



COUNCIL BUSINESS PAPERS

# ORDINARY MEETING

Wednesday 3 September 2014





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27 August 2014

Dear Councillor

MEETING NOTICE  
**Ordinary Meeting**  
Wednesday, 3 September 2014  
Open Day at 5.30pm

*Council Meeting commencing at conclusion of Open day*

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

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

Yours faithfully

A handwritten signature in black ink, appearing to be "BRAD CAM", written over a horizontal line.

BRAD CAM  
GENERAL MANAGER

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Item 1: Apologies

Item 2: Annual Elections

## **2.1 Delegations to the Mayor**

REPORT BY THE MANAGER GOVERNANCE TO 3 SEPTEMBER 2014 COUNCIL MEETING  
2.1 Delegations to the Mayor  
GOV400038, A0110016

### **RECOMMENDATION**

**That:**

- 1. the report by the Manager Governance on the Delegations to the Mayor for the period September 2014 to September 2015 be received;**
- 2. pursuant to the provisions of Section 377 of the Local Government Act, 1993, Council delegate to the Mayor authority:**
  - (a) to monitor the General Manager in the exercise of the General Manager's powers, duties and functions;**
  - (b) To authorise work, not approved in the Budget/Management Plan, which in the Mayor's opinion, is urgent at a cost not exceeding \$20,000 except in the case of Bush Fire Emergency where the limit is \$50,000;**
  - (c) To approve the attendance of any Councillor at meetings or functions between Council meetings, that the Mayor would normally attend on behalf of Council;**
  - (d) To affix and witness the Common Seal of Council, in response to a resolution of Council, to any necessary documents in conjunction with the General Manager or another councillor;**
- 3. the attached delegations for the Mayor be adopted.**

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### Executive summary

To determine the Mayor's delegations and Role Statement for the period September 2014 to September 2015.

### Detailed report

Section 226 of the Local Government Act, 1993 relates to the role of the Mayor. Section 377 of the Act enables the Council to delegate its functions.

### Financial and Operational Plan implications

Not applicable.

## Community Plan implications

Not applicable



IAN ROBERTS  
MANAGER GOVERNANCE

11 August 2014

*Attachments:* 1. Delegation of Authority for the Mayor.

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

# MID-WESTERN REGIONAL COUNCIL

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## DELEGATION OF AUTHORITY FOR THE MAYOR

The following authorities be delegated to the Mayor pursuant to the provisions of Section 377 of the Local Government Act, 1993:

1. To monitor the General Manager in the exercise of the General Manager's powers, duties and functions.
2. To authorise work, not approved in the Budget/Management Plan, which in the Mayor's opinion, is urgent at a cost not exceeding \$20,000 except in the case of Bush Fire Emergency where the limit is \$50,000.
3. To approve the attendance of any Councillor at Meetings or Functions between Council Meetings, that the Mayor would normally attend on behalf of Council.
4. To affix and witness the Common Seal of Council, in response to a resolution of Council, to any necessary documents in conjunction with the General Manager or another Councillor.

### ROLE STATEMENT FOR MAYOR

#### A STATUTORY

- (i) To exercise, in cases of necessity, the policy-making functions of the governing body of the Council between meetings of the Council.
- (ii) To exercise such other functions of the Council as the Council determines.
- (iii) To preside at Meetings of the Council.
- (iv) To carry out the Civic and Ceremonial functions of the Mayoral Office.

#### B CORPORATE PLANNING

- (i) Exercise leadership and give direction to the elected Council in the pursuit of the Council's goals, objectives and Management Plan.

#### C EXTRAORDINARY/SPECIAL/SENSITIVE ISSUES

- (i) Receive advice from the organisation's Management and other sources on extraordinary, special, sensitive and other issues and, where appropriate, refer matters to the General Manager for attention.
- (ii) Represent the Council in deputations to government, inquiries and other forums where it is appropriate that the Mayor should present Council's position.
- (iii) Present the Council and its decisions and position in a positive way to the community, the media, to government and to others interested in the region.
- (iv) Conduct interviews with residents, groups, corporations and others on matters, which affect Council's Policy making role.
- (v) Where directed by Council, requested by a Committee Chairman or the General Manager or where deemed appropriate by the Mayor assume the lead in matters of Council or community interest.

#### **D FUNCTIONAL**

- (i) To authorise work, which in the Mayor's opinion, is urgent at a cost not exceeding \$20,000 except in the case of Bush Fire Emergency where the limit is \$50,000.
- (ii) To approve the attendance of any Councillor at Meetings or Functions between Council Meetings, that the Mayor would normally attend on behalf of Council.
- (iii) To affix and witness the Common Seal of Council, in response to a resolution of Council, to any necessary documents in conjunction with the General Manager or another Councillor.

#### **E SUPERVISORY**

- (i) In consultation with the Committee Chairpersons, establish, monitor and review the performance of the General Manager against the General Manager's approved performance measures.

#### **F COMMUNITY LEADER**

- (i) Attend Council, Community and other functions as required and as appropriate as Mayor.
- (ii) Assume a role, which will bring dignity to the Office and credit to the Council and the region in dealings within and outside the local government area.

## 2.2 Election of Mayor

REPORT BY THE MANAGER GOVERNANCE TO 3 SEPTEMBER 2014 COUNCIL MEETING

2.2 Election of Mayor

GOV400038, A0110008

### RECOMMENDATION

That:

1. **the report by the Manager Governance on the Election of Mayor for the period September 2014 to September 2015 be received;**
2. **Council determine that the Ballot for the election of the Mayor be by Ordinary Ballot/Open Voting/Preferential Ballot (delete two);**
3. **the election be conducted by the General Manager and the Manager Governance.**

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### Executive summary

To elect the Mayor for the period September 2014 to September 2015.

### Detailed report

The Mayor is elected by the Councillors from among their number.

The Local Government Act 1993 provides that where the Mayor is elected by the Councillors from among their number, the election shall be held during the month of September (Section 290) and the Mayor shall hold office for one year (Section 230).

As provided by Clause 394 of the Local Government (General) Regulation 2005, the conduct of the election of the Mayor is governed by the provisions of Schedule 7 of that Regulation.

Council has, however, adopted a policy to facilitate the election, whereby nomination forms are made available to Councillors prior to the date of the election.

#### *LOCAL GOVERNMENT (GENERAL) REGULATION 2005 REQUIREMENTS*

The Returning Officer for the election of the Mayor shall be the General Manager (or a person appointed by the General Manager). The General Manager has indicated that he will act as Returning Officer and that the Manager Governance will assist.

Nominations for the Mayor shall be in writing, but may be without notice, by two (2) or more Councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

The nomination is to be delivered or sent to the Returning Officer who is to announce the names of the nominees at the Council Meeting at which the election is to be held.

If only one candidate is nominated, that Councillor is elected.

When more than one candidate is nominated, the Council may, by resolution, decide whether the election shall be carried out by:



- a) Ordinary Ballot - Involving the marking of Ballot Papers - subsequent exclusion of one candidate; further voting and exclusions; repeated until two candidates only remain, final vote between remaining two candidates.
- b) Open Voting - Procedure identical to Ordinary Ballot, however, the voting is by show of hands or similar means, not a Ballot Paper.
- c) Preferential Ballot - The complete numbering of Ballot Papers in consecutive order of preference for all candidates, commencing with "1" as first preference.

#### *DRAWING OF LOTS*

If this becomes necessary, it shall be done by the Returning Officer.

In any case for the purpose of excluding a candidate, the candidate's name drawn shall be excluded. In any case for the purpose of electing a candidate, the candidate's name drawn shall be elected.

#### Financial and Operational Plan implications

Not applicable.

#### Community Plan implications

Not applicable.



IAN ROBERTS  
MANAGER GOVERNANCE

11 August 2014

*Attachments:* Nil.

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

## 2.3 Election of Deputy Mayor

REPORT BY THE MANAGER GOVERNANCE TO 3 SEPTEMBER 2014 COUNCIL MEETING

2.3 Election of Deputy Mayor

GOV400038, A0110008

### RECOMMENDATION

That:

1. **the report by the Manager Governance on the Election of Deputy Mayor for the period September 2014 to September 2015 be received;**
2. **Council determine that the Ballot for the election of the Deputy Mayor be by Ordinary Ballot/Open Voting/Preferential Ballot (delete two);**
2. **the election be conducted by the General Manager and Manager Governance.**

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### Executive summary

To elect the Deputy Mayor for the period September 2014 to September 2015.

### Detailed report

Section 231 of the Local Government Act 1993 provides that the Councillors may elect a person from among their number to be the Deputy Mayor. That person may be elected for the mayoral term or for a shorter term. The Deputy Mayor has no specific functions other than to exercise the functions of the Mayor at the request of the Mayor or if the Mayor is prevented by illness, absence or otherwise from exercising those functions or if there is a casual vacancy in the office of the Mayor.

As provided by Clause 394 of the Local Government (General) Regulation 2005, the election of the Deputy Mayor is governed by the provisions of Schedule 7 of that Regulation.

Council has, however, adopted a policy to facilitate the election, whereby nomination forms are made available to Councillors prior to the date of the election.

#### *LOCAL GOVERNMENT (GENERAL) REGULATION 2005 REQUIREMENTS*

The Returning Officer for the election of the Deputy Mayor shall be the General Manager (or a person appointed by the General Manager). The General Manager has indicated that he will act as Returning Officer and that the Manager Governance will assist.

Nominations for the office of Deputy Mayor shall be in writing, but may be without notice, by two (2) or more Councillors (one of whom may be the nominee). The nomination is not valid unless the nominee has indicated consent to the nomination in writing.

The nomination is to be delivered or sent to the Returning Officer who is to announce the names of the nominees at the Council Meeting at which the election is to be held.

If only one candidate is nominated, that Councillor is elected.

When more than one candidate is nominated, the Council may, by resolution, decide whether the election shall be carried out by:

- a) Ordinary Ballot - Involving the marking of Ballot Papers - subsequent exclusion of one candidate; further voting and exclusions; repeated until two candidates only remain, final vote between remaining two candidates.
- b) Open Voting - Procedure identical to Ordinary Ballot, however, the voting is by show of hands, not the Ballot Paper.
- c) Preferential Ballot - The complete numbering of Ballot Papers in consecutive order of preference for all candidates, commencing with "1" as first preference.

*DRAWING OF LOTS*

If this becomes necessary, it shall be done by the Returning Officer.

In any case for the purpose of excluding a candidate, the candidate's name drawn shall be excluded. In any case for the purpose of electing a candidate, the candidate's name drawn shall be elected.

Financial and Operational Plan implications

Not applicable.

Community Plan implications

Not applicable



IAN ROBERTS  
MANAGER GOVERNANCE

11 August 2014

*Attachments:* Nil.

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

## 2.4 Council Advisory Committees

REPORT BY THE MANAGER GOVERNANCE TO 3 SEPTEMBER 2014 COUNCIL MEETING

2.4 Council Advisory Committees

GOV400038, A0110015

### RECOMMENDATION

That:

1. the report by the Manager Governance on the Council Advisory Committees be received;
2. Council confirm the membership of all proposed Council Advisory Committees with external membership as shown on the attached schedule;
3. Council appoints the following Councillor Representatives to the following Committees:
  - (a) Mudgee Showground Management Committee (1 Councillor)
  - (b) Gulgong Memorial Hall Committee (2 Councillors)
  - (c) Red Hill Reserve Working Party (2 Councillors)
  - (d) Mid-Western Regional Council Peak Sports Council (1 Councillor and Chairs and Presidents of Sports Councils with one meeting per year)
  - (e) Mudgee Sports Council Sub Committee (1 Councillor)
  - (f) Gulgong Sports Council Sub Committee (2 Councillors)
  - (g) Rylstone Sports Council Sub Committee (1 Councillor)
  - (h) Mid-Western Regional Council Heritage Committee (1 Councillor)
  - (i) Mudgee & Gulgong Access Committee (2 Councillors)
  - (j) Rylstone & Kandos Access Committee (1 Councillor)
  - (k) Mid-Western Regional Cultural Development Committee (1 Councillor)
  - (l) Australia Day Selection Committee (Mayor, Deputy Mayor and 2 Councillors)
  - (m) Mudgee Regional Saleyards Committee (3 Councillors)
  - (n) Mid-Western Regional Youth Council (2 Councillors)
  - (o) Community Safety Committee (Mayor & 1 Councillor)
  - (p) Noxious Weeds Control Advisory Committee (1 Councillor)
  - (q) Kandos Centennial Working Party (1 Councillor)
  - (r) Integrated Water Cycle Management Project Reference Group (2 Councillors)
  - (s) Public Art Advisory Panel (Mayor and 1 Councillor)

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### Executive summary

Council can if it so determines set up advisory committees which will be established pursuant to Section 355 of the Local Government Act 1993 and then appoint/elect Councillors to these committees.

### Detailed report

Section 355 of the Local Government Act, 1993, provides that Council's functions may be exercised:

- by the Council

- by a Council Committee
- partly or jointly by the Council and another person or persons
- by two or more Councils jointly
- by a delegate of the Council.

At the same time, a Council may seek advice from others (be they individuals or groups/committees) to assist it in carrying out its functions.

Council has previously established several “Section 355 Committees” to assist in carrying out its functions. Some of these actually operate facilities on Council’s behalf while others are established to provide advice to Council. It is important to note that Council does not need to appoint any 355 Committees. It can determine to manage the facility or activity itself or seek advice from other areas of the community.

Council needs to determine whether to continue with these committees and their representation.

Details of the existing Committee structure are set out on the attachment.

### Financial and Operational Plan implications

The attendance by Councillors at these committees may incur a travel cost to Council, provision for which is included in the budget.

### Community Plan implications

Not applicable.



IAN ROBERTS  
MANAGER GOVERNANCE

25 August 2014

*Attachments:* 1. 2013/14 Advisory Committee Structure

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

## 2013/14 ADVISORY COMMITTEE STRUCTURE

### 1. Mudgee Showground Management Committee

Membership	Quorum	Responsibilities	Meetings
Councillor Webb Group Manager Operations Mudgee Show Society (1 delegate) Poultry Groups (1 delegate) Livestock and other animal groups (1 delegate) Mid-Western Working Horse Association (1 delegate) Mudgee Pony Club (1 delegate) Mudgee Dressage Group (1 delegate) Building & ground users (1 delegate)	4	Exercise powers to manage the facility as delegated by Council under S.377.	Meet bi-monthly on the 1 <sup>st</sup> Tuesday

### 2. Gulgong Memorial Hall Committee

Membership	Quorum	Responsibilities	Meetings
Councillors Cavalier & Thompson Interested representatives of the Gulgong community Business Manager Resources & Recreation	N/A	Promotion of Gulgong Memorial Hall	Meets monthly, 1 <sup>st</sup> Tuesday of the month.

### 3. Red Hill Reserve Working Party

Membership	Quorum	Responsibilities	Meetings
Councillors Cavalier & Thompson Community Representatives (10) Group Manager Operations	N/A	Development of Masterplan for the Red Hill site	As needed

### 4. Mid-Western Regional Council Peak Sports Council

Membership	Quorum	Responsibilities	Meetings
Councillor Weatherley Chairs and Presidents from each of the Sports Council Sub Committees	N/A	Co-ordination of activities of Mudgee, Gulgong and Rylstone Sports Council Sub Committees	Once per year

### 5. Mudgee Sports Council Sub Committee

Membership	Quorum	Responsibilities	Meetings
Councillor Weatherley 1 delegate from each of the sporting clubs or associations in Mudgee	N/A	Care control and management of active recreational facilities in Mudgee	Monthly



**6. Gulgong Sports Council Sub Committee**

Membership	Quorum	Responsibilities	Meetings
Councillors Cavalier & Thompson 1 delegate from each of the sporting clubs or associations in Gulgong	N/A	Care control and management of active recreational facilities in Gulgong	Monthly

**7. Rylstone Sports Council Sub Committee**

Membership	Quorum	Responsibilities	Meetings
Councillor Shelley Interested members of the Rylstone community	N/A	Care control and management of active recreational facilities in Rylstone	Monthly

**8. Mid-Western Regional Council Heritage Committee**

Membership	Quorum	Responsibilities	Meetings
Councillor White Community representatives (up to 13) General Manager's delegate Heritage Advisor	N/A	Provide advice to Council on heritage based issues	Once per month

**9. Mudgee & Gulgong Access Committee**

Membership	Quorum	Responsibilities	Meetings
Councillors Webb & Thompson Community representatives (up to 10) General Manager's delegate	4	Provide advice to Council on Access based issues	Once per month

**10. Rylstone & Kandos Access Committee**

Membership	Quorum	Responsibilities	Meetings
Councillor Martens Community representatives (up to 10) General Manager's delegate	4	Provide advice to Council on Access based issues	Bi-monthly

**11. Mid-Western Regional Council Cultural Development Committee**

Membership	Quorum	Responsibilities	Meetings
Councillor White Up to 10 community representatives. Quorum is only 4.	4	Implementation of recommendation of Cultural Plan	As required

**12. Australia Day Selection Committee**

Membership	Quorum	Responsibilities	Meetings
Mayor, Deputy Mayor & Councillors Martens & Shelley (in addition the panel for Young Farmer of the Year also include Chairs of Mudgee, Gulgong & Rylstone branches of NSW Farmers Federation)	N/A	To select recipients of Council's Australia Day Awards	As required

**13. Mudgee Regional Saleyards Committee**

Membership	Quorum	Responsibilities	Meetings
Councillors Weatherley & Webb Agents (2 members) Nat Farmers (1 member) Transport (1 member) Beef Improvement Assoc. (1 member) Group Manager Operations Saleyards Supervisor	N/A	Advise Council on operation and improvements to the Saleyards.	Bi-monthly – 3 <sup>rd</sup> Thursday of the month.

**14. Mid-Western Regional Youth Council**

Membership	Quorum	Responsibilities	Meetings
Councillors Cavalier & Kennedy 2 representatives from each of the 4 high schools	4	Consultation and advocacy for youth	Twice each school term (8 per year)

**15. Community Safety Committee**

Membership	Quorum	Responsibilities	Meetings
Mayor & Councillor Weatherley Police (2) Community (3) Business (3) Council staff	N/A	Provide advice to Council on the need for a Community Crime Prevention Plan	As required

**16. Noxious Weeds Control Advisory Committee**

Membership	Quorum	Responsibilities	Meetings
Councillor Webb Community members (3) Business Manager Resources & Recreational Chief Weeds Officer	N/A	Provide advice to Council on weed control in the MWRC area	4 times per year.

**17. Kandos Centennial Working Party**

Membership	Quorum	Responsibilities	Meetings
Councillor Martens Community Members		To provide input into the celebration of the centenary of Kandos in 2014	

**18. Integrated Water Cycle Management Project Reference Group**

Membership	Quorum	Responsibilities	Meetings
Councillors Cavalier & Weatherley State Government Agencies Major Water Users Catchment Management Authorities Community Members		To agree on the IWCM issues, discuss required levels of service and assess the social, environmental and economic impacts that would result from any adopted IWCM strategy	

**19. Public Art Advisory Panel**

Membership	Quorum	Responsibilities	Meetings
Mayor and Councillor White Experienced stakeholder representatives		To guide Council on the commissioning, selection, maintenance, protection and de-accessioning of public art works and programmes	

## 2.5 Delegates to External Committees and other organisations

REPORT BY THE MANAGER GOVERNANCE TO 3 SEPTEMBER 2014 COUNCIL MEETING

2.5 Delegates to External Committees and other organisations

GOV400038, A0110015

### RECOMMENDATION

That:

1. the report by the Manager Governance on the Delegates to External Committees and other organisations be received;
2. Council appoint its delegates to the following external Committees or other organisations:
  - (a) Bushfire Management Committee (2 Councillors)
  - (b) Rural Fire Service District Liaison Committee (2 Councillors)
  - (c) Mudgee Region Tourism Inc (1 Councillor)
  - (d) Ulan Coal Mine Community Consultative Committee (1 Councillor)
  - (e) Wilpingjong Community Consultative Committee (2 Councillors)
  - (f) Charbon Community Consultative Committee (1 Councillor)
  - (g) Moolarben Community Consultative Committee (2 Councillors)
  - (h) Inglebrook Exploration Community Consultative Committee (General Manager or nominee)
  - (i) Central West Catchment Management Authority (1 Councillor)
  - (j) Bells Line Expressway Group (1 Councillor)
  - (k) Macquarie Valley Weeds Advisory Committee (1 Councillor)
  - (l) Joint Regional Planning Panel (2 Councillors)
  - (m) Botobolar Community Committee (1 Councillor)
  - (n) Goolma Amenities Committee (1 Councillor)
  - (o) Murray Darling Association (2 Representatives)

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### Detailed report

Council is represented on numerous external committees and other organisations.

Council needs to determine who its delegates to these external committee's and other organisations for the period September 2014 to September 2015, but before doing so needs to ensure that having a representative on these organisations and external committees has current relevance and is effective for the region.

The schedule attached sets out the current representation.

### Financial and Operational Plan implications

The attendance by Councillor at these external committees and other organisations may incur a travel cost to Council, provision for which is included in the budget.

## Community Plan implications

Not applicable.



IAN ROBERTS  
MANAGER GOVERNANCE

25 August 2014

*Attachments:* 1. Delegates to Other Bodies 2013/14

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

## ATTACHMENT 1

**DELEGATES TO OTHER EXTERNAL COMMITTEES AND OTHER ORGANISATIONS 2013/14**

<b>Name of Organisation</b>	<b>Current Council Delegate</b>
Bushfire Management Committee	Councillors Cavalier & Webb
Rural Fire Service District Liaison Committee	Councillors Cavalier & Webb
Mudgee Region Tourism Inc	Councillor Kennedy
Ulan Coal Mine Community Consultative Committee	Councillor Webb
Wilpingjong Community Consultative Committee	Councillor Webb
Charbon Community Consultative Committee	Councillor Martens
Moolarben Community Consultative Committee	Councillor Webb
Inglenook Exploration Community Consultative Committee	General Manager or nominee
Central West Catchment Management Authority – Local Government Reference Group	Councillor Webb
Bells Line Expressway Group	Councillor Thompson
Macquarie Valley Weeds Advisory Committee	Councillor Webb
Joint Regional Planning Panel	Councillors Walker & Weatherley
Botobolar Community Committee	Councillor Webb
Goolma Amenities Committee	Councillor Thompson
Murray Darling Association	Councillor Webb and Mr Holden



### Item 3: Disclosure of Interest

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

### Item 4: Confirmation of Minutes

#### **4.1 Minutes of Ordinary Meeting held on 20 August 2014**

#### Council Decision:

That the Minutes of the Ordinary Meeting held on 20 August 2014, Minute Nos 317/14 to 349/14 be taken as read and confirmed.

#### **4.2 Minutes of Reconvened Extraordinary Meeting held on 20 August 2014**

#### Council Decision:

That the Minutes of the Reconvened Extraordinary Meeting held on 20 August 2014, Minute Nos 350/14 to 353/14 be taken as read and confirmed.

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The Minutes of the Ordinary and Reconvened Extraordinary Meetings are attached overleaf.

Mid-Western Regional Council

Date: 20 August 2014

## Minutes of the Ordinary Meeting of Council

Held at the Council Chambers, 86 Market Street, Mudgee  
on Wednesday 20 August 2014, commencing at 5.50pm and concluding at 6.40pm.

PRESENT	Cr D Kennedy (Mayor), Cr P Cavalier (Deputy Mayor), Cr EE Martens (AM), Cr PA Shelley, Cr JP Thompson, Cr MB Walker, Cr JK Weatherley, Cr L White.
IN ATTENDANCE	General Manager (B Cam), Acting Director Mid-Western Operations (D Colwell), Director Development and Community Services (C Van Laeren), Corporate Communications Officer (P Goldsmith), legal counsel (Dr L Taylor).
MEDIA REPRESENTATIVES	Mudgee Guardian / The Weekly (R Murray), Radio 2MG (M Heldon).

### Item 1: Apologies

An apology was received for the absence of Councillor Webb.

#### 317/14 MOTION: Cavalier / White

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

The motion was carried with Councillors voting unanimously.

#### 318/14 MOTION: Shelley / Cavalier

That motion 8.1.2 be moved to Open Council.

Councillor Thompson declared a non-pecuniary conflict of interest in Item 8.1.2 as he is the Code of Conduct complainant, left the meeting at 5.52pm and did not vote in relation to this matter.

The motion was carried with Councillors voting unanimously.

Councillor Thompson returned to the meeting at 5.53pm.

### Item 2: Disclosure of Interest

Councillor Thompson declared a non-pecuniary conflict of interest in Item 8.1.2 as he is the Code of Conduct complainant.

Councillor Shelley declared a non-pecuniary conflict of interest in Item 8.1.2 as he is the subject of the Code of Conduct complaint.

Councillor Cavalier declared a non-pecuniary conflict of interest in Item 6.2.4 as he has a business relationship with one of the proponents.

Mid-Western Regional Council

Date: 20 August 2014

Councillor Cavalier declared a non-pecuniary conflict of interest in Item 6.2.19 as he has a personal relationship with a director of one of the contractors to be added to the preferred suppliers list.

Councillor Thompson declared a less than significant conflict of interest in Item 7.1.2 as he is a member of the Save the Old Gulgong Hospital Committee.

### Item 3: Confirmation of Minutes

319/14 MOTION: Weatherley / Cavalier

That the Minutes of the Ordinary Meeting held on 6 August 2014 (Minute Nos. 304/14 to 316/14) be taken as read and confirmed.

The motion was carried with Councillors voting unanimously.

### Item 4: Matters in Progress

SUBMISSIONS TO THE BUDGET, OPERATIONAL AND DELIVERY PLAN

320/14 MOTION: Cavalier / Shelley

That Minute no. 219/14 be noted as completed.

The motion was carried with Councillors voting unanimously.

### Item 5: Mayoral Minute

There was no Mayoral Minute.

### Item 6: General Business

6.2 NOTICES OF MOTION

6.1.1 CHILDREN'S PLAYGROUND IN LUE

GOV400022, GOV400038

321/14 MOTION: Shelley / Weatherley

That Council investigates cost, design and locality of a children's playground in Lue, and a report be presented to Council for consideration.

The motion was carried with Councillors voting unanimously.

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\_\_\_\_\_  
Mayor

\_\_\_\_\_  
General Manager

Mid-Western Regional Council

Date: 20 August 2014

## 6.2 REPORTS TO COUNCIL

## 6.2.1 DRAFT URBAN RELEASE STRATEGY FOR EXHIBITION

GOV400038, LAN900042

322/14

**MOTION:** White / Martens**That:**

1. the report by the Manager Strategic Planning on the Draft Urban Release Strategy for Exhibition be received;
2. subject to the endorsement of the Department of Planning and Environment, the Draft Urban Release Strategy be placed on public exhibition for a period of 28 days;
3. following the conclusion of the exhibition period a further report considering any submissions received will be presented to Council prior to adoption the Draft Urban Release Strategy.

The motion was carried with Councillors voting unanimously.

## 6.2.2 M0006/2015 – MODIFICATION OF DA0197/2014, TO INCLUDE DEMOLITION OF BAR AND CONSTRUCTION OF A NEW BAR AREA AT THE RYLSTONE SHOWGROUND

GOV400038, M0006/2015

323/14

**MOTION:** Shelley / Martens**That:**

1. the report by the Senior Health and Building Surveyor on the M0006/2015 – Modification of DA0197/2014, to include demolition of bar and construction of a new bar area at the Rylstone Showground be received;
2. M0006/2015 – Modification of DA0197/2014, to include demolition of bar and construction of a new bar area at the Rylstone Showground located at 21 Cudgegong Street, Rylstone be received; and be approved, subject to the following conditions:

**APPROVED PLANS**

1. The development must be carried out in accordance with the approved stamped plans, except as otherwise provided by the conditions of this determination (Note:- modifications to the approved plans will require the lodgement and consideration by Council of a modification pursuant to Section 96 of the Environmental Planning and Assessment Act).
2. Development is to be carried out generally in accordance with the stamped plans submitted to Council drawn by Sara Buhl Design &

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 Mayor

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 General Manager

Mid-Western Regional Council

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Interiors, Project No.40601 Drawings Ao2 –Ao6 Dated 11/07/2014, 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

3. Notwithstanding the approved plans, the structure is to be clear of any easements and/or any water and sewer mains in accordance with council policy.

#### PRIOR TO THE COMMENCEMENT OF WORK – BUILDING

4. Prior to the commencement of any construction works, the following provisions of the Environmental Planning and Assessment Act 1979 (the Act) are to be complied with:
  - (a) Council is to be given at least 2 days notice of the date intended for commencement of building works, in accordance with Section 81A(2)(c) of the Act and Form 7 of Schedule 1 to the Regulations.
5. The site must be provided with a waste enclosure (minimum 1800mm x 1800mm x 1200mm high) that has a lid or secure covering for the duration of the construction works. The enclosure is to be emptied periodically to reduce the potential for rubbish to be blown from the site.
6. The Council encourages the separation and recycling of suitable materials.

**NOTE: ALL WASTE GENERATED FROM THE CONSTRUCTION PROCESS IS TO BE CONTAINED ON-SITE.**

A sign must be erected in a prominent position on any work site on which the erection of a building is being carried out;

- stating that unauthorised entry to the work site is prohibited, and
  - showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside working hours.
7. Erosion and sediment control measures being implemented prior to the commencement of works and must be maintained during the period of construction to prevent sediment and other debris escaping from the site. Controls are not to be removed until the site is stable with all bare areas supporting an established vegetative cover.
  8. If the work involved in the erection/demolition of the building;
    - (a) is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or
    - (b) building involves the enclosure of a public place  
A hoarding or fence must be erected between the work site and the public place. If necessary, an awning is to be erected,



sufficient to prevent any substance from, or in connection with, the work falling into the public place. Any such hoarding, fence or awning is to be removed when the work has been completed.

#### **BUILDING CONSTRUCTION**

9. All plumbing and drainage work must be carried out by a licensed plumber and drainer and must comply with the requirements of AS 3500 (National Plumbing & Drainage Code) and the Plumbing Code of Australia.
10. All plumbing and drainage inspections must be carried out by Council prior to the covering of any trenches or wall/ceiling linings.
11. All building work must comply with the requirements of the National Construction Code, together with the relevant Australian Standards and also the Environmental Planning and Assessment Act, 1979, as amended, and Regulations.
12. All mandatory inspections required by the Environmental Planning and Assessment Act and any other inspections deemed necessary by the Principal Certifying Authority being carried out during the relevant stages of construction.
13. Construction work noise that is audible at other premises is to be restricted to the following times.
  - Monday to Saturday -- 7.00am to 5.00pm
  - No construction work is permitted on Sundays and Public Holidays.
14. The strength of the concrete used for the reinforced concrete slab and piers must be 25MPa (N25)
15. All stormwater must discharge to the existing stormwater system on site.
16. The removal or demolition of any materials (ie fibrous cement sheeting "fibro") likely to contain asbestos must be carried out in accordance with the requirements of Work Cover and Australian Standard 2601 – 2005 " Demolition of Structures". All material containing asbestos must be disposed of to the Mudgee Waste Facility. Arrangements must be made with the Facility prior to disposal.
17. 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: A suitably qualified person is required to be present during earthworks to identify whether any artefacts were uncovered).



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**PRIOR TO THE ISSUE OF AN OCCUPATION CERTIFICATE**

- 18. Prior to the occupation of a new building, an Occupation Certificate must be obtained from the Principal Certifying Authority appointed for the erection of the building.**

The motion was carried with Councillors voting unanimously.

**6.2.3 CREATION OF AN EASEMENT OVER COLLYER PARK TO MINIMISE THE CONSTRUCTION REQUIREMENTS ON THE NEW LIFE SKILLS BUILDING**

GOV400038, DA0030/2014

**324/14 MOTION: Martens / Weatherley**

**That:**

- 1. the report by the Manager, Health and Building on the Creation of a Creation of an Easement Over Collyer Park to Minimise the Construction Requirements on the New Life Skills Building be received;**
- 2. Council resolve to allow a three (3) metre wide easement over Lot 19 of DP802144 – Collyer Park in order to minimise the construction requirements on the Life Skills building approved under DA0030/2014;**
- 3. The Applicant for DA0030/2014 (Lifeskills Plus Incorporated) be responsible for funding any costs associated with the creation of this easement.**

The motion was carried with Councillors voting unanimously.

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

GOV400038, LAN900047

Councillor Cavalier declared a non-pecuniary conflict of interest in Item 6.2.4 as he has a business relationship with one of the proponents, left the meeting at 5.58pm and did not vote or participate in discussion in relation to this matter.

**325/14 MOTION: White / Shelley**

**That:**

- 1. the report by the Manager Strategic Planning on the Planning Proposals for Yamble Close, Lot 113 DP755433 Snelson's Lane Gulgong and Lot Size for Multi-dwelling housing be received;**
- 2. Council exercise the delegation in relation to the preparation of the amendment to Local Environmental Plan 2012 to reduce the minimum lot size in respect to Yamble Close, insert into Schedule**

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\_\_\_\_\_  
Mayor

\_\_\_\_\_  
General Manager

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**1 an additional permissible use being a bus depot and reduce the minimum lot size for multi –dwelling housing under clause 4.1B subject to the Opinion issued by Parliamentary Counsel.**

The motion was carried with Councillors voting unanimously.

Councillor Cavalier returned to the meeting at 5.59pm.

6.2.5 TEMPORARY SUSPENSION OF ALCOHOL FREE ZONE IN  
MARKET STREET FOR FLAVOURS OF MUDGEES FESTIVAL  
GOV400038, A0130008

326/14 MOTION: Shelley / Martens

That:

1. the report by the Manager, Health and Building on the Temporary Suspension of Alcohol Free Zone in Market Street for Flavours of Mudgees Festival be received;
2. the alcohol free zone located in Market Street between Church and Perry Streets be suspended between the hours of 4pm to 9pm on Saturday 27th September 2014 for the purposes of the Flavours of Mudgees festival.

The motion was carried with Councillors voting unanimously.

6.2.6 COST OF WEBCASTING COUNCIL MEETINGS  
GOV400038, GOV400020, INT800003

327/14 MOTION: Shelley / Cavalier

That:

1. the report by the Manager, Information Services on the Cost of Webcasting Council Meetings be received;
2. Council amend the 2014-15 Operational Plan by reducing the amount of expenditure from staffing costs in the Information Technology Operations budget by \$5,000.

The motion was carried with Councillors voting unanimously.

6.2.7 MONTHLY DEVELOPMENT APPLICATIONS PROCESSING &  
DETERMINED  
GOV400038

328/14 MOTION: Weatherley / Martens

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

The motion was carried with Councillors voting unanimously.

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\_\_\_\_\_  
Mayor

\_\_\_\_\_  
General Manager

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**6.2.8 REVIEW OF POLICY ON GIFTS AND BENEFITS**

GOV400038, A0110001

**329/14 MOTION: Cavalier / White****That:**

1. the report by the Director, Development and Community Services on the Review of Policy on Gifts and Benefits be received;
2. Council formally adopt the amendments to the Gifts and Benefits Policy.

The motion was carried with Councillors voting unanimously.

**6.2.9 PAYMENT OF EXPENSES AND PROVISION OF FACILITIES TO COUNCILLORS**

GOV400038, A0110001

**330/14 MOTION: White / Cavalier****That:**

1. the report by the Director Development and Community Services on the Payment of Expenses and Provision of Facilities to Councillors be received;
2. Council place its policy on the "Payment of Expenses and Provision of Facilities to Councillors" on exhibition for 28 days in accordance with the provisions of the Local Government Act 1993.

The motion was carried with Councillors voting unanimously.

**6.2.10 MONTHLY STATEMENT OF INVESTMENTS AND BANK BALANCES AS AT 31 JULY 2014**

GOV400038, A0140304

**331/14 MOTION: Cavalier / Thompson****That:**

1. the report by the Acting Director, Finance & Administration on the Monthly statement of investments and bank balances as at 31 July 2014 be received;
2. the certification of the Responsible Accounting Officer be noted.

The motion was carried with Councillors voting unanimously.

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## 6.2.11 FINANCIAL ASSISTANCE APPLICATIONS

GOV400038, A0140201

332/14

**MOTION:** Shelley / Weatherley**That:**

1. the report by the Financial Accountant on the Financial Assistance Applications be received;
2. Council provide financial assistance to the following applicants in accordance with the criteria and guidelines of the Financial Assistance Policy, subject to those requirements being met, with the funding from the general financial assistance vote:
 

Mudgee High School	\$100
Gulgong Pistol Club Incorporated	\$802
Gulgong Historical Society Inc	\$1,268
3. Council provide Events Assistance for:
 

Mudgee Gulgong Wolves FC Inc	\$15,000
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4. Council accept the offer of the return of 50% profit made by the Mudgee Gulgong Wolves FC
5. Staff report to Council on a quarterly basis on the balance of financial assistance funds.

The motion was carried with Councillors voting unanimously.

## 6.2.12 REVOTES 2014

GOV400038, COR400059

333/14

**MOTION:** Thompson / Cavalier**That:**

1. the report by the Acting Director, Finance & Administration on the Revotes 2014 be received;
2. the 2014/15 Operational Plan be amended to reflect the revote of \$2,345,828 of estimates from 2013/14 as follows:
 

• General Fund Unrestricted Cash	\$211,360
• General Fund Reserves	\$120,119
• General Fund Section 94 Developer Contributions	\$106,849
• General Fund Unspent Grants	\$64,885
• General Fund Specific Purpose Revenue	\$139,182
• Sewer Fund Reserves	\$1,221,295
• Sewer Fund Section 64 Developer Contributions	\$373,596
• Sewer Fund Specific Purpose Revenue	\$12,805
• Water Fund Reserves	\$53,133
• Water Fund Unspent Grants	\$42,604

The motion was carried with Councillors voting unanimously.

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 Mayor

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 General Manager

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## 6.2.13 RURAL FIRE SERVICE CONTRIBUTIONS 2013/14

GOV400038, FIN300061

**334/14 MOTION: Cavalier / Thompson****That:**

1. the report by the Acting Director, Finance & Administration on the Rural Fire Service Contributions 2013/14 be received;
2. the outstanding balance of the Rural Fire Service Contributions for 2013/14, being \$19,235 be paid; and
3. the 2014/15 Operational Plan be amended to increase the budget allocation for Rural Fire Service Contributions by \$19,235 to cover this payment, to be funded from unrestricted cash.

The motion was carried with Councillors voting unanimously.

6.2.14 NAMING OF PLANNED PARK IN CAERLEON ESTATE  
SUBDIVISION

GOV400038, R0790041, P2230211

**335/14 MOTION: Cavalier / Martens****That:**

1. the report by the Revenue & Property Manager on the Naming of planned Park in Caerleon Estate subdivision be received;
2. Council support the name of Caerleon Park.

The motion was carried with Councillors voting unanimously.

6.2.15 NAMING OF UNNAMED STREETS IN THE CAERLEON  
ESTATE SUBDIVISION

GOV400038, A0790141

**336/14 MOTION: White / Shelley****That:**

1. the report by the Revenue & Property Manager on the Naming of unnamed streets in the Caerleon Estate subdivision be received;
2. Council name road no 2 Knox Crescent, road no 3 Hosking Street, road no 4 Enfield Avenue and road no 5 Suttor Avenue.

The motion was carried with Councillors voting unanimously.



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## 6.2.16 RENUMBERING OF ADDRESSING ALONG BRUCE ROAD

GOV400038, R0790059, R0790063

337/14

**MOTION:** Cavalier / Shelley**That:**

1. the report by the Revenue & Property Manager on the Renumbering of addressing along Bruce Road be received;
2. Council amend the addressing along Bruce Road from rural to urban.

The motion was carried with Councillors voting unanimously.

6.2.17 CRUSHING AND SCREENING PREFERRED SUPPLIERS LIST  
2013-2016 – ADDITIONAL CONTRACTOR

GOV400038, A0411306

338/14

**MOTION:** Martens / Thompson**That:**

1. the report by the Business Manager Works on the Crushing and Screening Preferred Suppliers List 2013-2016 – Additional Contractor be received;
2. Council accepts Complete Crushing and Screening Pty Ltd be included on the list of preferred suppliers for provision of crushing and screening services in accordance with Clause 178 of the Local Government (General) Regulation 2005.

The motion was carried with Councillors voting unanimously.

6.2.18 ADDITIONAL SUPPLIER OF QUARRY PRODUCTS - BORAL  
RESOURCES (COUNTRY) PTY LTD.

GOV400038, A0411307

339/14

**MOTION:** Cavalier / Thompson**That:**

1. the report by the Business Manager Works on the supply of quarry products for additional supplier Boral Resources (Country) Pty Ltd. be received;
2. Council accepts Boral Resource (Country) Pty Ltd be included in the preferred suppliers lists for the supply of quarry products in accordance with Clause 178 of the Local Government (General) Regulation 2005.

The motion was carried with Councillors voting unanimously.

6.2.19 WET & DRY PLANT HIRE PREFERRED SUPPLIERS LIST,  
ADDITIONAL CONTRACTORS PJB EXCAVATION, LWH  
HAULAGE PTY LTD, CENTRAL WEST CIVIL PTY LTD &  
COMPLETE CRUSHING SERVICES, & ADDITIONAL PLANT,  
ROLLERS AUST PTY LTD & IAN COLLEY EARTHMOVING PTY  
LTD

GOV400038, A0411303

Councillor Cavalier declared a non-pecuniary conflict of interest in Item 6.2.19 as he has a personal relationship with a director of one of the contractors to be added to the preferred suppliers list, left the meeting at 6.06pm and did not vote or participate in any discussion in relation to this matter.

340/14 MOTION: Thompson / White

That:

1. the report by the Business Manager Works on the Wet & Dry Plant Hire Preferred Suppliers List, additional contractors PJB Excavation, LWH Haulage Pty Ltd, Central West Civil Pty Ltd & Complete Crushing Services, & additional plant, Rollers Aust Pty Ltd & Ian Colley Earthmoving Pty Ltd be received;
2. Council accepts the suppliers and plant items into the preferred suppliers list for the provision of wet and dry plant hire in accordance with clause 178 of the Local Government (General) Regulation 2005 as listed below:

CONTRACTOR	PLANT	SIZE	MAKE/MODEL	WET/DRY
Ian Colley Earthmoving	Excavator	20t	Caterpillar	Wet & Dry
Ian Colley Earthmoving	Excavator	24t	Caterpillar	Wet & Dry
Complete Crushing Services	Excavator		Volvo	Wet & Dry
Complete Crushing Services	Excavator		Hyundai	Wet & Dry
Complete Crushing Services	Excavator		Hyundai	Wet & Dry
PBJ Excavation	Excavator		Komatsu	
Central West Civil	Excavator		Hyundai	Wet & Dry
Central West Civil	Excavator		Hyundai	Wet & Dry
Central West Civil	Excavator		Caterpillar	Wet & Dry
Central West Civil	Excavator		Caterpillar	Wet & Dry
Central West Civil	Excavator		Caterpillar	Wet & Dry
Central West Civil	Excavator		Caterpillar	Wet & Dry
PBJ Excavation	Grader	200	Mitsubishi/ MG200	Wet
Central West Civil	Grader	140	Caterpillar/140M	Wet & Dry
Complete Crushing Services	Loader		Kawasaki/85VZ-2	Wet & Dry
Complete Crushing Services	Loader		Cat/980G	Wet & Dry
Ian Colley Earthmoving	Roller		Multipak/W1100	Dry
Ian Colley Earthmoving	Roller		Dynapac/ CA362D	Dry
Central West Civil	Roller		Caterpillar/ CP763	Dry
Central West Civil	Roller		Caterpillar/ CS763	Dry
Central West Civil	Roller		Caterpillar/ CS563E	Dry
Central West Civil	Roller		Caterpillar/	Dry

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CONTRACTOR	PLANT	SIZE	MAKE/MODEL	WET/DRY
			CS563E	
Central West Civil	Roller		Hamm/HD12VV	Dry
Central West Civil	Skid Steer		Caterpillar/ 289C XPS H/F	Wet & Dry
Ian Colley Earthmoving	Tipper		Mitsubishi/ FK415F16	Wet
LWH Haulage	Rigid Tipper		Kenworth/K125	Wet
LWH Haulage	Truck and Dog		Priestly	Wet
PBJ Excavation	Tipper		Volvo/FH16	Wet
PBJ Excavation	Truck & Dog		Volvo/FH16	Wet
Central West Civil	Tipper		Kenworth/T401	Wet & Dry
Central West Civil	Truck & Dog		Kenworth/T401	Wet & Dry
Central West Civil	8t Service Truck		Iveco/EuroCargo	Wet & Dry
Central West Civil	8t tipper		Mitsubishi/FM	Wet & Dry
Central West Civil	Prime Mover		Kenworth/K108	Wet & Dry
Central West Civil	Low Loader & Deck Widener		Lusty/TriAxle	Wet & Dry
Central West Civil	Semi Tipper Bisalloy		Hamelex/TriAxle	Wet & Dry
Central West Civil	Artic Dump Truck		Volvo/25A	Wet & Dry
Central West Civil	Artic Dump Truck		Caterpillar/740	Wet & Dry
Ian Colley Earthmoving	Watercart	12000	Acco/Inter	Wet
Ian Colley Earthmoving	Watercart	18000	Iveco/ACCO02A	Wet
LWH Haulage	Watercart	14000	Mercedes Benz/ 2233 v series	Wet
Rollers Australia	Watercart	14000	Isuzu/FV21400	Wet & Dry
Rollers Australia	Watercart	14000	Iveco/2350g	Wet & Dry
Rollers Australia	Watercart	14000	Mitsubishi/ FV500	Wet & Dry
Central West Civil	Watercart		Kenworth/T359	Wet & Dry
Central West Civil	Watercart		Iveco/ACCO	Wet & Dry
Central West Civil	Watercart		Hino/GS	Wet & Dry
Central West Civil	Watercart		Mitsubishi/FH	Wet & Dry
Central West Civil	Watercart		Mitsubishi/FM	Wet & Dry
Ian Colley Earthmoving	Escort for Float Oversize			Wet
Central West Civil	Stabiliser		Wirtgen/WR240	Wet
Central West Civil	Spreader Truck		Man/TGS35-440	Wet
Central West Civil	Light Vehicle		Toyota/4x4 Tray	Wet & Dry
Central West Civil	Labour/Operato r			Wet
PBJ Excavation	Traffic Lights		A1/Roadline	Dry

The motion was carried with Councillors voting unanimously.

Councillor Cavalier returned to the meeting at 6.07pm.



## 6.2.20 KANDOS CENTENARY WORKING PARTY MINUTES

GOV400038, P1553611

341/14

**MOTION: Martens / White****That:**

1. the report by the Manager, Community Services on the Kandos Centenary Working Party Minutes be received;
2. Council note the minutes of the meeting held 21 July 2014 and 04 August 2014, and the accompanying Income and Expenses and Budget reports.

The motion was carried with Councillors voting unanimously.

**Item 7: Urgent Business Without Notice**

7.1 Joint Regional Planning Panel – Gulgong Hospital DA0331/2014

GOV400029

342/14

**MOTION: White / Thompson****That this matter be dealt with as urgent business without notice.**

*The Mayor having ruled the matter to be of great urgency, the motion was put and carried.*

**MOTION: Thompson / Martens****That:**

1. the report by the Director, Development and Community Services on the Joint Regional Planning Panel – Gulgong Hospital DA0331/2014 be received;
3. Council nominates Lyn Hawkins and Chris Pearson of the community to represent Council on the Joint Regional Planning Panel.

343/14

**AMENDMENT: Weatherley / Walker****That:**

1. the report by the Director, Development and Community Services on the Joint Regional Planning Panel – Gulgong Hospital DA0331/2014 be received;
2. Council does not nominate any members of the community to represent Council on the Joint Regional Planning Panel to

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**consider DA0331/2014 being the demolition of the former Gulgong Hospital.**

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

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

8.1.2 Code of Conduct Complaint 24 May 2014

GOV400038, GOV400030

Councillor Thompson declared an interest in item 8.1.2 as he is the Code of Conduct complainant, left the meeting at 6.22pm and did not vote or participate in discussion in relation to this matter.

Councillor Shelley addressed Council before he declared a non-pecuniary conflict of interest in Item 8.1.2 as he is the subject of the Code of Conduct complaint, left the meeting at 6.26pm and did not vote or participate in further discussion in relation to this matter.

Dr Lindsay Taylor addressed Council and instructed Council to consider Item 8.1.2 in Confidential Session pursuant to the provisions of clause 8.45 of Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW – March 2013; and quoted: *'the council is to close its meeting to the public to consider the final investigation report where it is permitted to do so under section 10A of the Act'*.

## Item 8: Confidential Session

**344/14 MOTION: Cavalier / Walker**

**That pursuant to the provisions of clause 8.45 of Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW – March 2013, the meeting be closed to the public.**

The motion was carried with Councillors voting unanimously.

**345/14 MOTION: Cavalier / Weatherley**

**That:**

- 1. the report by the Manager Governance on the Code of Conduct complaint on 24 May 2014 be received;**

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2. Council impose the sanction of requiring an apology in accordance with clause 8.56 of the Code of Conduct and accept the apology already extended by Councillor Shelley;
3. Council impose the sanction of making the findings of the Conduct Reviewer in the investigation report relating to inappropriate conduct public; and
4. Council not adopt the recommendation of the Conduct Reviewer that the report be made public as this is not a sanction that Council may lawfully impose under the Code Procedures.

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

Councillors	Ayes	Nays
Cr Cavalier	✓	
Cr Kennedy	✓	
Cr Martens		✓
Cr Walker	✓	
Cr Weatherley	✓	
Cr White	✓	

Councillors Thompson and Shelley returned to the meeting at 6.31pm.

#### **Item 9: Open Council**

**346/14 MOTION: Cavalier / Walker**

**That the Council move to Open Council.**

The motion was carried with Councillors voting unanimously.

#### **Item 10: Confidential Session**

**347/14 MOTION: Cavalier / Walker**

**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 General Manager announced that the following matter would be considered in confidential session and the reason why it was being dealt with in this way.

**Subject: Proposed Community Centre**

***The reason for dealing with this matter confidentially is that comprises information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposing to conduct) business in accordance with Section 10A(2)(c) of the Local Government Act 1993.***

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***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 General Manager 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 Proposed Community Centre

GOV400038, CMR200018

348/14

**MOTION: Shelley / Cavalier**

**That:**

1. the report by the Director, Development and Community Services on the Proposed Community Centre be received;
2. Council discontinue further investigation into the use of the former Salvation Army Building as a Community Centre but continue to investigate other options for a parents room.

The motion was carried with Councillors voting unanimously.

**Item 11: Open Council**

349/14

**MOTION: Cavalier / White**

**That the Council move to Open Council.**

The motion was carried with Councillors voting unanimously.

The General Manager announced the decisions taken in Confidential Sessions.

**Closure**

There being no further business the meeting concluded at 6.40pm.

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## Minutes of the Reconvened Extraordinary Meeting of Council

Held at the Council Chambers, 86 Market Street, Mudgee  
on Wednesday 20 August 2014, commencing at 6.40pm and concluding at 7.06pm.

PRESENT	Cr D Kennedy (Mayor), Cr P Cavalier (Deputy 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 (B Cam), Acting Director Mid-Western Operations (D Colwell), Director Development and Community Services (C Van Laeren), Corporate Communications Officer (P Goldsmith), legal counsel (Dr L. Taylor).
MEDIA REPRESENTATIVES	Mudgee Guardian / The Weekly (R Murray), Radio 2MG (M Heldon).

### Item 1: Apologies

An apology was received for the absence of Councillor Webb.

#### 350/14 MOTION: White / Cavalier

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

The motion was carried with Councillors voting unanimously.

### Item 2: Disclosure of Interest

Councillors Kennedy and Walker declared a non-pecuniary conflict of interest in Item 3.1.1 as media coverage has named them as people of interest in the ICAC inquiry and both left the meeting at 6.41pm. Councillor Cavalier assumed the Chair.

### Item 3: Confidential Session

#### 351/14 MOTION: Shelley / White

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 General Manager announced that the following matter would be considered in confidential session and the reason why it was being dealt with in this way.



Mid-Western Regional Council

Date: 20 August 2014

**Subject: ICAC Investigation**

*The reason for dealing with this report confidentially is that it relates to information that would, if disclosed, prejudice the maintenance of law.*

*Discussion of this matter in an open meeting would be, on balance, contrary to the public interest as the report contains reference to personal information, the disclosure of which would be in breach of the provisions of the Privacy and Personal Information Protection Act 1988.*

Following an enquiry from the Mayor, the General Manager 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.

## 3.1.1 ICAC Investigation

GOV400038, GOV400041

352/14

**MOTION:** Weatherley / Shelley

**That a copy of the Occupiers Notice not be provided.**

**AMENDMENT:** White / Martens

That council acknowledge the advice received which states that under the ICAC Act 1998, there is no specific order restricting disclosure of the document therefore it could be argued that there is a clear and compelling public interest in council disclosing to its councillors the terms and subjects of the Occupiers Notice served on 14 May 2014.

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

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

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

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

Page 2 of the Minutes of the Reconvened Extraordinary Meeting of Council held on Wed 20 August 2014.

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 Mayor

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 General Manager

Mid-Western Regional Council

Date: 20 August 2014

**Item 4: Open Council**

**353/14 MOTION: White / Shelley**

**That the Council move to Open Council.**

*The motion was carried with Councillors voting unanimously.*

Councillors Kennedy and Walker returned to the meeting at 7.05pm and the Mayor resumed the Chair.

The General Manager announced the decisions taken in Confidential Session.

**Closure**

There being no further business the meeting concluded at 7.06pm.

## Item 5: Matters in Progress

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
Quarry Road – Kandos	Res. 64/12 Ordinary Mtg 15/2/2012	That consideration of this matter be deferred until discussions with Cement Australia have been completed.	<b>No determination as yet.</b>
Minimum Residential Lot Size and Multi Unit Housing	Res 165/14	Council staff investigate and report back to Council on options to ensure that corner blocks in subdivisions are adequately serviced in case dual occupancy developments occur, and research how other councils in NSW deal with this matter.	<b>No report available at this time</b>
Submissions to the Budget, Operational and Delivery Plan	Res. 219/14	That:  Council staff be required to report to Council prior to December on the number of causeways on unsealed roads in the region and the cost of sealing the approaches to the causeways for consideration in the 2015/16 Operational Plan and Budget;	<b>Council staff will prepare a list in order of priority for consideration in the 2015/16 Operational Plan</b>
		Council allocate \$130,000 towards regional-wide new or upgraded footpath and cycleway infrastructure in the region and that staff prepare a report for the July meeting to recommend priorities for the expenditure of these funds.	<b>Council staff have engaged a consultant to prepare a Pedestrian Access Mobility Plan (PAMP). Following this report, a priority list will be prepared for Council's consideration.</b>



## Item 6: Mayoral Minute

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There is no Mayoral minute.

## Item 7: General Business

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### **7.1 Notices of Motion**

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There are no Notices of Motion.

## 7.2 Reports

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### 7.2.1 DA0389/2014 – Proposed Construction of Horse Stables Building, lot 1 DP 1062660, 25A Robert Hoddle Grove, Bombira

REPORT BY THE MANAGER STATUTORY PLANNING TO 3 SEPTEMBER 2014 COUNCIL MEETING  
DA0389\_2014\_horse stables\_robert hoddle grove  
GOV400038, DA0389/2014

#### RECOMMENDATION

That:

1. the report by the Manager Statutory Planning on the DA0389/2014 – Proposed Construction of Horse Stables Building, lot 1 DP 1062660, 25A Robert Hoddle Grove, Bombira be received;
2. DA0389/2014 – Proposed Construction of Horse Stables Building, lot 1 DP 1062660, 25A Robert Hoddle Grove, Bombira be approved in accordance with the following conditions;

#### APPROVED DEVELOPMENT

1. Development is to be carried out generally in accordance with stamped plans (Drawing Number 21611-A01/A05) Revision B drawn by Barnson P/L and Statement of Environmental Effects by Barnson P/L and the Application received by Council on 17/06/2014 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.
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.

#### AMENDMENT

3. The vehicular access to the stables building is to run down the eastern boundary and then south behind the existing dwelling and shed to the stables on the southern side of the building.
4. All storage of bedding, supplies and feed is to occur on the southern side of the building or within the building.
5. The building is to be cut into the ground by 1600mm at the northern elevation so that the Natural Ground Level (NGL) of the building equates to the existing NGL at the southern elevation.

**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.

6. 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 0.5% of the cost of carrying out the development shall be paid to Council prior to issue of the Construction Certificate.

**PRIOR TO THE COMMENCEMENT OF WORKS – BUILDING**

7. 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.

8. 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**

9. 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.
10. 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.
11. The development site is to be managed for the entirety of work in the following manner:
  - a) Erosion and sediment controls are to be implemented to prevent sediment from leaving the site. The controls are to be maintained until the development is complete and the site stabilised with permanent vegetation;
  - b) Appropriate dust control measures;

- c) Construction equipment and materials shall be contained wholly within the site unless approval to use the road reserve has been obtained;
- d) Toilet facilities are to be provided on the work site at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.

#### **BUILDING CONSTRUCTION**

- 12. 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.
- 13. All plumbing and drainage work must be carried out by a licensed plumber and drainer and must comply with the Plumbing Code of Australia.
- 14. Construction work noise that is audible at other premises is to be restricted to the following times:
  - Monday to Saturday - 7.00am to 5.00pmNo construction work noise is permitted on Sundays or Public Holidays.
- 15. 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.
- 16. The approved stables are to be installed in accordance with the manufacturer's requirements.
- 17. Structural members subject to attack by subterranean termites shall be protected by one of the methods outlined in AS 3660.1 and a durable notice must be permanently fixed to the building in a prominent location, such as a meter box or the like, indicating:
  - a) the method of protection; and
  - b) the date of installation of the system; and
  - c) where a chemical barrier is used, its life expectancy as listed on the National Registration Authority label; and
  - d) the need to maintain and inspect the system on a regular basis.
- 18. The strength of the concrete used for the reinforced concrete floor slab must be 25Mpa.
- 19. A qualified site monitor approved by the NPWS or a local aboriginal group is to be present during the initial excavation works.

#### **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.

20. 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.

#### 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.

21. Traffic movements are restricted to ten (10) movements per week related to the use of the stables, i.e. horse float and service vehicle movements.
22. The facility is to be operated in accordance with the NSW Animal Welfare Code of Practice No 3 – Horses in riding centres and Boarding Stables.
23. The stables are to be cleaned daily in accordance with the NSW Animal Welfare Code of Practice No 3 and waste is to be disposed of promptly.
24. All waste is to be composted or disposed of to the waste depot. The composting heap is to be established south of the building but at least 100 metres from Lawson Creek or any other drainage line.
25. Deliveries of supplies or horses to the site are to occur during daylight hours.

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#### Executive summary

<b>Applicant:</b>	<b>Max and Colleen Walker</b>
<b>Estimated cost of development:</b>	<b>\$150,000</b>
<b>Reason for reporting to council:</b>	<b>Councillor application</b>
<b>Public submissions:</b>	<b>14 and 5</b>

Council has received a development application for the construction of stables to be located upon lot 1 DP 1062660, Robert Hoddle Grove, Bombira. The subject lot, which is zoned Primary Production Small Lots, comprises 27.7 hectares of part elevated land and part floodplain, and is located between Lue Road and the rural residential subdivision of Bombira.

The shed is proposed to be 17 metres by 36.3 metres (617m<sup>2</sup>) by 5 metres high at the ridge, of tilt up panel construction on concrete slab with Colorbond roof sheeting. The building contains a central 3.8 metre wide bay which is 5 metres high at the ridge surrounded on the eastern and western side by two bays of 3.9 metres wide and attached 2.5 metre wide verandahs.

The application was previously reported to Council on the 23 July 2014 but was deferred as the applicant decided to amend the application. The only difference between the original and amended application is the setbacks to the northern and western boundaries. Originally the development was 60m to the north and 80m to the west, it is now proposed to be setback 50m to the north and 65m to the west.

The proposed development complies with Council's Comprehensive Development Control Plan 2013 in terms of setbacks and a structural design for the shed and slab has been submitted. The construction of an animal boarding or training establishment upon Agricultural land is a permissible land use under the Mid-Western Regional LEP 2012.

Fourteen (14) submissions were received by Council raising concerns largely centred on access and safety issues associated with an equine business using a rural residential road for access. Other issues raised included the storage of waste and feed, visual amenity and protection of views.

Another five submissions were received during the exhibition of the amended application. No new issues were raised as part of the exhibition process.

The application is reported to Council because the applicant is a Councillor and a significant number of submissions have been received.

## Detailed report

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

### *1. REQUIREMENTS OF REGULATIONS AND POLICIES:*

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

##### **Mid-Western Regional LEP 2012**

The land is zoned Primary Production Small Lots in accordance with the LEP 2012. The proposed development would be defined as an animal training or boarding establishment and is permissible with the consent of Council.

##### Clause 4.3 – Height of Buildings

The building is 5 metres high and the site is not subject to a height restriction as defined by this clause.

##### Clause 5.10 - Heritage Conservation

The land is not subject to any listing under the LEP or within a conservation area. The land is considered to be sensitive from an indigenous cultural heritage perspective due to the proximity to Lawson Creek. There are also known artifacts within close proximity.

The proposed development will be required to carry out further assessment prior to the issue of the Construction Certificate to confirm that there is no risk to cultural heritage.

##### Clause 6.1 – Salinity

The land is not considered sensitive from a salinity perspective but standard conditions were imposed on the original consent requiring the concrete slab to be constructed to a higher standard.

##### Clause 6.2 – Flood Planning

The subject site of the existing shed is located outside of the flood hazard and flood free access is available to the site from Robert Hoddle Grove.

The Flood Planning Level (FPL) for the site where it is within the floodplain is 451.5m AHD. The natural ground level (NGL) at the location of the stables is approximately 455.5m AHD and therefore would comply with the DCP requirement of 500mm freeboard, 452m AHD.

#### Clause 6.4 - Groundwater Vulnerability

The land is considered to be groundwater vulnerable but the proposed development is considered to have a negligible impact on groundwater and would not pose any risk to groundwater contamination.

#### Clause 6.9 - Essential Services

Essential services are available to the site including water; however reticulated sewer is not available.

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

#### **Mid-Western Regional Comprehensive Development Control Plan (DCP) 2013**

Council's Development Control Plan 2013 provides provisions for flood risk and rural buildings. Part 5.2 applies to the development site as it is affected by flood hazard.

Flood risk has been assessed previously and the site of the stables is located outside of the flood risk area, however the subject land is subject to flood risk. Flood free access is available to the land from Robert Hoddle Grove.

Part 6.1 applies to the development in terms of rural buildings, specifically dwellings, but it has been standard practise within Council to apply these setback standards to all buildings. The subject building complies with all setback requirements in that it is 60 metres from the closest boundary to the north, 80 metres to the west and substantial setbacks to all other boundaries. The standard contained in the DCP is a 20 metre setback to side and rear boundaries.

## *2. IMPACT OF DEVELOPMENT*

### **Context and Setting**

The development is proposed to be located approximately 500 metres north of Lue Road and approximately 50 metres from the rural residential lots in Bombira. It is considered that there is adequate separation between the surrounding uses for the development to be acceptable.

The land is elevated and able to be viewed from Mudgee town and from the floodplain. It is considered that there is the potential for visual impact and that the material should be non-reflective.

### **Access, transport and traffic**

The subject lot is accessible from Robert Hoddle Grove and also has frontage to Lue Road. Access to the land from Lue Road is only available for small passenger vehicles due to the steep nature of the access.

The nature of the development is one where horses will be dropped off for housing at the facility on a sporadic basis. The applicant has indicated that there is likely to be only two traffic movements per day (one in and one out). This includes horse floats and service vehicles.

The Roads and Maritime Services (RMS) publication "Guide to Traffic Generating Development", a dwelling has an average annual daily traffic (AADT) movements of 9 per day. The development site was approved as an intensive agriculture lot where it is expected that agricultural vehicles and articulated vehicles would be used as part of the agricultural enterprise. The site is also able to have a dual occupancy as a permissible form of development on the site.

The proposed movements are far less than what a dwelling house would be expected to generate and therefore not considered to create any significant impacts on the rural residential character of Bombira.



**Heritage**

The land is not subject to any listing under the LEP or within a conservation area. The land is considered to be sensitive from an indigenous cultural heritage perspective due to the proximity to Lawson Creek. There are also known artifacts within close proximity.

An AHIMS search was carried out but due to the proximity of the site to known artefacts, further safeguards are required.

A cultural heritage assessment has been undertaken and no items were found. The report does recommend monitoring.

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

The proposed development, although large in floor area and height, is not considered excessive for the intensive agricultural zone. The proposed location at a distance from Robert Hoddle Grove and Lue Road is also considered to favour the proposed development as it would reduce the visual impact as seen from the road.

The applicant has, since lodgement of the development application, amended the application to include the cutting in of the development into the ground so that the northern elevation will be cut into ground by 1.6 metres. This will significantly reduce the visual impact of the development and preserve the majority of views. This is an additional measure suggested by the applicant and not required as part of the assessment.

**(b) Are the site attributes conducive to development**

The site, being elevated above the flood plain and unencumbered by existing development, is well suited to the proposed development.

**4. SUBMISSIONS MADE IN ACCORDANCE WITH ACT OR REGULATIONS**

The application was notified in accordance with Council's Development Control Plan 2013. Fourteen objections were received. The nature of the submissions are summarized below;

<b>Summary</b>	<b>Staff comment</b>	<b>Resolution</b>
Access better suited to Lue Road	Legal access to the development is available from Robert Hoddle Grove. The access was approved as an intensive agriculture allotment with associated vehicles. The Lue Road access is not designed for vehicles carrying horse floats due to the steep nature of the creek access.	NO
Safety issues with use of rural residential road	Moggs Lane and Robert Hoddle Grove are all residential roads with associated pedestrian movements. The number of movements anticipated to occur from this development is not significant and the road network is considered acceptable to cater for the proposed movements.	YES
No footpaths for pedestrians	There are no footpaths and comments made above are relevant.	YES
School bus route	It is a school bus route and the comments made above are relevant.	YES
Rubbish/ feed to be stored on southern side of development away from rural residential	Conditioned to occur.	YES

Summary	Staff comment	Resolution
houses		
Intersection of Ulan Road/ Moggs Lane already dangerous	Intersection treatment is consistent with AusRoads guidelines and the proposed development does not generate significant movements to warrant upgrade of intersection.	YES
Concern there will be additional stables	Not a matter for consideration. Council can only assess what has been proposed.	NO
Shed larger than what is allowed under Code SEPP (state Environmental Planning Policy [Exempt and Complying Development] Codes 2008.	Yes, however this building is being assessed under Council's DCP and via a development application. The Code SEPP deals with development that is complying or exempt from approval.	YES
Visual amenity to be maintained	The visual amenity is considered to be preserved and additional work through cutting into the ground will further reduce any impact.	YES
Traffic is commercial and not suited to rural residential road	Traffic is commercial as the proposal is a business. The number of movements are not of a commercial number and would not pose any significant amenity or safety issues.	YES
Safety of children	Comments already provided.	YES
Road already in poor condition	Road condition is considered acceptable given the number of movements proposed.	YES
Fly control	Conditioned to occur through NSW Animal Code of Practice.	YES
Control of waste	Conditioned to occur. Composting or disposal to Waste Depot.	YES
noise	It is not anticipated that there will be significant noise amenity issues and operation will be mostly during daylight hours. The operation is consistent with the agricultural zoning of the land. It is proposed to condition that deliveries to the site must be during daylight hours.	YES
Vehicle movements may be early in morning	As above.	YES
Access handle was easement not access	Access handle was provided for vehicular access as it contains rights of carriageway. There are also easements for electricity and other services. Council cannot be responsible for what real estate agents advise and purchasers should use their Conveyancing firm/solicitor to confirm matters.	

#### 5. THE PUBLIC INTEREST

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

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

#### 6. CONSULTATIONS

##### (a) Health & Building.

Included within the conditions of consent

## Financial and Operational Plan implications

Not applicable.

## Community Plan implications

The assessment of the development application sits under theme 1 Looking after our Community, Goal 1.1 – A safe and Healthy Community.



GARY BRUCE  
MANAGER, STATUTORY PLANNING



CATHERINE VAN LAEREN  
DIRECTOR, DEVELOPMENT & COMMUNITY SERVICES

22 August 2014

*Attachments:* (included at the end of the business paper)

1. Locality Plan
2. Site Plan
3. Floor plans
4. Submissions
5. Submissions (2<sup>nd</sup> Exhibition)

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

## 7.2.2 2014-15 Local Heritage Grants Allocation

REPORT BY THE SENIOR TOWN PLANNER TO 3 SEPTEMBER 2014 COUNCIL MEETING  
2014-15 Local Heritage Grants allocation  
GOV400038, A0420162

### RECOMMENDATION

#### That:

1. the report by the Senior Town Planner on the 2014-15 Local Heritage Grants allocation be received;
2. Council provide a Local Heritage Grant to the following projects:
  - a) \$1000 grant for the painting, fencing and four structural veranda posts, at 67 Lewis Street, Mudgee
  - b) \$1000 grant for the repair and painting of external timber, at 15 Inglis Street, Mudgee
  - c) \$2800 grant for the repair and painting of external timber and levelling of the rear of the church, at St Marks Anglican Church 2976 Goolma Road Goolma.
  - d) \$1000 grant for the restoration of brick and sandstone, at 7 Lawson Street, Mudgee
  - e) \$1000 grant for the painting of external weatherboard, at 75 Herbert Street, Gulgong
  - f) \$1000 grant for the restoration of the front porch and steps, at 73 Lewis Street, Mudgee
  - g) \$3000 grant for the painting of the front facade and southern wall, at The Prince of Wales Hotel 97 Mayne Street, Gulgong

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### Executive summary

The purpose of this report is to advise Council of the applications received and suggested allocation of the 2014 / 2015 Local Heritage Grants.

In total ten (10) applications were received, eight (8) of the applications are recommended for funding. A summary of the applications received and the proposed allocation is detailed in the table below.

NSW Council's enter into Local Heritage Grant programs with The Heritage Division of the Office of Environment and Heritage. The funding for the Local Heritage Grants is on the basis that Council provide \$2 for every \$1 provided by the Heritage Division. This financial years \$10 800 is available for allocation. This allocation is detailed in the table below.

### Detailed report

The applications open on 1 July 2014 and close on 19 July 2014, ten (10) applications were received and have been summarised below. The guidelines provided the following priority and selection criteria:

*Priority will be given to projects that are:*

- for items that are part of a heritage group, precinct or heritage conservation area

- for heritage items in a well-maintained heritage streetscape or landscape setting
- for heritage items with public access and visibility
- for urgent maintenance works to avert management risks, e.g. severe deterioration, demolition, or demolition by neglect
- fire, service and access upgrades for compliance with the Building Code of Australia and Disability Access requirements.
- for ongoing or adaptive reuse of heritage items

### Selection criteria

Funding is targeted to projects:

- with sustainable long-term heritage benefits
- that are for public benefit and enjoyment
- that show innovation and leadership
- where the project partners have the capacity and commitment to undertake the project
- that demonstrates funding equity and cost effectiveness.

As outlined in the table below those sites listed as items of environmental heritage are prioritised, those sites not listed have not been recommended for allocation, however their application will be further considered if those recommended don't accept the offer.

The proposed works to the existing fence at 95 Church Street are not considered essential urgent maintenance works for the item itself.

After reviewing the applications received in accordance with the above comments, priority and selection criteria the allocated amounts are detailed in the table below.

Site	Proposed works	Heritage Item?	Heritage Conservation area?	Total cost of project	Applicants contribution	Amount sought from Council	Amount supported
67 Lewis Street, Mudgee	Restore facade; specially painting, fencing and four structural veranda posts returning it to a Victorian appearance	Yes	Yes	\$4316	\$3316	\$1000	\$1000
'Rawdon' 302 Cocks Creek Road, Rylstone	Restore chimneys	No	No	\$8683	\$4341.50	\$4341.50	\$0
15 Inglis Street, Mudgee	Repair and painting of external timer	Yes	Yes	\$7535	\$3767.50	\$3767.50	\$1000
St Marks Anglican Church Goolma	Repair external timber work, external repainting and levelling the rear of the church	Yes	No	\$7000	\$3500	\$3500	\$2800
7 Lawson Street, Mudgee	Restoration of brickwork and sandstone	Yes	Yes	\$7500	\$2500	\$5000	\$1000
75 Herbert Street, Gulgong	Repaint external weatherboard	Yes	Yes	\$3191	\$1595.50	\$1595.50	\$1000
95 Church Street, Mudgee	Front fence work	Yes	Yes	\$2900	\$1450	\$1450	\$0
73 Lewis Street, Mudgee	Restore front porch and steps	Yes	Yes	\$10000	\$5000	\$5000	\$1000
Prince of Wales Hotel 97 Mayne Street, Gulgong	Repaint front facade and southern wall	Yes	Yes	\$10846	\$5846	\$5000	\$3000
31 Short Street, Mudgee	Removal of paint from brick work on dwelling visible from the street to restore to original Victorian era	No	Yes	\$12861	\$7861	\$5000	\$0

## Financial and Operational Plan implications

The funding for the Local Heritage Grants is on the basis that Council provide \$2 for every \$1 provided by The Heritage Division. Council has allocated \$7 200 towards the grants, therefore Council can accept \$3 600 from the Heritage Division. Therefore this financial year \$10 800 is

available for allocation. It should be noted that due to the above allocation of grants the budget will be fully expended.

## Community Plan implications

The allocation of the 2014-15 Local Heritage Grants is consistent with Theme 1 Looking After Our Community, Goal 2.1 Respect and enhance the historic character of our Region and heritage value of our towns.



CATHERINE VAN LAEREN  
DIRECTOR, DEVELOPMENT & COMMUNITY SERVICES

SARAH ARMSTRONG  
SENIOR TOWN PLANNER

22 August 2014

*Attachments:* Nil

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

## 7.2.3 Community Transport Policy Amendment

REPORT BY THE MANAGER, COMMUNITY SERVICES TO 3 SEPTEMBER 2014 COUNCIL MEETING  
Community Transport Policy Amendment  
GOV400038, COS300013

### RECOMMENDATION

**That:**

- 1. the report by Manager, Community Services on the Community Transport Policy Amendment be received;**
  - 2. Council adopt the amended Community Transport Policy.**
- 

### Executive summary

The Community Transport policy outlines the purpose, objectives and responsibilities associated with the Mudgee Community Transport service.

### Detailed report

The policy has been amended to remove the compulsory retirement age for volunteer drivers in line with anti-discrimination legislation. The amendment is made on page 27 of the document, and now reads as below:

- From a volunteer driver's 75th birthday onwards, driving for Community Transport is subject to annual Roads & Maritime Services licence renewals, annual medical reviews and functional testing, as well as Community Transport's discretion. Restrictions will be placed on the volunteer driver, limiting their travelling radius from Mudgee to Lithgow, Dubbo, Bathurst and Orange.*
- Every effort will be made by Community Transport to limit the length of scheduled trips for those volunteer drivers beyond 75 years old.*
- A volunteer driver is to advise the Coordinator in writing on his/her anniversary date, or at any time throughout the year, if applicable, of any changes or fluctuations in medical conditions that may prevent him/her (or cause him/her to be recommended not to drive by a medical practitioner) from legally driving. Further, the volunteer must provide evidence of a medical practitioner's subsequent clearance to drive prior to them returning to volunteer for Community Transport*

### Financial and Operational Plan implications

Not applicable.

## Community Plan implications

Not applicable.



CATHERINE VAN LAEREN  
DIRECTOR, DEVELOPMENT & COMMUNITY SERVICES

KATE POWER  
MANAGER, COMMUNITY SERVICES

11 August 2014

*Attachments:* 1. Amended Community Transport Policy (included at the end of the business paper)

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER



## 7.2.4 Monthly Budget Review July 2014

REPORT BY THE ACTING DIRECTOR, FINANCE & ADMINISTRATION TO 3 SEPTEMBER 2014  
COUNCIL MEETING

Monthly Budget Review  
GOV400038, FIN300062

### RECOMMENDATION

#### That:

1. **the report by the Acting Director, Finance & Administration on the Monthly Budget Review July 2014 be received;**
2. **the 2014/15 Operational Plan be amended in accordance with the variations as listed in the report below.**

### Executive summary

This report, with its incorporated attachments, is the July 2014 Monthly Budget Review of the 2014/15 Operational Plan. Proposed variations to the Operational Plan are included below, with relevant financial implications included.

### Detailed report

Clause 202 of the Local Government (General) Regulation 2005 states that the responsible accounting officer is to maintain a system of budgetary control that enables actual income and expenditure to be monitored each month and compared with the estimate of Council's income and expenditure and that any material difference be reported to the next meeting of Council.

### Financial and Operational Plan implications

#### General Fund

Proposed variations to the Operational Plan for General Fund are listed in the table below. These variations impact the following funding sources only and do not impact unrestricted cash:

<i>Funding Source</i>	<i>Amount</i>	<i>Impact</i>
Transfers from Unspent Grants	\$ 65,122	Increase
Transfers from Reserves	\$ 105,000	Increase

COMMUNITY PLAN THEME	VARIATION	AMOUNT	
<b>GENERAL FUND</b>			
<b>Contra Variations</b>			
Connecting our Region	Glen Willow Walkway - transfer from capital program reserves (additional grant funding received in 2013/14, transferred to reserves)	100,000	C
Connecting our Region	Glen Willow Walkway - increase scope of works, to Putta Bucca Wetlands	(100,000)	C
Looking after our Community	Glen Willow Soccer Amenities Rebuild - recognition of contribution from Soccer Club towards cool room in the amenities building	5,000	C

COMMUNITY PLAN THEME	VARIATION	AMOUNT	
<b>GENERAL FUND</b>			
<b>Contra Variations</b>			
Looking after our Community	Glen Willow Soccer Amenities Rebuild - increase contractors costs for the installation of a cool room in the amenities building	(5,000)	C
Protecting our Natural Environment	Roadside vegetation assessment project - transfer from unspent grants for roadside threatened species survey	40,122	C
Protecting our Natural Environment	Roadside vegetation assessment project - contractor and project costs roadside threatened species survey	(40,122)	C
Looking after our Community	Library E-Books - reduction in library book capital expenditure budget to account for the purchase of E-books (non-capital)	20,000	C
Looking after our Community	Library E-Books - purchase of E-books (non-capital)	(20,000)	C
Looking after our Community	Rural Fire Service Windeyer Fire Station - Rural Fire Service (RFS) capital grant funding	20,000	C
Looking after our Community	Rural Fire Service Windeyer Fire Station - contractor costs Windeyer RFS amenities building	(20,000)	C
Looking after our Community	Victoria Park Cycleway - transfer from unspent grants	25,000	C
Looking after our Community	Victoria Park Cycleway - reduce grant funding, grant received in 2013/14	(25,000)	C
Good Government	MWRC Depot Upgrade - transfer of budget from Weeds Carpark to consolidate capital works at the depot - asset replacement reserve funded	20,000	C
Good Government	MWRC Depot Upgrade - transfer from asset replacement reserve	5,000	C
Good Government	MWRC Depot Upgrade - increase contractor costs, \$20k transferred from weeds carpark budget, \$5k direct from reserves - asset replacement reserve funded	(25,000)	C
Connecting our Region	State Roads maintenance - reduce maintenance project costs due to Roads Maritime Service (RMS) reporting requirement changes - asset maintenance, delineation, mowing, pavements, roadside, signs and drainage	797,157	C
Connecting our Region	State Roads maintenance - allocate project costs for 2014/15 to reactive \$300k and scheduled works \$497k	(797,157)	C
Connecting our Region	Rural Regional Reseals - reduce regional rural reseal budget only	595,262	C
Connecting our Region	Rural Regional Reseals - allocate expenditure for regional rural reseal program - Wollar Road	(216,000)	C
Connecting our Region	Rural Regional Reseals - allocate expenditure for regional rural reseal program - Bylong Valley Way	(180,000)	C
Connecting our Region	Rural Regional Reseals - allocate expenditure for regional rural reseal program - Hill End Road	(199,262)	C
Connecting our Region	Pitt Lane Cycleway - grant funding received from Roads Maritime Services	47,500	C
Connecting our Region	Pitt Lane Cycleway - reduce footways capital budget only - capital initiatives reserve funded	47,500	C
	Pitt Lane Cycleway - contractor costs for Pitts Lane Cycleway - funded 50/50 grant funding and reserves	(95,000)	C
<b>Total Contra Variations</b>		<b>0</b>	
<b>TOTAL GENERAL FUND</b>		<b>0</b>	

## Water Fund

Proposed variations to the Operational Plan for Water Fund are listed in the table below. These variations impact the following funding sources only and do not impact unrestricted cash:

<i>Funding Source</i>	<i>Amount</i>	<i>Impact</i>
Transfers from Reserves	\$ 157,500	Increase

COMMUNITY PLAN THEME	VARIATION	AMOUNT
<b>WATER FUND</b>		
<b>Contra Variations</b>		
Protecting our Natural Environment	Water Mains - reduce capital budget only	300,000 C
	Water Mains - transfer from water reserve	157,500 C
Protecting our Natural Environment	Water Mains - 2014/15 capital works program - Church St South (Madeira to Spring)	(240,000) C
Protecting our Natural Environment	Water Mains - 2014/15 capital works program - Byron Place	(70,000) C
Protecting our Natural Environment	Water Mains - 2014/15 capital works program - Medley St, Gulgong	(70,000) C
Protecting our Natural Environment	Water Mains - 2014/15 capital works program - Mayne St, Gulgong	(17,500) C
Protecting our Natural Environment	Water Mains - 2014/15 capital works program - Spring Road trunk connection	(60,000) C
Protecting our Natural Environment	Water Treatment Plant - reduce renewals budget only	23,500 C
Protecting our Natural Environment	Water Treatment Plant - Mudgee filters	(17,500) C
Protecting our Natural Environment	Water Treatment Plant - Gulgong filters	(6,000) C
<b>Total Contra Variations</b>		<b>0</b>
<b>TOTAL WATER FUND</b>		<b>0</b>

## Sewer Fund

Proposed variations to the Operational Plan for Sewer Fund are listed in the table below. These variations do not impact unrestricted cash, or other funding sources:

COMMUNITY PLAN THEME	VARIATION	AMOUNT
<b>SEWER FUND</b>		
<b>Contra Variations</b>		
Protecting our Natural Environment	Sewer Mains - reduce capital budget only item - sewer reserve funded	205,000 C
Protecting our Natural Environment	Sewer Mains - increase sewer mains relining program for 2014/15 - sewer reserve funded	(205,000) C
<b>Total Contra Variations</b>		<b>0</b>
<b>TOTAL SEWER FUND</b>		<b>0</b>

## Saleyards Fund

Proposed variations to the Operational Plan for Saleyards Fund are listed in the table below. These variations do not impact unrestricted cash, or other funding sources:

COMMUNITY PLAN THEME	VARIATION	AMOUNT	
<b>SALEYARDS FUND</b>			
<b>Contra Variations</b>			
Building a Strong Local Economy	Saleyards - reduce saleyards budget only, livestock exchange reserve funded	10,000	C
Building a Strong Local Economy	Saleyards - Increase scope of works for post and rail replacement, livestock exchange reserve funded	(10,000)	C
<b>Total Contra Variations</b>		<b>0</b>	
<b>TOTAL SALEYARDS FUND</b>		<b>0</b>	

**Code**

U - Unfavourable

F - Favourable

C - Contra

## Community Plan implications

The Monthly Budget Review meets Community Plan Theme 5 - Good Governance:

Goal 2: Good Communications and Engagement

Strategy 2.1: Improve communications between Council and the community and create awareness of Council's roles and responsibilities.

Goal 3: An Effective and Efficient Organisation

Strategy 3.3: Prudently manage risks associated with all Council activities.



LEONIE JOHNSON  
ACTING DIRECTOR, FINANCE AND ADMINISTRATION

22 August 2014

Attachments: 1. Capital Program Update

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

ATTACHMENT 1



*Good  
Government*

MONTHLY BUDGET  
REVIEW

ATTACHMENT 1 – CAPITAL  
PROGRAM UPDATE

OPERATIONAL PLAN/ DELIVERY  
PROGRAM – 2014/15

JULY

MID-WESTERN REGIONAL COUNCIL

FINANCE AND ADMINISTRATION

■ ■ ■ ■ ■ TOWARDS 2030



	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
<b>Looking after our Community</b>									
RURAL FIRE SERVICE - CUDGEGONG HERITAGE BUILDING	135	0	135	0	135	0	0%	This project will not commence until the Airport Master Plan is completed	
RURAL FIRE SERVICE - WINDEYER RFS SHED	0	0	0	20	20	9	45%	RFS stations budgets are yet to be finalised, this project will increase once a full scope of works is approved.	
COMM. TRANSPORT - VEHICLE PURCHASE	50	0	50	0	50	0	0%	Ongoing vehicle replacement program throughout year	
GPS CEMETERY SITES	24	0	24	0	24	0	0%	Quotes for works being assessed. Project to commence September 2014.	
PUBLIC TOILETS - CAPITAL UPGRADES	10	0	10	0	10	0	0%	Budget only for reactive works as required.	
PUBLIC TOILETS - PERCY NOTT PARK	110	7	117	0	117	0	0%	Insufficient budget allocated to complete to a satisfactory standard - additional pricing options are being sought.	
PUBLIC TOILETS - MUDGEES CEMETERY	40	0	40	0	40	0	0%	Provision of accessible toilet. Will be an extension to the existing toilet block. Works planned for November 2014.	
PUBLIC TOILETS - LAWSON PARK TOILETS UPGRADE	6	0	6	0	6	0	0%	Planned tiling and upgrades to fittings and fixtures. Quotes currently being sought with works to be done as soon as possible.	
PUBLIC TOILETS - ROBERTSON PARK MUDGEES	6	0	6	0	6	0	0%	Planned tiling and upgrades to fittings and fixtures. Quotes currently being sought with works to be done as soon as possible.	
PUBLIC TOILETS - 2015 UPGRADES	20	0	20	0	20	0	0%	Budget only, priority list of works being determined.	



FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2013/14

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
\$'000									
LIBRARY BOOKS	83	0	83	(20)	63	26	42%		Ongoing program of book purchasing will continue throughout the financial year
KANDOS MUSEUM - CAPITAL	116	0	116	0	116	20	17%		Project will be handed over to the Kandos Committee at the end of August 2014.
CULTURAL CENTRE INVESTIGATION	0	10	10	0	10	0	0%		This budget revoked from 2013/14. Works continuing.
COMMUNITY CENTRES - PERRY ST COMPLEX CAPITAL	35	0	35	0	35	0	0%		Works to provide parents room facilities. Project team has undertaken expressions of interest for use of the hall space and costing to upgrade area for mother's room. A report to Council will be provided.
CAPITAL UPGRADE - GULGONG MEMORIAL	65	0	65	0	65	0	0%		Evaporative cooling system to be installed in the hall. Quotes being obtained.
CAPITAL UPGRADE - RYLSTONE HALL	25	0	25	0	25	0	0%		Internal painting and repairs to the floor. Works planned for later this year.
CAPITAL UPGRADE - KANDOS HALL	230	0	230	0	230	0	0%		Replacement of Asbestos roof. Quotes have been assessed with works to commence immediately after the Kandos centenary celebration.
CAP UPGRD-CLANDULLA FACILITIES	5	0	5	0	5	0	0%		The tennis court facilities are no longer being maintained by community groups and this money will go towards maintenance and upkeep of that area.
CAPITAL UPGRADE - KANDOS PRESCHOOL	5	0	5	0	5	0	0%		Minor upgrades to bathroom facilities at the preschool. To be done in conjunction with preschool during a school holiday period.
ANZAC PARK GULGONG ROTUNDA	3	0	3	0	3	0	0%		Repair works to the dome of the rotunda. Works to be completed during October.
RURAL HALLS UPGRADE	25	0	25	0	25	0	0%		Scope of works being finalised.



## FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN DELIVERY PROGRAM – 2014/15

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
MUDGEES POOL SAFETY ITEMS	45	0	45	0	45	2	45	4%	Air-conditioning, additional security cameras, turn styles and gates. This will be completed by December 2014.
GULGONG POOL SAFETY ITEMS	25	0	25	0	25	3	25	12%	Air-conditioning, additional security cameras, turn styles and gates. This will be completed by December 2014.
KANDOS POOL SAFETY ITEMS	27	0	27	0	27	0	27	0%	Air-conditioning, additional security cameras, turn styles and gates. This will be completed by December 2014.
GULGONG POOL REPAIRS	0	80	80	0	80	0	80	0%	This budget revoted from 2013/14. Works continuing.
MUDGEES SHOWGROUNDS - REDEVELOPMENT	45	0	45	0	45	0	45	0%	Prices for works are currently being sought
GLENWILLOW SPORTS GROUND UPGRADES	40	0	40	0	40	0	40	0%	Fence around field two being installed 11 August 2014.
RYLSTONE SHOWGROUND UPGRADE	250	0	250	0	250	28	250	11%	New canteen is complete, Parade ring fence is on site and awaiting install, portable grandstands have been purchased, DA submitted for new bar, security fencing completed, portable sheep yards and ramps purchased. A new storage shed location to be determined and constructed prior to November 2014.
GLEN WILLOW SOCCER AMENITIES REBUILD	235	0	235	5	240	6	240	3%	Project is on track to be completed by the end of August 2014.
GULGONG SHOWGROUND UPGRADE	250	0	250	0	250	0	250	0%	Consultation with Gulgong Show Society continuing.

FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2013/14

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
\$'000									
VICTORIA PARK - FENCING	70	0	70	0	70	0	0%		New fencing along Church St adjacent to tennis courts. Tennis club committee is getting back to Council on some specifications for the fence and then the project will start.
VICTORIA PARK - GRANDSTAND REPAIRS	10	0	10	0	10	0	0%		Structural repairs to commence later in the year.
BILLY DUNN OVAL - UPGRADES	27	0	27	0	27	0	0%		This project is delayed while Council seeks funding towards club house. Security cameras for grandstand area to be installed during September 2014.
VICTORIA PARK UPGRADES	500	0	500	0	500	0	0%		Quotes are underway for lighting upgrades and cycle track reseal.
PLAYGROUND UPGRADE - GULGONG TENNIS COURTS	50	0	50	0	50	8	16%		New play equipment ordered. Install will be around late October 2014.
PASSIVE PARKS - LANDSCAPING IMPROVEMENTS	5	0	5	0	5	0	0%		Various landscaping improvements.
RED HILL RESERVE - TOURISM DEVELOPMENT INVESTIGATION	0	99	99	0	99	10	10%		This project has been successful with Cobbora Transitional money to the value of \$400k, a budget variation will be recommended in the September quarterly business review, once funding deeds are executed. The construction of this tourist development will not be completed until mid-2015.
PLAYGROUND EQUIPMENT UPGRADE	6	0	6	0	6	0	0%		Replacement of single items of equipment in parks as required.

## FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2014/15

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
SCULPTURES ACROSS THE REGION	30	0	30	0	30	0	0	0%	Public art advisory panel are currently formulating the Public Art Plan, which establishes the criteria for selection of public art and sculpture. This will be reported to Council for review.
AVISFORD RESERVE - CAPITAL	35	2	37	0	37	0	0	0%	Project is waiting on the approval of the Management Plan through Lands Department.
DEWHURST DRIVE MUDGEES PLAYGROUND UPGRADE	40	0	40	0	40	0	0	0%	Design and quotes selected. Order being placed 11 August with install around November 2014
NOYES PARK KANDOS PLAYGROUND UPGRADE	35	0	35	0	35	0	0	0%	Design and quotes selected. Order being placed 11 August with install around November 2014
LAWSON PARK - LIGHTING	50	0	50	0	50	0	0	0%	This is a five stage project, stage one will be completed this year.
LAWSON PARK - RESTORATION STONE FENCE	50	0	50	0	50	0	0	0%	Survey being undertaken to determine movement of wall prior to further decision being made.
NEW PARK - MELTON ROAD	250	0	250	0	250	137	137	55%	Design and quotes underway. Property transfer has gone through.
VICTORIA PARK - RELOCATE PLAYGROUND	60	0	60	0	60	0	0	0%	New playground, scope of works being reviewed.
PLAYGROUND SHADING PROGRAM	15	0	15	0	15	0	0	0%	New shade sail will be provided for Darton Park prior to summer.
PASSIVE PARKS - LAND MATTERS	180	0	180	0	180	0	0	0%	Purchase of 74 Fairydale Lane - Contract ready to be signed and agreed conditions to be completed before settlement occurs.
ART GALLERY FACILITY	50	0	50	0	50	0	0	0%	Deferred, pending further consideration from Council.

FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2013/14

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	% PROPOSED ANNUAL BUDGET	COMMENT
\$'000								
STREET SCAPE CAPITAL IMPROVEMENTS	16	0	16	0	16	0	0%	Various tree removals and plants planned for main towns.
STREET CAPITAL IMPROVEMENTS - ANGUS AVE	3	0	3	0	3	0	0%	Extension of street trees in Angus Ave. Works to be carried out in Spring.
STREETSCAPE IMPROVEMENTS - BELLEVUE ESTATE	5	0	5	0	5	0	0%	Further street tree planting.
STREETSCAPE - BIN REPLACEMENT PROGRAM	12	0	12	0	12	0	0%	Bin replacement in Gulgong. Waste bins to match new recycling bins.
STREETSCAPE - RECYCLING BIN PROGRAM	10	0	10	0	10	9	90%	Recycling bins for Gulgong CBD. To be ordered in September for installation in November 2014.
STREETSCAPE - TREE PLANTING RYLSTONE/KANDOS	8	0	8	0	8	0	0%	Avenue of trees to be planted in Kandos as part of the centenary celebrations. Centenary committee has been in consultation with staff in regards to location.
<b>Total</b>	<b>3,425</b>	<b>197</b>	<b>3,623</b>	<b>5</b>	<b>3,628</b>	<b>258</b>	<b>7%</b>	

Protecting our Natural Environment

RURAL WASTE DEPOT UPGRADES	55	0	55	0	55	0	0%	Capital program being finalised and to be reported in September 2014.
MUDGE WASTE DEPOT UPGRADES	30	0	30	0	30	0	0%	Capital program being finalised and to be reported in September 2014.
WASTE SITES REHABILITATION	100	0	100	0	100	0	0%	Capital program being finalised and to be reported in September 2014.
DRAINAGE CAPITAL IMPROVEMENTS	258	0	258	0	258	0	0%	Environmental investigation complete. Design of Horatio St. detention basin underway.
CULVERT INSTALLATIONS	54	0	54	0	54	0	0%	Culvert installations will coincide with the grading and resheeting and will continue throughout the year.

## FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2014/15

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
\$'000									
CAUSEWAY IMPROVEMENTS	60	0	60	0	60	0	60	0%	Capital program being finalised and to be reported in September 2014.
ENV - PUTTA BUCCA WETLANDS CAPITAL	15	0	15	0	15	0	15	0%	Various capital project to be completed after management plan is developed. Plan is underway with working committees of the wet lands.
WATER NEW CONNECTIONS	132	0	132	0	132	11	132	8%	Provision of new connections to new development as required.
WATER AUGMENTATION - GULGONG	25	0	25	0	25	0	25	0%	Increase plant control including replacement of online monitoring equipment.
WATER AUGMENTATION - MUDGEE	5,060	26	5,086	0	5,086	0	5,086	0%	Plant upgrades required to cater for growth. Plant designers currently reviewing current plant capacity prior to proceeding to concept development.
WATER REDBANK DAM UPGRADE	0	41	41	0	41	1	41	2%	This budget revoked from 2013/14. Landscaping works continuing.
WATER SECURITY OF RYLSTONE SUPPLY	0	6	6	0	6	0	6	0%	This budget revoked from 2013/14. Works continuing.
WATER TELEMETRY - BUDGET ONLY	20	0	20	0	20	0	20	0%	Implementation of remote SCADA control for on-call operations. Initial trial to be implemented in September. Provision of SCADA links for magflow meters in Gulgong.
WATER LOSS MANAGEMENT WORKS	26	4	30	0	30	0	30	0%	Flow meter and data logger installation at Kandos, Charbon and Olandulla reservoirs.
WATER MAINS - CAPITAL BUDGET ONLY	300	0	300	(300)	0	0	0	0%	Budget only. It is proposed to allocate the budget to the following projects: Gulgong Medley St main replacement, Gulgong Mayne St valves and main replacement, Mudgee Byron Pl main replacement, Mudgee Church St mains replacement.



FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2013/14

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
\$'000									
WATER MAINS - CHURCH ST SOUTH - MADERIA TO SPRING	0	0	0	240	240	0	0%	0%	Recommendation of budget variation for allocation of 2014/15 water main capital works program
WATER MAINS - BYRON PLACE	0	0	0	70	70	0	0%	0%	Recommendation of budget variation for allocation of 2014/15 water main capital works program
WATER MAINS - MEDLEY STREET	0	0	0	70	70	0	0%	0%	Recommendation of budget variation for allocation of 2014/15 water main capital works program
WATER MAINS - MAYNE STREET	0	0	0	18	18	0	0%	0%	Recommendation of budget variation for allocation of 2014/15 water main capital works program
WATER MAINS - SPRING ROAD	0	0	0	60	60	0	0%	0%	Recommendation of budget variation for allocation of 2014/15 water main capital works program
WATER PUMP STATION - CAPITAL BUDGET ONLY	64	0	64	0	64	0	0%	0%	Pump replacements to be confirmed
WATER RESERVOIR - FLIRTATION HILL MUDGEE	0	39	39	0	39	0	0%	0%	This budget revoked from 2013/14. Works continuing.
RESERVOIRS - PALERMO RD MUDGEE	0	5	5	0	5	0	0%	0%	This budget revoked from 2013/14. Works continuing.
RAW WATER SYSTEMS RENEWALS	15	0	15	0	15	0	0%	0%	Church St reservoir refurbishments
WATER TREATMENT WORKS - MUDGEE	0	0	0	18	18	0	0%	0%	Recommendation for budget variation for Water Treatment Plant - Mudgee Filters
WATER TREATMENT PLANT - GULGONG	0	0	0	6	6	0	0%	0%	Recommendation for budget variation for Water Treatment Plant - Gulgong Filters
WATER TREATMENT PLANT - RENEWALS	68	0	68	(24)	45	0	0%	0%	Filter media top-up at Gulgong and Mudgee WTP. Seal flocculation tank and install chemical bunding at Rylstone WTP.
WATER METERS - BULK	110	0	110	0	110	1	1%	1%	Program to replace water meters greater than 15 years old.

FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2014/15

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
SEWER NEW CONNECTIONS	46	0	46	0	46	3	46	7%	Provision of new connections to new development as required.
SLUDGE DEWATERING MOBILE UNIT	374	49	422	0	422	0	422	0%	Contract commenced June 2014 for unit to process STP sludge. Contract scheduled to complete in April 2015.
SEWER AUGMENTATION - RYLSTONE & KANDOS	530	0	530	0	530	0	530	0%	Land matters. Commencement of works yet to be confirmed.
SEWER AUGMENTATION - MUDGEE	0	49	49	0	49	0	49	0%	This budget revoted from 2013/14. Works continuing.
SEWER TELEMETRY	20	0	20	0	20	0	20	0%	Remote SCADA control for on-call operations.
SEWER TELEMETRY - RYLSTONE/KANDOS LINK	15	0	15	0	15	0	15	0%	Survey to establish line of sight for telemetry implementation at sewage pump stations. Scheduled to be completed January 2015
SEWER MAINS - CAPITAL BUDGET ONLY	361	0	361	(205)	156	0	156	0%	Budget only. It is proposed to allocate the budget to the following projects: Sewer main relining program, Chamber lid replacement program
SEWER MAINS RELINING	0	108	108	205	313	0	313	0%	Recommendation for budget variation, and revoted 2013/14 budget to cover full scope of works for the 2014/15 sewer mains relining program.
SEWER MAINS - MUDGEE INDUSTRIAL AREA	0	1	1	0	1	0	1	0%	This budget revoted from 2013/14. Works continuing.
SEWER MAINS - BELLEVUE TO RIFLE RANGE ROAD	0	47	47	0	47	0	47	0%	This budget revoted from 2013/14.
SEWER MAINS - RISING MAIN CAERLEON	0	826	826	0	826	0	826	0%	This budget revoted from 2013/14.
SEWER PUMP STATION - CAPITAL BUDGET ONLY	68	0	68	0	68	0	68	0%	Pump renewals to be confirmed. Projects include Pump replacement Kandos Ilford Road SPS, provision of all weather access to Airport SPS.



FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2013/14

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
\$'000									
SEWER PUMP STATION - INDUSTRIAL	0	10	10	0	10	0	0	0%	This budget revoked from 2013/14.
SEWER PUMP STATION - FLOW METERING	50	43	93	0	93	0	0	0%	Commence infiltration flow monitoring. Continue 2014 flow metering program at sewage pump stations.
SEWER PUMP STATION - CAERLEON	0	324	324	0	324	0	0	0%	This budget revoked from 2013/14.
SEWER PUMP STATION - ACCESS AT AIRPORT	5	0	5	0	5	0	0	0%	Provide all weather access to Airport SPS. After investigations into land matters complete, further budget to be transferred from Sewer Pump Station Capital Budget.
DECOMMISSION MUDGEES STP PUTTA BUCCA	150	150	300	0	300	0	0	0%	Decommissioning of the old Mudgee sewage treatment plant. Remediation Plan to be undertaken, followed by desludging of existing lagoons once dried.
SEWER TREATMENT WORKS - RENEWALS	45	0	45	0	45	0	0	0%	Renewals as required at the four sewage treatment plants. Dosing systems at all plant to be reviewed in 2014.
<b>Total</b>	<b>8,055</b>	<b>1,730</b>	<b>9,785</b>	<b>158</b>	<b>9,942</b>	<b>16</b>	<b>16</b>	<b>0%</b>	

Building a Strong Local Economy

CUDGEONG WATERS AMENITIES	157	0	157	0	157	0	0	0%	Grant funded amenities block to be constructed from January 2015.
RIVERSIDE CARAVAN PARK - POWER POLES	0	10	10	0	10	0	0	0%	This budget revoked from 2013/14.
ENTRANCE SIGNAGE - RYLSTONE/KANDOS	14	0	14	0	14	0	0	0%	Council meeting with stakeholders to discuss signage location and requirements
SALEYARDS - CAPITAL BUDGET ONLY	10	0	10	(10)	0	0	0	0%	This budget recommendation for post and rail replacement at Saleyards
SALEYARDS - POST AND RAIL REPLACEMENT	0	0	0	10	10	0	0	0%	This program of repairs is planned to commence in the second quarter.

## FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2014/15

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
SALEYARDS - PARKING AREA ROAD WORKS	20	0	20	0	20	0	20	0%	This has been programmed for the third quarter.
PROPERTY - KANDOS SURPLUS LAND BLOCKS	3	0	3	0	3	0	3	0%	Market appraisal currently being sought, then matter will be reported to Council.
PROPERTY - EX SALEYARDS STAGE I	0	27	27	0	27	0	27	0%	This budget revoked from 2013/14.
PROPERTY - MORTIMER ST PRECINCT	20	0	20	0	20	0	20	0%	Reject Shop improvements and repairs for lease renewal - glass sliding door, paint front of building and rook, air-conditioning repairs. Requested quotes.
COMMERCIAL PROP - PRESCHOOL FACILITY	1,000	0	1,000	0	1,000	0	1,000	0%	Signed Restart NSW Deeds and called for EOI for operator.
<b>Total</b>	<b>1,224</b>	<b>37</b>	<b>1,261</b>	<b>0</b>	<b>1,261</b>	<b>0</b>	<b>1,261</b>	<b>0%</b>	
<b>Connecting our Region</b>									
URBAN RESEAL - PERRY STREET MUGDEE	90	0	90	0	90	0	90	0%	Reseal is planned for February 2015, preparation works and heavy patching will be undertaken prior to reseal.
URBAN RESEAL - FLIRTATION HILL LOOKOUT GULGONG	9	0	9	0	9	0	9	0%	Reseal is planned for February 2015.
URBAN RESEAL - LITTLE BELMORE STREET GULGONG	15	0	15	0	15	0	15	0%	Reseal is planned for February 2015.
URBAN RESEAL - LOWE STREET GULGONG	6	0	6	0	6	0	6	0%	Reseal is planned for February 2015.
URBAN RESEAL - MAYNE STREET GULGONG	10	0	10	0	10	0	10	0%	Reseal is planned for February 2015.
URBAN RESEAL - BLIGH CLOSE MUDGEE	3	0	3	0	3	0	3	0%	Reseal is planned for February 2015.
URBAN RESEAL - BULGA STREET GULGONG	12	0	12	0	12	0	12	0%	Reseal is planned for February 2015.
URBAN RESEAL - COOMBER STREET RYLSTONE	8	0	8	0	8	0	8	0%	Reseal is planned for February 2015.

FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2013/14

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	% PROPOSED ANNUAL BUDGET		COMMENT
							PROPOSED ANNUAL BUDGET	ACTUAL YTD	
\$'000									
URBAN RESEAL - COOVAL STREET GULGONG	7	0	7	0	7	0	0%	0%	Reseal is planned for February 2015.
URBAN RESEAL - DABEE STREET RYLSTONE	6	0	6	0	6	0	0%	0%	Reseal is planned for February 2015.
URBAN RESEAL - GLADSTONE STREET MUDGEE	79	0	79	0	79	0	0%	0%	Reseal is planned for February 2015.
URBAN RESEAL - JAMISON STREET KANDOS	17	0	17	0	17	0	0%	0%	Reseal is planned for February 2015.
URBAN RESEAL - MEALEY STREET MUDGEE	14	0	14	0	14	0	0%	0%	Reseal is planned for February 2015.
URBAN RESEAL - PHILIP CLOSE MUDGEE	5	0	5	0	5	0	0%	0%	Reseal is planned for February 2015.
URBAN RESEAL - MACQUARIE DRIVE MUDGEE	11	0	11	0	11	0	0%	0%	Reseal is planned for February 2015.
URBAN RESEAL - MULGOA WAY MUDGEE	32	0	32	0	32	0	0%	0%	Reseal is planned for February 2015.
URBAN RESEAL - ROBERTSON STREET MUDGEE	15	0	15	0	15	0	0%	0%	Reseal is planned for February 2015.
URBAN RESEAL - WOODSIDE CLOSE MUDGEE	21	0	21	0	21	0	0%	0%	Reseal is planned for February 2015.
URBAN RESEAL - LISBON ROAD MUDGEE	18	0	18	0	18	0	0%	0%	Reseal is planned for February 2015.
URBAN ROADS KERB & GUTTER CAPITAL	22	0	22	0	22	0	0%	0%	Kerb and Gutter replacements will continue throughout the year.
FAIRY DALE LANE UPGRADE	800	0	800	0	800	0	0%	0%	Waiting on funding confirmation. Works provisionally programmed to commence in January 2015.
REHAB - HENBURY AVENUE KANDOS	75	0	75	0	75	0	0%	0%	Works programmed for October 2014
REHAB - CHURCH STREET MUDGEE	417	0	417	0	417	0	0%	0%	Water main replacement works programmed for September 2014, road rehabilitation works will follow in December / January to coincide with school holidays
REHAB - MAYNE ST ASPHALT, GULGONG	155	0	155	0	155	0	0%	0%	Works programmed for September 2014
REHAB - LEWIS ST MUDGEE SEG 40	175	0	175	0	175	0	0%	0%	Works programmed to start late August

## FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2014/15

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
\$'000									2014.
REHAB - FARRELLY ST CLANDULLA SEG 10	20	0	20	0	20	0	0	0%	Works programmed for late 2014.
REHAB - MARKET ST MUDGEES SEG 20	140	0	140	0	140	0	0	0%	Works programmed for October 2014.
REHAB - JACQUES/DENGAR ST KANDOS	25	0	25	0	25	0	0	0%	Works programmed for November 2014
REHAB - JACQUES/RODGERS ST KANDOS	25	0	25	0	25	0	0	0%	Works programmed for November 2014
REHAB - FIRST ST MUDGEES SEG 10	40	0	40	0	40	0	0	0%	Works programmed for early 2015.
REHAB - FITZGERALD ST RYLSTONE SEG 10	75	0	75	0	75	0	0	0%	Works programme for February 2015.
REHAB - MORTIMER ST MUDGEES SEG 60 70 80	100	0	100	0	100	0	0	0%	Works programmed for January 2015.
REHAB - CUDGEGONG RD EVANS CROSSING	220	0	220	0	220	0	0	0%	Works programmed for October 2014.
RESHEETING - URBAN ROADS	13	0	13	0	13	2	2	18%	Works ongoing.
URBAN ROADS LAND MATTERS CAPITAL	26	0	26	0	26	0	0	0%	Engineers Road reserve - in last stages of removing unauthorised occupier. Consultation to then occur with adjoining land owners as to future of road reserve.
RURAL RESEALS - ACACIA DRIVE RYLSTONE	43	0	43	0	43	0	0	0%	Reseal planned for November 2014.
RURAL RESEALS - GORRIES LANE GOOLMA	8	0	8	0	8	0	0	0%	Reseal planned for November 2014.
RURAL RESEALS - BORONIA ROAD RYLSTONE	20	0	20	0	20	0	0	0%	Reseal planned for November 2014.
RURAL RESEALS - DABEE ROAD RYLSTONE	2	0	2	0	2	0	0	0%	Reseal planned for November 2014.
RURAL RESEALS - DABEE ROAD RYLSTONE	110	0	110	0	110	0	0	0%	Reseal planned for November 2014.
RURAL RESEALS - NARRANGO ROAD RYLSTONE	130	0	130	0	130	0	0	0%	Reseal planned for November 2014.
RURAL RESEALS - BURRUNDULLA ROAD MUDGEES	96	0	96	0	96	0	0	0%	Reseal planned for November 2014.
RURAL RESEALS - QUEENS PINCH ROAD	90	0	90	0	90	0	0	0%	Reseal planned for November 2014.



FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2013/14

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
MUDGEE									
RURAL RESEALS - ROCKY WATERHOLE ROAD MUDGEE	89	0	89	0	89	0	0%	0%	Reseal planned for November 2014.
RURAL RESEALS - YARRABIN ROAD	163	0	163	0	163	0	0%	0%	Reseal planned for November 2014.
HEAVY PATCHING BUDGET	101	0	101	0	101	0	0%	0%	Heavy Patching locations to be determined. Works will continue throughout the year.
BLACKSPOT YARRAWONGA RD SHOULDER WIDENING	0	108	108	0	108	29	27%		The Yarrawonga Blackspot project completed last year came in under budget. RMS have approved that the project savings can be utilised in 2014/15 financial year for reseals on Yarrawonga Road. Reseals will be undertaken in November as part of the rural reseal program.
RURAL REHAB - LUE ROAD	628	0	628	0	628	4	1%		Survey works are completed and the design is being finalised for the realignment of the crest. Drainage works and culvert extensions have commenced.
RURAL REHAB - GLEN ALICE ROAD	172	0	172	0	172	0	0%		Works programmed to commence September 2014.
FUTURE YRS REFS - BUDGET ONLY	5	0	5	0	5	0	0%	0%	Expended as required for planned road works.
RURAL SEALED ROAD LAND MATTERS	15	0	15	0	15	0	0%	0%	Commencing investigations into land acquired to realign Happy Valley Road in 1997 but plan never registered.
RURAL SEALED REGIONAL ROAD RESEALS	595	0	595	(595)	0	0	0%	0%	Reseals planned for November 2014. Preparations works will commence prior to reseal.

## FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2014/15

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
RURAL SEALED REGIONAL ROAD REPAIR PROGRAM	400	0	400	0	400	0	0%		The project nominated for the REPAIR funding was not successful. Council's 50% contribution to the project requires reallocation in the September quarterly business review.
BLACKSPOT COPE RD SHOULDER WIDENING	0	11	11	0	11	0	0%		This is a 2013/14 budget revote. Works continuing.
BLACKSPOT COPE RD SHOULDER WIDENING	0	29	29	0	29	0	0%		This is a 2013/14 budget revote. Works continuing.
REHAB COPE ROAD UPGRADE BUDGET ONLY	2,564	0	2,564	0	2,564	52	2%		Cope Road upgrade works commenced in July, continuing from where the 2013/14 Blackspot funded project finished. The Cope Road Upgrade project will continue throughout the year as programmed with works starting near Springwood Park Road and working towards Ulan.
ULAN WOLLAR ROAD UPGRADES	146	0	146	0	146	0	0%		The scope of this project is to be confirmed, however it is proposed that the seal extension of Ulan Wollar Road be continued with this VPA funding. Alternative option would be to continue resheeting the unsealed section.
REG RESEALS - WOLLAR ROAD	0	0	0	216	216	0	0%		Recommendation for allocation of budget for the 2014/15 regional roads reseal program
REG RESEALS - BYLONG VALLEY WAY RESEAL	0	0	0	180	180	0	0%		Recommendation for allocation of budget for the 2014/15 regional roads reseal program
REG RESEAL - HILL END ROAD RESEAL	0	0	0	199	199	0	0%		Recommendation for allocation of budget for the 2014/15 regional roads reseal program
RURAL SEALED REGIONAL ROAD LAND MATTERS CAPITAL	5	0	5	0	5	0	0%		Gollan Road, Goodma matters x 2, registration of plans etc. to be commenced.

FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2013/14

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
\$'000									
SEAL EXTENSION - NULLO MOUNTAIN	120	0	120	0	120	0	0%		This project is planned to coincide with the resheeting and grading program.
SEAL EXTENSION - LOCHIEL LN	4	0	4	0	4	2	54%		Completed. This work was undertaken by the developer's contractor who was required to seal Lochiel Lane as part of the development conditions. Due to the contractor already being on site and therefore not incurring establishment costs, traffic control etc. it was a cheaper option than Council performing the works.
RESHEETING - BUDGET ONLY	1,200	0	1,200	0	1,200	129	11%		Works ongoing. Staff are developing the resheeting program for 2014/15 and will present to Council in September.
UNSEALED ROADS LAND MATTERS CAPITAL	5	0	5	0	5	1	19%		Beechworth Road plan registration progressing as planned.
RURAL UNSEALED REGIONAL ROAD RESHEETING	52	0	52	0	52	0	0%		Works planned for April 2015, however this project should be reviewed following the outcome of negotiations with Cockatoo Coal for the sealing of Wollar Road.
SEAL EXTENSION - WOLLAR ROAD	185	0	185	0	185	0	0%		Works planned for February 2015, however this project should be reviewed following the outcome of negotiations with Cockatoo Coal for the sealing of Wollar Road.
ULAN ROAD STRATEGY	291	0	291	0	291	0	0%		Operational and administration costs for the Ulan Road strategy.
ULAN ROAD STRATEGY - CAPITAL BUDGET ONLY	3,297	0	3,297	0	3,297	0	0%		Budget Only Item. To be reallocated in the September quarterly business review.



FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2014/15

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
ULAN ROAD - MIDBLOCK 19.999 TO 22.215	0	0	0	0	0	162	0	0%	The majority of this widening and rehabilitation works have been completed. Works are currently under way between Linburn Lane and Mud Hut Creek Road which when complete will complete the section. Works planned for completion in September 2014.
ULAN ROAD - WOLLAR RD INTERSECTION	0	0	0	0	0	18	0	0%	The design is complete. Construction works planned to commence in September 2014.
ULAN ROAD - MT PLEASANT LN TO BUCKAROO LN	0	0	0	0	0	9	0	0%	Segment works continuing on Ulan Road - budget allocation to occur in September quarterly business review.
ULAN ROAD - SPRINGVIEW LN TO MIDBLOCK 13.478	0	0	0	0	0	10	0	0%	Segment works continuing on Ulan Road - budget allocation to occur in September quarterly business review.
ULAN ROAD - LAGOONS RD TO TOOLE RD	0	0	0	0	0	0	0	0%	Segment works continuing on Ulan Road - budget allocation to occur in September quarterly business review.
FOOTWAYS - CAPITAL BUDGET ONLY	247	0	247	(48)	199	7	4%	The replacement of the footpath that was in poor condition along Horatio Street have been completed. Preparations for the Pedestrian Access and Mobility Plan (PAMP) are under way, and it is the results of the PAMP that will drive the future capital footpath program. The draft PAMP will be presented to Council for comment in February 2015.	
FOOTWAYS - BUS SHELTERS	2	0	2	0	2	0	0	0%	Unspent grants from 2013/14 exist for bus shelter works. To be allocated in September quarterly business review.
PEDESTRIAN - KANDOS TO CLANDULLA	100	0	100	0	100	0	0	0%	This project is subject to ARTC Approvals.

FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2013/14

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
\$'000									
PEDESTRIAN - CHARBON PEDESTRIAN BRIDGE	99	0	99	0	99	0	99	0%	This project is subject to ARTC Approvals.
PEDESTRIAN - GLEN WILLOW WALKWAY	50	2	52	100	152	0	152	0%	The pathway extension is underway and will be completed by the end of August. A shelter and seat area has been ordered and will be installed late August.
GULGONG WALKWAY	100	0	100	0	100	10	100	10%	This project has commenced.
PEDESTRIAN - RYLSTONE PEDESTRIAN BRIDGE	200	0	200	0	200	0	200	0%	Options for the footbridge are currently being investigated
CYCLEWAY - RYLSTONE TO KANDOS RESEAL	50	0	50	0	50	0	50	0%	This project is currently under review as the location of the future water main is likely to be located underneath the cycleway which means that the cycleway will be damaged during its installation.
CYCLEWAY - PITTS LANE	0	8	8	95	103	8	103	8%	50% of the funding of this project has been secured from RMS, Council will fund the other 50%. Budgets to be amended in September QBR.
AIRPORT - CAPITAL UPGRADES	2,000	0	2,000	0	2,000	2	2,000	0%	Tender for lights currently being evaluated and roadworks still to be designed
STREET LIGHTS - HERBERT & MAYNE INT	20	0	20	0	20	0	20	0%	Lighting design and approval process to begin in September with construction phase to follow
<b>Total</b>	<b>16,110</b>	<b>158</b>	<b>16,268</b>	<b>148</b>	<b>16,416</b>	<b>448</b>	<b>16,416</b>	<b>3%</b>	

Good Government

AUSTRALIA DAY BOARDS	3	0	3	0	3	0	3	0%	Not yet started.
MUDGEE ADMINISTRATION BUILDING UPGRADE	50	0	50	0	50	0	50	0%	Works to roof of administration building to be undertaken in February.

## FINANCE AND ADMINISTRATION | MONTHLY BUDGET REVIEW – OPERATIONAL PLAN/DELIVERY PROGRAM – 2014/15

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\$'000									
GULGONG ADMIN BUILDING	90	0	90	0	90	1	90	1%	Quotes completed. Works to commence 13 October.
MUDGEES TOURIST OFFICE	20	0	20	0	20	0	20	0%	Lighting and carpet to be replaced. Quotes being finalised.
CAPITAL UPGRADE - MWRC DEPOT	0	18	18	25	43	0	43	0%	Additional contractor costs to complete the upgrade and finalise project works.
CAPITAL UPGRADE - RYLSTONE DEPOT	5	0	5	0	5	0	5	0%	Upgrade to old toilet block.
WEEDS CARPARK CAPITAL UPGRADE	20	0	20	(20)	0	0	0	0%	Budget reallocated to Capital Upgrade - MWRC Depot, to better manage total project works.
TELEPHONE SYSTEM - VOIP	200	0	200	0	200	16	200	8%	Infrastructure review underway. Request for Quotation process to be completed by December 2014. Works to begin from January 2015.
OFFSITE RECORDS STORAGE	30	0	30	0	30	0	30	0%	Assessments currently being made of storage requirements in Mudgee and Rylstone
IT CORPORATE SOFTWARE	15	34	49	0	49	0	49	0%	Anti-Virus software upgrade due for completion in 1st quarter
IT - EMAIL ARCHIVE SOLUTION	20	0	20	0	20	0	20	0%	Work being undertaken by consultant. Due for completion in September
IT - WEBCASTING EQUIPMENT COUNCIL CHAMBERS	0	6	6	0	6	5	6	85%	Additional costs for new projector to assist with meetings
PLANT PURCHASES	3,670	0	3,670	0	3,670	507	3,670	14%	New plant purchases will commence in the second quarter
<b>Total</b>	<b>4,123</b>	<b>57</b>	<b>4,180</b>	<b>5</b>	<b>4,185</b>	<b>529</b>	<b>4,185</b>	<b>13%</b>	

## 7.2.5 Murray Darling Association Representation

REPORT BY THE FINANCIAL ACCOUNTANT TO 3 SEPTEMBER 2014 COUNCIL MEETING  
Murray Darling Association Representation  
GOV400038, F0710037

### RECOMMENDATION

**That:**

- 1. the report by the Financial Accountant on the Murray Darling Association Representation be received;**
- 2. Council renew its membership to Murray Darling Association for 2014/15;**
- 3. Council appoint the following two delegates to the Murray Darling Association**

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### Executive summary

Murray Darling Association Inc thanks Council for the many years of support and invites continuation of membership. They also request at least two delegates to be listed as contacts and to attend Region, State and National meetings, forums and conferences.

### Detailed report

Membership to Murray Darling Association Inc for 2014/15 is \$5,698.08. This represents a fee increase of \$45.81 from 2013/14.

The current appointed delegates are Councillor Webb and Mr Russell Holden.

### Financial and Operational Plan implications

Provision is made in the Governance membership budget for payment of the membership invoice.

### Community Plan implications

Community plan strategy 5.1.3 Providing strong representation for the community at Regional, State and Federal levels.

NEIL BUNGATE  
FINANCIAL ACCOUNTANT



LEONIE JOHNSON  
ACTING DIRECTOR, FINANCE AND ADMINISTRATION

22 August 2014

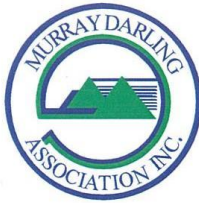
*Attachments:* 1. Murray Darling Association membership letter

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER





## Murray Darling Association Inc.

[www.mda.asn.au](http://www.mda.asn.au)

ABN: 64 636 490 493

Mr Warwick Bennet  
General Manager  
Mid-Western Regional Council  
PO Box 156  
Mudgee NSW 2850



11 August, 2014

Dear Mr Bennet

As the Murray Darling Association embarks on another challenging year we take this opportunity to thank you and your council for the many years of support given by your councillors and staff, and invite you to continue your membership. Your contribution has been invaluable to the various activities and achievements of our organisation.

The past 12 months has seen some challenges, changes and opportunities. The drought in some parts of the Murray-Darling Basin continues to impact on the social and economic fabric of our communities and the environment. The implementation of the new Basin Plan continued to provide the Association with significant work as we assist stakeholders to gain a better understanding of the plan, and explore ways to maintain productivity and capacity facing a future with less water for consumptive use.

The Association continues its robust and forthright discussions with governments and the Murray-Darling Basin Authority to ensure that Local Government maintains a 'place at the table' during implementation of the Basin Plan.

The Association has recently secured a major project to collect social and economic information from Local Government to enable the Murray-Darling Basin Authority to better understand and report on the impacts of implementing the Basin Plan. As it implements the Plan, the Authority is required to monitor social and economic impacts and outcomes of the water reforms. The Authority has engaged (and will fund) the Association to undertake this data collection. The project will focus on collecting and assessing the suitability of information available from councils in the Basin to assist the authority to analyse the trends and drivers of social and economic change over time as the Basin Plan is implemented. This project is a major achievement for the Association and a clear acknowledgement of the role of Local Government in the implementation of the Plan.

The year was one of change as our general manager of 11 years, Mr Ray Najar, retired to pursue other interests. We thank Ray for his commitment to the role and acknowledge his substantial achievements during his time at the helm. As Interim Chief Executive Officer, Emma Bradbury has been tasked by the Board to manage the transition, and to commence the development and implementation of a new strategic plan. Emma is always keen to engage with members to discuss ideas and opportunities, or to answer questions and can be contacted on 03 5480 3805, or by email [e.bradbury@mda.asn.au](mailto:e.bradbury@mda.asn.au).

This year we celebrate our 70th anniversary. A new history of the organisation is being written to celebrate this milestone and will be launched at the National Conference in Tumut in October. Details of this event are now on our website, and registrations can be taken.

The Murray Darling Foundation continues to grow and we have sponsors who are now regular annual donors to a series of programs across the basin.

2

Despite the economic difficulties, we continue to expand our memberships, particularly in the northern part of the Basin. Our projects are impressive and continue to extend across the basin.

Our board, regions and staff members continue to visit and involve as many of our council members in activities and projects as time and travel allows. The information and feedback from council members is invaluable and a major means of gauging the impact we have into the wider community.

For us to better engage with your council, we again request that you provide us with at least two delegates to be listed as contacts and to attend Region, state and national meetings, forums and conferences. We have found that this leads to building better relations for the transfer of information to the wider community through the council.

The year ahead will be very active and busy as we try to reach a balanced and basin-wide approach to the water management and water sharing plans that all stakeholders can be comfortable with. "Doing more with less" will be a continuing theme as the Association and councils increasingly feel the impacts of tight government budgets.

The challenge for the Association's ongoing success will be how we can address and respond to change which is inevitable. It is only by continuing to grow our strong membership and include the contributions of all councils throughout the Basin that the Association can meet this challenge.

The Board and staff wish you and your council well for 2014–15, and look forward to your continuing support. We have enclosed a Tax Invoice for your annual membership.

Yours sincerely



**GREG TOLL**  
**NATIONAL PRESIDENT**

## 7.2.6 Policy Review – Debt Recovery Policy

REPORT BY THE REVENUE & PROPERTY MANAGER TO 3 SEPTEMBER 2014 COUNCIL MEETING  
Policy Review – Debt Recovery Policy  
GOV400038, A0340005

### RECOMMENDATION

**That:**

- 1. the report by the Revenue & Property Manager on the Policy Review - Debt Recovery Policy be received;**
  - 2. Council adopt the revised Debt Recovery Policy.**
- 

### Executive summary

The existing Debt Recovery Policy has been reviewed and proposed amendments are suggested to reflect changes to business practices and debt recovery procedures that will achieve efficiencies and improve Council's relationship with its customers.

### Detailed report

A review of the current debt recovery practices and processes in relation to rates & charges, water usage and sundry debtor overdue amounts has recently been conducted. The review identified a number of areas where process efficiencies could be achieved and where some changes to current procedures would improve Council's relationships with customers owing overdue amounts. In addition, clarification of the definition of what constitutes a "suitable arrangement" has been addressed.

Adoption of the proposed changes will enable the efficiencies and improved customer relationships to be achieved.

### Financial and Operational Plan implications

Not applicable.



## Community Plan implications

This Review is aligned to the goals of Theme 5 - Good Governance.



DIANE SAWYERS  
REVENUE & PROPERTY MANAGER

LEONIE JOHNSON  
ACTING DIRECTOR, FINANCE AND ADMINISTRATION

21 August 2014

*Attachments:* 1. Debt Recovery Policy review with Track Changes

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

## ATTACHMENT 1

	<b>POLICY</b>	ADOPTED C/M <del>18/12/2013</del> Minute No. <del>549/13</del>
	<b>Debt Recovery</b>	REV: <del>18/12/2016</del> FILE No. A0340005

**OBJECTIVE:**

The objective of this policy is to provide a framework for the efficient and effective collection of outstanding debts; and fulfil statutory requirements in relation to the recovery of rates, charges, fees and other debts.

Council has a responsibility to ensure monies owed to it are recovered in a timely, effective and efficient manner to finance its operations and ensure effective cash flow management. Whilst carrying out this responsibility, Council will:

- Treat all people fairly and consistently under this policy;
- Treat all matters under this policy confidentially; and
- Treat people with respect and sensitivity in considering their circumstances.

**RELEVANT LEGISLATION**

- Local Government Act 1993 NSW
- Local Government (General) Regulation 2005 NSW

**RELATED POLICIES and PLANS**

- Hardship Provision – Rates and Charges
- Pensioner Concessions
- Credit Policy
- Privacy Management Plan

**RATES and CHARGES****Due Dates**

Chapter 15 Part 7 of the Local Government Act 1993 sets out the requirements for payment of rates and charges.

Annual rates and charges may be paid in a single instalment or by quarterly instalments. If a payment is made in a single instalment, the instalment is payable by 31 August. If payment is made by quarterly instalments, the instalments are payable by 31 August, 30 November, 28 February and 31 May.

Council is to issue a quarterly reminder notice for the payment of an instalment at least 30 days before the due date of the instalment.

## DEBT RECOVERY POLICY

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### Overdue Amounts

Overdue accounts, where the ratepayer/s has not made a suitable arrangement ~~with Council~~ for the payment of the debt or has defaulted on an initial arrangement, are to be forwarded to Council's nominated Debt ~~Collection Agency~~ Recovery Provider (DRP) for the recovery process in the following circumstances:

- (i) Rate accounts that show arrears as at 1 July of any year be forwarded to the DRP ~~Debt Collection Agency~~ in July;
- (ii) Rate accounts that show the first rate instalment as unpaid be forwarded to the DRP ~~Debt Collection Agency~~ in September;
- (iii) Rate accounts that show the second rate instalment as unpaid be forwarded to the DRP ~~Debt Collection Agency~~ in December;
- (iv) Rate accounts that show the third rate instalment as unpaid be forwarded to the DRP ~~Debt Collection Agency~~ in March;
- (v) Rate accounts that show the fourth rate instalment as unpaid be forwarded to the DRP ~~Debt Collection Agency~~ in June;

with the exception of those outstanding debts generated by the Farmland Category during exceptional circumstances such as drought or flood. The Ratepayer is to contact Council in the first instance, with a view to putting in place a suitable arrangement for payment. The General Manager is to determine the special circumstances.

### Suitable Arrangements

~~All~~ Ratepayers may make a suitable arrangement ~~with Council at any time~~ for the payment of their rates and charges, including those accounts already with the ~~Debt Collection Agency~~ DRP.

~~All~~ ~~A suitable~~ arrangements for payment ~~should will~~ clear the total outstanding debt;

- a) before the subsequent rate instalment is due; and where this cannot be achieved;
- b) by the end of the current financial year provided that all subsequent rate instalments that may become due in that time frame are paid or are incorporated into the total repayment amount; and where this cannot be achieved; .
- c) up to within a twelve month period 1 (one) year at the latest. — provided that subsequent rate instalments that may become due in that time frame are paid or are incorporated into the total repayment amount.

Such arrangements may be approved by ~~the~~ DRP and/or Customer Services and or Revenue Staff. ~~—In the majority of cases, a ratepayer will be required to negotiate a suitable arrangement with~~ directly with the DRP. The DRP will record and monitor arrangements for compliance.

The General Manager is to approve arrangements for payment where the proposed payment arrangement will not clear the debt ~~within a twelve month period~~ as at c), above, including proposed arrangements for Farmland category during periods declared exceptional circumstances.

In accordance with Section 568 Local Government Act 1993, money paid in respect of rates or charges levied on land is to be applied towards payment of those rates or charges in the order in which they became due.

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## DEBT RECOVERY POLICY

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### Debt Collection

All debt recovery costs and fees associated with any course of action are to be borne by the owner of the debt and will subsequently remain a charge on the property until paid. The debt recovery costs and fees are to be charged in accordance with Council's annual Fees and Charges.

The following procedure is to be employed by Council's ~~DRP~~ Debt Collection Agency:

#### Supplementary Contact Procedures:

To supplement the procedures employed before and at Steps 1 to 6 below, Council's DRP may be instructed by the Manager Revenue & Property to use other multiple communication channels to remind, contact and negotiate payment arrangements with ratepayers and customers. Options include, but are not limited to, telephone calls, email, SMS, Facebook and on-line chat.

#### Step 1 - First letter of demand sent to ratepayer by ~~Debt Collecting Agency~~DRP

Recovery proceedings shall not be commenced until after the expiration of 14 days after the debt becomes due. A first letter of demand is to be forwarded to the debtor notifying that unless the account is paid, in full, within 14 days of the date of the letter or a suitable arrangement made, legal action will commence for the outstanding amount.

#### Step 2 - Second letter of demand (Pre-Legal) sent to the debtor by ~~Debt Collection Agency~~DRP

Where the debt value is less than \$500, a second demand letter (Pre-legal) will be sent to the debtor where a response or payment has not been received as a result of the first letter of demand.

OR

#### Step 2 – Notice to the Occupier is Issued

Where a response to Step 1 is not received, a notice under Section 569 of the Local Government Act 1993 may be issued.

#### Step 3 - Statement of Liquidated Claim issued

Where a response to Step 1 is not received and the debt is over \$500, a Statement of Liquidated Claim is to be issued through the Local Court at Mudgee by the ~~Debt Collection Agency~~DRP.

#### Step 4 - Judgment

Where a response to the Statement of Liquidated Claim is not received, default judgment is to be entered by the ~~Debt Collection Agency~~DRP.

#### Step 5 - Warrant issued

On the entry of judgment and the failing of the debtor to enter into a payment arrangement, a warrant is to be issued by the Court against the debtor to recover personal property.

OR

#### Step 5 - Garnishee issued

Where subsequent details are known and an arrangement is not maintained, a garnishee is to be attached to the debtors wage in recovery of the debt. A summons process is initiated with the court.

OR

#### Step 5 - Oral Examination Summons Issued

Oral examination summons action is taken when there is insufficient knowledge to effectively use a garnishee or warrant. This summons requires the debtor to attend court and be questioned as to the debtor's current financial situation and ability to meet Council's claim.



## DEBT RECOVERY POLICY

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Council's Revenue staff will determine whether a notice to the occupier, warrant, garnishee or oral examination summons will be issued or commenced, based on the individual circumstances of the debtor.

OR

### Step 5 - Bankruptcy and Winding Up Proceedings

Bankruptcy and winding-up proceedings, authorised only by the General Manager, will commence if the debt is in excess of \$5,000 and previous action has secured judgement.

### Step 6 – Sale of Land for Unpaid Rates and Charges

Where steps 1 to 5 have been unsuccessful, the General Manager is to commence a sale of land for unpaid rates and charges, in accordance with Chapter 17, Part 2 Division 5, Section 713 of the Local Government Act 1993.

~~To supplement the procedures employed at Steps 1 to 6 above, Council's Debt Collection Agent DRP may be instructed by the Manager Revenue & Property at any one or at all of these Steps to use other multiple communication channels to remind, contact and negotiate payment arrangements with ratepayers and customers. Options include, but are not limited to, telephone calls, email, SMS, Facebook and on-line chat.~~

~~All debt recovery costs and fees associated with any course of action are to be borne by the owner of the debt and will subsequently remain a charge on the property until paid. The debt recovery costs and fees are to be charged in accordance with Council's annual Fees and Charges.~~

## WATER USAGE CHARGES

### Due Dates

Water meters are read four times a year and accounts are sent to the property owners after each meter reading. The due date for payment is 21 days from the date of the Water Consumption Charge Notice.

### Overdue Amounts

Water usage accounts are considered overdue immediately following the due date.

### Suitable Arrangements

~~A ratepayer may make a suitable~~ An arrangement may be made with Council at any time for the payment of their water usage charges, including those accounts already with the DRP.

A suitable arrangement for payment will be one by which ~~is one by which~~ clear the total outstanding debt;

- a) is cleared ~~by the end of the month in which the next meter reading is scheduled; and where this cannot be achieved;~~
- b) by the end of the month in which the subsequent meter reading is scheduled, provided that all subsequent water usage accounts that may become due in that time frame are paid or are incorporated into the total repayment amount.

Such arrangement may be approved by the DRP and/or Revenue and Customer Service staff. In the majority of case, a ratepayer will be required to negotiate a suitable arrangement directly with the DRP. The DRP will record and monitor arrangements for compliance.

## DEBT RECOVERY POLICY

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The General Manager is to approve arrangements for payment where the proposed payment arrangement will not clear the debt at b), above.

In accordance with Section 568 Local Government Act 1993, ~~Money~~ money paid in respect of ~~rates or~~ charges levied on land is to be applied towards payment of those ~~rates or~~ charges in the order in which they became due.

### Debt Collection

All debt recovery costs and fees associated with any course of action are to be borne by the owner of the debt and will subsequently remain a charge on the property until paid. The debt recovery costs and fees are to be charged in accordance with Council's Annual Fees and Charges.

The following procedure is to be employed ~~to secure the payment of any overdue water usage account where a suitable arrangement has not been agreed upon~~ by Council and Council's DRP.

### Supplementary Contact Procedures:

To supplement the procedures employed before and at Steps 1 to 6 below, Council's DRP may be instructed by the Manager Revenue & Property to use other multiple communication channels to remind, contact and negotiate payment arrangements with ratepayers and customers. Options include, but are not limited to, telephone calls, email, SMS, Facebook and on-line chat.

### Step 1 – Overdue water reminder notice issued

At the expiration of 7 days after the due date of the Water Consumption Charge Notice, if an account remains unpaid and no satisfactory payment arrangement has been made, an overdue water reminder notice is issued by the DRP on Council letterhead.

### Step 2 – Water restriction notice issued

At the expiration of 7 days after the due date of the overdue water reminder notice, if an account in excess of \$100 remains unpaid or no satisfactory payment arrangement has been made, a water restriction notice is issued by the DRP on DRP letterhead. The due date for payment is 14 days from the date of the water restriction notice. ~~A restriction/disconnection notice penalty, as per Council's Fees and Charges, applies to the issue of this notice.~~

### Step 3 – Notice of intention to restrict

At the expiration of 7 days after the due date of the water restriction notice, if no payment or satisfactory payment arrangement has been made, a notice of intention to restrict water supply is issued by Council on Council letterhead. A restriction action notice penalty, as per Council's Fees and Charges, applies to the issue of this notice.

### Step 4 – Water restriction

On, or as soon as practicable after the nominated date appearing on the notice of intention to restrict, if no payment or a satisfactory arrangement has been made, the restriction device is to be fitted to the water meter connected to the property.

### Step 5 – Water disconnected

At the expiration of 14 days after the restriction device has been fitted to the water meter, if an account remains unpaid or no satisfactory payment arrangement has been made, a notice of intention to disconnect, authorised only by the General Manager, may be issued. The disconnection of the water meter connected to the property will occur on, or soon after a nominated date. A restriction/disconnection notice penalty, as per Council's Fees and Charges, applies to the issue of this notice. A service disconnection/reconnection fee, as per Council's Fees and Charges also applies.



## DEBT RECOVERY POLICY

### Step 6– Referral to ~~Debt Collection Agency~~the DRP

If after water restrictions or disconnection have been put in place and the debt remains outstanding, the recovery of the debt may be forwarded back to Council's ~~Debt Collection Agency~~DRP for legal proceedings. In such instances, the Debt Collection Procedures in Steps ~~4-2~~ to 5 as listed in the Rates and Charges section of this policy are to apply.

~~All debt recovery costs and fees associated with any course of action are to be borne by the owner of the debt and will subsequently remain a charge on the property until paid. The debt recovery costs and fees are to be charged in accordance with Council's Annual Fees and Charges.~~

### GENERAL SUNDRY DEBTORS

This encompasses all amounts owing to Council excluding rates and charges, water usage accounts and government grants.

#### **Due Dates**

Council issues debtor accounts for numerous services. These services include, but are not limited to, trade waste services, private works, staff uniforms, airport usage and property rentals.

Accounts are generally issued on a weekly, fortnightly or monthly basis. ~~The t~~Trading terms are is normally 30 days from date of invoice, available to credit-approved applicants only. Services such as private works, facilities hire and cemetery fees ~~are require~~ require payment in advance, in accordance with individual service policies; refer to Credit Policy.

#### **Overdue Amounts**

General debtor accounts are considered overdue immediately following the due date.

Council reserves the right to deny access to Council facilities or suspend services or suspend credit terms to customers with overdue amounts; refer to Credit Policy.

#### **Suitable Arrangements**

~~A debtor may make a suitable arrangement for the payment of their sundry debtor account, including those accounts already with the DRP, may be made with Council at any time.~~

-A suitable arrangement ~~is one by which~~for payment will clear the total debt; ~~is cleared~~

- a) within ~~90-60~~ 60 days of ~~the original due date of the invoice(s) in question, making the arrangement.~~

The General Manager is to approve arrangements for payment where the proposed payment arrangement will not clear the debt at a), above.

In accordance with Section 568 Local Government Act 1993, Money-money paid in respect of ~~other sundry~~ debtor amounts is to be applied towards payment of those amounts in the order in which they became due.

~~Council reserves the right to deny access to Council facilities or suspend services or suspend credit terms to customers who fail to honour payment arrangements; refer to Credit Policy.~~

#### **Debt Collection**

The procedure for the collection of debts due to Council will follow those procedures outlined in Steps 1 to 5 of the Rates section of this Policy, ~~as well as those outlined below.~~

#### Supplementary Contact Procedures:

To supplement the procedures employed before and at Steps 1 to 5 of the Rates section of this Policy, Council's DRP may be instructed by the Manager Revenue & Property to use other multiple communication channels to remind, contact and negotiate payment arrangements with ratepayers



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### DEBT RECOVERY POLICY

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and customers. Options include, but are not limited to, telephone calls, email, SMS, Facebook and on-line chat.

#### OTHER DEBT COLLECTION FURTHER CONSIDERATIONS FOR THE COLLECTION OF RATES & CHARGES, WATER USAGE AND SUNDRY DEBTORS DEBTS

Where a matter proceeds to a pre-trial consultation or a hearing, Council's Solicitor is to be instructed to act on Council's behalf.

Interest is applied to all outstanding rates and water usage charges and ~~general~~ sundry debtor fees and charges, where deemed, whether a suitable agreement is in place or not. The interest rate is determined by Council as part of adopting the Delivery Programme and Operational Plan. Interest commences to accrue on unpaid rates and water usage charges and ~~general~~ sundry debtor fees and charges, where deemed, as soon as practical after the due date.

Interest is applied to ~~general~~ sundry debtors, where deemed, in accordance with ~~the Fees & Charges adopted within the Delivery Program and Operational Plan~~ the legislation under which the fee or charge is raised.

The General Manager has delegated authority to write-off rates, fees, charges and other debts, in accordance with Section 131 of the Local Government (General) Regulation 2005, up to and including an amount resolved by Council. This amount is currently set at \$2,500.

The Manager Revenue & Property and Assistant Manager Revenue & Property have delegated authority to write off interest that has accrued on rates, charges, fees and other debts up to \$10 where the ratepayer/s was unable to pay the rates and charges when they became due and payable for reasons beyond their control; (refer Sections 567(a) & (b) LGA).

The General Manager is to be advised by the Manager Revenue & Property or Director Finance & Administration of any staff member or Councillor whose overdue account has been referred to Council's ~~Debt Collection Agency~~ DRP.

Council's Revenue Staff be required to act as authorised officers in relation to the recovery of rates and charges where that nominated person is required to represent Council at Court.

#### VARIATION

Council reserves the right to vary the terms and conditions of this policy, subject to a report to Council.

## 7.2.7 Proposed Sale of 45 Dunn Street Kandos

REPORT BY THE REVENUE & PROPERTY MANAGER TO 3 SEPTEMBER 2014 COUNCIL MEETING  
 Proposed Sale of 45 Dunn Street Kandos  
 GOV400038, P1985111

### RECOMMENDATION

#### That:

1. **the report by the Revenue & Property Manager on the Proposed Sale of 45 Dunn Street Kandos be received;**
2. **Council approve the sale of Lot 1 DP 1192154, 45 Dunn Street Kandos;**
3. **the General Manager be authorised to negotiate the sale price for Lot 1 DP 1192154 within 10% of the current market appraisal, as attached in the confidential section;**
4. **the Common Seal of Council be affixed to all necessary documentation for the sale of Lot 1 DP 1192154;**
5. **the sale proceeds be transferred to the Land Development Reserve.**

---

### Executive summary

This report seeks to secure a resolution to the proposal to sell a surplus allotment located at 45 Dunn Street Kandos.

### Detailed report

The following resolutions form the premise for the sale and subsequent allocation of funds in relation to 45 Dunn Street Kandos.

At its Council Meeting on 16 August 2006, Council passed a resolution that stated:

*"That where any assets are sold in the former Rylstone Shire, Council give consideration to expending these funds in the former Rylstone Shire area." and;*

At its Council Meeting on 7 February 2007, Council passed a resolution that stated:

*"Council agrees in principle to sell land no longer required for operational or strategic purposes."*

Prior to the registration of the subdivision on 19 May 2014, 45 Dunn Street comprised 2 separate vacant freehold allotments owned by Council with a total area of approximately 2,000m<sup>2</sup>. Impediments in relation to the use and sale of this property included an undedicated constructed road, being the northerly extension of Mason Street that traversed the property to the east and transmission lines that run along the constructed road corridor. Upon registration of the subdivision, Lot 1 DP 1192154 was created and the northern extension of Mason Street was formally dedicated as public road. The transmission lines were incorporated into the dedicated road reserve area.

Lot 1 DP 1192154 has a total area of 851 m<sup>2</sup>, is zoned RU5 Village and is classified as Operational land. The property is not required for operational or strategic purposes and is considered surplus to Council's needs.

Market appraisals were canvassed from 2 Rylstone/Kandos real estate agents. Only one response was forthcoming with the appraisal attached in the confidential section of this business paper. It is proposed the marketing of the property be placed with this agent.

A resolution is now sought to sell the property for residential purposes.

#### Development & Community Services Comment

The subject site measures 851m<sup>2</sup>, has three road frontages and is zoned RU5 village, dwellings are permissible with the consent of Council. The site contains an easement for sewer three (3) wide along the western boundary (a copy of plan indicating this sewer easement is provided as Attachment 3) which presents a constraint for the future design of a dwelling as the easement cannot be built over.

The block is irregular in shape which also presents a constraint for the future design of a dwelling. At the building line (the site on the block in which a future purchaser may locate a dwelling) 4.5 metres and 5.5 metres for the garage from the McLachlan Street. Council's Development Control Plan requires a three (3) metres setback from the secondary frontage for corner allotments, this leaves a future purchaser with a maximum width of approximately 15 metres to design and build a dwelling. The width of a very standard dwelling at the front building line is approximately 12 / 13 metres, therefore the site is constrained and any future dwelling would require a considered design.

It would be unlikely that a future purchaser could seek approved for a dwelling under the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 as Complying Development, they would be required to lodge a Development Application with Council.

Further it should be noted, the site does meet the 800m<sup>2</sup> minimum for an attached Dual Occupancy, however the irregular shape of the lot (becoming very narrow approximately 9 metres at the Dunn Street frontage) does not support the future development with the Dual Occupancy.

#### Financial and Operational Plan implications

The Operational Plan 2014/2015 reflect the proposed sale proceeds of this land.

#### Community Plan implications

The proposed sale of Lot 1 DP 1192154 sits under theme 3 Building a Strong Local Economy, Goal 3.2.4 – Develop tools that simplify development processes and encourage high quality commercial and residential development.



DIANE SAWYERS  
REVENUE & PROPERTY MANAGER

LEONIE JOHNSON  
ACTING DIRECTOR, FINANCE AND ADMINISTRATION

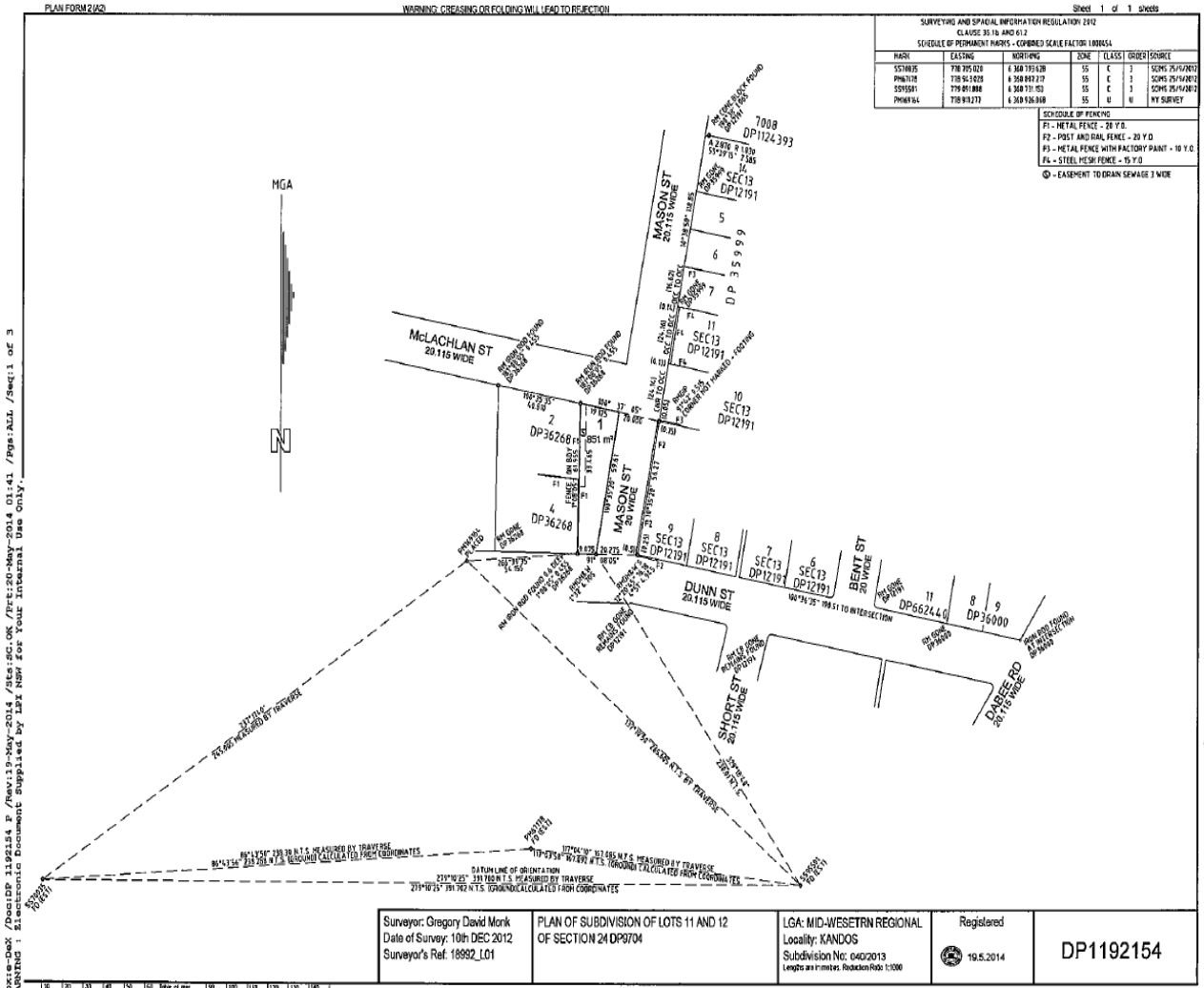
15 August 2014

- Attachments:*
1. Plan Lot 1 DP 1192154
  2. Plan Lot 1 DP 1192154 – Aerial View
  3. Plan indicating the approximate location of Council's sewer main
  4. Market Appraisal (included in the confidential section of the business paper)

APPROVED FOR SUBMISSION:

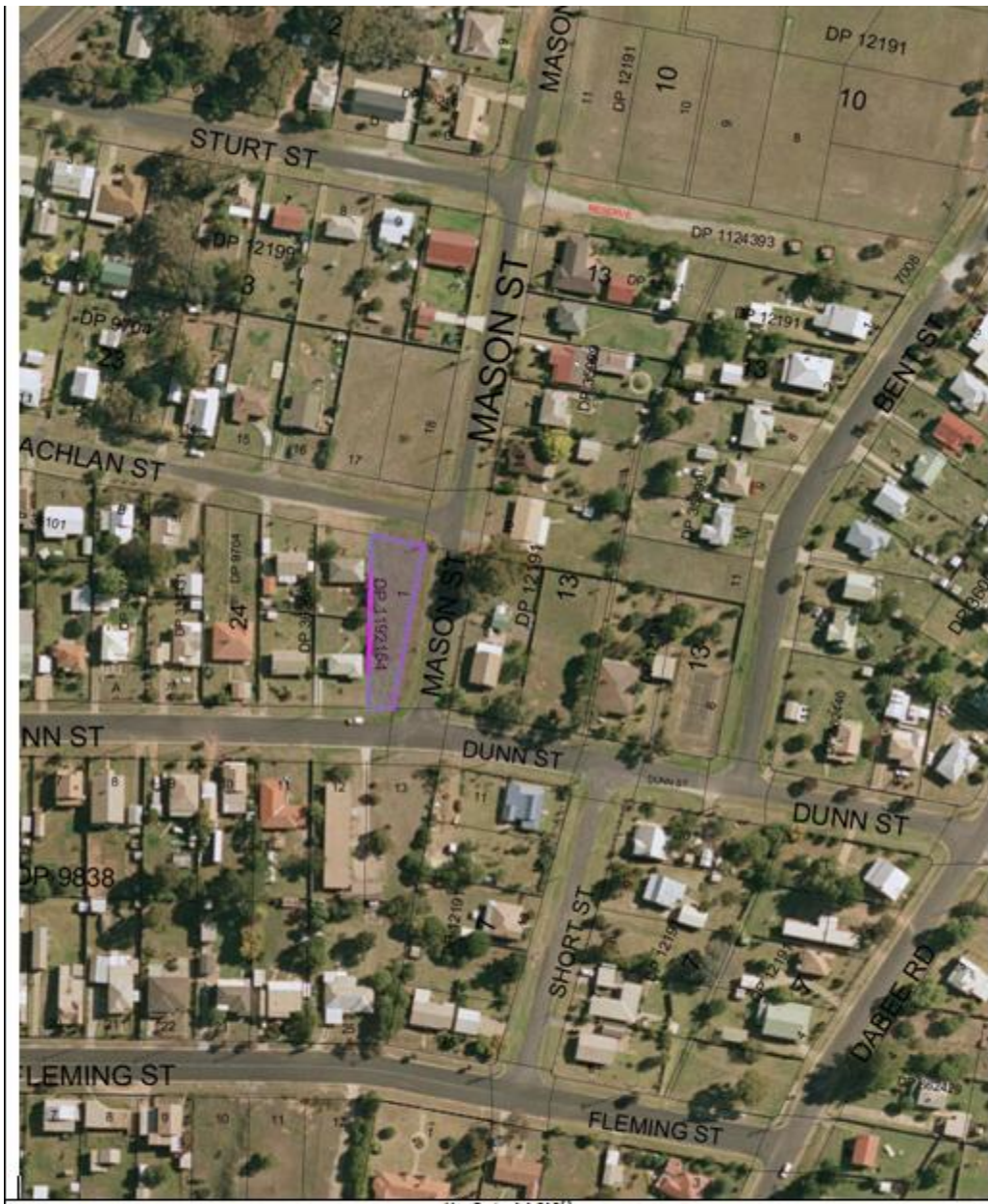
A handwritten signature in black ink, appearing to be the name 'BRAD CAM', written over a horizontal line.

BRAD CAM  
GENERAL MANAGER





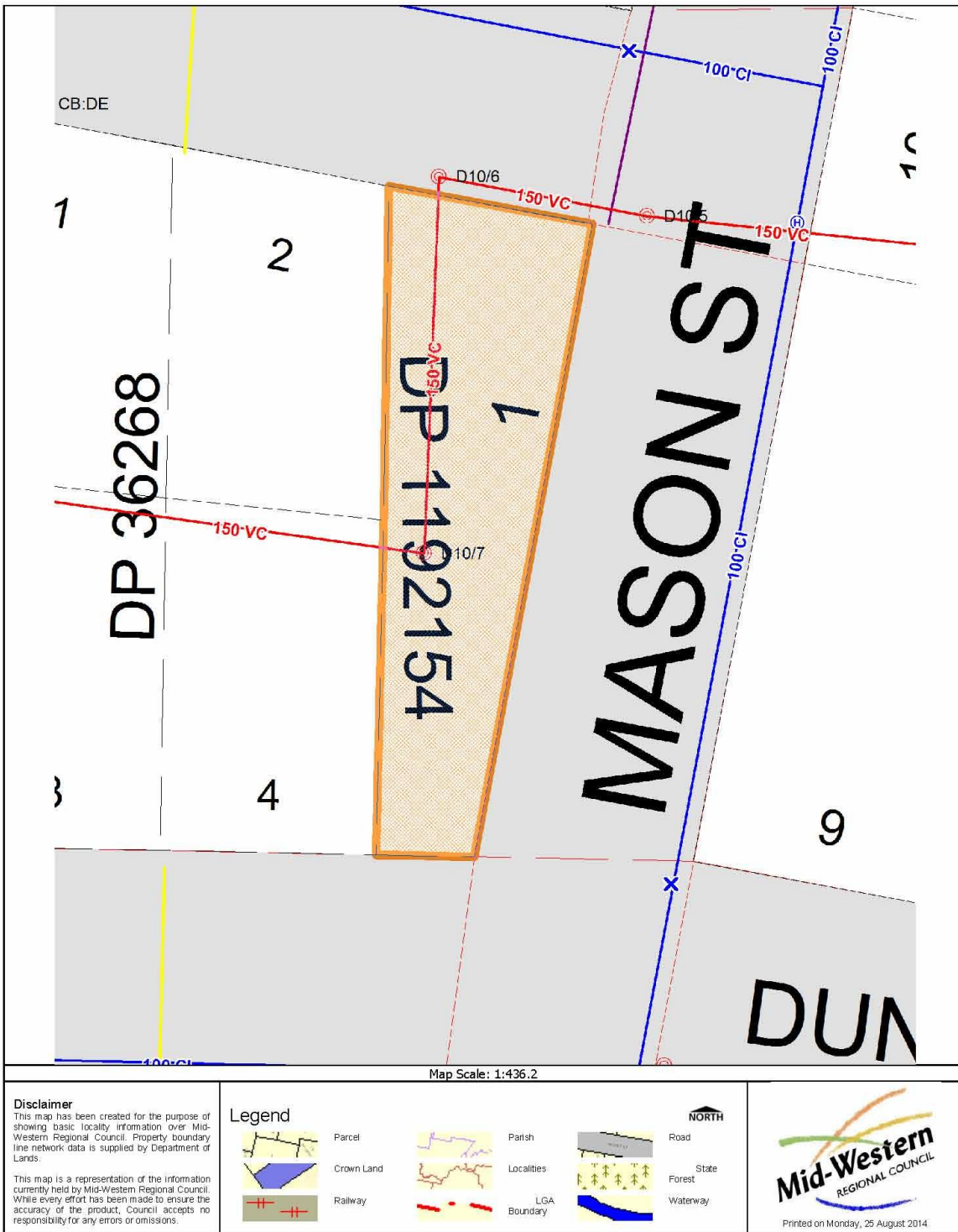
ATTACHMENT 2



Map Scale: 1:1,910

<p><b>Disclaimer</b>                  This map has been created for the purpose of showing basic locality information over Mid-Western Regional Council Property boundary line network data supplied by Department of Lands.                  This map is a representation of the information contained in the Mid-Western Regional Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.</p>	<p><b>Legend</b> Lot 1 DP 1192154</p> <table border="0"> <tr> <td></td> <td>Parcel</td> <td></td> <td>Parish</td> <td></td> <td>Road</td> </tr> <tr> <td></td> <td>Crown Land</td> <td></td> <td>Localities</td> <td></td> <td>Sea Forest</td> </tr> <tr> <td></td> <td>Railway</td> <td></td> <td>Lot Boundary</td> <td></td> <td>Waterway</td> </tr> </table>		Parcel		Parish		Road		Crown Land		Localities		Sea Forest		Railway		Lot Boundary		Waterway	<p>Printed on Wednesday, 20 August 2014</p>
	Parcel		Parish		Road															
	Crown Land		Localities		Sea Forest															
	Railway		Lot Boundary		Waterway															





## 7.2.8 Mudgee Airport Lighting

REPORT BY THE BUSINESS MANAGER PLANT & FACILITIES TO 3 SEPTEMBER 2014 COUNCIL MEETING

Mudgee Airport Lighting Council Report  
GOV400038, COR400073

### RECOMMENDATION

#### That:

1. **the report by the Business Manager Plant & Facilities on the Mudgee Airport Lighting be received;**
2. **That Council delegates the negotiation of the contract price and terms with Advanced Airport Lighting Pty Ltd for the design and construction of the Mudgee Airport PAL and PAPI lighting systems at the Mudgee Airport to the Acting Group Manager Operations;**
3. **Advanced Airport Lighting Pty Ltd is requested to use as many local contractors as practicable;**
4. **That the results of these negotiations are reported back to Council.**

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### Executive summary

Council applied for, and was granted, funding for this project through the Restart NSW Resources for Regions grant funding process. A total of two million dollars has been allocated for infrastructure works at the Mudgee Airport and part of that funding is to provide PAPI (precision approach path indicator) lighting to aid pilot landings.

Existing runway lights at the Mudgee Airport are spaced at 90m intervals and the new CASA (Civil Aviation Safety Authority) requirements are for runway lights to be spaced at 60m intervals and this upgrade also forms part of this project and tender.

Following Council's resolution to invite tenders for the design & installation of the operational lighting at Mudgee Airport, tenders were called on the 10<sup>th</sup> June 2014 for Tender 2014-05 Airport Runway Lighting and closed at 12 noon on 10<sup>th</sup> July 2014. Two (2) tenders were received.

Advertisements for the tender were placed in the Local Government Tenders section of the Sydney Morning Herald, Mudgee Guardian, Community News and Council's website from the 10<sup>th</sup> June 2014.

The tendering process was initiated and a Procurement and Evaluation Plan were developed. A Tender Assessment Panel was formed, comprising representatives from the most relevant departments within Council. Members of the Tender Assessment Panel use the Evaluation Plan and methodology to determine which tenderers offer the best value for the new lighting at the Mudgee Airport.

### Detailed report

#### Tenders Received

The Tenders received were as follows:

- 1 Advanced Airport Lighting Pty Ltd
- 2 Airside Services Pty Ltd

### **Late Tenders**

No late tenders were received.

### **Conforming Tenders**

Although both Tenders received were partially non-conforming, both Tenders were evaluated and any mandatory requirements that were not met were taken into account in the evaluation process. This decision was made at the beginning of the evaluation process for the benefit of Council receiving the most competitive and suitable contract.

### **Evaluation Methodology**

The objective of the evaluation was to select the tenderer(s) offering the best value for money in a rational and justifiable way which is fair to all tenderers.

Tenders were evaluated strictly in accordance with the Tender Evaluation Plan, and in compliance with the provisions of the *Local Government Act 1993* and Local Government (General) Regulation 2005.

### **Tender Evaluation Process**

The evaluation process is conducted in five stages:

1. An initial review of any non-conforming tenders such as late tenders, tenders not following the instructions set out in the Request for Tender documents, or tenders which clearly were not of an acceptable standard to warrant further detailed evaluation.
2. The Tender Assessment Panel undertakes an objective analysis of tenderers' ability to meet both mandatory and desirable criteria.
3. The tendered information and specific questions are listed under the evaluation criteria and weighted in order of importance to the overall evaluation. Team members score the tenders against the criteria in accordance with the Evaluation Plan.
4. Referee checks are undertaken on each short-listed tenderer in order to determine their capacity to provide the services required.
5. This Tender Evaluation Report detailing the rating of each short-listed tenderer, and the final recommendations are detailed for the consideration of Council.

### **Assessment Panel**

Andrew Drummond	Business Manager Plant and Facilities
Kristie Ward	Procurement Coordinator
Emma Hayne	Assets Accountant
Garry O'Connell	Electrician

### **Evaluation Findings**

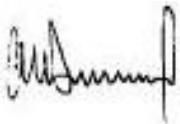
After assessing each Tenderer on price, demonstrated capacity to meet the requirements, reference checking and quality and safety systems, the preferred Tenderer was Advanced Airport Lighting Pty Ltd. It is recommended that Council enter into negotiations with Advanced Airport Lighting Pty Ltd with a view to confirm full specifications and any price saving that may be available.

## Financial and Operational Plan implications

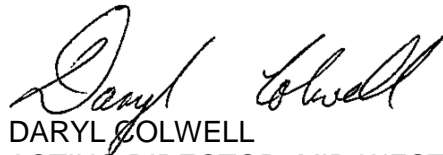
Funding for this project has been provided for under the Restart NSW Resource for Regions Program and is recognised in the 2014/15 budget.

## Community Plan implications

The Mudgee Airport is an important community asset providing emergency medical access, freight deliveries, general aviation access and in the future hopefully another commercial passenger airline.



ANDREW DRUMMOND  
BUSINESS MANAGER PLANT & FACILITIES



DARYL COLWELL  
ACTING DIRECTOR, MID-WESTERN  
OPERATIONS

18 August 2014

*Attachments:* 1. Tender pricing (included in the confidential section of the business paper)

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

## 7.2.9 Economic Development and Events Update Q2 2014

REPORT BY THE ECONOMIC DEVELOPMENT OFFICER TO 3 SEPTEMBER 2014 COUNCIL MEETING

Council Report Economic Development and Events Update Q2 2014  
GOV400038, A0820020

### RECOMMENDATION

**That the report by the Economic Development Officer on the Economic Development and Events Update Q2 2014 be received.**

---

### Executive summary

The attached document provides a progress update towards key activities that have been undertaken in relation to the implementation of the Economic Development and Events Plan for Quarter 2 2014.

Some of the discussions and meetings in the Economic Development and Events area are commercial in confidence. These matters have been included as an attachment in the confidential section of the business paper, because it names individuals and/or companies that we are having commercial in confidence discussions with. Some events issues are also retained in confidential as we are in delicate discussions with some event organisers and don't want to jeopardise those discussions by making proposals public.

### Financial and Operational Plan implications

The costs of implementing these actions are included in the 2013/14 Management Plan.

### Community Plan implications

These actions are defined in the Economic Development Strategy.

**JULIE ROBERTSON**  
**ECONOMIC DEVELOPMENT OFFICER**

20 August 2014

*Attachments:*

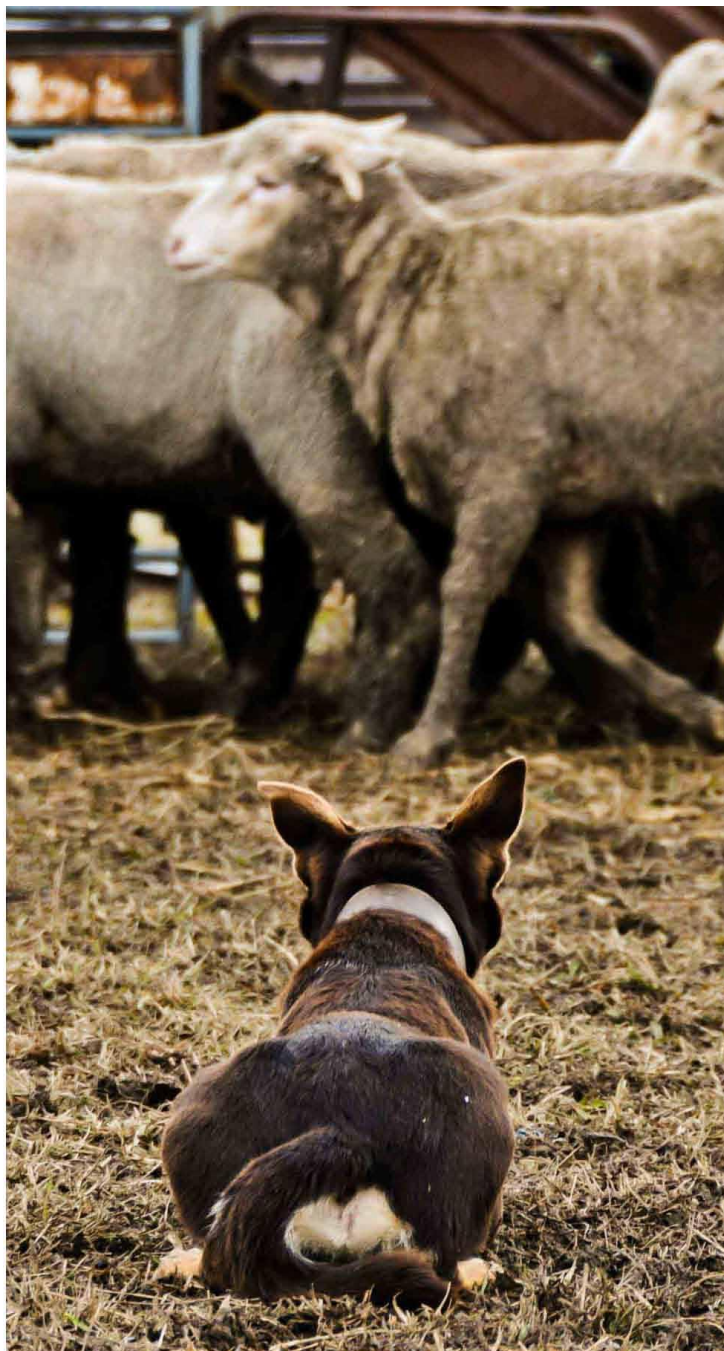
1. Economic Development & Events Update Q2 2014.
2. Economic Development & Events Update Q2 2014 (commercial in confidence – included in the Confidential section of the business paper).

**APPROVED FOR SUBMISSION:**



**BRAD CAM**  
**GENERAL MANAGER**





*Building a strong  
Local Economy*

ECONOMIC  
DEVELOPMENT AND  
EVENTS UPDATE

QUARTER 2 2014

MID-WESTERN REGIONAL COUNCIL  
ECONOMIC DEVELOPMENT

■ ■ ■ ■ ■ TOWARDS 2030





ECONOMIC DEVELOPMENT | ECONOMIC DEVELOPMENT AND EVENTS UPDATE

THIS DOCUMENT HAS BEEN PREPARED BY JULIE ROBERTSON, ECONOMIC DEVELOPMENT OFFICER FOR MID-WESTERN REGIONAL COUNCIL.

ANY QUESTIONS IN RELATION TO THE CONTENT OF THIS DOCUMENT SHOULD BE DIRECTED TO:  
JULIE.ROBERTSON@MIDWESTERN.NSW.GOV.AU OR (02) 6378 2850

DATE OF PUBLICATION: QUARTER 2 2014

# 1. Economic Development Update

Provided below are a summary of key activities undertaken during Quarter 2 (ie. April to June) in relation to the implementation of the Economic Development and Events Plan for 2014.

## Economic and Business Profile

- Update and review new economic and business data available for the Region including:
  - NSW State and LGA Area Population Projections to 2031 (Release May 2014)
  - NSW Coal Industry Statistics (Release June 2014)
- Provide public access to full online economic profile and 2014 updates using REMPLAN software to provide increased access to data about the Region for potential investors.

## Population Projections

- Review NSW Department of Planning and Demography unit's final projections and compare with current population growth patterns and Local Service Assessment.
- Assist Council's management team and Hill PDA on population planning and projections for use in strategic planning and urban release strategy.

## Best Practice Business Reviews

- Conduct assessments with management staff in order to review and update Council's Business Continuity Plan.

## Specialised Grant Applications

- Attend briefing sessions and prepare detailed business cases for large grant applications including Cobbora Transition Fund and Resources for Regions Round 2 as follows:
  - Resources for Regions Round 2: submitted full applications and business cases for Cope Road (\$6.7 million) and Mudgee Airport (\$2.0 million) – successful notification that both Cope Road and Mudgee Airport will receive requested funding
  - Cobbora Transition Fund: submitted full applications and business cases for Fairydale and Saleyards Lane Upgrades (\$2.6 million) and provide assistance to Red Hill Committee for their application for the Red Hill Project (\$0.4 million) – successful notification that both Fairydale and Saleyards Lane Upgrades and Red Hill Project will receive requested funding

## ECONOMIC DEVELOPMENT | ECONOMIC DEVELOPMENT AND EVENTS UPDATE

- Ongoing correspondence with Infrastructure NSW to prepare and execute formal funding agreements for the delivery of successful infrastructure projects, including:
  - Ulan Road Project (successful under Resources for Regions Round 1)
  - Cope Road Project (successful under Resources for Regions Round 2)
  - Mudgee Airport (successful under Resources for Regions Round 2)
  - Mudgee Region Early Childhood Hub (direct allocation from Cobbora Transition Fund)
  - Fairydale and Saleyards Lane Upgrade (successful under Cobbora Transition Fund)
  - Red Hill (successful under Cobbora Transition Fund)
- Ongoing correspondence and regular updates with Infrastructure NSW, Deputy Premier and local MP offices to launch successful Restart NSW projects, provide upcoming media milestones and appropriate signage.

## Airport Development

- Commencement of airport master plan project, with stakeholder meetings held at Mudgee Airport and initial meeting with REHBEIN Consulting staff who will be undertaking the airport master plan project.
- Finalising scope of works for the funding received for Mudgee Airport under the Resources for Regions Round 2 program in order to execute Restart NSW Deeds, including request for tender for installation of PAPI runway lighting system.

## Tourism

- Participate in monthly tourism group meeting with key tourism stakeholders including Mudgee Regional Tourism, Mudgee Fine Foods and Mudgee Wine and Grape Growers.

## Planning for Growth

- Continued work with the early childhood sector in relation to the preschool and childcare shortages in the Region and changes to preschool funding models.
- Participation in the Dept of Premier & Cabinet Mining and Resource Development Taskforce to assist in managing the issues associated with the growth of mining activities in Western NSW.
- Meeting and ongoing discussions with Telstra representatives and local MPs in relation to local internet issues and the need for additional ADSL connections in the Region.
- Work with Ministry for Transport NSW in relation to the licencing of the Mudgee to Sydney air service, the withdrawal of Vincent Aviation from this service and potential operators who may be interested in applying for the service.
- Letters sent to local Federal and State members in relation to the ongoing commercial situation facing regional aviation services in NSW and seeking assistance in identifying a solution for the Mudgee to Sydney route.

## Early Childhood Hub

- Identification of a suitable site for the development of an Early Childhood Education and Care Services Facility in the Region as a result of funding received from the Cobbora Transition Fund.
- Co-ordination of expressions of interest to lease and operate the Early Childhood Education and Care Services Facility.

## Marketing the Region

- Provide information and imagery to RDA Orana for use in a prospectus and presentation material in preparation for a NSW Consul visit with international investors.
- Development of advertising content to promote the Mudgee Region as a great place to live, work, invest and visit at the 2014 Sydney Film Festival.

## Additional Projects and Activities

- Workforce Planning and Development Project: Represent Council on the project team to investigate current and future employment needs within the Region, including providing local business contacts and review of project scope and deliverables.

## 2. Events Update

Provided below are a summary of key activities undertaken during Quarter 2 (ie. April to June) in relation to the implementation of the Economic Development and Events Plan for 2014.

### NRL and CRL

- Meetings with representatives of both the National Rugby League and Country Rugby League in relation to attracting future rugby league events to the Region, including Country V City games, junior championships and a premiership game.

### Western NSW Mariners

- Continue relationship with Western Mariners and appointment as successful venue to host the 2014 home games for the Western NSW Mariners at Glen Willow, which includes hosting 8 home games (4 games per weekend) in the Football NSW Premier League Competition.

### NSW Libraries Conference

- Working with NSW Public Libraries to co-ordinate the 2014 NSW Public Libraries Conference to be held at Parklands Resort 12-14 November, including event program, sponsorship, suppliers, entertainment, catering etc.

### Flavours of Mudgee

- Commence event planning for 2014 Flavours of Mudgee event to be held in Market Street Mudgee on 27 September 2014 including liaison with stall holders and local businesses, update of TV advertising and promotional material, traffic management plans and application for temporary lifting of alcohol free zone.

### National Chevrolet Festival

- Working with event organisers of the 2015 National Chevrolet Festival to be held in the Region on 27 September 2015, including identifying suitable locations and providing local business and community group contact information.

### Additional Projects and Activities

- Cudgegong River Footbridge Project: Media liaison and official opening of the Cudgegong River Footbridge.

### 3. Grants Update

Provided below is a summary of grants activity during Quarter 2 (ie. April to June).

Grant Name	Project/Note	Amount requested	Result
Community Futures Grant	Tertiary scholarship for young farmer, same as last year	\$ 25,000	\$ -
Community Futures Grant	Mudgee Mind Muster Brain Bank	\$ 25,000	\$ -
LGEEP	Solar panels on Council buildings	\$ 17,628	\$ 17,628
Participation and Facility Program	Gulgong Adventure Park (project variation approved for play equipment at Gulgong Tennis Courts)	\$ 25,000	\$ 25,000
Participation and Facility Program	Victoria Park Cycleway	\$ 50,000	\$ 50,000
Participation and Facility Program	Glen Willow car parking	\$ 60,000	\$ -
Participation and Facility Program	Kandos Sports Ground canteen	\$ 25,000	\$ -
Public Reserves Management Fund	Electrical upgrade for pavilion kitchen	\$ 15,675	\$ 15,675
Regional Visitor Economy Fund	Kandos Museum	\$ 95,540	\$ -
Small Grants for Small Communities	Botobolar sign, working with Dave Sargent	\$ 2,500	\$ -



## 7.2.10 2014 Christmas Close Down

REPORT BY THE GENERAL MANAGER TO 3 SEPTEMBER 2014 COUNCIL MEETING

2014 Christmas Close Down

GOV400038, A0100056, A0260003

### RECOMMENDATION

That:

1. **the report by the General Manager on the 2014 Christmas Close Down be received;**
2. **Council notes that administrative centres, works depots and the libraries will close for the Christmas holidays from close of business Friday 19 December 2014, returning on Monday 5 January 2015; and**
3. **Public will be notified through the Community News and appropriate signs be affixed to the doors of Council's premises advertising of the closure period.**

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### Detailed report

Past practice has been for Council's workforce to take leave over the Christmas/New Year period. This is traditionally a very quiet period for Council services and thus provides a good opportunity for staff to take annual leave.

Christmas Day and Boxing Day fall on a Thursday and Friday, respectively, and New Years Day on a Thursday, and have been gazetted as public holidays. All other work days off will be treated as annual leave.

The first day of the Christmas school holidays will be Wednesday 17 December 2014.

Council essential and emergency services will be on call during the break.

### Financial and Operational Plan implications

Not applicable.

### Community Plan implications

Not applicable.

22 August 2014

*Attachments:* 1. Nil

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

## 7.2.11 Kandos Centenary Working Party Minutes

REPORT BY THE MANAGER, COMMUNITY SERVICES TO 3 SEPTEMBER 2014 COUNCIL MEETING  
Kandos Centenary Working Party - Report to Council 110814 and 180814 Minutes  
GOV400038, P1553611

### RECOMMENDATION

**That:**

- 1. the report by the Manager, Community Services on the Kandos Centenary Working Party Minutes be received;**
- 2. Council note the minutes of the meeting held on 11 & 18 August 2014, and the accompanying Income and Expenses and Budget reports**

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### Executive summary

The Kandos Centenary Working Party is a 355 Committee of Mid-Western Regional Council, responsible for the Centenary events planned in Kandos in October 2014.

### Detailed report

Matters discussed at the 08 and 18 August 2014 meetings are contained in the attached minutes. As a result of staff and committee member leave, Income and Expenses and a Budget document for the 18 August meeting were not available for reporting with this report, but will be reported to the 17 September Council meeting.

### Financial and Operational Plan implications

Not applicable.

### Community Plan implications

Not applicable.

KATE POWER  
MANAGER, COMMUNITY SERVICES

  
CATHERINE VAN LAEREN  
DIRECTOR, DEVELOPMENT & COMMUNITY  
SERVICES

15 August 2014

- Attachments:*
1. KCWP Minutes – 110814
  2. KCWP Income and Expenses – 110814
  3. KCWP Budget – 110814
  4. KCWP Minutes - 180814

APPROVED FOR SUBMISSION:

A handwritten signature in black ink, appearing to be the name 'BRAD CAM', with a long horizontal line extending to the right.

BRAD CAM  
GENERAL MANAGER

## MID-WESTERN REGIONAL COUNCIL

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### MEETING OF THE KANDOS CENTENARY WORKING PARTY

Monday 11 August 2014 Commencing at 4.30pm Venue: Kandos High School Library

### Minutes

1. **PRESENT:** L Syme, N Wills, Cr E Martens (chairperson), H Fuller, L Pennell, J Mackin, R Evans, L Edwards,, B Stockwell, C O'Sullivan,  
  
**staff:** V Handmer (minutes)
2. **WELCOME AND APOLOGIES:** Cr Martens welcomed everyone to the meeting and called for apologies;  
  
P O'Connor, K Smith  
  
**ADOPTION OF Apologies Put L Syme NW carried:**
3. **Adoption of the PREVIOUS MINUTES (4 August) with the following amendments;**
  - Rose Evans and Lynette Edwards were in attendance
  - Item 4; after website; add 'to be included in other activities'
  - Item 5; \$35.40 for bulk postage
  - HF had already been reimbursed less \$8 (cross out needs reimbursing)
  - 6.3 need firm quotes before we can discuss bugets/activities so this is still in process

Put L Syme,                      Seconded L Edwards                      Carried
4. **Secretary's Report/Correspondence; in the absence Pam O'Connor, Cr Martens asked the meeting who would be willing L Syme agreed**  
  
**in/ out as per attached report. Discussed**  
  
Out of the Mist launch (Di Moore on Jessie Hickson) is at 2pm 24<sup>th</sup> August at KRSCC  
  
need to get clarification re who Colin is and what the photos format refers to.  
  
L Syme offered to provide power from her place (over the back fence) for the jumping castle; to be arranged safely  
  
**Adoption of Secretarys Report**  
**Put L Syme Sec R Evans carried**

**5. Treasurer's report: Naida Wills**

bal of account \$29626.11 with a cheque (\$330) for Blue Mountains City Council still to come off this total.

Ball Tickets paid 171; with that bal being \$15390

\$4.60 petty cash being given to HF still to pay \$3.40

\$732 banked from bag sales with Lyn and KHS to direct deposit their takings.

Still to discuss with Kate Power; TFN and the book money council is still holding for books sold through council.

N Wills told the meeting that budgets need to be finalised. Discussion about each area (Marching Girls photo display, gala ball, purchase of goods for sale) and how much of a leeway is needed as prices change from discussion to purchase and delivery.

C O'Sullivan gave N Wills a copy of the Registered letter and application for liquor licence. She will photo copy the website schedule of costs.

**MOTION OF ADOPTION OF TREASURER'S REPORT**

Put N Wills

Seconded L Pennell

Carried

**6. BUSINESS ARISING FROM MINUTES**

6.1 Budget UPDATE; discussion regarding the known costs, expected further costs such as mounting materials, liquor costs (will be sold to cover the honorarium of 4 people serving). N Wills is concerned that further expenses keep coming in at each meeting. Some of these have been included in initial budgets but others not.

C O'Sullivan pointed out that with the glasses and plates; they will generate enough income that it will cover ones given as gifts.

She further explained that prior to arranging the purchase of wine and champagne; she got quotes from two wineries and decided (on price and having tasted them) to get the wine from Baramagoo. There is a good discount with the sparkling at \$16 instead of \$21 pb. (See attached list regarding the other wines (a white and red at \$14 and \$20 per bottle).

Furthermore C O'Sullivan is happy to purchase left over wine at the price paid for it in the order. Other members of the committee are happy to do this too.

Naida pointed out that there will be people who will want sweeter wine. C O'Sullivan said there will be beer (lite and stronger), mixer drinks, orange juice. She will look into getting some Moscato or Riesling to provide for those people.

Lyn emphasised that all expenses/budgets must be tightly arranged by the end of the month.

**6.2 PROGRAM UPDATE;**

Information stall; need to have a roster; H Fuller will start the roster. Need to have all 4 books available; Bruce's, Neals History of CA, RMS and Di Moore's Out of the Mist.



6.3 Governors itinerary/ arrangements update; accommodation, who will greet, farewell, car parking etc; not quite ready to confirm/arrange all these. Needs to have chance to tour the important places; such schools, museum, lace, photograph display. Still to confirm arrangements. Railway hotel is currently closed.

6.4 chairs for official opening and ecumenical service COS asked for 100. Council has said count what there is available. They will hire them if we need more than 50. KC have to pay for the cleaning of toilets and porta loos.

6.5 Road Closure and parade arrangements; J Mackin and B Stockwell; the latest is Darryl Colewell have gone to RMS. The Traffic control plan (councils part) is what was knocked back while the traffic management (Jims) was not.

6.6 promotional and sales;

- PROMOTION
- bags,
- wristbands, glasses,
- final decision re design of Simone Mackin plate; confirm mustard edge.
- PAVERS PROMOTION AND SALES Helen reported that most info on the website. Frank White hasn't got the right format for the pavers people but has agreed to pay for the right format. KHS will be purchasing a large pavers.

6.7 Sub committee reports;

- FOOD; update; got 15 food providers, need coffee.
- school involvement and photo display (Helen Fuller, Rose Evans, Lesley Pennell, Lynette Edwards, Pam O'Connor) discussion re photo display (maybe old Chinese shop in Angus ave)
- red bus tours done
- Kandos band (Rose Evans and Lynette Edwards) done
- convent tour; insurance being sought by Margot Palk done
- Dunn's Swamp tour; Monday( Lyn Syme) done
- media coverage; face book, webpage, blog, gmail account; banners (H Fuller). C O'Sullivan did a really good spread. This has gone into click
- general promotion via MRTI, Discovery Mag etc.

**Motion that KC get a whole page ad in The Discovery Mag (this means a page of text for free). This would cost \$650. Lyne Syme said she would cover any shortfall if it's a problem re budget**

**Moved; C O'Sullivan      Seconded; Dave Honeysett      Carried**

- Gala Ball tickets; sales update done
- banners across street and along Angus Ave; how is this going?
- camping at Simpkins Park; INSURANCE; POC



6.8 The Guardian coverage; what's expected. Probably won't cost \$1000 for extra inserts.

6.9 Friday;

- organisation of information tent (roster to be started asap with Helen Fuller providing some students) Cr Martens will do Friday afternoon and has a table, Keith Smith will supply a gazebo. Ask Bruce and Neal if they can provide their own table. N Wills has a frame to attach goods. Need a banner. The welcome to Kandos banner will be arranged by H Fuller. Information, programs, booking tours and merchandise.

6.10 Saturday entertainment update;

- Gulgong Circus
- belly dancing SEE TABLED COPY OF EMAIL. Colleen will contact her about this and sort this out.
- Community Band will play at the official opening, church service and KHS

6.11 Sunday morning; Electricity at Rotunda. Generator arranged with MCECO

- pioneer cake cutting ceremony, need a list of who will be invited. C O'Sullivan and Cr Martens will arrange an ad in Community Capers; contact is P O'Connor. This is calling for anyone over the age of 85 who was born in Kandos to be part of the ceremony.
- entertainment
  - jumping castle
  - musicians
    - PA and music Relapse
    - Jason and Chloe; Joe Yates music

6.12 sculpture progression RSI, PAAP and CA Frank White. Still to sort out.

## **7 GENERAL BUSINESS:**

7.1 Kandos Museum; due to reopen Sept 2014. Confirmation that this will be open for the long weekend.

7.2 updated promotional flyer (with times) to be sent out. This goes to John Fitzgerald with an order for 1000.

7.3 draft cemetery tour brochure; 200 ordered.

7.4 Rose Evans suggested that we ask the Governor to plant a tree.

## **8 meeting closed at 7.10**

**Date of next meeting Monday 18 August 2014**

ATTACHMENT 2

	A	B	C	D	E	F	G	H	I	J
1	COMMUNITY GROUP FOR KANDOS CENTENARY 2014 INCOME & EXPENSES									
2	ACCOUNT	5520351			ON HAND					
3	DATE	DETAILS	INCOME	GALA BALL	CASH	PAYMENT	CHQ RECEIPT	BALANCE	NOTE	
4	30/10/13	RELIANCE C.U.				-\$10.00	SHARES			
5	30/10/13	E.MARTINS RELIANCE MEMBERSHIP FOR GROUP	\$10.00				CASH			
6	31/10/13	RELIANCE C.U. FOR CHQ BOOK				-\$3.00	CHQ BOOK			
7	15/11/13	KANDOS RETURNED SOLDIERS COMMUNITY CLUB	\$1,000.00				1088519	\$997.00		
8										
9	20/11/13	MID-WESTERN REGIONAL COUNCIL GRANT	\$8,000.00				MWRC 17144	\$8,997.00	REF171464	
10	20/11/13	MID-WESTERN REGIONAL COUNCIL ART RAFFLE	\$1,736.00				MWRC 17144	\$10,733.00	REF171464	
11	21/11/13	P.O'CONNOR GROUP STAMP & WINE RAFFLE COSTS				-\$76.90	894872	\$10,656.10		
12	30/11/13	INTEREST DEBIT RELIANCE CU				-\$0.02	INT	\$10,656.08		
13	02/12/13	CAKE RAFFLE	\$278.00				1096730	\$10,934.08		
14	02/12/13	RMS BOOK RAFFLE	\$142.00				1096730	\$11,076.08		
15	02/12/13	DONATIONS COLLECT RE CAKE RAFFLE	\$20.75				1096730	\$11,096.83		
16	06/12/13	RMS BOOK RAFFLE	\$70.00				1096729	\$11,166.83		
17	30/12/13	ALAN HOGAN SOLICITORS RYLSTONE DONATION	\$50.00				1095519	\$11,216.83		
18	31/12/13	INTEREST CREDIT RELIANCE CU	\$0.64				INT	\$11,217.47		
19	02/01/14	P.O'CONNOR GROUP POSTAGE COSTS				-\$15.00	894873	\$11,202.47		
20	02/01/14	P.O'CONNOR FOR RMS BOOK RAFFLE				-\$70.00	894874	\$11,132.47		
21	02/01/14	FINAL FOR CAKE RAFFLE	\$22.00				1084256	\$11,154.47	TOTAL	
22	22/01/14	KANDOS STREET MACHINE INC	\$100.00				1072369	\$11,254.47		
23	28/01/14	AUSTRALIA DAY RAFFLE	\$200.00		\$40.00		1084252	\$11,454.47		\$240-00
24	05/02/14	POST CARD SALES - DOWN THE TRACK	\$32.00				1084253	\$11,486.47		
25	12/02/14	KANDOS COMMUNITY SHOP	\$1,000.00				1072360	\$12,486.47		
26	21/02/14	REIMBURSE ROSE EVANS COST AUST.DAY RAFFLE				-\$53.36	894875	\$12,433.11		
27	24/02/14	RMS BOOK RAFFLE \$204 SALES KEYRINGS/CARDS	\$252.00				1084254	\$12,685.11		
28	01/03/14	CHARBON COAL LTD	\$1,000.00				UIJV	\$13,685.11		
29	03/03/14	MID WESTERN REGIONAL COUNCIL HALL HIRE + DEP				-\$857.00	894876	\$12,828.11		
30	07/03/14	RELIANCE CREDIT UNION	\$1,000.00				1084616	\$13,828.11		
31	17/03/14	POC STAMPS \$12 + Wine \$20 + Env \$4				-\$36.00	894877	\$13,792.11		
32	31/03/14	PROCEEDS TRIVIA NIGHT LESS CASH PAID AT EVENT	\$1,530.10				1087808	\$15,322.21		
33	31/03/14	RELIANCE CU INTEREST	\$1.56				INT	\$15,323.77		
34	03/04/14	KANDOS STREET MACHINE INC	\$100.00				1084612	\$15,423.77		
35	17/04/14	RYLSTONE KANDOS BUSINESS & TOURISM ASSOC	\$500.00				1082005	\$15,923.77		
36	22/04/14	TAKINGS EASTER RAFFLE LESS \$450 PAID BANNERS	\$492.50			-\$450.00	1084513	\$15,966.27		
37	23/04/14	TAKINGS EASTER RAFFLE LESS \$50 BANNERS+ \$14POST H	\$241.90			-\$64.00	1082019	\$16,144.17		
38	14/04/14	REIMBURSE LYNETTE EDWARDS COST TRIVIA NIGHT				-\$63.55	894878	\$16,080.62		
39	05/05/14	BALL TICKET SALES Lynette Edwards		\$3,240.00			1082020	\$19,320.62		
40	05/05/14	BALL TICKET SALES		\$720.00			Polic Bank Ltd	\$20,040.62		
41	06/05/14	BALL TICKET SALES		\$360.00			Shumack	\$20,400.62		
42	07/05/14	BALL TICKET SALES		\$540.00			Barlow/Abdu	\$20,940.62		
43	09/05/14	BALL TICKET SALES		\$720.00			O'Sullivan	\$21,660.62		
44	09/05/14	BALL TICKET SALES		\$270.00			Handmer	\$21,930.62		
45	09/05/14	BALL TICKET SALES		\$360.00			H McPhee	\$22,290.62		
46	10/05/2014	BALL TICKET SALES		\$360.00			W Sullivan	\$22,650.62		
47	13/05/2014	BALL TICKETS		\$450.00			PARKER SUS4	\$23,100.62		
48	13/05/2014	BALL TICKETS		\$1,440.00			1082022	\$24,540.62		
49	13/05/2014	BALL TICKETS		\$1,260.00			108819	\$25,800.62		
50	14/05/2014	BALL TICKETS		\$90.00			MICKEL	\$25,890.62		
51	14/05/2014	BALL TICKETS		\$360.00			1081744	\$26,250.62		
52	15/05/2014	BALL TICKETS		\$180.00			V HANDMER	\$26,430.62		
53	16/05/2014	BALL TICKETS		\$90.00			108174	\$26,520.62		
54	20/05/2014	REIMBURSE TRIVIA NIGHT R. EVANS				-\$84.95	894879	\$26,435.67	Trivia	\$1,401.50
55	22/05/2014	BALL TICKET SALE		\$720.00			S CHADWICK	\$27,155.67		
56	26/05/2014	BALL TICKET SALE		\$180.00			Wilhemina R	\$27,335.67		
57	26/05/2014	BALL TICKET SALE		\$180.00			1081698	\$27,515.67		
58	28/05/2014	ALBURY ENVIRO BAGS				-\$1,969.00	894880	\$25,546.67	BANK BALANCE	
59	29/05/2014	BALL TICKET SALE		\$180.00			1079584	\$25,726.67		
60	10/06/2014	BALL TICKET SALE		\$180.00			barlow	\$25,906.67		
61	12/06/2014	KC Bags + Trivia Night Donation \$20	\$56.00				1082023	\$25,962.67		
62	16/06/2014	KC Bags Book Launch +	\$222.00				1082024	\$26,184.67		
63	19/06/2014	BALL TICKET SALES Shirley T		\$180.00			1082021	\$26,364.67		
64	19/06/2014	BALL TICKET SALES Bob & Ivy		\$180.00			1085590	\$26,544.67		
65	24/06/2014	BALL TICKET SALES C F		\$180.00			1079585	\$26,724.67		
66	27/06/2014	P O'CONNOR INK & GUEST BOOK				-\$120.00	894882	\$26,604.67		
67	30/06/2014	BALL TICKET SALES		\$180.00			G. ODG	\$26,784.67		
68	30/06/2014	INTEREST CREDIT RELIANCE CU	\$2.78					\$26,787.45		
69	2/07/2014	BALL TICKET SALES		\$180.00			1099099	\$26,967.45		
70	2/07/2014	BALL TICKET SALES		\$360.00			1099100	\$27,327.45		
71	3/07/2014	BALL TICKET SALES		\$270.00			1081697	\$27,597.45		
72	3/07/2014	BALL TICKET SALES		\$180.00			WR&MA C	\$27,777.45		
73	8/07/2014	BALL TICKET SALES		\$90.00			J FIELD	\$27,867.45		
74	9/07/2014	H. FULLER WEBSITE				-\$54.54	894881	\$27,812.91		
75	9/07/2014	H.FULLER W/BANDS				-\$404.80	894883	\$27,408.11		
76	11/07/2014	BALL TICKETS		\$180.00			S.Chdwwk	\$27,588.11		
77	12/07/2014	BALL TICKETS		\$360.00			J Tind	\$27,948.11		
78	14/07/2014	CENTENARY BAGS	\$180.00					\$28,128.11		

	A	B	C	D	E	F	G	H	I	J
1	COMMUNITY GROUP FOR KANDOS CENTENARY 2014 INCOME & EXPENSES									
2	ACCOUNT	5520351			ON HAND					
3	DATE	DETAILS	INCOME	GALA BALL	CASH	PAYMENT	CHQ RECEIPT	BALANCE	NOTE	
79	16/07/2014	BALL TICKETS		\$90.00			H Smith	\$28,218.11		
80	31/07/2014	CENTENARY BAGS	\$192.00				1082026KCS	\$28,410.11		
81	31/07/2014	KEY RINGS	\$30.00				1082026kcs	\$28,440.11		
82	31/07/2014	CARDS	\$4.00				1082026KCS	\$28,444.11		
83	4/08/2014	P, O'CONNOR BULK POSTAGE			-\$35.40		CASH	\$28,444.11		
84	6/08/2014	BALL TICKETS		\$90.00			Cassie Suli	\$28,534.11		
85	6/08/2014	BALL TICKETS		\$720.00			N WILLS	\$29,254.11		
86	7/08/2014	BALL TICKETS		\$90.00			1099002	\$29,344.11		
87	7/08/2014	IGA SONYA CENTENARY BAGS	\$102.00				1082030	\$29,446.11		
88	9/08/2014	BALL TICKETS		\$180.00			G Plate	\$29,626.11		
89								\$29,626.11		
90										
91			\$18,568.23	\$15,390.00	\$4.60	-\$4,332.12		\$29,626.11		
92				Tickets paid						
93				171.00						
94	*****									
95	COMMUNITY GROUP FOR KANDOS CENTENARY									
96	ACCESS SAVINGS ACCOUNT NO: 55200356									
97	DATE	DETAILS	INCOME	PAYMENT				BALANCE		
98	23/07/2014	DEPOSIT FROM SALES RMS BOOK	17,000.00					\$17,000.00		
99	31/07/2014	INTEREST CREDIT RELIANCE CU	\$10.06					\$17,010.06		
100	31/07/2014	TFN WITHHOLDING TAX		-\$4.90				\$17,005.16		

KANDOS CENTENARY BUDGET SHEET

DONATIONS	EVENT	QUOTES	DEBITS	
			ACTUAL COST	TOTAL
	Ministers	\$200	\$200	
	Fireman	\$200	\$200	
	Gulgong Circus	\$100	\$100	\$500
<b>ENTERTAINMENT</b>				
	Jumping Castle	\$ 1,200.00	\$ 1,200.00	
	Relapse	\$ 1,000.00	\$ 1,000.00	
	Des Kelly	\$ 200.00	\$ 200.00	
	Singer	\$ 200.00	\$ 200.00	\$ 2,600.00
<b>CONSUMABLES</b>				
	Fridays Entertainmen	\$ 1,000.00	\$ 1,000.00	
	Generator	DONATED		
	Insidentals (ink, Stam	\$ 1,000.00	\$ 573.16	
	Banner	\$ 1,000.00		
	MG Inserts	\$ 1,000.00		
	Flags	\$ 3,300.00	\$ 3,300.00	
	Web Site	\$ 54.00	\$ 54.00	
	Loos	\$ 1,724.00	\$ 1,724.00	
	Signs	\$ 1,000.00	\$ 1,000.00	
	Brochure	\$ 700.00	\$ 700.00	\$ 7,351.16
<b>BALL</b>				
	Food	\$ 18,000.00	\$ 18,000.00	
	Tickets (200)	\$ 500.00	\$ 500.00	
	Glasses (200)	\$ 1,000.00	\$ 1,249.50	
	Gifts (5)	\$ 200.00	\$ 200.00	\$ 19,949.50
<b>PHOTOS</b>				
	Rose & Lyn	500	\$ 250.00	
	Helen & Pam	1000	\$ 1,000.00	\$ 1,250.00
<b>STATUE</b>				
		\$ 5,600.00	\$ 10,000.00	\$ 10,000.00
<b>BARBEQUE</b>				
	Buns		\$ 90.00	
	Disco. DJ Pop, Dale Williams		\$ 150.00	
	Lollies		\$ 165.00	
	Drinks	DONATED KRSCC		
	Sausages	DONATED		\$ 405.00
<b>GRAND TOTAL</b>				<b>\$ 42,055.66</b>

KANDOS CENTENARY BUDGET SHEET

		CREDITS			
MERCHANDISE	ITEM	COST	Sales	Profits	IN TO DATE
	Bags	\$ 1,969.00	\$ 3,000.00	\$ 1,031.00	\$ 2,280.00
	Plates	\$ 2,500.00	\$ 2,640.00	\$ 140.00	
	Glasses	\$ 648.00	\$ 900.00	\$ 252.00	
	Camping charges		\$ 750.00	\$ 750.00	
	Wrist bands	\$ 412.50	\$ 1,000.00	\$ 587.50	
PAVERS					
	200	\$ 3,850.00	\$ 5,000.00	\$ 1,150.00	
	Main Paver, Frank	\$ 500.00		DONATED	
	Laying of pavers	\$ 1,000.00		-\$ 1,000.00	
BALL					
	Tickets		\$ 18,000.00		\$ 14,310.00
<b>TOTALS</b>		<b>\$ 10,879.50</b>	<b>\$ 31,290.00</b>	<b>\$ 2,910.50</b>	<b>\$ 16,590.00</b>
		Sales minus 'in to date'			\$ 14,700.00
		Trial Balance			
		CREDIT	DEBIT		INCOME
Money in bank	\$ 28,444.11	Proposed Costs	\$ 42,055.66	Proposed incor	\$ 14,700.00
RMS book sales	\$ 17,000.00	Merchandise	\$ 10,879.50	from merchanc	\$ 2,910.50
	\$ 45,444.11		\$ 52,935.16		\$ 17,610.50

Credits + income	\$ 63,054.61
Costs	\$ 52,935.16
<b>BALANCE</b>	<b>\$ 10,119.45</b>



## MID WESTERN REGIONAL COUNCIL

### MEETING OF THE KANDOS CENTENARY WORKING PARTY

Monday 18 August 2014 Commencing at 4.37pm Venue: Kandos High School Library

## Minutes

1. **PRESENT:** Cr E Martens, N Wills, B Henry, C O'Sullivan, R Evans, L Edwards, B Stockwell, H Fuller, K Smith, L Pennell, J Mackin,  
**Staff:** A Johnstone (minutes) , A Talbot
2. **WELCOME AND APOLOGIES:** Cr Martens welcomed everyone to the meeting and called for apologies;  
V Handmer, P O'Connor, L Syme, B Stockwell (from 6pm onwards)

#### ADOPTION of apologies

Put: H Fuller Seconded: K Smith Carried

3. **Adoption of the PREVIOUS MINUTES (11 August) with no amendments**  
Put: H Fuller Seconded: L Pennell Carried

4. **Secretary's Report/ Correspondence; Pam O'Connor in/out.**  
In the absence of Pam O'Connor there was no correspondence presented for this meeting.

5. **Treasurer's report: Naida Wills TFN update**  
Balance \$29,956.11

Deposits 18/8/14

\$180.00– believed to be for ball tickets

\$150.00 - Bags

Cheque for brochures has still not yet been presented (\$330.00)

Terry O'Sullivan has paid for the liquor licence.

\$1705.16 in the account – no more book sales in the past week.

Rocky Mountain Spirit book sales still not deposited by MWRC.

Kate Power to advise of a tax file number for high interest account.

Accounts to pay:

Bill for photographs of the band presented - \$85.00 Alex Wisser

Motion: To pay as a direct deposit

Put: R Evans Seconded: C O'Sullivan Carried



## 6. BUSINESS ARISING FROM MINUTES

### 6.1. Budget UPDATE

Naida Wills – No updates

Not everything will be covered in the budget until we get all the accounts in.

We can't borrow the money for anything we have to have it up front.

Some costs will need to be paid up front others can be paid for after the event.

We need to know exactly what we are spending so that it doesn't blow out.

Everyone needs to let Pam and Naida know what needs to be paid, how much and when so that this can be kept track of.

#### Kandos Centenary Gala Ball update - Colleen O'Sullivan

Estimation of costs presented to the committee (see attached)

173 Ball Tickets sold: \$15,570.00

Costing needs to be done based on ticket sales to date and the assumption that this is what we will have if we don't sell all the tickets.

Food prep and service is locked in – Rebecca Sutton: Dinner, Mudgee  
Made: Cake

Welcome drink – bubbly on the Town Square (incl Orange Juice) \$868.00  
Discussion was had over what to serve the bubbly and orange juice in as glass cannot be used outside for safety reasons. (Glass can be used inside the hall just not outside).

The committee will need to purchase plastic or melamine flutes – these cannot be hired as they cannot be washed to the required hygiene standards.

The committee discussed purchasing some higher quality melamine flutes that could be used again by other groups within the area for future functions. It was raised however that if a hire company could not hire these out for hygiene reasons that the same problem would arise for the committee.

The committee agreed to look into the purchase of some throw away plastic/melamine flutes that are of reasonable quality and not too costly. It was raised that this was not very environmentally friendly.

Should it rain guests will be moved inside the hall. Guests would still use the plastic/melamine flutes for welcome champagne as the cost to hire glass as a backup is too costly. Guests will use the commemorative wine glasses for the dinner which will be placed on the tables.

There was disagreement over the costing for official guest Jeannette McHugh to be put up at the Lansallos for 2 nights at the cost of the committee.

The accommodation has already been offered to Jeannette McHugh

**Motion:** For the committee to pay for 2 nights and honour the agreement.  
Put forward to a vote by Cr. E Martens

Votes in favour: 11      Votes against: 2

**Motion was carried.**

C O'Sullivan to supply a written quote for the accommodation to be included in the budget.

All future requests to have a written quote and put forth to the committee for acceptance.

#### BAR ESTIMATES

See attached

4 staff with RSA to serve and clear tables of glasses and empty bottles.

Wine and beer selections should be based on the most popular ones purchased at the local pub and IGA –this will be the best indicator of what people like.

IGA Kandos is the preferred supplier for purchase of beer soft drinks and mixer drinks.

Agreement with the IGA to be made for the return of any unopened and undamaged product not purchased on the night.

The committee will also be given the option to purchase leftovers at cost price.

Wine sales to guests on the night to be by the bottle.

Committee needs to determine how to itemise and track what is sold – A calculator or till system with a print out to record sales was suggested.

The takings need to be secure.

A float for change will also be required.

H Fuller raised the question 'Do we need security?'

#### BUDGET

C O'Sullivan put forth a budget outlining her estimation of overall costs and profits for the centenary including the ball.

There are a number of costs not yet factored in that need to be.

An estimation/quote needs to be given to the committee for all expenses. Items that cannot be quoted for exactly can be quoted with an estimation showing the maximum amount available in the budget for that item.  
For example: Flowers to be purchased to a maximum cost of \$200.00

Naida to have a separate budget meeting to resolve any discrepancies.  
Date to be determined.

**6.2. PROGRAM UPDATE**

C O'Sullivan – the program is completed. (see attached)  
This has been sent for publication in discover magazine

Alan Talbot and Adelle Johnstone raised concern that there seem to be discrepancies with times submitted to Council for various events. This needs to be clarified. Everyone needs to be referring to and advertising the same program and times.

Additional time allocated for setup needs to be indicated as set up time so that people don't think an event begins at 11.30 when it actually starts at 12.00. This is particularly important for the Traffic Control Plan and Insurance documents.

**6.3. Governor's itinerary/ arrangements update; accommodation, who will greet, farewell, car parking etc.**

Discussion was moved to the next meeting.

**6.4. Chairs official opening and ecumenical service**

Colleen O'Sullivan and Lesley Pennell to count tables and chairs in Kandos and Rylstone Halls and determine how many additional tables and chairs need to be sourced from other MWRC facilities.

Any additional chairs will need to be stored somewhere. Storage areas in the Kandos hall to be determined.

Sunday Ecumenical service, Picnic in the Park and Cake Cutting - it was agreed that provision of x50 chairs for officials and some guests would be sufficient. General public attending will be encouraged to bring a picnic blanket and their own chairs.

**6.5. Road Closure and parade arrangements**

Alan Talbot sought clarification on the variations in road closure and parade times given to MWRC.

Sat 4 October

Angus Ave closure from 11.30am between Dabee Rd and White Circle.

Parade: 12.00pm – 1.00pm

Angus Ave will re-open at 1.30pm

Road closure of the White Circle and Davies Rd area surrounding the Rotunda Park has been put forth to the Traffic Committee for between the 4 – 6 October.

As this is the case the road closure will need to be re-opened by a qualified person with the appropriate RMS Certification/ Card for parade traffic to move through at the end of the parade.

Road closures cannot be reopened and closed by anyone. ONLY persons qualified and certified by the Roads and Maritime Services (RMS) may do so.

For this reason if you intend to park floats on White Circle after the parade. The road closure will need to be opened by a qualified person and any vehicles parked will be stuck there until a pre determined time when the road will be re-opened for parade and or any other vehicles parked within the road closure to exit.

This will increase your staffing requirements and is not in the current traffic control plan submitted.

It is recommended that parade vehicles park elsewhere at the conclusion of the parade to avoid this complication.

Emergency vehicles are exempt and able to access road closures if there is an emergency as they have the relevant training and qualifications.

#### Options

1. Re-consider the road closure areas to allow parade vehicles to be parked within the vicinity of the park and markets so people can look at the floats after the parade.
2. Put a call out to the community for a qualified person to volunteer their traffic services for the event. (Alan Talbot to email qualifications/requirements)

#### RESERVED PARKING

The use of cones to reserve parking for the big red bus was discussed for the bottom end of Rodgers street.

MWRC could possibly provide some cones. It would be the Centenary Committees responsibility to ensure these would not be stolen.

#### PARADE FLOATS

Suggestions for parade rules and conditions were presented by Adelle Johnstone (MWRC). Examples from Coolamon Shire Council and Ulladulla's Blessing of the Fleet Festival Parade were given.

Examples included:

- Possession of or consumption of alcoholic drinks is prohibited.
- All people, vehicles and organisations entering the parade MUST be registered with the Committee



- All vehicles must be roadworthy and registered with either normal road or club registration
- All vehicles must remain below 10kph at all times and maintain a minimum 5m separation.
- All participants are to keep a safe distance from other parade participants at all times with no overtaking allowed.
- Vehicles travelling to, in and from the parade must have clear vision through the front windscreen and mirrors.
- Blinkers, number plates and brake lights must be visible to traffic travelling on the road.

Adelle will draft a form for parade entrants and send to Lesley Pennell.

It was agreed by the group that 4m should be the maximum height of anything in the parade to ensure safe passage below power lines.

It is the committee's decision as to what they are willing to risk with regards to the level of rules and regulations they put in place for the events.

The insurance company also assesses the level of risk involved and will determine whether or not they will insure the event(s) based on this.

Electrical items – it is recommended that all electrical items, appliances, leads etc should be tagged and tested in line with Australian Safety Standard AS3760.

6.21 pm Brad Stockwell left the meeting.

It is recommended that a Public Liability Insurance Certificate of Currency is obtained from all service providers and organisations involved in the weekend's events.

#### EVENT MAP

Alan Talbot recommended a map be produced indicating where everything will be located during the weekend such as information, First Aid point, Lost Children point etc. The area for the event should be sectioned into clear quadrants that should there be an accident people can easily determine where emergency personnel need to be sent. This map should be given to all committee members, Emergency services and posted in prominent positions for the public to see.

Adelle will help with the creation of this map.

#### FIRST AID

It is recommended that a First Aid Volunteer is on hand for the event – Particularly the parade.

The Committee could approach the SES or Rylstone Health One for assistance in the provision of a volunteer.

#### TV STATIONS

Alan Talbot recommended should any TV stations attend the event that

there is a designated area for them to park and a designated contact person. This should be noted on the map and in the contacts list.

#### CONTINGENCY PLAN

Alan Talbot and Adelle Johnstone asked about what the contingency plan is in the event of wet weather or high winds.

What events will continue as is and what will need to be cancelled or moved.

If it is windy it is important to make sure that any decorations on floats are secured appropriately and wont pose a hazard to participants or spectators.

The Jumping Castle will need to be securely anchored to ensure it does not blow away.

It is advised that the contingency plan is also given to local police and emergency services.

#### NOTIFICATION TO EMERGENCY SERVICES

Daryl Colwell MWRC has notified Mudgee Police Station, Mudgee Ambulance and NSW Fire and Rescue – Kandos, of the event, road closures and parade. (See attached letters)

#### LIGHTING

It was advised by Alan Talbot that the lighting outside Kandos Hall where the welcome drinks are planned to be along with any lighting to outside toilets is checked to ensure it is adequate/safe.

#### BINS

MWRC is organising for additional bins to be placed along Angus Avenue and in the park for the event.

#### BANNERS

Helen Fuller is still liaising with Endeavour Energy as to what can be done with banners. They cannot be strung across the street or directly off light poles and must be secure so as not to pose a hazard.

#### VOLUNTEERS

The committee will collate a contact list of volunteers available to help over the weekend and give to Adelle to include with other contact lists.

This list will also need to be submitted to the insurer.

#### SCULPTURE PROGRESSION (item 6.12 bought forward)

Cr. Martens informed the Committee that General Manager of MWRC Brad Cam had put a hold on the installation of a sculpture due to the ongoing costs for maintenance.

Bruce Stockwell expressed his disappointment in this decision.

6.56pm Bruce Stockwell left the meeting.



**STAGE TRUCK**

Keith Smith gave an update on the stage truck. A driver has been organised. Keith is still trying to find some stairs that would be appropriate for entering and exiting the 'stage'.

**SIMPKINS PARK & WARATAH PARK CAMPING**

Someone needs to assess the insurance and use of the facilities in the Waratah Park stadium for campers.

It was recommended by Adelle Johnstone that lighting in the communal camping areas, to and around toilets is sufficient for safety reasons.

**ARM BANDS**

Helen Fuller informed the Committee that the arm bands had arrived.

**Remaining agenda items to be moved to next week's meeting.**

**ADDITIONAL AGENDA ITEMS FOR NEXT WEEK**

- Street Closures
- Tree Plantings on Davey Rd
- Allocation of volunteers/personnel various activities for the contact list.

Cr. Martens thanked Adelle Johnstone and Alan Talbot for their attendance at the meeting to help with the minutes and for their advice and assistance.

**Meeting Closed 7.12pm**

**Date of next meeting Monday 25 August 2014**

## 7.2.12 Mudgee Showground Management Committee

REPORT BY THE ACTING DIRECTOR, MID-WESTERN OPERATIONS TO 3 SEPTEMBER 2014  
COUNCIL MEETING

Mudgee Showgrounds - Minutes June 2014  
GOV400038, F0650007

### RECOMMENDATION

#### That:

1. **the report by the Acting Director, Mid-Western Operations on the Mudgee Showground Management Committee be received;**
2. **that the Mudgee Showground Four Year Business Plan be adopted by Council**
3. **that Council approves and put onto public exhibition a new regular hirer fee for 30 days “For Fitness & Sake” to carry out fitness classes at the showground as follows –**
  - **Hire Fees - \$210.00 per annum**
  - **Security Bond - \$150.00**

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### Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Showground Management Committee ordinary bi-monthly meeting held on 3 June 2014. The Showground Management Committee receives an updated Works Request and Matters in Progress report together with updated financial details bi-monthly. A copy of the Matters in Progress are attached for Council information

Mudgee Showground Management Committee have updated and submits this new Business Plan for Council's approval.

### Detailed Report

Council received a request to utilise the showground for the purpose of providing a suitable location to run fitness classes by “For Fitness and Sake”. The Showground Committee recommends this be approved for a fee similar to like activities.

### Financial and Operational Plan implications

Not applicable.

### Community Plan implications

Not applicable.



**DARYL COLWELL**  
**ACTING DIRECTOR, MID-WESTERN OPERATIONS**

18 August 2014

- Attachments:*
1. Minutes of the Mudgee Showground Management Committee Meeting 3 June 2014.
  2. Business Plan 2014/15 – 2018 (included at the end of the business paper)

APPROVED FOR SUBMISSION:

A handwritten signature in black ink, appearing to be the name 'BRAD CAM', written over a horizontal line.

BRAD CAM  
GENERAL MANAGER

ATTACHMENT 1

## MUDGEES SHOWGROUND MANAGEMENT COMMITTEE MEETING — 3 JUNE 2014

### MEETING OPENED: 6.00 PM

**Present:** Cr John Webb, Brad Cam, Russell Holden, Bill Robinson, Lea Cuthbertson, Malcolm Swords

**Observer:** Lesley Burgess (minute secretary)

**Absent:** Dean Rheinberger & Georgie Casper

**Minutes of April's Meeting** – Accepted

Moved: Brad Cam  
2<sup>nd</sup> Lea Cuthbertson

**Motion Carried**

### MATTERS IN PROGRESS

- As per attached list.
- The large dead tree next to the dressage arena was removed by National Parks; this was carried out as a training exercise at no cost to this Committee or Council.

### CORRESPONDENCE

- Cr John Webb went through the correspondence.

### FINANCIAL REPORT

- Brad Cam went through the finance report.
- The budgeted income adjustment has been lowered to \$44k from \$64k and Brad is hopeful that the showground's will achieve the projected \$44k. Big expenses to date are contractors and electricity. We are still to be invoiced for water which is expected to be high.
- The \$20k reduction in operational costs for the Showground will mean there shall be insufficient funds in next year's budget for contractors. A recommendation to Council to reinstate this shortfall has been rejected.

### GENERAL BUSINESS

- The Cudgegong Cruisers proposed shed was discussed, they are still to submit a detailed plan for the shed. Their application is progressing with a letter having been sent to Crown Lands for approval and a DA application is currently being prepared. The Cudgegong Cruisers will hold two major events each year and pay an annual hire fee for their shed which will generate much needed funds for the Showground.
- The Cudgegong Cruisers are writing to Council for financial assistance. The Mudgee Showground Management Committee support the Cudgegong Cruisers shed being erected at the showground and support any financial assistance that Council offers to them.

Moved: Russell Holden  
2<sup>nd</sup> Lea Cuthbertson

**Motion Carried**

- Fees and Charges -
  - A new fee is to be added, camping for regular hirers will be \$11.00 for an unpowered site.
  - The wording "Chook Pavilion" be changed to "Poultry Pavilion".

- At Council's meeting held on the 21 May the Showground Business Plan was rejected. In order to get the Business Plan accepted by Council further amendments were discussed and made.
  - It was agreed that the financial plan should be included in the Business Plan to document background information and in addition, to measure development.
  - Page 19 - Change wording to "delivery of these projects is reliant on grant funding and / or Council allocations and approval."

Moved: Russell Holden  
2<sup>nd</sup> Malcolm Swords

**Motion Carried**

- Strangles vaccination is currently enforced when stabling horses at the showground. The question whether this is necessary/required was asked. A local veterinarian has advised that Strangles affects mainly young and old horses although once contracted by a horse it is manageable. The veterinarian did advise that should a case occur, the showground would need to be quarantined. The committee would like more information as to the quarantine period and also the cost of the vaccination.
- Bill advised that the Poultry Centennial Show has been confirmed and will be hosted at the Showground's next year which will generate a good income.
- The area behind the Pony Club becomes a bog area during the rain and Bill feels that it is not practical to be grassed when it is being used by floats and vehicles. Brad Cam to provide a cost to have the area laid with roadbase.
- Bill would like another tap to be installed at the sheep pavilion for cleaning purposes as the closest one is 4 hose pipes away, the drainage in this area also needs addressing. Lesley to do a works request.
- Bill has offered to speak to the "Men's Shed Group" to see if they would be prepared to offer their services in creating shade areas at the showground.
- Lea advised that the rainwater runoff from the equestrian arena drains into the parking area and also around the toilet block.
- Brad Cam to obtain a price for a shade sail for the day yards.

**MEETING CLOSED AT: 7:00 PM**

**NEXT MEETING TO BE HELD 5 AUGUST 2014**

**MATTERS IN PROGRESS**

#	SUBJECT	MEETING DATE	ACTION	WHOM	PROGRESS
1.	A fence to be erected to enclose the camping area, mainly for safety reasons.	3/9/13		Brad Cam	Needs further discussion and consideration 5/11/13 Brad Cam to do costing. Approved in next year's budget 8/4/14
2.	Business Plan to be revised	3/9/13		All	
3.	The Pony Club is erecting an enclosure for garbage bins	3/9/13	Once erected, Ken to be given a key to lock the bins away	Pony Club	5/11/13 Enclosure still in progress
4.	Tap to be installed at the sheep pavilion for cleaning purposes	3/6/14		Lesley Burgess	Works Request BL0393/2014
5.	Strangles virus - More info needed: • quarantine period • cost of the vaccination.	3/6/14		Lesley Burgess	
6.	Parking area behind Pony Club to be laid with roadbase	3/6/14		Andrew Drummond	
7.	Costing for a shade sail for the day yards	3/6/14		Andrew Drummond	



## 7.2.13 Gulgong Sports Council

REPORT BY THE ACTING DIRECTOR, MID-WESTERN OPERATIONS TO 3 SEPTEMBER 2014  
COUNCIL MEETING

Report to Council - Gulgong Sports Council - July 2014  
GOV400038

### RECOMMENDATION

#### That:

1. **the report by the Acting Director, Mid-Western Operations on the Gulgong Sports Council be received;**
  2. **That the minutes for the Gulgong Sports Council ordinary monthly meeting held on 18 July 2014 be noted.**
- 

### Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Gulgong Sports Council Meetings held on 18 July 2014. The Sports Council receives an updated Works Request and Matters in Progress report together with updated financial details each month prior to their meeting.

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

### Detailed report

Not applicable.

### Financial and Operational Plan implications

Not applicable.

### Community Plan implications

Not applicable.




DARYL COLWELL  
ACTING DIRECTOR, MID-WESTERN OPERATIONS

19 August 2014

*Attachments:* 1. Minutes of Gulgong Sports Council Ordinary Meeting 18 July 2014

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER

**Gulgong Sports Council  
Monthly Meeting  
Wednesday 18<sup>th</sup> July, 2014**

**Meeting Opened:** 7pm

**Apologies:** Rhiannon Barnes, Lynne Hawkins, Nicola Barnes

**Present:** Craig Holden – President, Brian Gudgeon – Treasurer/Senior Cricket,–, Michelle Gaudry – Tennis Club, Charlie Rae – Dog Obedience, Betty Rae – Dog Obedience, Councillor Percy Thompson

**Motion 1** – “That apologies be accepted as read”

Moved: Betty Rae

Seconded: B. Gudgeon

All in favour – motion moved and carried.

**Motion 2** – “That the minutes be accepted as read”

Moved: B. Rae

Seconded: C. Holden

All in favour – motion moved and carried.

**Council Business:**

1. The security lights at Billy Dunn grandstand need cleaning out –the insides are full of bugs. Waiting for response from Council.
2. Need 5 new wheelie bins for Billy Dunn oval to replace damaged and stolen bins, could you please advise if this can be done.
3. Southern end of Billy Dunn ground keeps being flooded from pool needs to be fixed as main ground is being damaged from this regular occurrence.
4. Lane into Victoria Park needs gravel as it is being washed out and needs reforming.

**Finance Report:**

Income;

Gulgong Bowling & Sporting Club \$500.00 Donation Presentation Night

Midwest Valves & Controls \$100.00 Donation Presentation Night

Mid-Western Regional Council \$600.00 Donation Presentation Night

Gulgong sports Development Fund \$200.00 Donation Presentation Night

**Please note that all above income is donations for presentation night.**

Gulgong Junior Rugby League \$1066.00 Players Fees Donation Presentation Night

**Expenditure;**

Accounts that need paying are:

Charles Rae \$250.00 Donation for dog show Gulgong.

Mini horse Federation Inc \$200.00 Donation for Horse Show Gulgong.

**Please Note; that the above donations are to be sent to PO Box 45 Gulgong for distribution.**

**Motion 3** – “That accounts be paid”

Moved: B. Gudgeon

Seconded: N. Barnes

All in favour – motion moved and carried.

**Motion 4** – “That the treasurer’s report be accepted.”

Moved: B. Gudgeon

Seconded: C. Rae

All in favour – motion moved and carried.

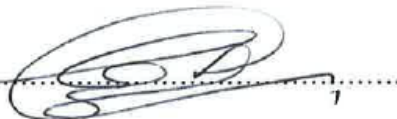
**Correspondence:** Nil

**General Business:**

1. Plates to be installed at roller door entrance on new storage shed at Victoria Park Gulgong to prevent concrete edge from being damaged from cricket roller.
2. Fence to be painted at Billy Dunn Oval, to organise labour for this job.
3. Fence to be fixed at car park behind swimming pool.
4. AGM to be in September 2014 date to be fixed at next meeting.
5. Thank you letters to be sent to all sponsors for presentation night.

Meeting closed: 8.15

Craig Holden – President .....



## 7.2.14 Mudgee Sports Council

### REPORT BY THE ACTING DIRECTOR, MID-WESTERN OPERATIONS TO 23 JULY 2014 COUNCIL MEETING

Report to Council - Mudgee Sports Council - July 2014  
GOV400038, A0100013

#### RECOMMENDATION

**That:**

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

#### Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Sports Council Meetings held on 28 July 2014. The Sports Council receives an updated Works Request and Matters in Progress report together with updated financial details each month prior to their meeting.

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

#### Detailed report

Not applicable.

#### Financial and Operational Plan implications

Not applicable.

#### Community Plan implications

Not applicable.



DARYL COLWELL  
ACTING DIRECTOR, MID-WESTERN  
OPERATIONS

19 August 2014

*Attachments:* 1. Minutes of Mudgee Sports Council Ordinary Meeting 28 July 2014

APPROVED FOR SUBMISSION:



BRAD CAM  
GENERAL MANAGER



## MUDGEES SPORTS COUNCIL MINUTES 28 JULY 2014 - 18:10

**Present:** P. Mitchell, C. Kurtz, M.O'Keefe G. Bartrim, G. Parker, D. Sprigg, B. Harris, J. Weatherley(MWRC Rep) D. Schneider, & J.Johnson.

**Apologies:** G. Robinson, K. Lang. Moved apologies be accepted G. Bartrim, seconded C. Kurtz. Minutes read as true and correct from previous meeting. Moved G. Bartrim seconded C. Kurtz.

**Business Arising:**

- Did Soccer/Touch get grant. Letter from council staff who appeared confused as to the type of grant requested by sports council, after discussion with Neil Bungate the situation has been rectified.

**Treasurer's Report:**

- Nil financials from council.
- Summer sports still owing fees Senior Cricket and Mudgee Little Athletics has been spoken to and will organise payment.
- All Winter sports reminded that fees are due; Mudgee soccer has lodged their account. Treasurer's report moved G. Parker seconded M. O'Keefe.

**Secretary Report:**

- Letter from council re confusion over sports council grant.

**Works request updates:**

- Tree's trimmed along fence line West End.
- Victoria Park fire extinguisher? Done.
- ? Water turned off at Jubilee- unfortunately sprinkler's still on, causing flooding of field when 25ml rain, on 25/07/14 and making surface unplayable.

**Works Requests:**

- Sprinkler heads need checking on all fields at Glen Willow some have sunken and are dangerous.

**General Business:**

- New Welcome back John Weatherley.
- What is the wet weather policy? There have been 2 washouts of AFL in 32 years of Central West AFL and both have been at Mudgee, can we sort out so that play can be continued, Black Swans need to write policy, in conjunction with Council and Sports council. The grounds were closed, on the advice of Sports Council reps and Council staff. Peter Mitchell offered to write a supporting letter to the AFL controlling body, in support of the decision that was made.
- Mudgee Softball have new committee, Deb Sprigg will be their rep.
- Mudgee District Cricket commencing 11<sup>th</sup> October 2014.
- A drop in Cricket pitch has been organised for Glen Willow which may be ready for February 2015, it will be between 2 Soccer fields, and in the sub's area of the field, shouldn't have an effect on Touch. Darren will get an update for the next meeting.
- The Lighting for Victoria Park, a meeting needs to be arranged between council and user groups' cricket, Cycling and AFL.
- Parking at Glen Willow- Traffic is becoming quite perilous during training periods at Glen Willow with double/triple parking, and speeding out of the ground, council has installed no parking signs, but these are being ignored, could council write to Mudgee League to ask their players to respect the signage.
- Grasshopper Soccer is a privately run sport for 3-5 years old at the moment running at Mudgee High school, Mudgee wolves are supporting the idea, and have offered space to the organisers.

- Kevin Pye wants to organise a Mr & Mrs Mudgee sporting competition which may include sports like Golf, Tennis, Hockey, Athletics, Bowls, Soccer, League, Netball and a mystery event.
- Mudgee Soccer would like to apply for a grant to install new flooring in the change rooms at Glen Willow Touch/Soccer amenities, this new flooring would allow hosing for better cleaning, included is a quote from Carpet court, total cost of work is \$8985.00 less insurance of \$4365.00, balance owing \$4620.00. Soccer would like a grant of \$3000, and will provide the \$1620 from them to finalise the work. **MOTION: THAT MUDGEE WOLVES SOCCER CLUB BE PROVIDED WITH A \$3000 SPORTS GRANT TO ALLOW THE INSTALLATION OF UPGRADED FLOORING IN THE CHANGE ROOMS AT AMENITIES BLOCK GLEN WILLOW TOUCH/SOCCER FIELDS.** MOVED C> KURTZ, Seconded D. Schneider. Motion Carried.

**Meeting closed 18:56**

**Next meeting 25th August 6pm Mudgee Netball Clubhouse**

## URGENT BUSINESS WITHOUT NOTICE

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

## GIVING NOTICE OF BUSINESS

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

## BUSINESS WITHOUT NOTICE

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

## Item 8: Urgent Business Without Notice