeting of the Council for having failed to comply with a requirement under subclause (2). The expulsion of a Councillor from the meeting for that reason does not prevent any other action from being taken against the Councillor for the act of disorder concerned. (*see Clause 256(3) LGGR*)

Members of the Public:

- (4) A member of the public may, as provided by Clause 15(1) of this Code, be expelled from a meeting of the Council for engaging in or having engaged in disorderly conduct at the meeting. (*see Clause 257(2) LGGR*)

POWER TO REMOVE PERSONS FROM MEETING AFTER EXPULSION RESOLUTION

46. If a Councillor or a member of the public fails to leave the place where a meeting of the Council is being held:
- (a) immediately after the Council has passed a resolution expelling the Councillor or member of the public from the meeting; or
 - (b) where the Council has authorised the person presiding at the meeting to exercise the power of expulsion, immediately after being directed by the person presiding to leave the meeting,

a police officer, or any person authorised for the purpose by the Council or person presiding, may, by using only such force as is necessary, remove the Councillor or member from that place and, if necessary, restrain the Councillor or member from re-entering that place. (*see Clause 258 LGGR*)

NOTE: The Council, at an Extraordinary Meeting on 19 June 2000 (Minute No. 166), has resolved as follows:
"That the person presiding at a meeting of the Council or a Committee of the Council, where that person is the Mayor, or the Deputy Mayor when acting in the position of Mayor, may expel a Councillor from that meeting where that Councillor is guilty of an act of disorder as prescribed in (the) Regulation ... and has failed to comply with a requirement under ... the Regulation or may expel a member of the public for engaging in or having engaged in disorderly conduct as prescribed in ... the Regulation."

PROCESS FOR DEALING WITH DISORDER**Councillors**

1. The chairperson becomes aware (either in the opinion of the chairperson or having been so informed by another councillor) that a councillor has committed an act of disorder (as prescribed in ... the Council's Code of Meeting Practice).
2. If the chairperson,
 - is not the Mayor (or the Deputy Mayor, when acting in the position of the Mayor), the chairperson shall immediately call upon the Mayor (or the Deputy Mayor as the case may be) to assume the chair, following which the Mayor (or the Deputy Mayor as the case may be) shall rule on the question of order (but before doing so may invite the opinion of the meeting); or
 - is the Mayor (or the Deputy Mayor when acting in the position of Mayor), the chairperson shall rule on the question of order (but before doing so may invite the opinion of the meeting).
3. If the chairperson (being the Mayor or Deputy Mayor as the case may be) rules that a councillor has committed an act of disorder, the chairperson shall so advise the councillor and shall adjourn the meeting for a period of not more than 15 minutes.
4. When the meeting reassembles, the chairperson (being the Mayor or the Deputy Mayor as the case may be) shall put a question from the chair as to whether to proceed with business or not.
5. Upon resumption of the meeting, the chairperson (being the Mayor or Deputy Mayor, as the case may be), shall call upon the councillor who has committed the act of disorder to apologise without reservation, withdraw, retract and apologise without reservation or refrain from further reading and apologise for the act of disorder in accordance with ... the Council's Code of Meeting Practice.
6. If the councillor refuses to apologise without reservation, withdraw, retract and apologise without reservation or refrain from further reading and apologise for the act of disorder, the chairperson (being the Mayor or Deputy Mayor as the case may be) shall warn the councillor that he or she will be subject to expulsion from the meeting if the apology, withdrawal, retraction, etc is not immediately forthcoming.
7. The chairperson (being the Mayor or Deputy Mayor as the case may be) shall again ask the councillor to apologise without reservation, withdraw, retract and apologise without reservation or refrain from further reading and apologise for the act of disorder.
8. If the councillor still refuses to apologise without reservation, withdraw, retract and apologise without reservation or refrain from further reading and apologise for the act of disorder, the chairperson shall inform the councillor that he or she is expelled from the meeting.
9. At the following Council/Committee Meeting, the Mayor (or Deputy Mayor in their absence) will again ask the Councillor to apologise. Should the Councillor decline this will be recorded in the minutes of the meeting. The Mayor (or Deputy Mayor in their absence) will then warn the Councillor that they risk action under Council's Code of Conduct.

Members of the Public

1. The chairperson becomes aware (either in the opinion of the chairperson or having been so informed by another councillor) that a member of the public has committed an act of disorder (as prescribed in ... the Council's Code of Meeting Practice).
2. If the chairperson,
 - is not the Mayor (or the Deputy Mayor, when acting in the position of the Mayor), the chairperson shall immediately call upon the Mayor (or the Deputy Mayor as the case may be) to assume the chair, following which the Mayor (or the Deputy Mayor as the case may be) shall rule on the question of order (but before doing so may invite the opinion of the meeting); or
 - is the Mayor (or the Deputy Mayor when acting in the position of Mayor), the chairperson shall rule on the question of order (but before doing so may invite the opinion of the meeting).
3. If the chairperson (being the Mayor or Deputy Mayor as the case may be) rules that a member of the public has committed an act of disorder, the chairperson shall so advise the member of the public and shall adjourn the meeting for a period of not more than 15 minutes.
4. When the meeting reassembles, the chairperson (being the Mayor or the Deputy Mayor as the case may be) shall put a question from the chair as to whether to proceed with business or .
5. If necessary, the chairperson (being the Mayor or Deputy Mayor as the case may be) may expel the member of the public from the meeting.

In all cases where the issue of an act of disorder arises, the ruling of the chairperson (being the Mayor or Deputy Mayor as the case may be) must be obeyed, unless a motion of dissenting from that ruling is passed. In all cases, if it becomes necessary to physically remove either a councillor or a member of the public who has been expelled from a meeting, the police will be called to undertake this task.

PART 6 - COUNCIL COMMITTEES

COMMITTEES (Generally)

47. (1) The Council may resolve itself into a Committee to consider any matter before the Council. *(see Section 373 LGA)*
- (2) All the provisions of this Code relating to meetings of the Council, so far as they are applicable, extend to and govern the proceedings of a Committee, except the provisions:
- (a) limiting the number and duration of speeches *(see Clause 259(1) LGGR)*;
 - (b) requiring Councillors to stand when speaking and
 - (c) providing for the Chairperson to have a casting vote.
- (3) The General Manager or, in the absence of the General Manager, an employee of the Council designated by the General Manager, is responsible for reporting to the Council proceedings in a Committee. It is not necessary to report the proceedings in full but any recommendations of the Committee must be reported. *(see Clause 259(2) LGGR)*
- (4) The Council must ensure that a report of the proceedings (including any recommendations of the Committee) is recorded in the Council's minutes. However, the Council is not taken to have adopted the report until a motion for adoption has been made and passed. *(see Clause 259(3) LGGR)*

COUNCIL MAY ESTABLISH COMMITTEES

48. (1) The Council may, by resolution, establish such Committees as it considers necessary. *(see Clause 260(1) LGGR)*
- (2) Such a Committee is to consist of the Mayor and such other Councillors of the Council as the Council decides. *(see Clause 260(2) LGGR)*
- (3) The quorum for a meeting of such a Committee is to be:
- (a) such number of members as the Council decides; or
 - (b) if the Council has not decided a number - a majority of the members of the Committee. *(see Clause 260(3) LGGR)*

FUNCTIONS OF COMMITTEES

49. The Council must specify the functions and delegations of each of its Committees when the Committee is established, but may from time to time amend those functions and delegations. *(see Clause 261 LGGR)*

NOTICE OF COMMITTEE MEETINGS

50. (1) The General Manager of the Council must send to each Councillor, at least three (3) days before each meeting of the Committee, a notice specifying:
- (a) the time and place at which and the date on which the meeting is to be held;
- and

- (b) the business proposed to be transacted at the meeting. *(see Clause 262(1) LGGR)*
- (2) However, notice of less than three (3) days may be given of a Committee meeting called in an emergency. *(see Clause 262(2) LGGR)*
- (3) Notice of meetings, and the agenda and business papers relating to those meetings may be given to a Councillor in electronic form but only if all Councillors have facilities to access the notice, agenda and business papers in that form. *(see Section 367(3) LGA)*

NOTE: Notice of Meetings will generally be delivered by courier.

- (4) The provisions of Clause 23 (2)-(5) of this Code apply to the agendas of Committee meetings in the same manner as they apply to the agendas of Meetings of the Council.

NON-MEMBERS ENTITLED TO ATTEND COMMITTEE MEETINGS

- 51. (1) A Councillor who is not a member of a Committee of the Council is entitled to attend, and to speak at, a meeting of the Committee. *(see Clause 263(1) LGGR)*
- (2) However, the Councillor is not entitled:
 - (a) to give notice of business for inclusion in the agenda for the meeting; or
 - (b) to move or second a motion at the meeting; or
 - (c) to vote at the meeting. *(see Clause 263(2) LGGR)*

PROCEDURE IN COMMITTEES

- 52. (1) Subject to Subclause (3), each Committee of the Council may regulate its own procedure. *(see Clause 265 LGGR)*
- (2) Without limiting subclause (1), a Committee of the Council may decide that, whenever the voting on a motion put to a meeting of the Committee is equal, the Chairperson of the Committee is to have a casting vote as well as an original vote. *(see Clause 265(2) LGGR)*

NOTE: The Council has specifically resolved that the Chairpersons of Committees will NOT have a casting vote.

- (3) Voting at a committee meeting is to be by open means (such as on the voices or by show of hands). *(see Clause 265(3) LGGR)*

COMMITTEES TO KEEP MINUTES

- 53. (1) Each Committee of the Council must ensure that full and accurate minutes of the proceedings of its meeting are kept. In particular, a Committee must ensure that the following matters are recorded in the Committee's minutes:
 - (a) details of each motion moved at the meeting and of any amendments moved to it,
 - (b) the names of the mover and seconder of the motion or amendment,

- (c) whether the motion or amendment is passed or lost. (*see Clause 266(1) LGGR*)
- (d) (i) In this clause, a planning decision means a decision made in the exercise of a function of a council under the Environmental Planning and Assessment Act 1979:
 - (A) including a decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but
 - (B) not including the making of an order under Division 2A of Part 6 of that Act.
- (ii) The General Manager is required to keep a register containing, for each planning decision made at a meeting of the council or a council committee, the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- (iii) for the purpose of maintaining the register, a division is required to be called whenever a motion for a planning decision is put at a meeting of the council or a council committee.

NOTE: For the purposes of Clause 53(1)(d)(iii) the requirement for a division to be called shall be satisfied when the Chairperson of the meeting calls for the vote, those Councillors, in turn, who vote for the motion and those opposed to the motion shall stand in their respective places to permit their names to be recorded. In this manner, the requirement for a division shall be differentiated from that requirement under Clause 38 (5) and (6).

- (iv) Each division recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document, and is to include the information required by the regulations.
 - (v) This clause extends to a meeting that is closed to the public. (*see Section 375A LGA*)
- (2) As soon as the minutes of a meeting of a Committee of the Council have been confirmed at a later meeting of the Council, the person presiding at the later meeting must sign the minutes of the earlier meeting. (*see Clause 266(2) LGGR*)

CHAIRPERSON AND DEPUTY CHAIRPERSON OF COMMITTEE

54. (1) The Chairperson of each Committee of the Council, must be:
- (a) the Mayor; or
 - (b) if the Mayor does not wish to be the chairperson of a committee - a member of the Committee elected by the Council; or
 - (c) if the Council does not elect such a member - a member of the committee elected by the committee. (*see Clause 267(1) LGGR*)
- (2) The Council may elect a member of the Committee of the Council as Deputy Chairperson of the Committee. In the event that the Council does not do so, the Committee may elect a Deputy Chairperson. (*see Clause 267(2) LGGR*)
- (3) If neither the Chairperson nor the Deputy Chairperson of a Committee of the Council is able or willing to preside at a meeting of the Committee, the Committee must elect a member of the Committee to be acting Chairperson of the Committee. (*see Clause 267(3) LGGR*)

- (4) The Chairperson is to preside at a meeting of a Committee of the Council. If the Chairperson is unable or unwilling to preside, the Deputy Chairperson (if any) is to preside at the meeting, but if neither the Chairperson nor the Deputy Chairperson is able or willing to preside, the Acting Chairperson is to preside at the meeting. (see *Clause 267(4) LGGR*)

ABSENCE FROM COMMITTEE MEETINGS

55. (1) A member ceases to be a member of a Committee if the member (other than the Mayor):
- (a) has been absent from three (3) consecutive meetings of the Committee without having given reasons acceptable to the Committee for the member's absences; or
 - (b) has been absent from at least half of the meetings of the Committee held during the immediately preceding year without having given to the Committee acceptable reasons for the member's absences. (see *Clause 268(1) LGGR*)
- (2) Subclause (1) does not apply if all of the members of the Council are members of the Committee. (see *Clause 268(2) LGGR*)

NOTE: "The expression "year" means the period beginning 1 July and ending the following 30 June. See the dictionary to the Act.

REPORTS OF COMMITTEES

56. (1) If in a report of a Committee of the Council distinct recommendations are made, the decision of the Council may be made separately on each recommendation. (see *Clause 269(1) LGGR*)
- (2) The recommendations of a Committee of the Council are, so far as adopted by the Council, resolutions of the Council. (see *Clause 269(2) LGGR*)
- (3) If a Committee of the Council passes a resolution, or makes a recommendation, during a meeting, or part of a meeting, that is closed to the public, the Chairperson must:
- (a) make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended; and
 - (b) report the resolution or recommendation to the next meeting of the Council. (see *Clause 269(3) LGGR*)

DISORDER IN COMMITTEE MEETINGS

57. The provisions of the Act, the Regulation and this Code relating to the maintenance of order in Council meetings apply to meetings of Committees of the Council in the same way as they apply to meetings of the Council. (see *Clause 270 LGGR*)

COMMITTEE MAY EXPEL CERTAIN PERSONS FROM ITS MEETINGS

58. (1) If a meeting or part of a meeting of a Committee of the Council is closed to the public in accordance with Clause 77(1) of this Code, any person who is not a Councillor may be expelled from the meeting as provided by Clause 15(3) of this Code. (see *Clause 271(1) LGGR*)

- (2) If any such person, after being notified of a resolution or direction expelling him or her from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the Council, Committee or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place. *(see Clause 271(2)LGGR)*

PART 7 - TASK GROUPS AND SPECIAL COMMITTEES

TASK GROUPS

59. (1) The Council may appoint a group of Councillors and staff members to investigate a specific proposal and to report to the Council or appropriate Committee.
- (2) The Council shall determine the terms of reference for the Task Group, such to clearly state:
- the specific issues to be addressed
 - the time available to the Task Group to complete its investigation.
- (3) The Task Group shall have the power to regulate its own procedures and need only report to the Council or Committee when a decision on policy or resources is required.
- (4) Notwithstanding (3) above, the minutes of Task Group Meetings shall be reported to the appropriate Committee or Council notation.
- (5) The Task Group shall be disbanded after the terms of reference have been completed.

NOTE: The General Manager appoints staff member representatives on Task Groups.

COMMUNITY COMMITTEES

60. (1) The Council may appoint a group of Councillors, staff and community representatives to undertake a particular administrative responsibility.
- (2) Where possible, community representatives on these Committees shall be nominated by community organisations.
- (3) The Council shall determine the terms of reference for a Community Committee.
- (4) The Community Committee shall have power to regulate its own procedures, subject to:
- a) the Chairperson of the Committee being a Councillor of the Council.
 - b) minutes of meetings being submitted to the Council or appropriate Council Committee for adoption prior to any actions being taken which seek to bind Council.
- (5) The Community Committee's term of office shall not be time limited but the Council can disband the Committee or alter its terms of reference and membership composition at any time.

PART 8 – WORKSHOPS AND BRIEFING SESSIONS

PURPOSE

61. (1) Council may hold workshops & briefing sessions to provide background information to Councillors on issues that arise from time to time.
- (2) Workshops & briefing sessions is to facilitate the free and frank exchange of ideas and opinions and to ensure that Councillors are provided with all the information they require to make an informed decision when the issue is discussed at a Council or Committee Meeting.

ATTENDANCE

62. Workshops & briefing sessions may involve councillors, staff and invited participants but will not be open to the public.

PROCEDURE

63. (1) Workshops & briefing sessions do not have any decision making authority and will not be used for detailed or advanced discussions where agreement is reached and/or a (de-facto) decision is made. Any documents produced as a consequence will contain no recommended action. While providing an opportunity for the particular issue to be fully canvassed any decisions will occur at a Council or Committee Meeting.
- (2) The provisions of the Code of Meeting Practice will not apply during workshops and briefing sessions, however all participants will be required to comply with the Code of Conduct and should conduct themselves with an air of decorum at all times allowing all present to participate equally.
- (3) Discussion at workshops and briefing sessions will not necessarily be led by the Mayor but will generally be facilitated by a member of the senior staff of the Council.

PART 9 - HONESTY & DISCLOSURE OF INTERESTS

CONDUCT OF COUNCILLORS, STAFF & DELEGATES

64. (1) Every Councillor, member of staff of a Council and delegate of a Council must act honestly and exercise a reasonable degree of care and diligence in carrying out his or her functions under the Act or any other Act. *(see Section 439(1) LGA)*
- (2) Although this Clause places certain duties on Councillors, members of staff of a Council and delegates of a Council, nothing in this Clause gives rise to, or can be taken into account in, any civil cause of action. *(see Section 439(2) LGA)*

NOTE: Conflicts of Interest may be either of a pecuniary or non-pecuniary nature. Apart from the requirements outlined in this Code, the provisions of Council's Conflicts of Interest Policy also apply.

WHO ARE DESIGNATED PERSONS?

65. Designated persons are
- the General Manager
 - other senior staff of the Council
 - a person (other than a member of the senior staff of the Council) who is a member of staff of the Council or a delegate of the Council and who holds a position identified by the Council as the position of a designated person because it involves the exercise of functions under the Act, or any other Act (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest.
 - a person (other than a member of the senior staff of the Council) who is a member of a committee of the Council identified by the Council as a committee whose members are designated persons because the functions of the committee involve the exercise of the Council's functions under this or any other Act (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interests. *(see Section 441 LGA)*

WHAT IS A CONFLICT OF INTERESTS?

66. A conflict of interests exists where a reasonable and informed person would perceive that a Council official could be influenced by a private interest when carrying out their public duty.

NOTE: A Council official is defined in the Code of Conduct as including Councillors, members of staff of Council, Administrators appointed under Section 256 of the Act, members of Council committees, conduct reviewers and delegates of Council.

WHAT IS A PECUNIARY CONFLICT OF INTEREST?

67. (1) For the purposes of this Code, a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. *(see Section 442(1) LGA)*

- (2) A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Clause 70 of this Code. *(see Section 442(2) LGA)*

WHO HAS A PECUNIARY CONFLICT OF INTEREST?

68. (1) For the purposes of this Code, a person has a pecuniary interest in a matter if the pecuniary interest is the interest of:
- (a) the person, or
 - (b) the person's spouse or de facto partner or a relative of the person, or a partner or employer of the person, or
 - (c) a company or other body of which the person, or a nominee, partner or employer of the person, is a member. *(see Section 443(1) LGA)*
- (2) However, a person is not taken to have a pecuniary interest in a matter as referred to in subclause (1) (b) or (c):
- (a) if the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative, partner, employer or company or other body; or
 - (b) just because the person is a member of, or is employed by, a Council or statutory body or is employed by the Crown; or
 - (c) just because the person is a member of, or a delegate of a Council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body. *(see Section 443(3) LGA)*

WHAT IS A NON-PECUNIARY CONFLICT OF INTERESTS?

69. (1) Non-pecuniary conflicts of interests are private or personal interests the Council official has that do not amount to a pecuniary interest as defined in the LGA. The commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature. *(see Clause 7.10 Code of Conduct)*
- (2) The matter of a report to Council from the conduct review committee/reviewer relates to the public duty of a councillor or the General Manager. Therefore there is no requirement for Councillors or the General Manager to disclose a conflicts of interest in such a matter. *(see Clause 7.11 Code of Conduct)*
- (3) The political views of a Councillor do not constitute a private interest. *(see Clause 7.12 Code of Conduct)*
- (4) Where a non-pecuniary conflict of interests exists, which conflicts with a Council official's public duty, the official must disclose the interest fully and in writing, even if the interest is not significant. This must be completed as soon as practicable. *(see Clause 7.13 Code of Conduct)*
- (5) If a disclosure is made at a Council or Committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes. This disclosure constitutes disclosure in writing for the purposes of Clause 7.13 of the Code of Conduct. *(see Clause 7.14 Code of Conduct)*
- (6) Non-pecuniary conflicts of interests will be either significant or less than significant.

- (7) As a general rule, a non-pecuniary conflict of interests will be significant where a matter does not raise a pecuniary interest but it involves
- (a) A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the person or the person's spouse, current or former spouse or partner, de facto or other person living in the same household
 - (b) Other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of the contact and the duration of the friendship or relationship
 - (c) An affiliation between the council official and an organisation, sporting body, club, corporation or association that is particularly strong. (see *Clause 7.16 Code of Conduct*)
- (8) A less than significant non-pecuniary conflict of interests is any other conflict of interests which is neither a pecuniary conflict of interest or a significant non-pecuniary conflicts of interests. Generally this would be one which the person has determined that the conflict would be of such a minor nature that it would not require further action. (see *Clause 7.18 Code of Conduct*).

WHAT INTERESTS DO NOT HAVE TO BE DECLARED?

70. The following interests do not need to be disclosed for the purposes of this Part:-

- (a) an interest as an elector,
- (b) an interest as a ratepayer or person liable to pay a charge,
- (c) an interest in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this Part
- (d) an interest in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to a relative of the person by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this Part
- (e) an interest as a member of a club or organisation or association, unless the interest is as the holder of an office in the club organisation (whether remunerated or not)
- (f) an interest of a member of a council committee as a person chosen to represent the community or as a member of a non-profit organisation or other community or special interest group if the committee member has been appointed to represent the organisation or group on the committee,
- (g) an interest in a proposal relating to the making, amending, altering or repeal of an environmental planning instrument other than an instrument that effects a change of the permissible uses of:
 - (i) land in which the person or a person, company or body referred to in section 443 (1) (b) or (c) has a proprietary interest (which, for the purposes of this paragraph, includes any entitlement to the land at law or in equity and any other interest or potential interest in the land arising out of any mortgage, lease, trust, option or contract, or otherwise), or
 - (ii) land adjoining, adjacent to or in proximity to land referred to in subparagraph (i), if the person or the person, company or body referred to in section 443 (1) (b) or

- (c) would by reason of the proprietary interest have a pecuniary interest in the proposal,
- (h) an interest relating to a contract, proposed contract or other matter if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company,
- (i) an interest of a person arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because a relative of the person is a shareholder (but not a director) of the corporation or is a member (but not a member of the committee) of the association or is a partner of the partnership,
- (j) an interest of a person arising from the making by the council of a contract or agreement with a relative of the person for or in relation to any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
- (i) the performance by the council at the expense of the relative of any work or service in connection with roads or sanitation,
 - (ii) security for damage to footpaths or roads,
 - (iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council or by or under any contract,
- (k) an interest relating to the payment of fees to Councillors (including the Mayor and Deputy Mayor),
- (l) an interest relating to the payment of expenses and the provision of facilities to Councillors (including the Mayor and Deputy Mayor) in accordance with a policy under Section 252,
- (m) an interest relating to an election to the office of Mayor arising from the fact that a fee for the following 12 months has been determined for the office of Mayor,
- (n) an interest of a person arising from the passing for payment of a regular account for wages or salary of an employee who is a relative of the person,
- (o) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a Councillor or member of a council committee,
- (p) an interest arising from appointment of a Councillor to a body as representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate. *(see Section 448 LGA)*

IF I HAVE A CONFLICT OF INTERESTS AT A MEETING HOW DO I DISCLOSE IT?

71. (1) A Councillor or a member of a Council Committee who has either a:
- Pecuniary conflict of interest;
 - Significant Non-Pecuniary conflict of interests; or
 - Less than significant Non-Pecuniary conflicts of interests

in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the interest to the meeting as soon as practicable. *(see Section 451(1) LGA)*

- (2) An item is included in the Agenda for the meeting at which Councillors and members of Council Committees can make such disclosures
- (3) In making the disclosure the Councillor or member of the Council Committee must clearly explain:
 - (i) Whether he or she is making a disclosure of a
 - Pecuniary conflict of interests;
 - Significant non-pecuniary conflict of interests; or
 - Less than significant non-pecuniary conflict of interests; and
 - (ii) The nature of that interest.
- (4) In the case of a:
 - Pecuniary conflict of interest or a significant non-pecuniary conflict of interests, the Councillor or member of Council Committee must, when the Chairperson calls for discussion on the particular item in which the Councillor or member of the Council Committee has an interest, immediately declare the interest and leave the Council Chamber;
 - Less than significant non-pecuniary conflict of interest, the Councillor or member of the Council Committee must, when the Chairperson calls for discussion on the particular item in which the Councillor or member of the Council Committee has an interest, immediately declare the interest and where that interest does not require further action and provide an explanation of why it is considered that the conflict does not require further action in the circumstances.
- (5) Once the Councillor or member has declared an interest and left the Council Chamber, he or she must not be present at, or in sight of, the meeting of the Council or Committee:
 - (a) at any time during which the matter is being considered or discussed by the Council or Committee, or
 - (b) at any time during which the Council or Committee is voting on any question in relation to the matter. *(see Section 451(2) LGA)*
- (6) Upon disclosing an interest, the Councillor shall retire to the Committee Room while the matter, the subject of the disclosure, is discussed. During this time, the doors between the Council Chamber and the Committee Room shall remain closed.
- (7) For the removal of doubt, a Councillor or a member of a Council Committee is not prevented by this Clause from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the Councillor or member has an interest in the matter of a kind referred to in Clause 70. *(see Section 451(3) LGA)*

DISCLOSURE BY ADVISOR

72. (1) A person who, at the request or with the consent of the Council or a Council Committee, gives advice on any matter at any meeting of the Council or Committee must disclose any pecuniary interest the person has in the matter to the meeting at the time the advice is given. *(see Section 456(1) LGA)*
- (2) The person is not required to disclose the person's interest as an advisor. *(see Section 456(2) LGA)*

CIRCUMSTANCES IN WHICH SECTIONS 451 AND 456 ARE NOT BREACHED

73. A person does not breach Sections 451 and 456 of the LGA if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest and. *(see Section 457 LGA)*

DISCLOSURES TO BE RECORDED

74. A disclosure made at a meeting of the Council or Council Committees must be recorded in the minutes of the meeting. *(see Section 453 LGA)*

NOTE: A Register of declared interests is held by the Council's Public Officer.

POWERS OF THE MINISTER IN RELATION TO MEETINGS

75. The Minister may, conditionally or unconditionally, allow a Councillor or a members of a Council Committee who has a pecuniary interest in a matter with which the Council is concerned and who is present at a meeting of the Council or Committee to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:
- (a) that the number of Councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business; or
 - (b) that it is in the interests of the electors for the area to do so. *(see Section 458 LGA)*

PART 10 - PUBLIC ATTENDANCE AT MEETINGS

CAN THE PUBLIC ATTEND MEETINGS OF THE COUNCIL?

76. The press and public are entitled to attend a meeting of the Council and those of its Committees of which all its members are Councillors, except as provided by this Part.
(see Section 10(1) LGA)

WHICH PARTS OF A MEETING CAN BE CLOSED TO THE PUBLIC?

77. (1) The Council or a Committee of the Council of which all of its members are Councillors may close to the press and public only so much of its meeting as comprises discussion or receipt of information related to any of the following:
- (a) personnel matters concerning particular individuals (other than Councillors);
 - (b) the personal hardship of any resident or ratepayer;
 - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it; or
 - (ii) confer a commercial advantage on a competitor of the Council; or
 - (iii) reveal a trade secret,
 - (e) information that would, if disclosed, prejudice the maintenance of the law;
 - (f) matters affecting the security of the Council, Councillors, Council staff or Council property;
 - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.
 - (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
 - (i) Alleged contraventions of the council's code of conduct. (See Section 10A(2) LGA).
- (2) A Council, or a Committee of the Council of which all the members are Councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public. (see Section 10A(3) LGA)
- (3) Nothing in this Clause prevents any limitation being placed on the number of members of the public admitted to a meeting of the Council or a Committee of the Council, provided such limitation is for reason of safety or security.

CAN A MEMBER OF THE PUBLIC MAKE REPRESENTATIONS ABOUT THE CLOSURE OF PART OF MEETING?

78. (1) A Council or a Committee of the Council may allow members of the public to make representations to or at a meeting (either in writing or verbally), before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed. (see Section 10A(4) LGA)
- (2) A representation by a member of the public as to whether a part of a meeting should be closed may only be made immediately after a motion to close such meeting is moved and seconded, following which the Council or the Committee shall decide

whether or not that part of the meeting shall be closed. (see Clauses 252 & 264 LGGR)

FURTHER LIMITATIONS RELATING TO CLOSURE OF PARTS OF MEETINGS TO THE PUBLIC

79. (1) A meeting is not to remain closed during discussion of anything referred to in Clause 77(1) of this Code:
- (a) except for so much of the discussion as is necessary to preserve the relevant confidentially, privilege or security; and
 - (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Council or Committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest. (see Section 10B(1) LGA)
- (2) A meeting is not to be closed during receipt and consideration of information or advice referred to in Clause 77(1)(g) of this Code unless the advice concerns legal matters that:
- (a) are substantial issues relating to a matter in which the Council or Committee is involved; and
 - (b) are clearly identified in the legal advice; and
 - (c) are fully discussed in that advice. (see Section 10B(2) LGA)
- (3) If a meeting is closed during discussion of a motion to close another part of the meeting to the public (as referred to in Clause 77(2) of this Code, the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting (other than consideration of whether the matter concerned is a matter referred to in Clause 77(1) of this Code. (see Section 10B(3) LGA)
- (4) For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:
- (a) a person may misinterpret or misunderstand the discussion; or
 - (b) the discussion of the matter may:
 - (i) cause embarrassment to the Council or Committee concerned, or to Councillors or to employees of the Council; or
 - (ii) cause a loss of confidence in the Council or Committee. (see Section 10B(4) LGA)
- (5) In deciding whether part of a meeting is to be closed to the public, the Council or Committee concerned must have regard to any relevant guidelines issued by the Director General. (see Section 10(B)(5) LGA)

NOTICE OF LIKELIHOOD OF CLOSURE NOT REQUIRED IN URGENT CASES

80. Part of a meeting of the Council, or of a Committee of the Council of which all the members are Councillors, may be closed to the press and public while the Council or Committee considers a matter that has not been identified in the agenda for the meeting as a matter that is likely to be considered when the meeting is closed, but only if:
- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in Clause 77(1) of this Code; and
 - (b) the Council or Committee, after considering any representations made under Clause 78 of this Code, resolves that further discussion of the matter:
 - (i) should not be deferred (because of the urgency of the matter); and

- (ii) should take place in a part of the meeting that is closed to the press and public. (see Clause 10C LGA)

GROUND FORS FOR CLOSING PART OF MEETING TO BE SPECIFIED

81. (1) The grounds on which part of a meeting is closed must be stated in the decision to close part of the meeting and must be recorded in the minutes of the meeting. (see Section 10D(1) LGA)
- (2) The grounds must specify the following:
- (a) the relevant provision of the Act under which the meeting is closed;
 - (b) the matter that is to be discussed during the closed part of the meeting;
 - (c) the reasons why part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest. (see Section 10D(2) LGA)

RESOLUTIONS PASSED AT CLOSED MEETINGS TO BE MADE PUBLIC

82. If the Council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the Chairperson must make the resolution public as soon as practicable after the meeting or part of the meeting has ended. (see Clause 253 LGGR)

OPEN DAY MEETINGS

83. (1) The Council shall make provision for members of the public to address the Council on matters that are within its jurisdiction.

NOTE: Open Days are held at Council Meetings.
Council has resolved (Minute no. 6/09 C/M 18/2/09) that Open Days will not be recorded.

- (2) Applications to address the Council.
- (a) may be made either:-
 - (i) prior to 3.00 pm on the day of the meeting by contacting the Executive Assistant; or
 - (ii) immediately prior to the commencement of the meeting by contacting the Manager Governance.
 - (b) must state the name of the applicant and general details of the nature of the address.
- (3) The Council may decide to give consideration to allowing opposing points of view to be presented.
- (4) The Open Day shall be limited to a total period of ½ hour, unless extended by decision of the Council. Groups are encouraged to nominate a representative to make the presentation to the Council on behalf of the Group.
- (5) When making a presentation:-
- (a) Each presentation shall be generally limited to five (5) minutes; and

- (b) Speakers shall conduct themselves with due respect to the Council and observe the rules of order and meeting procedure as contained in the Code of Meeting Practice.
- (6) Where possible, the Mayor shall provide a reply to the speaker(s) at the Meeting. Alternatively, Council may resolve to refer the matter to the General Manager for appropriate action.

OPEN FORUM MEETINGS

- 84. (1) The Council shall periodically hold informal meetings at towns and villages to allow residents to raise matters of particular interest with Councillors and Senior Staff.
- (2) These meetings will be in the form of question and answer sessions.
- (3) The meetings dates and times will be set by Council each year.

PUBLIC ACCESS TO CORRESPONDENCE AND REPORTS

- 85. (1) The Council and a Committee of which all the members are Councillors must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting. *(see Section 11(1) LGA)*
- (2) This Clause does not apply if the correspondence or reports:
 - (a) relate to a matter that was received or discussed; or
 - (b) were laid on the table at, or submitted to, the meeting when the meeting was closed to the public. *(see Section 11(2) LGA)*
- (3) This Clause does not apply if the Council or Committee resolves at the meeting, when open to the public, that the correspondence or reports, because they relate to a matter specified in Clause 77(1) of this Code, are to be treated as confidential. *(see Section 11(3) LGA)*

PART 11 - MISCELLANEOUS

DISCLOSURE AND MISUSE OF INFORMATION

86. (1) A person must not disclose any information obtained in connection with the administration or execution of the Act unless that disclosure was made:
- (a) with the consent of the person from whom the information was obtained; or
 - (b) in connection with the administration or execution of the Act; or
 - (c) for the purpose of any legal proceedings arising out of the Act or of any report of any such proceedings; or
 - (d) in accordance with a requirement imposed under the Ombudsman Act 1974 or the Government Information (Public Access) Act 2009; or
 - (e) with other lawful excuse. *(see Section 664(1) LGA)*
- (2) In particular, if a meeting or part of a meeting of the Council or a Committee of the Council is closed to the public in accordance with Clause 77(1) of this Code, a person must not, without the authority of the Council or the Committee, disclose (otherwise than to the Council or a Councillor of the Council) information with respect to the discussion at, or the business of, the meeting. *(see Section 664 (1A) LGA)*
- (3) Subsection (2) does not apply to:-
- (a) the report of a Committee of the Council after it has been presented to the Council; or
 - (b) disclosure made in any of the circumstances referred to in subsection (1) (a) - (e); or
 - (c) disclosure made in circumstances prescribed by the regulations; or
 - (d) any agenda, resolution or recommendation of a meeting that a person is entitled to inspect in accordance with the Government Information (Public Access) Act 2009. *(see Section 664(1B) LGA)*
- (4) A person acting in the administration or execution of the Act must not use, either directly or indirectly, information acquired by the person in that capacity, being information that is not generally known but if generally known might reasonably be expected to affect materially the market value or price of any land, for the purpose of gaining either directly or indirectly an advantage for the person, the person's spouse or de facto partner or a relative of the person. *(see Section 664(2) LGA)*
- (5) A person acting in the administration or execution of this Act, and being in a position to do so, must not, for the purpose of gaining either directly or indirectly an advantage for the person, the person's spouse or de facto partner or a relative of the person influence:
- (a) the determination of an application for an approval; or
 - (b) the giving of an order.
- (see Section 664(3) LGA)*

NOTE: The maximum penalty for breaches of this Clause is 50 penalty units.

DISCLOSURE AND MISUSE OF INFORMATION - PRESCRIBED CIRCUMSTANCES

87. For the purposes of Clause 86(3)(c) of this Code, any disclosure made with the intention of enabling the Minister or the Director-General to properly exercise the functions conferred or imposed on them by or under the Act is a prescribed circumstance. (see Clause 412 LGGR)

INSPECTION OF THE MINUTES OF THE COUNCIL OR A COMMITTEE

88. (1) An inspection of the Minutes of the Council or a Committee of the Council is to be carried out under the supervision of the General Manager or an employee of the Council designated by the General Manager to supervise inspections of those Minutes. (see Clause 272(1) LGGR)

NOTE: The person so designated is the Manager Governance.

- (2) The General Manager must ensure that the Minutes of the Council and any minutes of a Committee of the Council are kept secure and in safe custody and that no unauthorised person is allowed to interfere with them. (see Clause 272(2) LGGR)

ACCESS TO RECORDS

89. Councillors may gain access to Council records under the Code of Conduct and Government Information (Public Access) Act 2009.

TAPE RECORDING OF A MEETING OF THE COUNCIL OR A COMMITTEE PROHIBITED WITHOUT PERMISSION

90. (1) A person may use a tape recorder to record the proceedings of a Meeting of the Council or a Committee of the Council only with the authority of the Council or Committee. (see Clause 273(1) LGGR)
- (2) A person may, as provided by Clause 15(3) of this Code, be expelled from a meeting of the Council or a Committee of the Council for using or having used a tape recorder in contravention of this Clause. (see Clause 273(2) LGGR)
- (3) If any such person, after being notified of such a resolution, fails to leave the place where the meeting is being held, a police officer, or any person authorised by the Council for the purposes, may remove the person from, and if necessary, restrain the person from re-entering that place. (see Clause 273(3) LGGR)
- (4) In this Clause, tape recorder includes a video camera and any electronic device capable of recording speech, whether a magnetic tape is used to record or not. (see Clause 273(4) LGGR)

RECORDING AND WEBCASTING OF MEETINGS BY THE COUNCIL

91. (1) The proceedings, including all debate, of all Ordinary and Extraordinary meetings held in the Council Chamber excluding those parts of the meeting which are held in Confidential Session or those parts of the meeting closed to the public as provided by Section 10A of the Local Government Act 1993, shall be recorded and webcast.

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(2) Open Day shall not be recorded or webcast.

(3) Reproductions of these proceedings shall be available via Council's website for a minimum period of 2 years.

(4) Written transcriptions of such proceedings shall not be made available.

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CERTAIN CIRCUMSTANCES DO NOT INVALIDATE COUNCIL DECISIONS

924. Proceedings at a Meeting of the Council or a Council Committee are not invalidated because of:-
- (a) a vacancy in a civic office; or
 - (b) a failure to give notice of the Meeting to any Councillor or a Committee member; or
 - (c) any defect in the election or appointment of a Councillor or a Committee member; or
 - (d) a failure of a Councillor or a Committee member to disclose a pecuniary interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter at a Council or a Committee meeting; or
 - (e) a failure to comply with this Code. (see Section 374 LGA)

COUNCIL SEAL

932. (1) The Seal of the Council must be kept by the Mayor or the General Manager, as the Council determines. (see Clause 400(1) LGGR)

NOTE: The Council Seal is kept by the General Manager.

- (2) The Seal of the Council may be affixed to a document only in the presence of:-
 - (a) the Mayor and the General Manager; or
 - (b) at least 1 Councillor (other than the Mayor) and the General Manager; or
 - (c) the Mayor and at least 1 other Councillor; or
 - (d) at least 2 Councillors other than the Mayor. (see Clause 400(2) LGGR)
- (3) The affixing of the Council Seal to a document has no effect unless the persons who were present when the Seal was affixed (being persons referred to in subclause (2)) attest by their signature that the Seal was affixed in their presence. (see Clause 400(3) LGGR)
- (4) The Seal of the Council must not be affixed to a document unless the document relates to the business of the Council and the Council has resolved (by resolution specifically referring to the document) that the Seal be so affixed. (see Clause 400(4) LGGR)
- (5) For the purposes of subclause (4), a document in the nature of a reference or certificate of service for an employee of the Council does not relate to the business of the Council. (see Clause 400(5) LGGR)

AMENDMENT OF CODE

943. Subject to the provisions contained in Sections 361, 362 & 363 of the Act, this Code may be amended by the following means:-
- (a) by resolution of Council, in cases where the amendments to the Code are the result of amendments to either the Act or the Regulation; or

- (b) in accordance with the provisions of Division 1 of Part 2 of Chapter 12 of the Act, in cases where the amendments to the Code are the result of amendments or changes in Council policies.

