



2016

COUNCIL BUSINESS PAPERS

Ordinary Meeting WEDNESDAY 15 JUNE 2016



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8 June 2016

Dear Councillor

MEETING NOTICE
Ordinary Meeting

15 JUNE 2016

Open Day at 5.30pm

Council Meeting commencing at conclusion of Open day

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

Members of the public may address the Committee Meeting at Open Day. Speakers are given five 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: Disclosure of Interest

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

Item 3: Confirmation of Minutes

3.1 Minutes of Ordinary Meeting held on 1 June 2016

Council Decision:

That the Minutes of the Ordinary Meeting held on 1 June 2016 be taken as read and confirmed.

The Minutes of the Ordinary Meeting are separately attached.

Item 4: 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.	No determination as yet.
Saleyards Subdivision	Res 228/14 Ordinary Mtg 4/6/14	That Council: <ol style="list-style-type: none"> 2. Council advertise state-wide a tender to sell the former Saleyards site, known as Lot 2 DP534336, Lot 399 DP132580, and Lot 532 DP1132581 which has recently been approved for a 48 lot residential subdivision; 3. all tenders be forwarded to Council for determination as to whether or not Council will sell the site; 4. the tender process to last 60 days, and the tender notice clearly indicate that Council may not necessarily accept all or any tenders; 5. Council demolish the old SES building prior to the public tender of this subdivision and remove all demolished waste from site. 	<p>Council has completed the demolition of the old SES building, and the survey of the subdivision is also complete.</p> <p>Further discussion with Council to decide the best timing to call for a tender of this subdivision.</p>
Rural Fire Service Precinct Development	565/14 Ordinary Mtg 17/12/14	3. That the General Manager be authorised to continue negotiations with the Rural Fire Service in order to subdivide the necessary 7100sm of land and negotiate an agreement for the timing, design and funding of the Rural Fire Service headquarters and museum at Mudgee.	The General Manager has had a preliminary meeting with the RFS. They have confirmed they are happy with the 7,100 sm of land, and the timing of construction is 2 years away.
	25/16 Ordinary Mtg 17/2/16	That Council: <ol style="list-style-type: none"> 2. reject the proposed NSW Rural Fire Service Precinct Development proposal due to the high financial burden placed on Council; 	

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
		3. support the development of the NSW Rural Fire Service Heritage Museum; 4. authorise the General Manager to enter into negotiations with NSW Rural Fire Service to develop a proposal for a NSW Rural Fire Service solution that substantially reduces the financial burden on Council. 5. receive any new proposals for a NSW Rural Fire precinct, or Fire Control Centre, for in-principle support.	
Tender for cleaning services for Council buildings in the Mudgee/ Gulgong region	572/14 Ordinary Mtg 17/12/14	2. That Council not accept any tenders and delegate authority to the General Manager to negotiate with the tenderers as necessary.	Council staff are undertaking a comparison of in-house versus external service provision. Re-advertised in June with report to Council in August.
Negotiation with Mudgee Golf Club regarding road realignment and Fairways Estate acoustic barrier/buggy corridor maintenance	447/15 Ordinary Mtg 16/12/15	That: 1. The General Manager be authorised to be negotiate with the Mudgee Golf Club regarding land acquisition for a road realignment and footpath construction; and 2. The General Manager be authorised to negotiate the agreement for the ongoing maintenance of the buggy corridors within the Fairways Estate.	Continued discussions with the General Manager of Mudgee Golf Club.
Cudgegong River – Lawson Park	70/16 Ordinary Mtg 20/4/16	That Council dredge Cudgegong River at Lawson Park from the weir back.	That Council apply for a Part 7 Fisheries Management Act permit with supporting documentation for the application, for the purpose of clearing the Cudgegong River at

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
			Lawson Park from the weir back.
Establishment of a Lawn Cemetery at Rylstone Cemetery	110/16 Ordinary Mtg 18/5/16	That Council staff prepare a cost estimate to establish a lawn cemetery at Rylstone Cemetery.	Staff will prepare a report to Council in August.
Rylstone Kandos Preschool	138/16 Ordinary Mtg 1/6/16	That Council commence immediate discussions with the Rylstone Kandos Preschool with the view to increase child placements for the greater Rylstone/Kandos area.	Staff will prepare a report to Council.

Item 5: Mayoral Minute

Nil

Item 6: Notices of Motion or Rescission

6.1 Operation of Rate Review Committee

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON

TO 15 JUNE 2016 ORDINARY MEETING

GOV400054, RAT700042

MOTION

That an explanation and press release of how the rate review committee operated be given to the Council and community.

Background

Following statements made at the 1 June 2016 Council Meeting, community members are confused.

Officer's comments

The Rates Reference Group was established to give representatives from each of the rating categories a chance to discuss the various rating models and make a recommendation to Council. This group met twice and then presented a recommendation for Council's consideration.

6.2 Fit For Future Funding

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, GOR500026

MOTION

That Council approach the Premier, Deputy Premier and Minister for Local Government to pursue similar funding of \$5 million offered to recently amalgamated Councils and encourage other Councils amalgamated at the same time as our Council to join us in our pursuit of similar funding.

Background

Council did not receive compensation when it was amalgamated 12 years ago. Mid-Western Regional Council should be entitled to similar funding to the newly amalgamated Councils as all previously amalgamated Councils were not compensated.

Officer's comments

I met with the Deputy Premier on the 6 June to again raise this issue of funding for Councils who merged in 2004 and the Deputy Premier said that no funding is available for Councils who merged 12 years ago. I have previously raised this same issue with the Minister for Local Government and he has again stated that the funding available for current mergers doesn't relate to mergers 12 years ago.

Item 7: Office of the General Manager

7.1 Annual Reporting of Contractual Conditions of Senior Staff

REPORT BY THE GENERAL MANAGER
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, A0385024

RECOMMENDATION

That Council receive the report by the General Manager on the Annual Reporting of Contractual Conditions of Senior Staff.

Executive summary

The report addresses the statutory requirement for the General Manager to report annually on the contractual conditions of senior staff.

Disclosure of Interest

Nil.

Detailed report

The General Manager is required under Section 339 of the Local Government Act 1993 to report on an annual basis the contractual conditions of senior staff.

Section 334 of the Act provides that the General manager is a senior staff position and in determining the organisational structure a council must, in accordance with Section 332(1) of the Act, determine those positions that are also to be considered senior staff positions. The Council has determined that the following positions are senior staff:

- Director Community
- Director Operations
- Director Development

The contractual conditions of senior staff are in accordance with the Office of Local Government (OLG) Standard Contracts of Employment.

The following table lists the senior staff, the terms of their contracts and the expiry date:

Name and Position	Term	Expiry Date
Brad Cam, General Manager	5 years	29 June 2019
Simon Jones, Director Community	5 years	26 October 2019
Daryl Colwell, Director Operations	5 years	26 October 2019
Julie Robertson, Director Development	5 years	21 February 2021

Community Plan implications

Theme	Good Governance
Goal	Strong civic leadership
Strategy	Provide clear strategic direction through the Community Plan, Delivery Program and Operational Plans

Financial implications

Not applicable.

BRAD CAM
GENERAL MANAGER

11 May 2016

Attachments: 1. Standard Contract of Employment for Senior Staff (other than General Managers). (Confidential - separately attached)
2. Standard Contract of Employment General Managers. (Confidential - separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

7.2 MRTI Quarterly Report January to March 2016

REPORT BY THE GENERAL MANAGER
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, F0770077

RECOMMENDATION

That Council receive the report by the General Manager on the MRTI Quarterly Report January to March 2016.

Executive summary

As per the funding and performance agreement entered into in March 2014 between Mudgee Regional Tourism Inc. (MRTI) and Council, MRTI is required to report quarterly to Council on their performance.

Disclosure of Interest

Nil.

Detailed report

The January to March 2016 MRTI quarterly report has been delivered to Council in accordance with the funding and performance agreement entered into in March 2014 between Mudgee Regional Tourism Inc. (MRTI) and Council, and is attached for Council's consideration.

Community Plan implications

Theme	Building a Strong Local Economy
Goal	A prosperous and diversified economy
Strategy	Support the attraction and retention of a diverse range of businesses and industries

Financial implications

Nil.

BRAD CAM
GENERAL MANAGER

1 June 2016

Attachments: 1. MRTI Quarterly Report January to March 2016.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Q2: January – March 2016
Tourism Quarterly Report

prepared for

MID-WESTERN REGIONAL COUNCIL

Introduction

Mudgee Region Tourism Inc (MRTI) tables this report to the Mid Western Regional Council (MWRC) as a requirement of the contract between MWRC and MRTI, an agreement subject to the following key performance indicators:

#	Objective	Metric/KPI
1	Measure tourism numbers to the LGA and where they are from	Analyse trends in tourism visitation and demographics in the Mudgee Region by capturing and reporting: <ol style="list-style-type: none"> 1. VIC visitation (post codes, reason for visiting) 2. Overnight visitation via accommodation members (room nights, ALOS, average spend, demographics) Share all tourism data on a regular basis with members and stakeholders.
2	Provide all tourism related businesses in the LGA with the opportunity for promotion	<ol style="list-style-type: none"> 1. Maintain or increase total number of MRTI memberships 2. Provide a business listings page on website (for all tourism members and non-members) at no cost. Web page to be visually sponsored by MWRC (logo)
3	Attend and promote the region at events outside the region	Identify at least 4 key trade and/or consumer shows annually (within specified target markets) to promote the Region. For example (these may vary year to year): <ol style="list-style-type: none"> 1. Sydney Cellar Door, NSW Food & Wine Festival (Feb) 2. Pyrmont Food & Wine Festival (May) 3. Balmoral Mudgee Food & Wine Festival (Aug) 4. Vino Paradiso (Nov)
4	Provide monthly marketing communication to subscriber database, report on social media reach and website visitation statistics	<ol style="list-style-type: none"> 1. Annual subscriber database health check 2. Increase subscribers year on year 3. Distribute monthly subscriber emails (maintain brand integrity) 4. Distribute weekly member newsletters 5. Prepare monthly digital media statistics (social media, website & app), track trends, increase engagement
5	Promote all tourism-related council and major regional events	Promote MWRC and major events through Visitor Guide, subscriber database, digital channels, MRTI stalls (e.g. Flavours of Mudgee) and other promotional channels (e.g. radio, Mudgee Guardian articles, etc)
6	Develop annual marketing plan providing details of all marketing and promotional activities planned to be undertaken on a monthly basis to promote LGA as a tourism destination and provide quarterly updates	<ol style="list-style-type: none"> 1. Develop & maintain Mudgee Region DMP 2. Develop & maintain 2 year strategic destination marketing plan (outlining planned campaign activity) 3. Prepare report and meet MWRC quarterly to discuss KPI and financial outcomes (including financial statements and balance sheet)

Executive Summary

VIC Statistics Summary

Comparing FYTD against last year, visitation to all Visitor Information Centres across the region was down 6%.

Social Media

Continues to see strong engagement across all social media channels. A significant increase of 37% in FY15 Q3 compared to same period last year.

Memberships

6 new applications received. CEO attended 11 meetings/site visits.

Mudgee Region Tourism PR

33 positive news articles about the Mudgee Region were published in the quarter.

Sunday Style – The Sunday Telegraph + Sunday Herald Sun

Double page feature on Mudgee Region as a result of the December Mudgee Smuggler campaign. Circulation of 840,000

Sydney Cellar Door 2016

For the second consecutive year, Mudgee Region Tourism coordinated a major sponsorship with Fairfax Events for the 2016 Sydney Cellar Door. Overall the event was a huge success with increase destination awareness and strong engagement with our target audience.



Regional Visitor Economy Fund Application

Mudgee Region Tourism submitted to Destination NSW an application for the NSW Government's 2015 -16 Regional Visitor Economy Fund (RVEF), Contestable Fund, Round Three. Announcement will be made towards the end of May 2016.

Let's Skip Town Together – Campaign planning + strategy

Over the last three months Mudgee Region Tourism in partnership with Destination Marketing Store, Klic Communication, Amber Creative and Destination NSW have been working on a campaign plan + strategy as a result of the success RVEF Round Two funding application. The campaign – Let's Skip Town Together, will consistently communicate the region's Food + Drink travel benefits, to increase appeal and convert target audiences to engage in regular short breaks

Financial Summary

The Treasurer's report demonstrates the trading result for the financial year to 31 March 2016. The overall result of actual to budget was an anticipated loss of \$14,262. See the Treasurer's report for details.

Key Performance Indicators met March 2016 Quarter

During this quarter MRTI met the following obligations to Mid-Western Regional Council to provide Visitor Information Services as detailed in **Section 5** of the agreement dated 25 July 2013 (with amendment to KPIs confirmed in Q3 FY14-15) between Mid-Western Regional Council and Mudgee Region Tourism Inc. These are outlined below:

1	Measure tourism numbers to the LGA and where they are from	<p>Analyse trends in tourism visitation and demographics in the Mudgee Region by capturing and reporting:</p> <ol style="list-style-type: none"> 1. VIC visitation (post codes, reason for visiting) 2. Overnight visitation via accommodation members (room nights, ALOS, average spend, demographics) <p>Share all tourism data on a regular basis with members and stakeholders.</p>
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1.1. MRTI currently collects postcode data and survey information from visitors to the region through the Mudgee, Gulgong and Rylstone Visitor Information Centres.

Date	Size	Location
Jan – Mar 2016	6,404	AVIC stats – postcode only (Mudgee, Gulgong & Rylstone VICs)

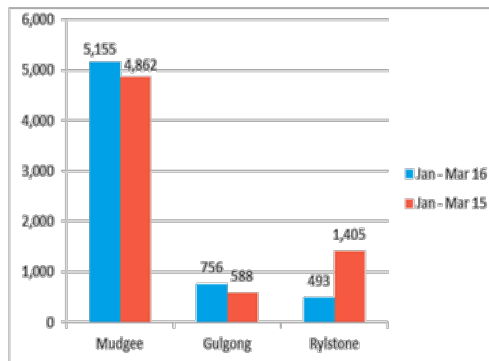
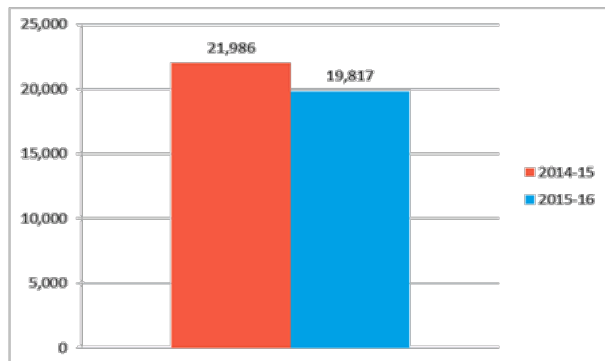
Total visitation across all three VICs in Q3 decreased by 6% on same quarter last year. The decrease is primarily due to revised operating hours of Rylstone VIC with new partnership in place from May 2015.

Note: figures are based on manual recording of visitor activity and MRTI team members have limited control over Rylstone figures which are manually recorded by Coffee Concrete (offering visitor services in partnership with MRTI).

FY2015	Mudgee	Gulgong	Rylstone	Total	FY2014	Mudgee	Gulgong	Rylstone	Total
Jan - Mar 16	5,155	756	493	6,404	Jan-Mar15	4,862	588	1,405	6,855
		FYTD	2015-16	19,817			FYTD	2014-15	21,986

Total Region Visitation – FYTD

Total Visitors: Q3 2015-16 vs Q3 2014-15

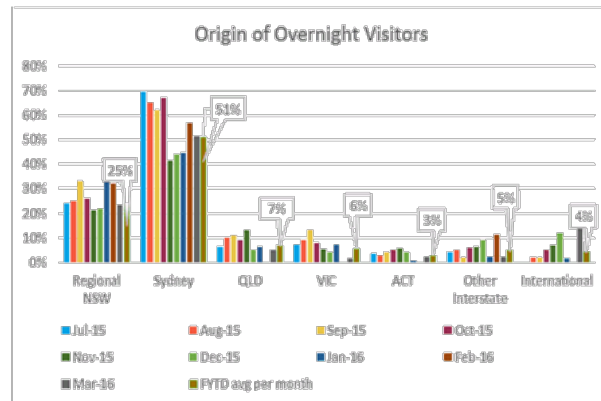
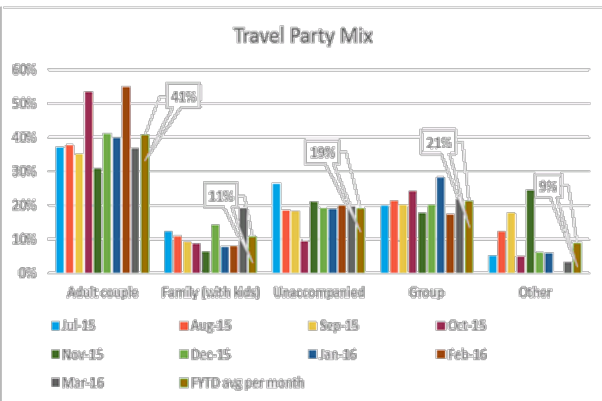
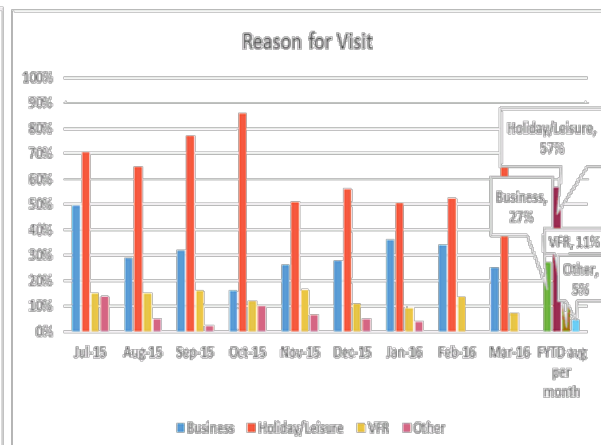
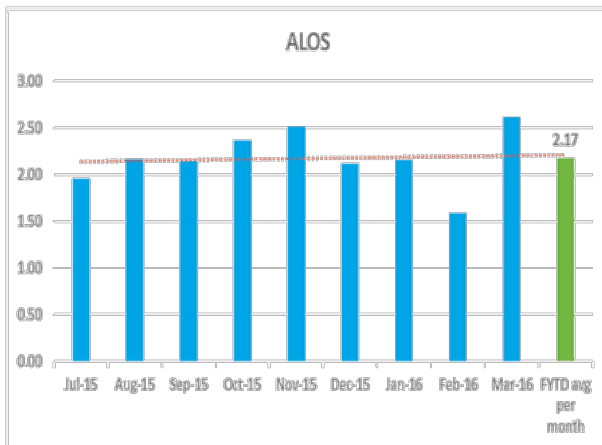
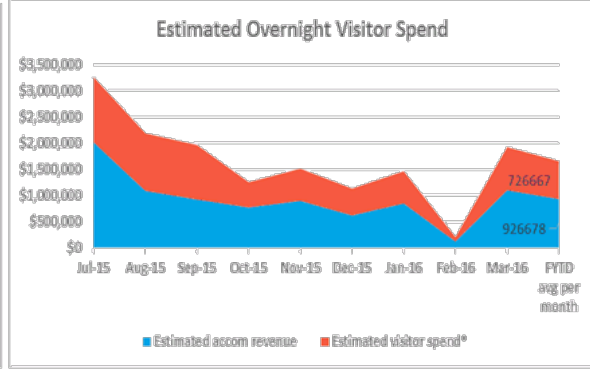
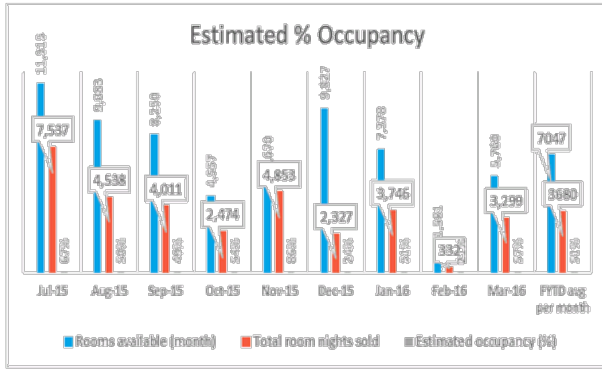


Telephone Enquiries	Jan – Mar 2016	Jan - Mar 2015
VICs	2,346	2,122

1.2. Additionally, monthly surveys were distributed to accommodation members to obtain overnight visitation data and trends. Below is a summary of FYTD results:

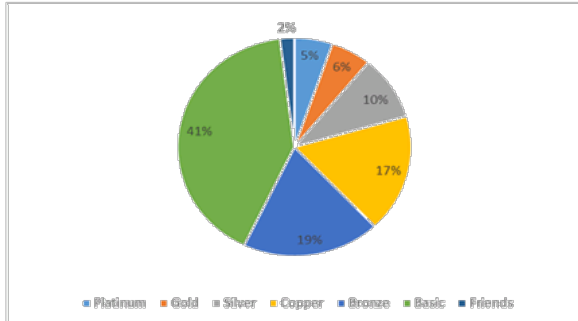
- Survey response rate = 22%
- Average occupancy based on survey responses = 51%
- Average length of stay = 2.2 nights
- Average nightly rate = \$266
- Estimated visitor spend of survey respondents = \$6.5M

FYTD Graphs –



2	Provide all tourism related businesses in the LGA with the opportunity for promotion	<ol style="list-style-type: none"> 1. Maintain or increase total number of MRTI memberships 2. Provide a business listings page on website (for all tourism members and non-members) at no cost. Web page to be visually sponsored by MWRC (logo)
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2.1. MRTI secured 6 new memberships for the 2015-16 Membership year in Q3. Total = 303 members



1.1.A full business directory can be found on the new MRTI website (<http://www.visitmudgeeregion.com.au/visitor-services/business-directory>) with MWRC logo at base of page.

3	Attend and promote the region at events outside the region	<p>Identify at least 4 key trade and/or consumer shows annually (within specified target markets) to promote the Region. For example (these may vary year to year):</p> <ol style="list-style-type: none"> 1. Sydney Cellar Door, NSW Food & Wine Festival (Feb) 2. Pyrmont Food & Wine Festival (May) 3. Balmoral Mudgee Food & Wine Festival (Aug) 4. Vino Paradiso (Nov)
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Date	Event	Description of Activities	Identified Target Market?	How this will lead to increase in tourism to LGA?
Feb 16	Sydney Cellar Door – Hyde Park, Sydney	State event, showcasing NSW Wine + local produce	Yes	Promote awareness of our Region and 'reset your senses in Mudgee Region' campaign.

4	Provide monthly marketing communication to subscriber database, report on social media reach and website visitation statistics	<ol style="list-style-type: none"> 1. Annual subscriber database health check 2. Increase subscribers year on year 3. Distribute monthly subscriber emails (maintain brand integrity) 4. Distribute weekly member newsletters 5. Prepare monthly digital media statistics (social media, website & app), track trends, increase engagement
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- 4.1. Subscriber database strategy continued in Q3 with member opportunities presented to promote in Region Events, these events included - Leo Sayer Live – The Zin House, Romeo + Juliet – Gooree Park, Kandos Street Machine + Hot Rod Show, MudFest, Food + Drink Trail, Clay Gulgong and Gooree Cup.
- 4.2. Current subscriber total of 9,626 at the end of Q3
- 4.3. Monthly subscriber emails distributed throughout the quarter – 14th January, 18th February + 11th March
- 4.4. Weekly member newsletter distributed each Friday.
- 4.5. Monthly digital media statistics recorded in CEO's report, see below:

Website	Q3 2015	Q3 2014
Unique Visitors	28,671	114,647
Page Views	150,116	210,284

Unfortunately Bosweb (previous website host) were reporting incorrect website statistics in the past, (figures were inflated). We now have accurate monthly Google Analytics data via Wisdom. This means we are unable to accurately compare monthly stats on same period last year February 2016.

Social Media Channels	Q3 2015	Q3 2014
Facebook followers	7,133	5,084
Instagram followers	4,352	2,024
Twitter followers	1,402	1,043

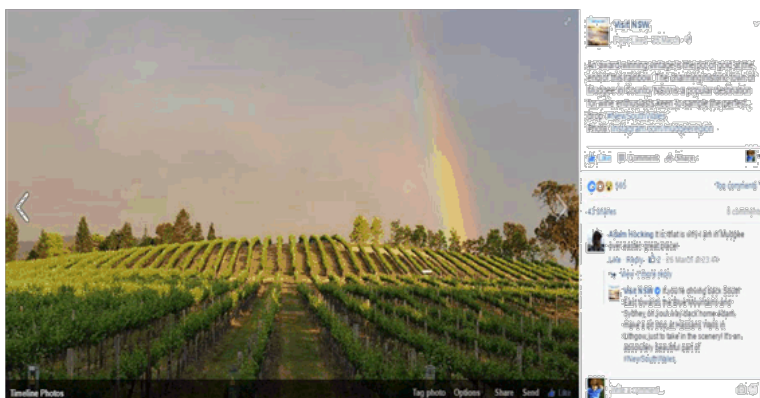
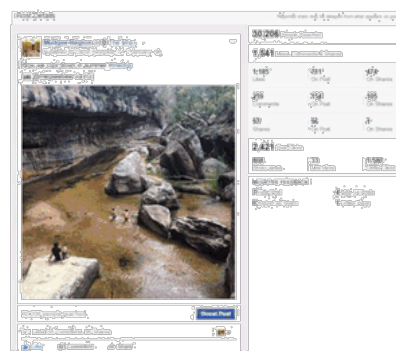
Social Media followers continue to significantly increase (37%) in FY15 Q3 compared to same period last year. This is contributed to a consistent strategic social media strategy of paid Facebook advertising, user content, engaging members, key tourism stakeholders and highly influential bloggers reaching our target audiences.

Social Media

Continued to see strong engagement across all social media channels.

Highlights included:

- User generated content is still performing well via social media. The post of the Drip generated high level of engagement from our followers with over 700 likes and reach of 30.2K posted on 2nd January.
- [Australia.com Facebook page](#) – (6.6 Million Followers) shared our New Year’s image on the 4th January featuring Lowe Wines – repost received over 834 likes and 28 shares.
- #restaurantaustralia - 6.8 million followers reposted our Sydney Cellar Door post on 29th February, 895 likes and 41 shares
- [Australia.com Facebook page](#) and shared via #restaurantaustralia to 6.8 million followers our Skimstone post on 29th March
- Visit NSW – repost of Mudgee Region image to 935,000 Facebook followers on 26 March
- Increase in twitter activity is a result of media sharing articles from Mudgee Smugglers Famil in December.
- Facebook followers increased 10% (723) to 7,133
- Instagram continues to be the highest growth rate for our digital platforms. Followers increased 27% (1,169) to 4,352
- Twitter followers increased 12% (160) to 1,402



Google Analytics – Mudgee Region Website

- 28,671 unique visitors
- 150,116 total page views

Top Referral Websites

- Facebook
- Foodie News – Sydney Cellar Door eDM
- Visit NSW
- David Strassman
- Brothers 3

5	Promote all tourism-related council and major regional events	Promote MWRC and major events through Visitor Guide, subscriber database, digital channels, MRTI stalls (e.g. Flavours of Mudgee) and other promotional channels (e.g. radio, Mudgee Guardian articles, etc)
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The following Council events and activities were promoted via our print and digital 'What's On' calendar, social media, individual posters + flyers distributed actively to visitors across VICs: Town Hall Cinema, Real FM Pool Party Gulgong + Mudgee, Australia Day Celebrations Gulgong, Mudgee Celebrity Golf Classic, Gulgong Show, Rylstone Kandos Show, and Mudgee Show.

6	Develop annual marketing plan providing details of all marketing and promotional activities planned to be undertaken on a monthly basis to promote LGA as a tourism destination and provide quarterly updates	<ol style="list-style-type: none"> 1. Develop & maintain Mudgee Region DMP 2. Develop & maintain 2 year strategic destination marketing plan (outlining planned campaign activity) 3. Prepare report and meet MWRC quarterly to discuss KPI and financial outcomes (including financial statements and balance sheet)
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- 6.1. DMP developed and approved by MRTI Board June 2015. Shared with and approved by DNSW in July 2015. Scheduled for annual review, May 2016.
- 6.2. Strategic marketing plan developed for 2015-16 FY. Let's Skip Town Together is a marketing campaign resulting from the success of RVEF Round 2 funding from DNSW.
- 6.3. Here lies within MWRC Quarterly Report, including financial statements.

Marketing + Promotions Results Q3

Sydney Cellar Door 2016 - 26 Feb to 28 Feb at Hyde Park

For the second consecutive year, Mudgee Region Tourism coordinated a major sponsorship with Fairfax Events for the 2016 Sydney Cellar Door. Mudgee Region Tourism hosted an activation space unlike any other region at the event. 16 Wineries participated along with High Valley Cheese, Baxter + Bird catering and Domayn Events. The activation space was converted into a Mudgee Region Urban Vineyard with rustic seating, live tunes from Matt Bolan Smith and sculptures from Rosby Wines. A live interactive foot crush area was the highlight of the event, proven to be very popular among visitors. Over 40,000 festival goers attended the event across three days, 94% of visitors where from Sydney. 1,400 visitor guides were distributed, 420 new subscribers to our database, 82 Instagram post from festival goers, 50 new social media followers. Klick Communication + Mudgee Region Tourism hosted 6 VIP media, including Australian Traveller, Eat Drink + Play, The Urban List, Timeout Sydney, Vacations & Travel, Luxury Travel Magazine.

Overall the event was a huge success with increased destination awareness and strong engagement with our target audience.



Sunday Style – The Sunday Telegraph + Sunday Herald Sun

Four page feature on Mudgee Region as a result of the December Mudgee Smuggler campaign. Circulation of 840,000.

Regional Visitor Economy Fund Application

Mudgee Region Tourism submitted to Destination NSW an application for the NSW Government’s 2015 -16 Regional Visitor Economy Fund, Contestable Fund, Round Three. The funding will be match dollar for dollar by Mudgee Region Tourism therefore creating a destination marketing campaign worth \$100,000 if successful. The funding will contribute to stage 2 of Let’s Skip Town Together. Announcement will be made towards the end of May.

Let’s Skip Town Together – Campaign planning + strategy

Over the last three months Mudgee Region Tourism in partnership with Destination Marketing Store, Klick Communication, Amber Creative and Destination NSW have been working on a campaign plan + strategy as a result of the success RVEF funding.

The campaign – Let’s Skip Town Together, will consistently communicate the region’s Food + Drink travel benefits, to increase appeal and convert target audiences to engage in regular short breaks. Our focus is to promote a refreshed tourism offering as supported by our Destination Management Plan, working collaboratively with key stakeholder Destination NSW, Central NSW Tourism, Mid-Western Regional Council, Mudgee Wine + Grape Growers’ Association and Mudgee Fine Foods. Campaign partners from local industry will be engaged to participate, from the accommodation, food, drink and tour operator sectors.

“Let’s skip town together” is all about the spontaneity of escaping with a hop, skip and jump into Mudgee Region to enjoy sophisticated country food and drink. The headline is all about togetherness over food and drink on a short term break. It suggests the fun of leaving “routine” city life behind for a couple of days to go back feeling refreshed and re-charged to get back into work and living. “Let’s skip town together” offers a visitor to reset on Mudgee’s “vinetime” not a demanding city schedule. The words “skipping town” suggests spontaneity and ease whilst giving some brag-ability. With such a playful headline, we juxtaposition this with a creative and unexpected “pain-point” visual to pull-up and engage the audience.

The campaign will include a range of initiatives focused on the Region’s *Food and Drink* offering. Overall the campaign will raise awareness of Mudgee Region and contribute towards supporting the goal of doubling overnight visitor spend NSW by 2020. Campaign activity to roll out over March – December 2016.

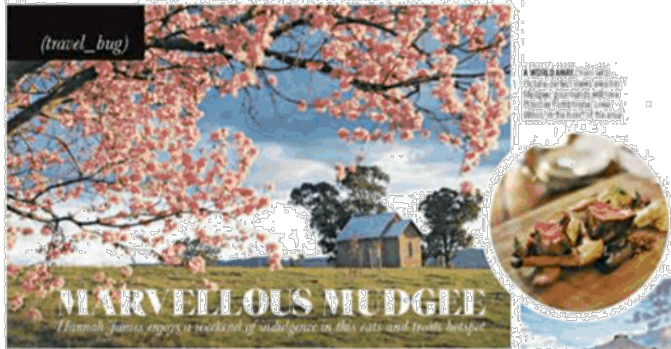
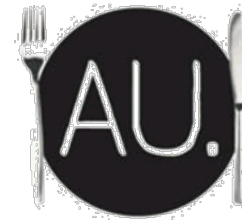
33 positive news articles about the Mudgee Region were published in the quarter.

PR Report (Klick Communications)

Tactic	Activity
Visiting Journalist Programme	
Sydney Cellar Door	Klick invited key food and drink media to Sydney Cellar Door, attendance included: <ul style="list-style-type: none"> - International Traveller - Vacations and Travel - Eat Drink Play - Luxury Travel Magazine - The Urban List - TimeOut Sydney - Where Magazine
Media Releases + Publicity	
Sunday Style	Klick secured a full double page spread in Sunday Style on Jan 24 - this was the first issue back post-Christmas hiatus
The AU Review	Klick has secured 3x separate pieces from the journalist who attended
Out & About With Kids - Twitter	Sydney Cellar Door Promotion
Take 5 Magazine	Take 5 mentioned the Smugglers trip in magazine with a larger feature due in the coming months
Mudfest	MRTI approved Mudfest release which Klick has distributed to key arts and culture media, Klick secured coverage for Mudfest across The AU Review, eGlobal Travel Media and KarryOn
The AU Review	Klick secured coverage from a Smugglers Family
Bride to Be	Klick secured coverage in Bride to Be
Sydney Cellar Door	Klick secured social coverage from Where Australia, Vacations & Travel, Eat Drink Play and Out And About With Kids
Concrete Playground Sydney	Coverage secured for Mudgee Cellar Door feature

THE Sunday Telegraph

style



In the heart of the Murrumbidgee valley, a few hours' drive from Sydney, lies a region of rolling hills and lush greenery. It's a place where the sun is always shining, the air is always fresh, and the food is always delicious. Welcome to Mudgee, a town of 15,000 people that has become a foodie hotspot in recent years. From award-winning wineries to Michelin-starred restaurants, there's something for everyone here. The town is surrounded by vineyards and orchards, and the views are simply stunning. It's a perfect escape from the city, and a great place to enjoy a weekend of indulgence. Whether you're looking for a romantic getaway or a family holiday, Mudgee has it all. So grab your fork and knife, and get ready to enjoy the best of the Murrumbidgee valley.

Pipeclay Pumpthouse – Mudgee (NSW)



First and foremost, the food is exceptional. The chefs at Pipeclay Pumpthouse are true professionals, and their attention to detail is evident in every dish. From the appetizers to the main courses, everything is perfectly executed. The wine list is also impressive, featuring a selection of local and international wines. The atmosphere is relaxed and sophisticated, making it a great place to enjoy a special occasion or a quiet dinner. The service is attentive and friendly, and the staff are knowledgeable about the menu and the wine. It's a truly memorable dining experience.



The town is surrounded by vineyards and orchards, and the views are simply stunning. It's a perfect escape from the city, and a great place to enjoy a weekend of indulgence. Whether you're looking for a romantic getaway or a family holiday, Mudgee has it all. So grab your fork and knife, and get ready to enjoy the best of the Murrumbidgee valley.

On the first day in Mudgee, I headed to the Zill Estate vineyard. The Zill family has been growing wine in the region for over 100 years, and their passion for the craft is evident in every bottle. The vineyard is beautiful, and the views are incredible. I had a great time spending the day there, and I was lucky enough to taste some of the wine. The Zill family is a true gem in the Mudgee wine industry, and their dedication to quality is a testament to their love for the land.



If it's eats-and-treats you're after, Mudgee is your foodie heaven



Classmate Service, Sunday Style
IT'S MIDDAY on a lazy, hot Friday in December...



Central NSW economy boosted by \$178,500

A New Year's wish has been granted for tourism businesses in Central NSW as \$178,500 has been announced for a new destination marketing campaign to promote the region.

Central NSW Tourism received the news that it has been successful in securing the budget as part of the NSW Government's Regional Visitor Economy Fund.

"The budget is vital in putting Central NSW at the top of travellers' minds" for in 2016 and unlocking the lucrative Sydney market to take a short break in the region," said Lucy White, Executive Officer Central NSW Tourism.

From February to November 2016 a new 'Unearth Central NSW' campaign will roll out in Sydney, regional NSW and ACT, promoting the region's unique events and cultural heritage. It will unearth hidden treasures and tell stories of the experiences and places in Bayside, Bathurst, Cowra, Orange, Forbes, Lithgow, Mudgee, Murrumbidgee, Parkes and Wellington.

Marketing platforms will include online, social media, public relations, advertising and travel packages.

"Each and every year 10 million people see a 200 million year old fossil collection at Crowsnest and explore Australia's oldest inland European settlement at Bathurst, there are just a few of the experiences to be unearthed in the region," said Lucy White.

"We plan to highlight the unique heritage of the region through quirky, one-of-a-kind events including a pizza festival in Renwick, Lithgow's Hoopfest, a nice Craft Beer and BBQ Festival in Orange, Trundle's ABBA Festival, the Carcarran Running Club, Grenfell's 150 year birthday and Forbes' Vintage, Easy-sail.

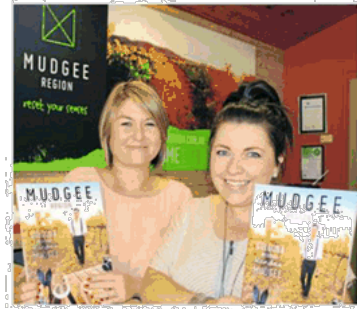
As well as marketing, tourism businesses can benefit from new 'Experience, Development, Workshops in Orange, Parkes, Bathurst and Cowra which will help people develop tourism expertise and tap into new markets. Industry operators, tourism and visitor centre staff and event organisers can attend the workshops.

Building on the 2014 and 2015 campaigns, the 2016 activity will drive visitation to the region and support the NSW Government goal to double overnight visitor spend in NSW by 2020.

Central NSW Tourism has had huge success in building the Central NSW tourism brand. This is the third year in a row it has engaged with members and industry and raised investment which has been matched by the state government through the RVEF.

Overall \$1,071,000 has been committed in marketing the cultural heritage of Central NSW. It has surpassed website visitation with more than 400,000 unique visitors to www.visitcentralnsw.com and delivered more than \$600,000 in advertising sales through travel agencies and PR stories and generated over 60 custom offers from the tourism industry.

Unearth your Central NSW experience at www.visitcentralnsw.com



Mudgee Region Tourism is launching the search for biggest marketing campaign in recent years in 2016, after receiving a \$178,500 grant from the NSW Government.

Minister for Trade, Tourism and Major Events Stuart Ayres last week announced the funding from the Regional Visitor Economy Fund, which aims to increase the number of overnight visitors to regional NSW tourism destinations.

The grant will be matched by the Local Government and will fund the opening phase of the Unearth Central NSW in Mudgee region, including a campaign.



The Zin House - Mudgee (NSW)



The Zin House is a beautiful property in Mudgee, NSW, offering a unique dining experience. The menu features locally sourced ingredients and traditional dishes. The Zin House is a perfect destination for a romantic dinner or a family meal. The Zin House is a perfect destination for a romantic dinner or a family meal.

UNEARTH CENTRAL NEW SOUTH WALES

Unearth Central NSW is a new destination marketing campaign that aims to promote the region's unique events and cultural heritage. The campaign will roll out in Sydney, regional NSW and ACT, from February to November 2016. The campaign will include online, social media, public relations, advertising and travel packages. The campaign will highlight the unique heritage of the region through quirky, one-of-a-kind events including a pizza festival in Renwick, Lithgow's Hoopfest, a nice Craft Beer and BBQ Festival in Orange, Trundle's ABBA Festival, the Carcarran Running Club, Grenfell's 150 year birthday and Forbes' Vintage, Easy-sail.

ESCAPES



100 MILE DIET

Luckily there's no dieting! Involved in this food and wine focused trip to some of the state's culinary hotspots in Central NSW. Visit acclaimed wineries at Mudgee and Orange, explore farmers markets in Cowra and Dubbo and book ahead to eat at La Réa, Racine @ La Colline, The Quarry Restaurant and The Zin House.



A large blue building with a white roof, likely a farm or winery.

Report reveals value of tourism industry worth \$139M to Mid-Western Region



A group of people sitting at a table outdoors in a vineyard setting, enjoying a meal.



Alicia McDonald & James Ostle
 01 OCTOBER 2015
 THE VINEYARD, MUDGEE, NSW



Reset Your SENSES

IF YOU NEED TO GET AWAY FROM THE CITIES AND BUSTLE OF CITY LIFE, THEN A SCENIC MOUNTAIN STAY IS THE PERFECT PLACE.

Some of the most beautiful scenery in the world is found in the mountains. The fresh air, the views, the peace and quiet, the sense of being away from it all – it's all there. And if you're looking for a place to reset your senses, a scenic mountain stay is the perfect place. There's nothing like being surrounded by nature, with the sun on your face and the wind in your hair. It's a chance to reconnect with the earth and yourself. So why not take a break from the city and head to the mountains? You'll be glad you did.

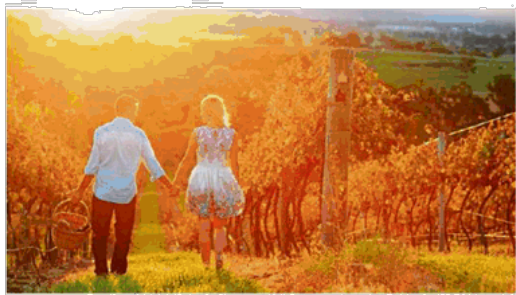


Bless this HOUSE

Every house has a story. Some are grand, some are humble, but all have a unique character. The house in the picture is a beautiful example of a well-designed home. It has a classic feel with a touch of modernity. The architecture is clean and simple, with a focus on natural materials and light colors. The garden is well-maintained and adds to the overall appeal of the property. This is a house that would be a pleasure to live in.



Tuesday, March 29, 2016. Search for jobs on Indeed.com.au



Discover Central NSW

Central NSW includes the best of both worlds – the beauty of the bush and the excitement of the city. From the rolling hills of the Blue Mountains to the vibrant life of Sydney, Central NSW has it all. Discover the region in food and wine, nature, culture and heritage, and village-like experiences.

Central NSW is a beautiful region with a rich history and a diverse landscape. It's a place where you can enjoy the best of both worlds – the beauty of the bush and the excitement of the city. From the rolling hills of the Blue Mountains to the vibrant life of Sydney, Central NSW has it all. Discover the region in food and wine, nature, culture and heritage, and village-like experiences.

Natural charm to see: The Blue Mountains are a stunning natural wonder, with their iconic eucalyptus forests and dramatic views. The Snowy Mountains are a beautiful winter wonderland, with snow-covered peaks and pristine lakes. The Central Coast is a beautiful coastal region, with its golden beaches and charming towns.

What's new: The Blue Mountains are a stunning natural wonder, with their iconic eucalyptus forests and dramatic views. The Snowy Mountains are a beautiful winter wonderland, with snow-covered peaks and pristine lakes. The Central Coast is a beautiful coastal region, with its golden beaches and charming towns.

The Sydney Morning Herald | goodfood.com.au

best brunches

Special report

Country cafes offer fresh local flavours

Away from the city, tradition mixes with a sense of adventure.

Escape to the country and enjoy some of the local produce and culinary creations in various establishments from a good old-fashioned fry-up to something more edgy.

Alby & Esthers @ Mudgee
Dining under the vines in the old brick-walled courtyard, hidden down an alley, feels intimate. There is also a growing sense of being "in the country" with farmhouse options such as the famous jaffle of smoked ham, Queensland egg and Swiss cheese with relish or the smoked trout brunch with potato, beetroot and wild dill herb. Stay and play on Friday and Saturday nights when the cafe becomes a wine bar.
Up the Alley, 61 Market Street.

The Pipeplay Pumphouse @ Mudgee
The land around this rustic family-run restaurant attached to the Robert Sten Vineyard clearly inspires chef Andy Creamer in the kitchen, with his commitment to seasonality on show in the use of ingredients grown or produced onsite. Brunch here is robust, as if it were intended for workers coming in from the fields. A seasonal menu for the moment.

Three Bean Espresso Apothecary Kitchen @ Hamilton (Newcastle)
Owner Ben Armstrong is the great-grandson of a Finnish sailor who jumped ship to find his fortune in about 1850. That spirit of adventure is evident in this edgy eatery that is a hotspot for Hamilton hippies. The cafe is thriving, as are the bacteria full of

The Glass Onion Social Long Jetty
The Glass Onion Society is a hip co-pulls a mix of boho types with bed-clad hipsters and bright young things in extravagant pierriess and neckties. Colombian vintage couch and art beauties such as Director Bonanza's dainty swirl of mango punnet topped

Top 500 Restaurants

Show: 1 to 1 entries | Showing 1 to 2 of 2 entries (filtered from 500 total entries)

Restaurant	State	New
Mudgee	NSW	Yes
Pipeplay Pumphouse, Mudgee	NSW	Yes
The Zin House, Mudgee	NSW	Yes

Australia's top 500 restaurants recognised by the AFR and Qantas

Finance

Mudgee Region Tourism Inc - Treasurer's Report – Q3 March 2016

1. Nature of Report

- a. This is the financial report for the third quarter of the MRTI 2015-16 financial year, given to Mid-Western Region Council (MWRC) under the reporting format as agreed under the contract executed between MWRC and MRTI.
- b. The report demonstrates the trading result for the financial quarter ended 31st March 2016.

2. Accounting Conventions

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

Overall Result

- a. The overall result of actual profit YTD is \$9,830, this is \$24,092 above budget.

3. Trading Income

Retail trading income indicates a \$2,405 shortfall to budget (-4.3%). Ticket Sales Commission is \$11,929 greater than budget (+165.5%), MRTI continues to engage more significant events through the new online ticket sales system. Membership income is also up on YTD budget \$8,590 (+2.9%)

4. Total Income

Overall income is a greater than YTD budget result of \$17,178 (+2.6%)

5. Total Expenses

- a. Total expenses are \$6,057 (-0.9%) below budget mainly due to Visitor Centre costs and allocation of Regional Marketing Expenditure for next quarter.
- b. The organisation continues to be under financial control.

6. Cash Funds

At the end of Q3 of the 2015-16 Financial Year the majority of the current assets is cash \$193,249

7. Balance Sheet

- a. A balance sheet is included as part of this report.

Mudgee Region Tourism Inc

84 Market Street
 MUDGEE NSW 2850

Balance Sheet

As of March 2016

11/04/20
 3:01:42 PM

1-0000 Assets			
1-1001	Current Assets		
1-1002	Cash on Hand	\$193,249	
1-1999	Debtors	\$42,332	
1-2200	Stock on Hand	\$6,879	
1-3500	Prepayments	\$1,998	
	Total Current Assets		\$244,458
1-4000	Non-Current Assets		
1-5000	Motor Vehicle (Nett)	\$42,363	
1-7000	Office Furn & Equip (Nett)	\$12,679	
1-9000	Intangible Assets	\$849	
	Total Non-Current Assets		\$55,890
	Total Assets		\$300,349
2-0000 Liabilities			
2-0001	Current Liabilities		
2-2000	Trade Creditors	\$29,652	
2-2050	Sundry Creditors	\$66,307	
2-2210	Accruals	\$61,287	
2-2300	Hire Purchase	\$30,912	
2-3000	GST Liabilities	\$15,099	
2-5000	Payroll Liabilities	\$7,155	
	Total Current Liabilities		\$210,413
2-6000	Prepaid Income		
2-6800	Ticket Sales	\$2,728	
2-9000	Old Accounts		
	Total Liabilities		\$213,141
	Net Assets		\$87,208
3-0000 Equity			
3-8000	Retained Earnings	\$71,987	
3-9000	Current Earnings	\$15,221	
	Total Equity		\$87,208

Mudgee Region Tourism Inc84 Market Street
MUDGEE NSW 2850**Profit & Loss [Budget Analysis]****July 2015 through March 2016**11/04/20
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	Selected Period	Budgeted	\$ Difference	% Difference
4-0000	Income			
4-1000	Retail Sales	\$53,590	\$55,995	-\$2,405 (4.3%)
4-1499	Ticket Sales Income	\$19,138	\$7,208	\$11,929 165.5%
4-2000	Membership Income	\$303,590	\$295,000	\$8,590 2.9%
4-2550	Grants	\$24,000	\$24,000	\$0 0.0%
4-3040	Booking Agency Fees	\$97	\$93	\$4 4.0%
4-4010	MWRC Contract	\$282,839	\$282,686	\$153 0.1%
4-8000	Interest Received	\$2,655	\$3,749	-\$1,094 (29.2%)
	Total Income	\$685,909	\$668,731	\$17,178 2.6%
5-0000	Cost Of Sales			
5-0050	COGS Retail	\$32,576	\$35,020	-\$2,444 (7.0%)
5-2000	COGS Ticketing	\$4,281	\$2,694	\$1,587 58.9%
	Total Cost Of Sales	\$36,857	\$37,714	-\$857 (2.3%)
	Gross Profit	\$649,053	\$631,018	\$18,035 2.9%
6-0000	Expenses			
6-1000	Advertising	\$2,065	\$3,510	-\$1,445 (41.2%)
6-1500	Audit Fees	\$3,243	\$3,285	-\$43 (1.3%)
6-2000	Bank Charges	\$29	\$58	-\$29 (50.1%)
6-2005	Bank Charges - Merchant	\$2,468	\$2,445	\$23 1.0%
6-2500	Cleaning	\$1,754	\$2,478	-\$724 (29.2%)
6-3000	Computer Expenses	\$3,801	\$3,111	\$690 22.2%
6-3200	Depreciation	\$7,950	\$7,950	\$0 0.0%
6-3300	Electricity	\$2,152	\$1,650	\$502 30.4%
6-3602	Visitors Centre Costs	\$0	\$2,125	-\$2,125 (100.0%)
6-3603	Insurance	\$2,198	\$2,250	-\$52 (2.3%)
6-3610	Insurance - Workers Comp	\$1,768	\$1,537	\$231 15.1%
6-3710	Motor Vehicle Running	\$6,567	\$6,489	\$78 1.2%
6-3750	MV Interest	\$1,759	\$1,731	\$28 1.6%
6-3800	Office Supplies	\$308	\$1,033	-\$725 (70.2%)
6-3900	General Postage	-\$127	\$225	-\$352 (156.5%)
6-3950	Member Expenses	\$874	\$1,625	-\$752 (46.2%)
6-4000	Printing & Stationery	\$2,702	\$1,854	\$848 45.8%
6-4100	Professional Fees	\$20,237	\$18,765	\$1,472 7.8%
6-4551	Rent Mudgee Visitors Centre	\$464	\$460	\$4 0.9%
6-4552	Gulgong Visitors Centre	\$0	\$988	-\$988 (100.0%)
6-4555	Rylstone/Kandos running costs	\$0	\$988	-\$988 (100.0%)
6-4600	Repairs & Maintenance	\$913	\$627	\$286 45.6%
6-4800	Staff Amenities & Ent	\$2,231	\$2,835	-\$604 (21.3%)
6-4820	Seminars & Training	\$113	\$2,457	-\$2,344 (95.4%)
6-4850	Subscriptions & Memberships	\$19,028	\$18,023	\$1,005 5.6%
6-4980	Security	\$635	\$450	\$185 41.2%
6-5050	Telephone, Fax & Internet	\$5,295	\$6,488	-\$1,194 (18.4%)
6-5060	Travel Expenses	\$210	\$881	-\$671 (76.2%)
6-5080	Website Expenses	\$5,130	\$6,807	-\$1,677 (24.6%)
6-6000	Visitor Guide Exp	\$118,851	\$117,778	\$1,073 0.9%
6-7000	Wages and Salaries	\$247,876	\$243,035	\$4,842 2.0%
6-8000	Regional Marketing Expenditure	\$178,730	\$181,342	-\$2,612 (1.4%)
	Total Expenses	\$639,223	\$645,280	-\$6,057 (0.9%)
	Operating Profit	\$9,830	-\$14,262	\$24,092 168.9%
8-0000	Other Income			
9-0000	Other Expenses			
	Net Profit/(Loss)	\$9,830	-\$14,262	\$24,092 168.9%

Item 8: Development

8.1 Events Assistance Application - Mudgee Rugby Union Sub-Junior Gala Day

REPORT BY THE EVENTS COORDINATOR
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, FIN30052, ECO800009, F0650099

RECOMMENDATION

That Council:

1. **receive the report by the Events Coordinator on the Events Assistance Application - Mudgee Rugby Union Sub-Junior Gala Day; and**
 2. **reimburse \$440.00 in Glen Willow hire fees paid for the Mudgee Rugby Union Club Sub-Junior Gala Day.**
-

Executive summary

This report considers an application for Events Assistance under Council's Financial Assistance policy. It relates to the Mudgee Rugby Union Club Sub-Junior Gala Day.

Disclosure of Interest

Nil.

Detailed report

Council's Events Assistance Program is designed to assist local community events which benefit the local economy and attract visitors to the region.

The Mudgee Rugby Union Club has requested the reimbursement of \$440.00 in ground hire fees paid for the use of Glen Willow – fields 3, 4, 5 & 6 and canteen facilities for the Sub-Junior Gala Day, held on 15 May 2016. The event attracted over 500 people from across the central west including many visitors to the region.

It is recommended that Council provides \$440.00 to the Mudgee Rugby Union Club as reimbursement of fees paid.

Community Plan implications

Theme	Building a Strong Local Economy
Goal	An attractive business and economic environment
Strategy	Promote the region as a great place to live, work, invest and visit

Financial implications

Funding of \$62,500.00 is provided in the Operational Plan for Events Assistance. Should Council approve this request for events assistance, the remaining balance will be \$3,709.82.

ALAYNA GLEESON
EVENTS COORDINATOR

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

24 May 2016

Attachments: 1. Mudgee Rugby Union Club Sub-Junior Gala Day Request for Events Assistance.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Mudgee Rugby Union Club Inc.

PO Box 321
MUDGEES NSW 2850



MUDGEE WOMBATS
EST 1874

23 May 2016

Mayor Des Kennedy
c/- Mid-Western Regional Council
PO Box 156
Mudgee NSW 2850

RE: Reimbursement of Glen Willow Hire Fee – Sunday 15 May 2016

To Cr Kennedy,

Mudgee Rugby Union Club recently held their annual Sub-Junior Gala Day at the magnificent Glen Willow Regional Sports Complex. This event was held on Sunday 15 May and we were fortunate to hire fields 3, 4, 5 and 6 as well as the canteen facilities. Our Gala Day involves children aged 4 to 11 years and attracts visitors from other Central West clubs including Wellington, Bathurst, Dubbo, Orange, Kinross, and Narromine. We estimate that this event attracts approximately 500 children and parents which benefits the local economy and showcases our excellent sporting facility.

On behalf of the Mudgee Rugby Union Club we would ask that Council reimburses the fee already paid for the hire of Glen Willow - specifically, the net amount of \$440.00 as stated on Invoice No. 16 3703 dated 27/04/2016. This is a significant expense in the running of our Gala Day and without reimbursement makes the viability of this event questionable.

Mudgee Rugby Union Club are very keen to continue utilising the Glen Willow Regional Sports Complex for our annual Sub-Junior Gala Day and Sevens tournament. We are now aware of the MWRC Events Assistance Program and associated application periods and will ensure this process is followed for future rugby events.

We trust that Council favourably consider this request and we look forward to hearing from MWRC in the near future.

Yours Sincerely,



Luke Humphreys
Sub-Junior Coordinator
Mudgee Rugby Club
0419 635 842



Damian McLean
Sub-Junior Coordinator
Mudgee Rugby Club
0407 402 325

8.2 Events Assistance Policy

REPORT BY THE EVENTS OFFICER
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, FIN300052, ECO800009

RECOMMENDATION

That Council:

1. **receive the report by the Events Officer on the draft Events Assistance Policy;**
2. **place the draft Events Assistance Policy on public exhibition for 28 days to receive any community feedback; and**
3. **adopt the draft Events Assistance Policy if no submissions are received.**

Executive summary

At the 18 May 2016 Council meeting, Council received a report relating to a review of Council's Financial Assistance Policy which resulted in a newly formed Community Grants Program Policy. The proposed changes to Council's Financial Assistance Policy requires a separate policy to be introduced for the Events Assistance Program.

A draft policy has been developed with reference to the existing Events Assistance Program. The Events Assistance Program is designed to assist community events which benefit the local economy and attract visitors to the region.

Disclosure of Interest

Nil.

Detailed report

The policy applies to requests for financial assistance for events which are deemed to benefit the local economy and attract visitors to the region.

The purpose of the Events Assistance Policy is to enable Council to support local events that demonstrate the ability to attract visitors and provide increased economic activity, on the grounds that they meet the eligibility criteria.

The objectives of the policy, include to:

- establish clear and transparent criteria by which financial assistance requests for events will be assessed and allocations determined;
- provide a process which allows Council to conduct a meaningful and equitable comparison of requests received;
- provide guidelines for the submission of applications and assessment process;
- inform applicants of requirements to apply for funding; and
- set a timeline for the lodgement and processing of applications.

Community Plan implications

Theme	Building a Strong Local Economy
Goal	An attractive business and economic environment
Strategy	Promote the region as a great place to live, work, invest and visit

Financial implications

Nil.

JOANNA LINDSAY
EVENTS OFFICER

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

30 May 2016

Attachments: 1. Draft Events Assistance Policy.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Events Assistance

*to prosper
and progress
communities*

ADOPTED	REFERENCE	DRAFT
COUNCIL MEETING MIN NO	REVIEW DATE	
DATE: 1 JUNE, 2016	FILE NUMBER	ECO800009; FIN300052

Objective

The objective of this policy is to:

- Promote the region as a great place to live, work, invest and visit; and
- Assist community events which benefit the local economy by providing cash or in-kind support.

Policy

The Events Assistance Program is designed to assist community events which benefit the local economy and attract visitors to the region. All applications are to be completed via the online application form available on Council's website. If an applicant is unable to access the internet, facilities are available for lodgement at Council's Customer Service locations.

Eligibility Criteria

- Only not-for-profit events are eligible to apply for Events Assistance funding.
- Priority is given to events which demonstrate the ability to attract visitors the region and provide increased economic activity.
- Events can apply for up to a maximum of \$2,500 cash or in-kind for events. The final funding amount will be determined by Council.
- There will be two application periods per financial year:
Period 1: Events taking place between 1 July and 31 December
Period 2: Events taking place between 1 January and 30 June
- Events can only apply for Events Assistance funding if no other Council funding has been provided for the same event in the same year.
- Applications should be received according to the timeline below. For an event falling between 1 July and 31 December, the closing date for applications is 1 April (prior to the event period occurring). For an event falling between 1 January and 30 June, the closing date for applications is 1 October (prior to the event period occurring).

Application Guidelines

APPLICANTS MUST:

- Clearly state the aims, objectives and desired outcomes of the event.
- Ensure the event creates and promotes a positive image of the Mid-Western Region.
- Demonstrate the estimated number of locals and visitors who will be attracted to the event (and provide final accurate attendance figures post-event).

POLICY: EVENTS ASSISTANCE | DRAFT, 1 JUNE, 2016

- Demonstrate a high level of support from the local community, local businesses and establish a strong committee of volunteers.
- Demonstrate the ability to successfully market and promote the event.
- Demonstrate the ability for the event to continue and develop in future years.
- Demonstrate other forms of sponsorship, financial income and support for the event.
- Demonstrate the expected economic impact and sustainability of the event (and provide final figures post-event).
- Hold current Public Liability insurance and a Certificate of Currency (noting Mid-Western Regional Council as an interested party) which must be received by Council before funding can be released.
- Ensure that Council's contribution to the event is recognised appropriately with Council's logo used on all marketing material and that all material be approved by Council prior to going to print.
- Provide a post-event evaluation including photos, press clippings, copies of all marketing material, attendance figures, economic benefit of the event, involvement of the local community (including volunteers and businesses). Failure to complete the post-event evaluation survey will result in the applicant/event not being eligible for future funding.

INELIGIBLE APPLICATIONS/ACTIVITIES (BY DISCRETION OF COUNCIL):

- Events not staged in the Mid-Western LGA.
- Events run for commercial profit.
- Events which have already received funding from Council for the same event in the same year.
- Payment of wages or day-to-day operation funding for the organisation.
- Events with potential safety and/or environment hazards.
- Events which have received funding for three (3) consecutive years prior.

Timeline

	Events falling between 1 July and 31 December	Events falling between 1 January and 30 June
Applications open online via MWRC website	1 March	1 September
Applications close	1 April	1 October
Report to Council Meeting (depending on timing of meeting)	April/May	October/November
Funding released (on receipt of invoice)	July	January

8.3 Draft Central West and Orana Regional Plan

REPORT BY THE STATUTORY / STRATEGIC PLANNER

TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, LAN900016

RECOMMENDATION

That Council:

1. **receive the report by the Statutory / Strategic Planner on the Draft Central West and Orana Regional Plan; and**
2. **forward the submission onto the NSW Department of Planning and Environment for consideration.**

Executive summary

The purpose of this report is to provide a draft submission for Council's consideration in relation to the NSW Department of Planning and Environment's draft Central West and Orana Regional Plan.

Staff have prepared a draft submission for Council consideration which is attached to this report. The submission provides feedback on specific items/issues relating to the four goals identified in the draft plan.

Disclosure of Interest

Nil.

Detailed report

The NSW Department of Planning and Environment presented the draft version of the Central West and Orana Regional Plan at the briefing session of the Ordinary meeting of Council on 20 April 2016.

The framework for this draft plan focuses on the following key principles:

- facilitate economic growth, environmental management and social wellbeing;
- facilitate economic activities consistent with changing market demands and industry needs;
- respond to long term structural economic and demographic changes, with a focus on ageing, migration patterns and productivity;
- inform infrastructure and services investment, co-ordinated with land use;
- guide the locations for new housing and provide a diversity of housing choice;
- respond to the region's landscape, environmental assets, natural and cultural resources;
- address the implications of a changing climate and build resilience to natural hazards.

The draft plan is on public exhibition until 4 July 2016.

Staff have prepared a draft submission for Council consideration which is attached to this report. The submission provides feedback on specific items/issues relating to the four goals identified in the draft plan. These goals include:

- Goal 1 – A growing and diverse regional economy;
- Goal 2 – A region with strong freight transport and utility infrastructure networks that support economic growth;
- Goal 3 – A region that protects and enhances its productive agricultural land, natural resources and environmental assets; and
- Goal 4 – Strong communities and liveable places that cater for the region’s changing population.

Community Plan implications

Theme	Looking After Our Community
Goal	Vibrant towns and villages
Strategy	Make available diverse, sustainable, adaptable and affordable housing options through effective land use planning

Financial implications

Not applicable.

MARK LYNDON
STATUTORY / STRATEGIC PLANNER

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

1 June 2016

Attachments: 1. Draft Submission to Central West and Orana Regional Plan .

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

ML | LAN900016

[Click here to enter a date.](#)

Mr Ashley Albury
Director Regions, Western
PO Box 58
DUBBO NSW 2830

Dear Mr Albury

RE: DRAFT CENTRAL WEST AND ORANA REGIONAL PLAN

Thank you for providing Mid-Western Regional Council (Council) with the opportunity to provide feedback in relation to the draft Central West and Orana Regional Plan.

Council congratulates the Department of Planning and Environment (DP&E) on developing the first Regional Plan for the area which is considered a positive step forward in planning for the future of the region.

Council's feedback on the draft plan is provided below.

Goal 1 – A Growing and Diverse Regional Economy

Maintaining a strong and diverse local economy is a key priority for Council. The rapid expansion of coal mining activities in the last 5 years has delivered important economic benefits and employment opportunities. However, it has also been challenging for other traditional industries such as agriculture, viticulture, tourism and retail who are required to compete for scarce resources including as labour, land and water.

Council would like to specifically note the following items/issues in relation to this Goal:

- A significant amount of agricultural land has been acquired in the Mid-Western Region to allow for the expansion of mining activities. This has resulted in a general reduction in farming activities, where properties have been bought out due to the close proximity of the mine or for land offset purposes. It is critical that DP&E works with Council to develop plans which protect valuable agricultural land and ensure the ongoing economic viability of the sector in the future.

- Mining in the Mid-Western Region makes a significant contribution to the overall economic prosperity of the Central West and Orana Region. Some of the largest coal mining projects in NSW are located in the Mid-Western Region including Ulan Coal, Moolarben Coal and Wilpinjong Coal projects. With a combined mining workforce of 2,000 employees and annual production of more than 30 million tonnes of coal, the Region is exposed to volatility in this sector. It is critical that the full life cycle of mining (including mine closure) is considered in the assessment of any future developments of coal mining projects in the Region to ensure that its economic potential is sustainable.
- Whilst there are significant local mining resources in the Mid-Western Region, Council would appreciate any assistance from DP&E in planning for a post-mining based local economy. This should include assistance in encouraging new industries to the region to ensure ongoing employment opportunities in regional areas.
 - 1.
- Council continues to seek the support of DP&E in assessing and managing the cumulative impacts of mining in the Region. Given the size and scale of individual projects in the Region, the cumulative impacts can have a major impact on social and economic infrastructure, noise, water and air quality conditions.
 - 2.
- Supporting local tourism is integral to maintaining economic diversity in the Mid-Western Region. Ensuring that tourism development opportunities can be accommodated in relevant local plans and policies plays an important role in achieving this objective.

Goal 2 – A Region with Strong Freight Transport and Utility Infrastructure Networks that Support Economic Growth

The provision of essential infrastructure to support economic growth is also a key priority for Council. Connectivity to other regions across NSW and interstate requires a reliable and efficient transport and freight system. The ongoing availability and expansion of utilities is fundamental to the future prosperity of the Mid-Western Region.

Council would like to specifically note the following items/issues in relation to this Goal:

- It is noted that in Figure 9: Regional Transport, that inactive rail lines have not been included. Many of these lines, including the Kandos to Gulgong section, are non-operational but do have the potential to be re-opened if required for freight transport in the future. Closure and disposal of these lines requires an Act of Parliament under Section 99A of the Transport Administration Act 1988, which has not occurred to Council's knowledge. Council seeks clarity as to the NSW Government's future intentions with this rail line as it impacts the use of land adjoining the rail corridor.
- Regional aviation services play a critical role in connecting regional communities such as the Mid-Western Region to metropolitan areas, interstate and international destinations and achieving economic growth. Council appreciates the support of DP&E in ensuring that adequate slots are available at Sydney's Kingsford Smith Airport for services provided by regional carriers in the future.
 - 3.

- Figure 11 shows that the Mid-Western Region is being forecast as having a water supply deficiency of 51% to 98% by 2036. Council would like to see this issue addressed in more detail under Direction 3.3. A lack of water infrastructure is a major issue, not just to sustain current levels of economic activity in the Mid-Western Region but also to meet essential town water supply requirements. Council is well aware of the importance of protecting scarce water infrastructure and it is critical that this is carefully considered in the assessment of any proposed future mining projects in the Mid-Western Region such as the Lue Silver Mine and Bylong Coal Mine.

Goal 3 – A Region that Protects and Enhances its Productive Agricultural Land, Natural Resources and Environmental Assets

Council recognises the importance of protecting the natural resources and assets of the Mid-Western Region. It is critical that strategic planning provides an adequate balance between the current and future needs of the Region, and supports a mix of industries and land use activities.

Council would like to specifically note the following items/issues in relation to this Goal:

- As discussed under Goal 2 above, local water security is a critical issue and it is important that sufficient resources are devoted to protecting the available water supply for future generations.
4.
- The development of alternative energy resources has been identified in the draft plan. Figure 4 should be updated to include the proposed wind farm projects that are currently identified on the DP&E website for the Mid-Western Region, being the 330 turbine Uungula Wind Farm Project which is located in the north-western part of the Mid-Western Region and the recently approved Crudine Ridge Wind Farm Project for 77 turbines, located between the villages of Hill End and Ilford.
- Action 3.6.2 discusses naturally occurring asbestos which does not include the Mid-Western Region. However, Council has numerous mapped areas with a low or medium likelihood of occurrence, including within the north-western part of Gulgong. These can be forwarded to DP&E upon request.
5.
- The issue of biodiversity offsets conflicting with agricultural activities has been raised by the local farming community in the Mid-Western Region. The offset of vegetated areas located between established farms has led to unmaintained land providing an area for noxious weeds to become established and spread into nearby farmlands. Whilst the protection of biodiversity is of utmost importance, Council believes that this is an area that DP&E could provide a more substantial role in ensuring the right lands are protected without causing the added burden of weed management onto farmers.

Goal 4 – Strong Communities and Liveable Places that Cater for the Region’s Changing Population

Council continues to promote the Mid-Western Region as a great place to live, work, invest and visit. The Region has continued to experience relatively strong population growth of around 1.0% per annum, which reflects its attractiveness and liveability. Planning for future populations and their changing needs is essential to delivering upon the Region’s key competitive advantages and ensuring long term liveability.

Council would like to specifically note the following items/issues in relation to this Goal:

- Council would like to see the mapping and planning that has been prepared for Regional Cities to be expanded to include Regional Centres and their growth areas, similar to the mapping included in the draft North Coast Regional Strategy.
- 6.
- The draft plan identifies CENTROC as a key stakeholder in the draft plan. It is important that other key stakeholders are also identified including OROC, Regional Development Australia Orana and Regional Development Australia Central West.

Council notes that the implementation of the regional plan will require a role for Council in achieving its stated objectives and actions. Whilst Council looks forward to working with DP&E on the various goals, it is important to note that the resources of many councils including Mid-Western are limited, particularly as they work towards the objective of financial sustainability under the local government reform process. DP&E should consider how it can provide additional resources to help councils at relevant stages during the implementation of the plan.

If you have any questions or wish to discuss the issues raised in this submission, please contact myself or Council's Director Development, Julie Robertson on (02) 6378 2850.

Yours sincerely

BRAD CAM
GENERAL MANAGER

8.4 Monthly Development Applications Processing & Determined - May 2016

REPORT BY THE DIRECTOR DEVELOPMENT
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, GOV400054, GOV400043, A100055, A100056

RECOMMENDATION

That Council receive the report by the Director Development on the Monthly Development Applications Processing & Determined - May 2016.

Executive summary

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

Disclosure of Interest

Not applicable.

Detailed report

Included in this report is an update for the month ending 31 May 2016 of development applications determined and development applications processing. The report will detail:

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

Community Plan implications

Theme	Looking After Our Community
Goal	Vibrant towns and villages
Strategy	Maintain and promote the aesthetic appeal of the towns and villages within the Region

Financial implications

Not applicable.

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

2 June 2016

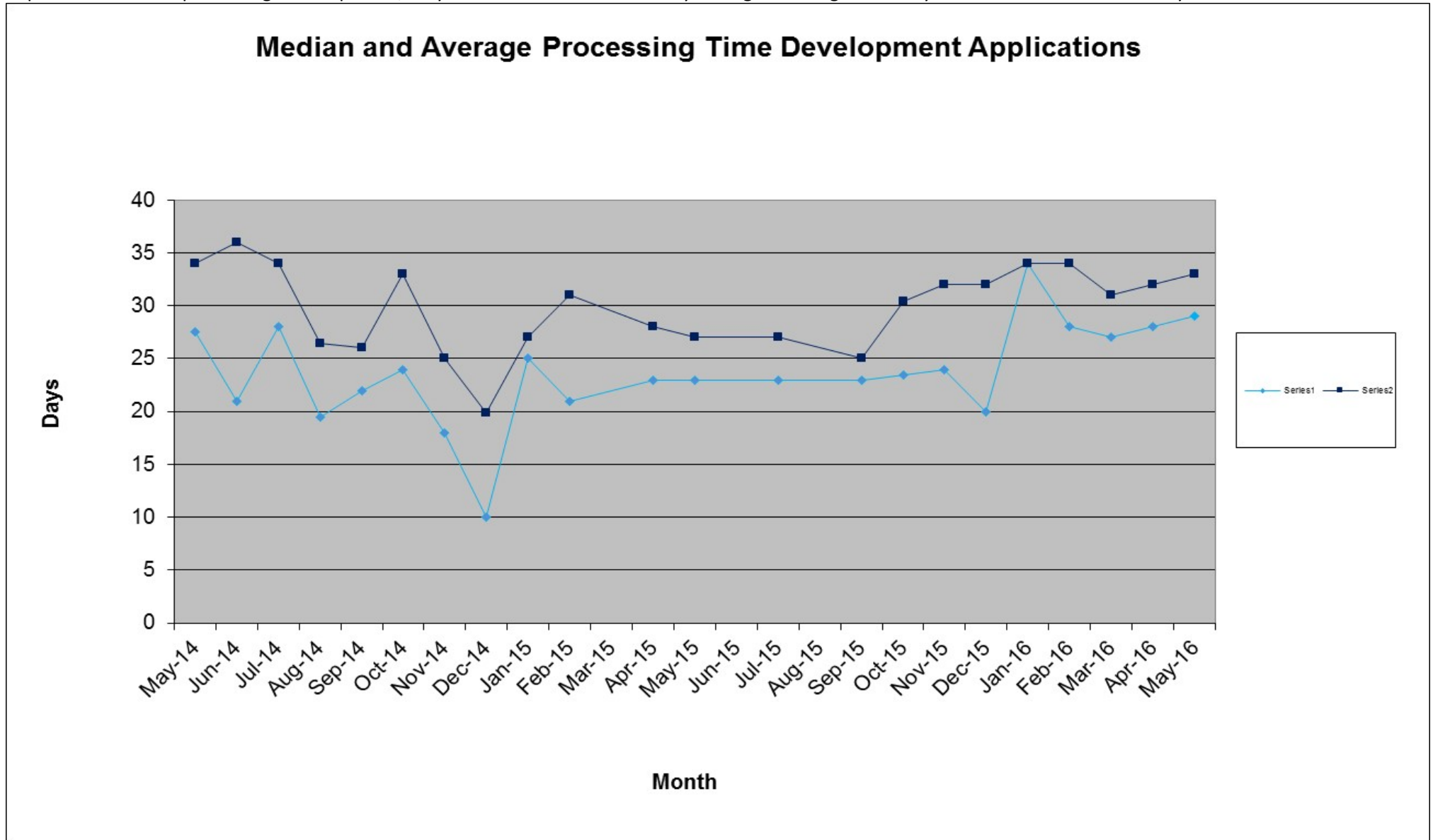
Attachments: 1. Monthly Development Applications Processing & Determined May 2016.

APPROVED FOR SUBMISSION:

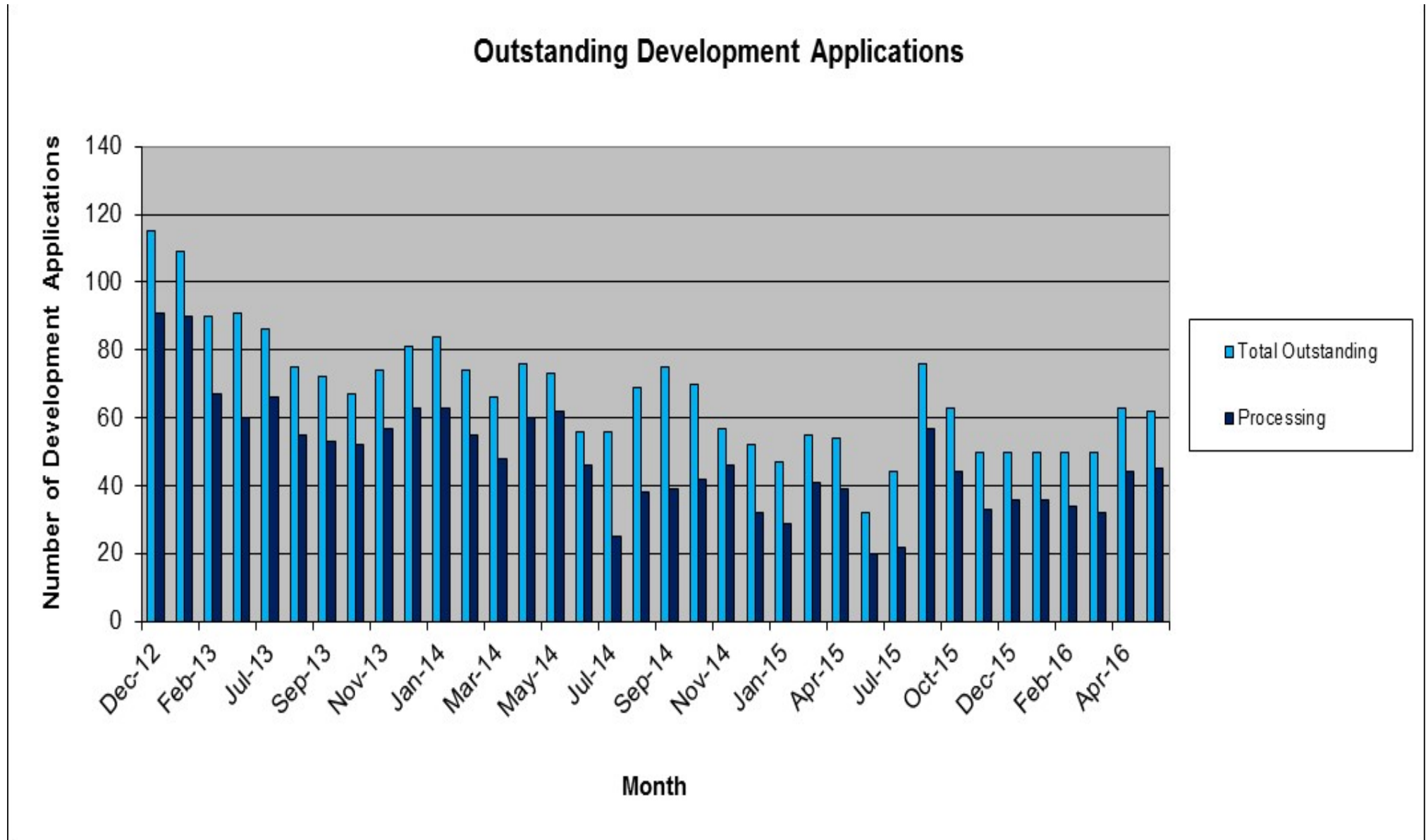
BRAD CAM
GENERAL MANAGER

This report covers the period for the month of May, 2016.

Graph 1 indicates the processing times up to 31, May 2016 with the month of May having an average of 33 days and a median time of 29 days.

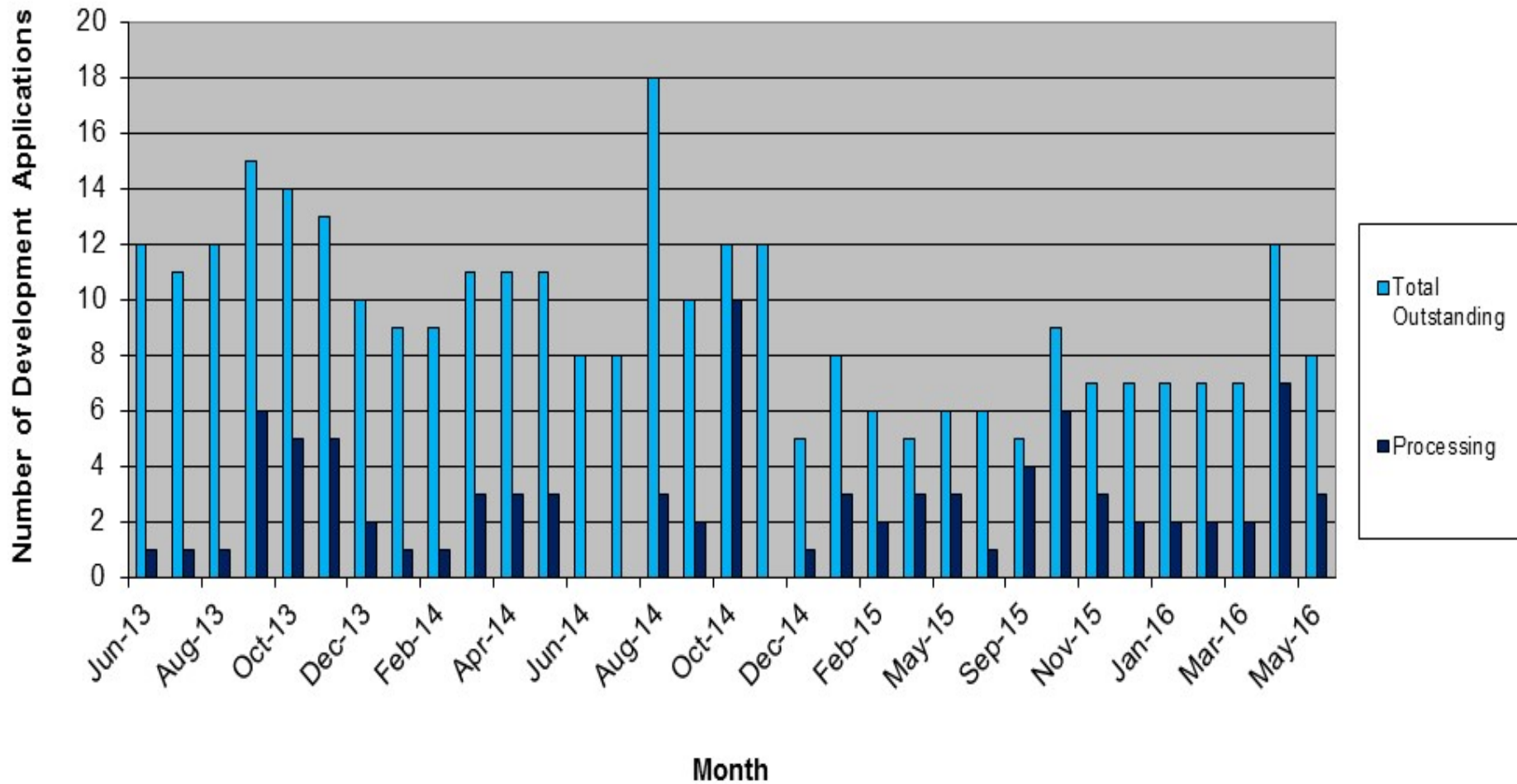


Graph 2 indicates the total number of outstanding applications (excluding dwelling entitlements), the number currently being processed and the number on “stop clock”.



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

Outstanding Development Applications - Dwelling Entitlement



The Planning and Development Department determined 19 Development Applications either by Council or under delegation during May, 2016.

Development Applications Determined – May 2016.

Appl/Proc ID	Description	House No	Street Name	Locality
DA0351/2015	Home Industry – storage of scrap metal and signage	354	Yarrowonga Road	YARRAWONGA
DA0212/2016	Change of use – events venue	1544	Castlereagh	MENAH
DA0221/2016	Subdivision - Torrens Title	118	Medley Street	GULGONG
DA0222/2016	Alterations & Additions	833	Goolma Road	GUNTAWANG
DA0225/2016	Subdivision - Torrens Title	571	Spring Flat Road	SPRING FLAT
DA0226/2016	Dwelling House	10	Loy Avenue	MUDGEE
DA0237/2016	Residential Shed	19	Melton Road	MUDGEE
DA0240/2016	Carport	4	Meroo Crescent	MUDGEE
DA0245/2016	Residential Shed	21	Douro Street	MUDGEE
DA0246/2016	Recreation Facility (indoor)	14	Industrial Avenue	MUDGEE
DA0247/2016	Boundary Adjustment	154	Market Street	MUDGEE
DA0248/2016	Carport	24	Redbank Road	MUDGEE
DA0249/2016	Subdivision - Torrens Title	66	Pipeclay Lane	BUDGEE BUDGEE
DA0252/2016	Commercial Alterations/Additions	69	Market Street	MUDGEE
DA0255/2016	Dwelling House	8	Hughson Avenue	MUDGEE
DA0256/2016	Dwelling House	7	Hughson Avenue	MUDGEE
DA0258/2016	Residential Shed	143	Norris Lane	GALAMBINE
DA0274/2016	Screen Enclosure	46	Lewis Street	MUDGEE
DA0278/2016	Signage	1763	Lue Road	HAVILAH

Development Applications currently being processed – May, 2016

7.	Appl/Proc ID	8.	Description	9.	H ouse No	10.	Street Name	11.	Locality
	DA0288/2016		Alterations & Additions		99		Market Street		MUDGEE
	DA0138/2016		Alterations & Additions		1541		Henry Lawson Drive		ST FILLANS
	DA0046/2016		Alterations & Additions		1581		Yarrabin Road		YARRABIN
	DA0276/2016		Caravan Park – amenities building		1858		Cudgegong Road		CUDGEGONG
	DA0306/2016		Carport		12		Moggs Lane		BOMBIRA
	DA0145/2016		Change of use – occupation		8		Wilkins Crescent		MUDGEE
	DA0297/2016		Change of use – B&B		48		Spring Road		MUDGEE
	DA0102/2016		Dwelling House		705		Windeyer Road		GRATTAI
	DA0311/2016		Dwelling House		178		Robertson Street		MUDGEE
	DA0318/2016		Dwelling House		6		Avisford Court		MUDGEE
	DA0321/2016		Dwelling House		276		Green Gully Road		GREEN GULLY
	DA0316/2016		Dwelling House		280		Mt Vincent Road		RUNNING STREAM
	DA0329/2016		Dwelling House		6		Wells Court		MUDGEE
	DA0238/2016		Dwelling House		14		Dunphy Crescent		MUDGEE
	DA0328/2016		Dwelling House		23		Xavier Court		MUDGEE
	DA0326/2016		Farm Building		109		Tinja Lane		EURUNDEREE
	DA0314/2016		Industrial Activity – Light Industry		12		Industrial Avenue		MUDGEE
	DA0257/2016		Alterations & Additions		22		Cainbil Street		GULGONG
	DA0324/2016		Pergola		20		Homer Street		GULGONG
	DA0272/2016		Residential Shed		313		Putta Bucca Road		BOMBIRA
	DA0268/2016		Residential Shed		217		Robertson Road		SPRING FLAT
	DA0301/2016		Subdivision - Torrens Title		371		Buckaroo Road		BUCKAROO
	DA0284/2016		Serviced Apartment		125		Frog Rock Road		FROG ROCK
	DA0287/2016		Shed >150m2		218		Wollar Road		BUDGEE BUDGEE
	DA0269/2016		Residential Shed		47		Henry Lawson Drive		BOMBIRA
	DA0312/2016		Subdivision - Strata Title		5		Barigan Street		MUDGEE
	DA0300/2016		Subdivision - Torrens Title		20		Lewis Street		MUDGEE
	DA0261/2016		Subdivision - Torrens Title		986		Crudine Road		CRUDINE

DA0275/2016	Subdivision - Torrens Title	37	Hill End Road	CAERLEON
DA0315/2016	Tourist and Visitor Accommodation (Alterations and Additions)	345	Bylong Valley Way	ILFORD
DA0273/2016	Alterations & Additions	123	Mayne Street	GULGONG
DA0279/2016	Residential Shed	7	Lovejoy Street	MUDGEE
DA0308/2016	Change of use – coffee & cake	62	Church Street	MUDGEE
DA0333/2016	Subdivision - Torrens Title	1	Nandoura Street	GULGONG
DA0325/2016	Change of use – shed to dwelling	179	Denison Street	MUDGEE
DA0327/2016	Dwelling House	37	Snelsons Lane	GULGONG
DA0332/2016	Moveable Dwelling	1343	Lower Piambong Road	PIAMBONG
DA0331/2016	Residential Shed	62	Dangar Street	KANDOS
DA0330/2016	Alterations & Additions	61	Inglis Street	MUDGEE
DA0293/2016	Change of use – group home	1719	Hill End Road	GRATTAI
DA0289/2016	Change of use – B&B	288	Riverhead Road	RIVERLEA
DA0302/2016	Dwelling House	51	Robert Hoddle Grove	BOMBIRA
DA0299/2016	Residential Flat Building	2	Smith Street	MUDGEE
DA0262/2016	Shed >150m2	267	Ulan Road	BOMBIRA
DA0323/2016	Moveable Dwelling	133	Mortimer Street	MUDGEE
DA0073/2016	Alterations & Additions	71	Lions Drive	MUDGEE
DA0278/2014	Change of use – shed to dwelling Change of use – agricultural shed to industry	2012	Aarons Pass Road	AARONS PASS
DA0055/2016	Change of use – shed to dwelling	1199	Ulan Road	BUDGEE BUDGEE
DA0296/2016	Commercial Alterations/Additions	1117	Botobolar Road	BOTOBOLAR
DA0027/2016	Dwelling House	8	Bell Street	MUDGEE
DA0214/2011	Industrial Building – 9 workshop sheds	663	Castlereagh Highway	BURUNDULLA
DA0310/2016	Signage	80	Depot Road	MUDGEE
DA0267/2014	Residential Shed	33	Sydney Road	MUDGEE
DA0264/2016	Residential Shed	53	Henry Lawson Drive	BOMBIRA
DA0251/2016	Residential Shed	295	Putta Bucca Road	BOMBIRA
DA0317/2016	Residential Shed	82	Bunbury Road	BOCOBLE
DA0327/2011	Shed >150m2	23	Horatio Street	MUDGEE
DA0191/2015	Subdivision - Torrens Title	196	Robertson Road	MUDGEE

DA0178/2014	Subdivision - Torrens Title	7291	Castlereagh Highway	ILFORD
DA0271/2011	Alterations & Additions	87	Short Street	MUDGEES
DA0098/2016	Alterations & Additions	49	Church Street	MUDGEES
DA0114/2016	Commercial Alterations/Additions	49	Church Street	MUDGEES
DA0244/2016	Dwelling House	18	Mudgee Street	RYLSTONE
DA0267/2016	Dwelling House	82	Nugget Lane	GULGONG
DA0135/2016	Dwelling House	31	Strikes Lane	EURUNDEREE
DA0007/2016	Dwelling House	173	McMurrays Lane	WINDEYER
DA0050/2015	Dwelling House	3634	Bylong Valley Way	RYLSTONE
DA0184/2016	Dwelling House	99	Merinda Street	HARGRAVES
DA0134/2015	Dwelling House	4156	Lue Road	CAMBOON
DA0135/2015	Dwelling House	4156	Lue Road	CAMBOON

Heritage Development Applications currently being processed – April, 2016.

12.	Appl/Proc ID	13.	Description	14.	House No	15.	Street Name	16.	Locality
	DA0271/2011		Alterations & Additions		87		Short Street		MUDGEES
	DA0098/2016		Alterations & Additions		49		Church Street		MUDGEES
	DA0114/2016		Commercial Alterations/Additions		49		Church Street		MUDGEES
	DA0273/2016		Alterations & Additions		123		Mayne Street		GULGONG
	DA0279/2016		Residential Shed		7		Lovejoy Street		MUDGEES
	DA0308/2016		Change of use – coffee and cake		62		Church Street		MUDGEES
	DA0323/2016		moveable dwelling		133		Mortimer Street		MUDGEES
	DA0330/2016		Alterations & Additions		61		Inglis Street		MUDGEES
	DA0333/2016		Subdivision - Torrens Title		1		Nandoura Street		GULGONG

Item 9: Finance

9.1 Tender T031617HUN - Traffic and Safety Signage & Galvanised Posts and Caps

REPORT BY THE PROCUREMENT MANAGER
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, COR400065

RECOMMENDATION

That Council:

1. **receive the report by the Procurement Manager on the Tender T031617HUN - Traffic and Safety Signage & Galvanised Posts and Caps;**
 2. **accept Barrier Signs Pty Ltd as the single source supplier for traffic & safety signage for the period 1 July 2016 to 30 June 2018;**
 3. **allow provision for a 12 month extension based on satisfactory supplier performance, which may take this contract through to 30 June 2019; and**
 4. **do not accept Category 2 – Galvanised Posts and Caps due to the low value spend in this category that does not require Council to tender under the requirements of Section 55 of the Local Government Act.**
-

Executive summary

Regional Procurement® has called Single Source by category tender for Category 1: Supply & Delivery of Traffic & Safety Signage and Category 2: Galvanised Posts And Caps to participating HUN member councils, including Mid-Western Regional Council in accordance with Clause 166(a) of the Local Government (General) Regulation 2005.

The Tender will run for a period of 24 months from the 1 July 2016 to the 30 June 2018 with a 12 month extension option which may be taken up based on satisfactory performance by the successful tenderer.

The recommended single source supplier for Mid-Western Regional Council for the Category 1: Supply & Delivery of Traffic & Safety Signage is Barrier Signs Pty Ltd.

It is not recommended that Council accept Category 2: Galvanised Posts and Caps due to low value spend and there is no benefit in pursuing this category as better pricing can be obtained by Council from the open market.

Disclosure of Interest

Nil.

Detailed report

As a result of discussions with participating councils (including Mid-Western Regional Council) regarding their requirements for Traffic and Safety Signage, Regional Procurement® has called an open Single Source by Category tender.

Tenders closed at 10.00am on Tuesday 9 April 2016.

This tender was advertised in the following media:

Newcastle Herald:	19 March 2016
Sydney Morning Herald:	15 March 2016
Tenderlink	15 March 2016

Two (2) tenders in total were received from:

Barriers Signs Pty Ltd (Cat.1 & Cat.2)
Hi Vis Signs and Safety Pty Ltd (Cat.1 only)

Five (5) tender documents were sold.

Probity

The tender has been conducted in accordance with Clause 166(a) of the Local Government (General) Regulation 2005.

Conflict of Interest Declarations were signed by all participating evaluation panel members including the Regional Procurement® facilitator. The declarations are available to be viewed if required.

All tenderer insurance records were checked against Tender requirements and potential non-conformities were noted in the Evaluation Matrix for the consideration of the panel. The evaluation was conducted in accordance with the Local Government Tendering Guidelines, Regional Procurement® Tendering Code of Conduct and Tendering Evaluation Principles and Process. Confidentiality and probity were maintained throughout the process.

Tender Evaluation

The tender evaluation was conducted on 6 May 2016 at Regional Procurement Offices by:

- Neil Mitchell Maitland City Council – Team Leader Purchasing/Stores
- Mark Kentish Regional Procurement - Facilitator

Methodology:

The % weightings and criteria were agreed upon prior to the tender closing. The evaluation result was determined by:

- Adding the total value of all items together to determine the lowest overall price.
- The lowest overall amount was awarded the full Criteria % for each Category,
- Each subsequent total \$ value was then divided into the lowest total amount to obtain a score.
- Other Evaluation Criteria was evaluated based on the following factors:

- If the tenderer provided the required evidence to meet the benchmark, eg: ISO 9001:2008 certificate and QMS document contents page, the Evaluation Panel awarded full marks (5) for that category.
- If the tenderer provided partial evidence to meet the benchmark, eg: provided a QMS document contents page but they are not ISO certified, the Panel determined a lower score between 2-4, subject to the evidence in front of them.
- If the tenderer failed to meet the benchmark completely, eg: they demonstrated no ability to meet the criteria and did not provide any evidence, the Panel awarded 0 points to the tenderer for that evaluation criteria.
- Each Tenderer's Referees Score was calculated by adding the total scores obtained from the Tenderer's three nominated referees (each totalling up to 25 points) and dividing this total by the maximum possible score of 75, then multiplying this number by the allocated matrix Weighting value (eg 5%).

Note:

- No late tenders were received.
- All tenderers had been noted as active on the ASIC website.
- No tenders were deemed non-compliant.

Evaluation Panel Recommendation is that Barrier Signs Pty Ltd be awarded the contract as a single source by category to Mid-Western Regional Council. However, Mid-Western Regional Council do not wish to accept any supplier for Category 2.

Community Plan implications

Theme	Good Governance
Goal	An effective and efficient organisation
Strategy	Prudently manage risks association with all Council activities

Financial implications

Council currently utilise the Regional Procurement Contract agreement for Traffic & Safety Signage.

Council has spent approximately \$255,000 on signage over the last 3 years, therefore justifying the need for this tender. Significant savings are made by the utilisation of Category 1 of this tender.

KRISTIE WARD
PROCUREMENT MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

20 May 2016

Attachments: 1. T031617HUN - Signage Evaluation. (Confidential - separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.2 Classification of Land - Allotment 122 DP 1074283 10-12 Burrundulla Avenue Mudgee

REPORT BY THE REVENUE AND PROPERTY MANAGER
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, P1369111

RECOMMENDATION

That Council:

1. **receive the report by the Revenue and Property Manager on the Classification of Land - Allotment 122 DP 1074283 10-12 Burrundulla Avenue Mudgee; and**
2. **give public notice of a proposed resolution to classify Allotment 122 DP 1074283 as Operational land.**

Executive summary

This report seeks to commence the process for classification of Allotment 122 DP 1074283 (the Allotment), being land located at 10-12 Burrundulla Avenue Mudgee, as Operational. This allotment is the site of the former Mudgee Bowling Club. Council has entered into a contract to purchase the site, with the date for settlement set down to complete by the end May 2016. The site is being purchased for future land development purposes.

Disclosure of Interest

Nil.

Detailed report

In accordance with Chapter 6, Part 2, Division 1 of the Local Government Act 1993 (the Act), all public land must be classified as either *Community* or *Operational* land.

The purpose of classification is to identify clearly that land which should be kept for use by the general public (Community land) and that land which need not (Operational land). Land which is classified *Operational* would include land which facilitates a council carrying out its functions or such as in this case, where the land is to be held as an asset for future land development purposes.

Notwithstanding that Council will not own the Allotment until settlement occurs at the end of May 2016, the Act, at Section 31, allows councils to classify land before ownership has been completed:

31 Classification of land acquired after 1 July 1993

(2) Before a council acquires land, or within 3 months after it acquires land, a council may resolve (in accordance with this Part) that the land be classified as community land or operational land.

To commence the process for the classification of the Allotment, Council must resolve to classify the Allotment as *Operational* and its intention must be advertised for a period of 28 days, during which time written submissions to the proposed classification will be accepted. Upon completion of this

process, a further report will be presented to Council on the outcomes of the exhibition and next steps, as required by the Act.

Community Plan implications

Theme	Good Governance
Goal	An effective and efficient organisation
Strategy	Prudently manage risks association with all Council activities

Financial implications

Not applicable.

DIANE SAWYERS
REVENUE AND PROPERTY MANAGER

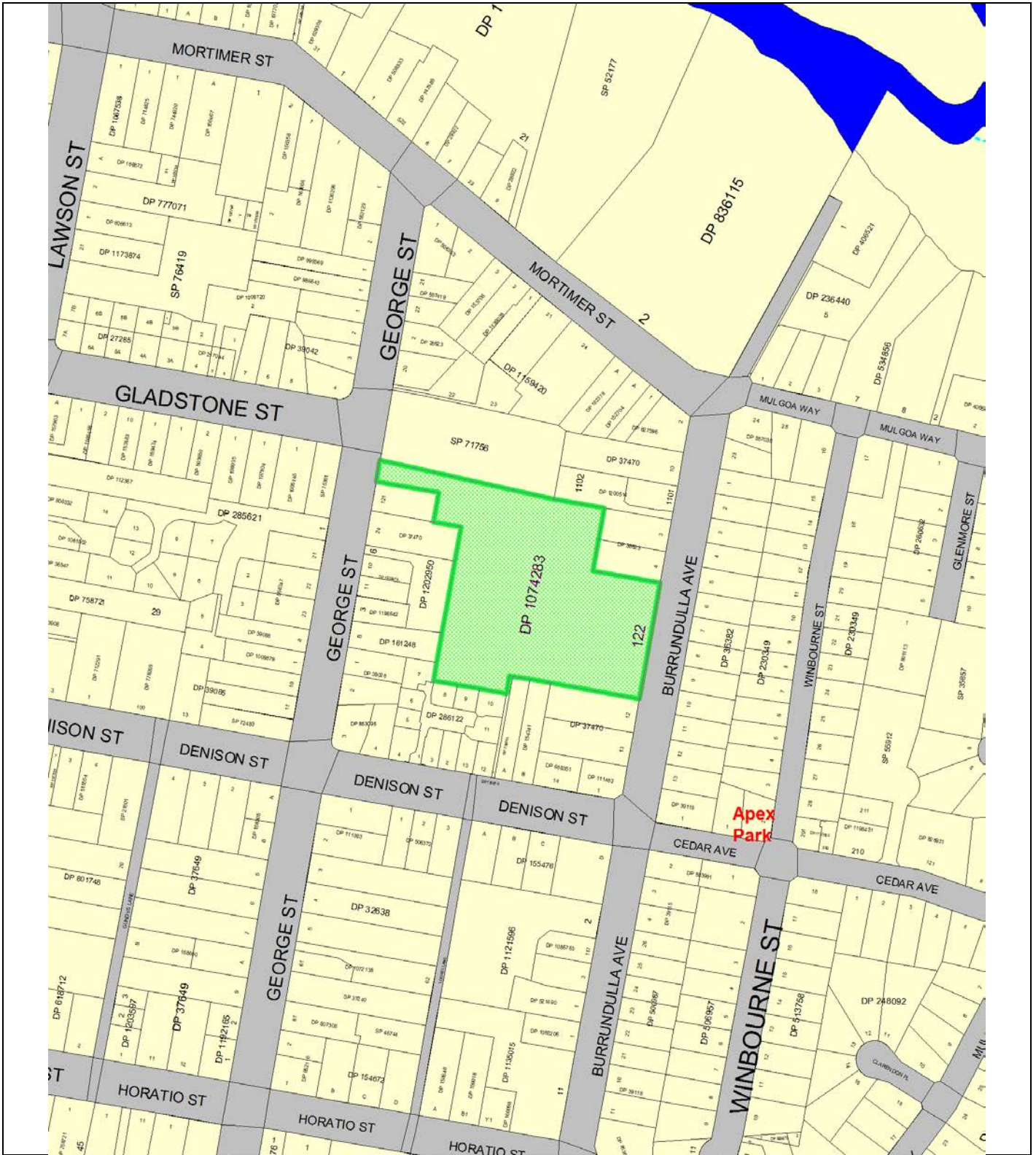
LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

4 May 2016

Attachments: 1. Plan Allotment 122 DP 1074283.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Map Scale: 1:3,430

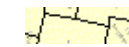

Disclaimer

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

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

Legend

Allotment 122 DP 1074283
10-12 Burrundulla Avenue

		Parcel		Parish		Road
		Crown Land		Localities		State Forest
		Railway		LGA Boundary		Waterway



Printed on Wednesday, 4 May 2016

9.3 Delivery Program 2014/2017 and Operational Plan 2016/2017

REPORT BY THE MANAGER, FINANCIAL PLANNING
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, FIN300065

RECOMMENDATION

That Council:

1. receive the report by the Manager, Financial Planning on the Delivery Program 2014-2017 and Operational Plan 2016/2017;
 2. adopt the Operational Plan for 2016/17 and Delivery Program for 2013/14 – 2016/17, including the Fees & Charges Schedule
 3. receive two additional public submissions to the draft 2016/17 Operational Plan as listed below, with the General Manager required to respond to each submission as follows:
 - 3.1 Scott Etherington – be thanked for his submission, and referred to the amended 2016/17 Fees and Charges;
 - 3.2 Peter Whitehall – be thanked for his submission, and be advised that staff have performed a thorough review of all Building Regulation fees, ensuring full cost recovery in arriving at the 2016/17 Fees and Charges;
 4. hereby makes the following rates and charges for the 2016/17 financial year:
 - 4.1 Residential Rural Rate

A Residential Rural Rate of 0.663620 cents in the dollar on the land value as at 1 July 2016 of all land so categorised as Residential, with a minimum rate of \$635.11;
 - 4.2 Residential Urban Rate

A Residential Urban Rate of 0.663620 cents in the dollar on the land value as at 1 July 2016 of all land so categorised as Residential and further subcategorised as Residential Urban, with a minimum rate of \$635.11;
 - 4.3 Farmland Rate

A Farmland Rate of 0.619564 cents in the dollar on the land value as at 1 July 2016 of all land so categorised as Farmland, with a minimum rate of \$635.11;
 - 4.4 Business Rate

A Business Rate of 0.965637 cents in the dollar on the land value as at 1 July 2016 of all land so categorised as Business, with a minimum rate of \$635.11;
 - 4.5 Business Rylstone Aeropark Rate
-

A Business Rylstone Aeropark Rate of 0.965637 cents in the dollar on the land value as at 1 July 2016 of all land so categorised as Business and further subcategorised as Business Rylstone Aeropark, with a minimum rate of \$208.49;

4.6 Mining Rate

A Mining Rate of 7.917282 cents in the dollar on the land value as at 1 July 2016 of all land so categorised as Mining, with a minimum rate of \$635.11;

4.7 Mining Coal Rate

A Mining Coal Rate of 7.917282 cents in the dollar on the land value as at 1 July 2016 of all land so categorised as Mining and further subcategorised as Mining Coal, with a minimum rate of \$635.11;

4.8 Hunter Valley Catchment Special Rate

A Hunter Valley Catchment Special Rate of 0.0118 cents in the dollar on the land value as at 1 July 2016 of all land within the catchment contribution area that has a land value in excess of \$300 and is rateable for the time being under the Local Government Act 1993.

Council contributes to the provision of watercourse management in the area controlled by Local Land Services Hunter. A Hunter Valley Catchment Special Rate, which is determined by the authority, is to be applied for the purposes of the Local Land Services Regulation 2014.

4.9 Extra Charges

The extra charges to be charged on overdue rates and charges shall be calculated at a rate of 8.0% per annum, on a daily simple interest basis;

4.10 Domestic Waste Management Charge

A Domestic Waste Management Charge of \$171 for all rateable and non-rateable properties within the service areas. Where there is more than one service the annual charge will be multiplied by the number of services;

4.11 General Waste Disposal Charge

A General Waste Disposal Charge of \$203.50 inclusive of GST for all rateable and non-rateable properties with the exception of certain Farmland properties that can identify in the manner required by Council that they have a landholding comprised of multiple adjoining assessments with a lesser number of residences than assessments; they will be charged for the number of residences. Where there is more than one service the annual charge will be multiplied by the number of services;

4.12 Business Waste Management Charge

A Business Waste Management Charge of \$197 for all rateable and non-rateable Business category properties where a service is rendered. Where there is more than one service the annual charge will be multiplied by the number of services;

4.13 Water Charges

Water charges for rateable and non-rateable properties within the water supply area of:

Charge Type	Detail	Amount
Service availability	20mm meter	\$148
	25mm meter	\$231
	32mm meter	\$379
	40mm meter	\$592
	50mm meter	\$925
	80mm meter	\$2,368
	100mm meter	\$3,700
	150mm meter	\$8,325
Usage – per kL	Residential	\$2.91
	Business	\$2.91
	Raw Water	\$0.64

In relation to strata units, each unit will be levied with a 20mm service availability charge. In relation to Torrens Title residential units, each unit will be levied with a 20mm service availability charge. In relation to vacant land where a water meter is not connected, each property will be levied with a 20mm service availability charge;

4.14 Sewer Charges**Sewer charges for rateable and non-rateable properties within the sewer service area of:**

Charge Type	Detail	Amount
Service availability	Residential	\$794
	Non Residential	\$443
Usage – Non Residential	Based on kLs of water used that would reasonably be deemed to enter sewer schemes	\$2.54 per kL

Executive summary

Council has been through an extensive planning process over the past few months to determine which projects and initiatives would be undertaken across the next four financial years, culminating in the Operational Plan 2016/17 and the amended Delivery Program 2014 – 2017. Following public exhibition, and consideration of submissions to the Draft Plans, it is recommended Council adopt the Operational Plan 2016/17 and Delivery Program for 2014 –2017, including the Fees and Charges Schedule, shown as Attachment 1.

Disclosure of Interest

Nil

Detailed report

At its meeting of 20 April 2016, Council endorsed the draft Operational Plan 2016/17 and amended Delivery Program for 2014-2017 to be placed on Public exhibition for a period of 28 days.

At its meeting on 1 June 2016, Council responded to the submissions to the Draft 2016/17 Operational Plan and 2014-2017 Delivery Program. Approved changes have been incorporated into the Operational Plan 2016/17 and Delivery Program 2014-17, shown as Attachment 1.

Council's Long Term Financial Plan (LTFP) was last updated during preparation of the December 2015 Quarterly Budget Review. Officers are currently updating the LTFP, and it will be presented to the July Council meeting with a recommendation for adoption.

PUBLIC SUBMISSIONS

The following submissions are additional to those received by Council on 1 July 2016 in the Council report "Submissions to the Draft 2016/17 Operational Plan and 2014-2017 Amended Delivery Program". These two submissions were received during the exhibition period, however were omitted from the report in error.

3.1 Scott Etherington - The submission objects to Council charging schools for the use of sports fields, amenities and swimming pools. Changes to the exhibited fees and charges were approved at the 1 June 2016 meeting as recommended off the back of other public submissions received on this issue. and These fees and charges have been amended in the Operational Plan 2016/17. No further changes are recommended.

3.2 Peter Whitehall – Mr Whitehall has requested amendments to proposed fees and charges for Buildings Approvals and Certificates. The submission highlights Councils requirements to comply with National Competition Policy when competing with private enterprise. Council staff have performed a thorough review of all Building Regulation fees, including comparison with nearby certifying authorities to ensure full cost recovery in arriving at the 2016/17 Fees and Charges. It is therefore recommended that the 2016/17 Fees and Charges remain as presented in the Operational Plan 2016/17.

Community Plan implications

Theme	Good Governance
Goal	Strong civic leadership
Strategy	Provide clear strategic direction through the Community Plan, Delivery Program and Operational Plans

Financial implications

The 2016/17 budget as recommended to Council, will result in a projected decrease in General Fund unrestricted working capital of \$303,784.

The projected movements throughout the planning process are:

Draft Budget presented for exhibition	-\$	173,692	Decrease
Amendments to exhibited plan at 1 June 2016 Council meeting:			
March 2016 Quarterly Budget Review rolled budgets to 2016/17	-\$	61,000	Decrease
Rylstone Tourist Bay	-\$	35,000	Decrease
Tinja Lane Sealing	-\$	80,000	Decrease
Blister Garden Upgrade Church St/Inglis St Intersection	-\$	7,000	Decrease
Rating revenue increase from supplementary valuations	\$	52,908	Increase
	-\$	130,092	Decrease
Projected movement in General Fund unrestricted working capital for 2016/17	-\$	303,784	Decrease

NEIL BUNGATE
MANAGER, FINANCIAL PLANNING

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

30 May 2016

Attachments: 1. Delivery Program 2014/2017 and Operational Plan 2016/2017.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Placeholder for Attachment 1
Delivery Program 2014/2017 and Operational Plan
2016/2017
Delivery Program 2014/2017 and Operational Plan
2016/2017
0 Pages

9.4 Right Off of Debts - Period 13/6/15 - 1/6/16

REPORT BY THE REVENUE AND PROPERTY MANAGER

TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, A0140197, A0340005

RECOMMENDATION

That Council:

1. **receive the report by the Revenue and Property Manager on the Right Off of Debts - Period 13/6/15 - 1/6/16;**
2. **note the write-offs totalling \$2,372.30 made under delegated authority as stipulated in Attachment 1 to this Report for the period 13/6/2015 to 1/6/2016; and**
3. **authorise the write-off of those debts greater than \$2,500 and totalling \$56,037.23 as stipulated in Attachment 1 to this Report for the period 13/6/2015 to 1/6/2016.**

Executive summary

This report provides a summary of debts less than \$2,500 owed to Council that have been written off since 12 June 2016 under delegated authority and seeks Council's resolution to write off the debts that are greater than \$2,500 that are owed to Council as stipulated in the attached summary.

Disclosure of Interest

Nil.

Detailed report

Sections 213 and 131 of the Local Government (General) Regulation 2005 specify restrictions on writing off debts owed to a council. Council has previously resolved that the General Manager be delegated to write off amounts up to \$2,500. Debts owed to Council that are greater than \$2,500 must have a Council resolution directing that the stipulated amounts be written off.

Regulation 213(5) states that a debt can only be written off if it satisfies one of the following criteria:

- a) if the debt is not lawfully recoverable, or
- b) as a result of a decision of a court, or
- c) if the council or the general manager believes on reasonable grounds that an attempt to recover the debt would not be cost effective.

Regulation 131(6) states that the general manager must advise the council of rates and charges written off by written order of the general manager.

Community Plan implications

Theme	Good Governance
Goal	An effective and efficient organisation
Strategy	Prudently manage risks association with all Council activities

Financial implications

The total amount written off for the period 13 June 2015 to 1 June 2016 under delegation was \$2,372.30. The total amount of debts greater than \$2,500 and requiring a Council resolution to write off is \$56,037.23.

The attached summary supports the delegated write offs and outlines the debts greater than \$2,500 that require Council's resolution to write off.

Consultation has been undertaken with Council's debt collection agent throughout the entire debt recovery process. The alternative option was to continue to pursue the debts, however this was not considered economical.

It is important to note that a debt that has been written off does not prevent Council taking legal proceedings to recover the debt. Any amount written off will be adjusted if part or all of the debt is subsequently recovered.

The Credit Policy ensures that Council does not consume valuable resources collecting and writing off overdue and bad debts.

DIANE SAWYERS
REVENUE AND PROPERTY MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

1 June 2016

Attachments: 1. Summary of amounts written off under delegation & Council resolution.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Debts Written Off Under Delegation - Period 13/6/2015 to 1/6/2016

Account No	Debtor Name	Amount	Date of Debt	Background
1665	DP & DG Patison	1,422.30	8/04/2015	Water charges incurred due to delay in attending to works request
2085	IB Bradshaw	\$950.00	9/07/2010	Error with refund of rates overpayment in 2010
		\$ 2,372.30		

Debts Written Off by Council Resolution - Period 13/6/2015 to 1/6/2016

Account No	Debtor Name	Amount	Date of Debt	Background
10390	Mr Edward Hughes	7936.63	1/07/2009	Shortfall from sale of land 1
13159	Naracook Pty Ltd	10287.19	1/07/2006	Shortfall from sale of land 1
18861	Mr Thomas Stanford	11205.53	1/07/2006	Shortfall from sale of land 1
19979	Mr John Morrissey	8375.25	1/07/2008	Shortfall from sale of land 1
5294	Mr Gary J Ehlers	3983.53	3/06/2009	Shortfall from sale of land 1
13024	Mr Laurence V Rohr	11599.10	18/06/2008	Shortfall from sale of land 1
9702426	Mr Noel L Costello	2650.00	16/05/2012	Home Modification client ca
		\$ 56,037.23		

5/2016

Reason for Write-off	Date	Jnl No.	Officer
an attempt to recover the debt would not be cost effective	7/03/2016	121781	IC
an attempt to recover the debt would not be cost effective	13/05/2016	123668	IC

1/6/2016

Reason for Write-off	Date	Jnl No.	Officer
Secion 719 Local Governmen	26/06/2015	115274	IC
Secion 719 Local Governmen	26/06/2015	115274	IC
Secion 719 Local Governmen	26/06/2015	115274	IC
Secion 719 Local Governmen	26/06/2015	115274	IC
Secion 719 Local Governmen	30/06/2015	115370	IC
Secion 719 Local Governmen	30/06/2015	115370	IC
Write-off due to hardship request and terms of funding agreement - an attempt to recover the debt would not be cost effective	1/06/2016	124081	IC

9.5 Monthly Budget Review April 2016

REPORT BY THE MANAGER, FINANCIAL PLANNING
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, FIN300062

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Financial Planning on the Monthly Budget Review April 2016; and**
2. **amend the 2015/16 Operational Plan in accordance with the variations as listed in the budget review attachments.**

Executive summary

This report presents to Council the April Monthly Budget Review of the 2015/2016 Operational Plan.

Disclosure of Interest

Nil.

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.

The proposed contra variations are:

- to defer \$1,656,192 of capital works on the Wollar Road Seal Extension to 2016/2017. This project is funded from Restart NSW Grant
- to move forward \$21,000 for initial works completed to GPS Cemetery Sites. This project is funded from Capital Program Reserve.
- Defer the Rural Fire Service Cudgegong Heritage building works to 2016/2017. This project is fully grant funded.

Community Plan implications

Theme	Good Governance
Goal	An effective and efficient organisation
Strategy	Prudently manage risks association with all Council activities

Financial implications

Proposed variations to the 2015/16 Operational Plan are included in the budget review attachments.

NEIL BUNGATE
MANAGER, FINANCIAL PLANNING

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

2 June 2016

Attachments: 1. April Monthly Budget Review. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.6 Monthly Statement of Investment and Bank Balances as at 31 May 2016

REPORT BY THE MANAGER, FINANCIAL PLANNING
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, FIN300053

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Financial Planning on the Monthly Statement of Investment and Bank Balances as at 31 May 2016;**
2. **note the certification of the Responsible Accounting Officer.**

Executive summary

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

Disclosure of Interest

Nil.

Detailed report

As per Clause 212 of the Local Government (General) Regulation 2005 the Responsible Accounting Officer certifies that;

- a) this report sets out details of all money that the Council has invested under Section 625 of the Act, and
- b) all investments have been made in accordance with the Act, the regulations and Council's investment policies.

This report has been made up to the last day of the month preceding this meeting.

Council should be aware that the Investments by Institution portfolio limit for the National Australia Bank (NAB) has exceeded the investment procedure limit per institution by 3%. This breach is due to a higher than anticipated balance in the NAB at call account as at 31/05/2016 being \$5.285 million. Council received some significant deposits including rates payments late in the month and were not able to invest these excess funds at short notice.

This breach of policy limit will be rectified during the month of June.

Investments by Institution	Long/Short Term Ratings	Amount \$'000	% of Portfolio	
			Actual	Policy Limit
National Australia Bank	AA-/A-1+	16,385	28%	25%
Bankwest	AA-/A-1+	11,200	19%	25%
St George Bank	AA-/A-1+	12,300	21%	25%
ANZ	AA-/A-1+	2,000	3%	25%
AMP	A+/A-1	2,500	4%	15%
Bank of Queensland	A-/A-2	4,900	8%	10%
Bendigo & Adelaide Bank	A-/A-2	1,500	3%	10%
ING Bank	A-/A-2	1,500	3%	10%
Members Equity Bank	BBB+/A-2	3,300	6%	10%
Peoples Choice C/Union	BBB+/A-2	1,500	3%	10%
Family First Credit Union	Unrated	-	0%	10%
MyState Bank	BBB/A-2	1,000	2%	10%
		58,085	100%	

Community Plan implications

Theme **Good Governance**

Goal An effective and efficient organisation

Strategy Prudently manage risks association with all Council activities

Financial implications

Not applicable.

NEIL BUNGATE
MANAGER, FINANCIAL PLANNING

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

2 June 2016

- Attachments:*
1. Monthly Statement of Bank Balances and Investments.
 2. Schedule of MWRC Investment Policy Requirements.
 3. Monthly Investment Portfolio Activity.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Attachment 1

For the month ended:

31-May-16

Bank Account	Opening Balance	Receipts	Payments	Closing Balance	Overdraft Limit
National Australia Bank (Corporate Cheque Account) \$	68,635	\$23,009,728	\$ 22,884,166	\$ 194,197	\$ 700,000

The bank balances have been reconciled to the General Ledger as at 31/05/2016

Investments	Type	Amount \$'000	Yield %	Maturity Date	Term
National Australia Bank	At Call	5,285	2.30%	NA	At Call
National Australia Bank	Term Deposit	1,600	3.02%	6/07/2016	364
National Australia Bank	Term Deposit	1,000	3.05%	20/07/2016	196
National Australia Bank	Term Deposit	1,000	3.00%	15/02/2017	364
National Australia Bank	Term Deposit	2,000	3.00%	5/10/2016	217
National Australia Bank	Term Deposit	1,000	3.15%	26/10/2016	210
National Australia Bank	Term Deposit	1,000	3.15%	16/11/2016	210
National Australia Bank	Term Deposit	2,000	3.00%	23/11/2016	203
National Australia Bank	Term Deposit	1,500	3.03%	21/12/2016	217
St George Bank	Term Deposit	1,000	3.02%	13/07/2016	189
St George Bank	Term Deposit	1,000	2.90%	31/08/2016	196
St George Bank	Term Deposit	2,000	2.90%	7/09/2016	203
St George Bank	Term Deposit	2,500	2.83%	28/09/2016	212
St George Bank	Term Deposit	1,000	2.95%	12/10/2016	217
St George Bank	Term Deposit	500	2.90%	19/10/2016	217
St George Bank	Term Deposit	1,000	3.05%	26/10/2016	210
St George Bank	Term Deposit	1,300	3.12%	9/11/2016	217
St George Bank	Term Deposit	2,000	3.00%	30/11/2016	210
Bankwest	Term Deposit	1,500	3.00%	1/06/2016	189
Bankwest	Term Deposit	1,000	2.95%	8/06/2016	191
Bankwest	Term Deposit	2,000	2.95%	15/06/2016	198
Bankwest	Term Deposit	700	3.00%	13/07/2016	210
Bankwest	Term Deposit	1,000	2.93%	17/08/2016	203
Bankwest	Term Deposit	1,500	2.90%	24/08/2016	196
Bankwest	Term Deposit	1,500	2.90%	21/09/2016	210
Bankwest	Term Deposit	2,000	2.70%	14/12/2016	210
ANZ	Term Deposit	1,000	2.94%	29/06/2016	203
ANZ	Term Deposit	1,000	2.86%	14/09/2016	203
AMP	Term Deposit	1,500	3.00%	3/08/2016	182
AMP	Term Deposit	1,000	3.00%	17/08/2016	189
Bank of Queensland	Term Deposit	2,000	3.00%	22/06/2016	203
Bank of Queensland	Term Deposit	800	3.10%	3/08/2016	203
Bank of Queensland	Term Deposit	1,300	3.10%	19/10/2016	224
Bank of Queensland	Term Deposit	800	3.00%	4/01/2017	224
Bendigo & Adelaide Bank	Term Deposit	1,500	2.85%	2/11/2016	364
ING Bank	Term Deposit	1,500	3.10%	1/03/2017	364
Members Equity Bank	Term Deposit	1,800	3.05%	27/07/2016	231
Members Equity Bank	Term Deposit	1,500	3.09%	10/08/2016	196
Peoples Choice C/Union	Term Deposit	1,500	2.91%	7/12/2016	203
MyState Bank	Term Deposit	1,000	3.08%	24/08/2016	203
Total Investments		58,085			

Attachment 2

MWRC Policy Requirements:

Investments by Institution	Long/Short Term Ratings	Amount \$'000	% of Portfolio	
			Actual	Policy Limit
National Australia Bank	AA-/A-1+	16,385	28%	25%
Bankwest	AA-/A-1+	11,200	19%	25%
St George Bank	AA-/A-1+	12,300	21%	25%
ANZ	AA-/A-1+	2,000	3%	25%
AMP	A+/A-1	2,500	4%	15%
Bank of Queensland	A-/A-2	4,900	8%	10%
Bendigo & Adelaide Bank	A-/A-2	1,500	3%	10%
ING Bank	A-/A-2	1,500	3%	10%
Members Equity Bank	BBB+/A-2	3,300	6%	10%
Peoples Choice C/Union	BBB+/A-2	1,500	3%	10%
Family First Credit Union	Unrated	-	0%	10%
MyState Bank	BBB/A-2	1,000	2%	10%
		58,085	100%	

Investments by S&P Rating	Short Term Rating	Amount \$'000	% of Portfolio	
			Actual	Limit
Direct Securities	A-1+	41,885	72%	100%
	A-1	2,500	4%	60%
	A-2	13,700	24%	30%
	A-3	-	0%	20%
	Unrated	-	0%	10%
		\$ 58,085	100%	

*Investments lower than AA/A-1 are restricted to licenced banks, credit unions and building societies

Term to Maturity	Amount \$'000	Actual	% of Portfolio	
			Minimum	Maximum
Less than 1 year	58,085	100%	40%	100%
Between 1 and 3 years	-	0%	0%	60%
Between 3 and 5 years	-	0%	0%	50%
More than 5 years	-	0%	0%	25%
	58,085	100%		

Attachment 3**Monthly Investment Portfolio Activity:**

The below table shows monthly investment activity within the portfolio including investments that have matured and have been redeemed or re-invested, and new investments placed.

Bank Accounts	Opening Balance \$'000	Redeemed Balance \$'000	Re-invested Balance \$'000	Change in interest rate	Change in Term (days)	New Term Rate
National Australia Bank	4,290		5,285	-0.08%	0	2.95%
ING Bank	2,000	2,000		Redeemed		
National Australia Bank			2,000	New Deposit		3.00%
St George Bank			2,000	New Deposit		3.00%
National Australia Bank	1,000	1,000		Redeemed		
People's Choice CU	1,500		1,500	-0.02%	21	2.91%
Bankwest			2,000	New Deposit		2.70%
National Australia Bank			1,500	New Deposit		3.03%
People's Choice CU	2,000	2,000		Redeemed		
Bank of Queensland			800	New Deposit		3.00%
	10,790		15,085			
Investment Portfolio Movement	4,295	Addition				

Item 10: Operations

10.1 Draft Roads Asset Management Plan - Public Exhibition

REPORT BY THE MANAGER, WORKS
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, A0010002

RECOMMENDATION

That Council:

- 1. receive the report by the Manager, Works on the Draft Roads Asset Management Plan - Public Exhibition;**
 - 2. place the Draft Roads Asset Management Plan on public exhibition for 28 days; and**
 - 3. adopt the Roads Asset Management Plan if no submissions are received following public exhibition of the draft report.**
-

Executive summary

Council is required as part of the Integrated Planning and Reporting process to formulate asset management plans for each of its major asset classes. This report recommends that the attached Draft Roads Asset Management Plan be placed on public exhibition for a period of 28 days and if no submissions are received adopt the draft report as the final Road Asset Management Plan.

Disclosure of Interest

Nil.

Detailed report

In accordance with the Integrated Planning and Reporting process, Council is required to formulate asset management plans for each of its major asset classes. The Goals and objectives of asset management are:

- setting levels of service and monitoring performance;
- managing the impact of growth through demand management and infrastructure investment;
- taking a lifecycle approach to developing cost-effective management strategies for the long term that meet defined level of service;
- identifying, assessing and appropriately controlling risks; and
- having a long term financial plan which identifies required, affordable expenditure and how it will be financed.

This Plan is for Council's road and road related assets including bridges, bridge sized culverts, causeways, footpaths, shared use pathways, car parks and kerb and gutters. The Plan sets out present knowledge of the road network, including replacement value and confidence levels associated with this information. The Plan identifies knowledge gaps and sets out the course of action to close those gaps and refine the valuation of the network. Ultimately the Plan will inform long term financial strategies which take into account whole of life costs and assist Council in managing its road assets in a sustainable manner.

This roads asset management plan and it is intended to be a living document that is reviewed each year. Community consultation and expectations will inform desired levels of service in subsequent reviews.

The Plan was workshopped with Councillors on 18th May 2016 with each Councillor provided a copy of the Draft Roads Asset Management Plan on that day. This report recommends that the Draft be placed on public exhibition for a period of 28 days and further, if no submissions are received, adopt the draft as the final plan.

Community Plan implications

Theme	Connecting Our Region
Goal	High quality road network that is safe and efficient
Strategy	Provide a roads network that balances asset conditions with available resources and community needs

Financial implications

All asset management plans will inform the long term financial and operational management of Council's assets. The plan indicates that average surplus of \$755 thousand is shown over a ten year period between years 2016 and 2025, however this is due to the large amount of grant funding received between 2016 and 2019 for the Ulan Road Upgrade and Wollar Road Seal extension projects. Excluding this grant funding, there is a long term deficit of \$3.4M per annum to achieve the levels of service. This surplus is not considered sustainable and therefore the deficit is more reflective of the long term funding shortfall on Council's road network.

SALLY MULLINGER
MANAGER, WORKS

DARYL COLWELL
DIRECTOR, OPERATIONS

30 May 2016

Attachments: 1. Draft Roads Asset Management Plan. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

10.2 Bishops View Road, Hargraves

REPORT BY THE SENIOR WORKS ENGINEER

TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, R0243001

RECOMMENDATION

That Council:

1. **receive the report by the Senior Works Engineer on the Bishops View Road, Hargraves; and**
2. **not undertake maintenance works on the unmaintained section on Bishops View Road, Hargraves**

Executive summary

Council have received a request to carry out maintenance works on the unmaintained section of Bishops View Road, Hargraves.

Council currently maintains 1.8km of Bishops View Road, leaving 2.0km of unmaintained road.

It is not recommended to carry out works because:

- It is not supported by Council's Unmaintained and Unformed Road Policy and
- It is estimated that it will cost \$40,000 to install pipes, form and sheet the 2.0km unmaintained section to bring it up to the required standard.

Disclosure of Interest

Nil.

Detailed report

It is the intent of Council's Unmaintained and Unformed Roads Policy that Council will not undertake works on the unmaintained road network. There is provision in the Policy for private individuals to perform maintenance works at their cost or engage Council under a private works arrangement to carry out works.

The policy states that:

'Council may perform maintenance on unmaintained roads under a private works arrangement with the affected property owner(s) when plant is in the region and subject to current workloads.'

'Private individuals or Contractors may perform maintenance on public roads that are listed on the unmaintained road register, if and only if:

- *They have submitted an application to perform maintenance - Such application shall detail the extents of proposed maintenance activities, experience of the person performing the works, and plant and equipment to be used for the maintenance;*
- *Appropriate traffic control plans are in place prior to undertaking the proposed works;*

- *The applicant has a current Public Liability Insurance Policy to cover any mishap which may occur with a recommended minimum level of indemnity of \$10 million and such policy shall be suitable endorsed to cover Council'*

There are 5 separate rate payers accessing from Bishops View Road past the existing maintained section, however there is only 3 permanent residence thus not meeting the Policy criteria for consideration for inclusion onto the maintained road list.

'Roads, or sections thereof that service less than 5 residences will not be considered for addition to the maintained road list, noting that historically, there are roads within the shire that do not meet this requirement.'

The property owners making the request have offered the use of water from their dam/bore and gravel from their property to aid in the construction and maintenance of the road. This has been considered when estimating an upgrade cost.

Community Plan implications

Theme	Connecting Our Region
Goal	Efficient connection of the region to major towns and cities
Strategy	Develop a regional transport network that grows with the needs of business and industry

Financial implications

It is estimated that it will cost approx. \$40,000 to install 3 piped culverts, form up and sheet with ridge gravel the 2.0km of unmaintained road.

There is no capacity in the 2014/15 Operational Plan for additional roads to be added to the maintain roads list.

ANDREW KEARINS
SENIOR WORKS ENGINEER

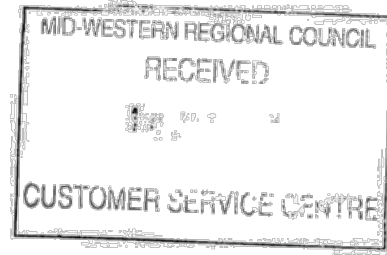
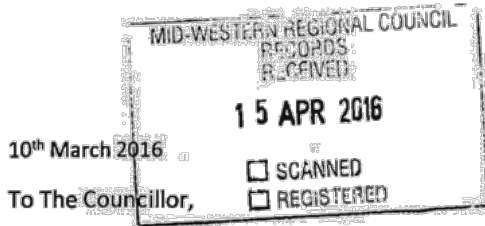
DARYL COLWELL
DIRECTOR, OPERATIONS

30 May 2016

Attachments: 1. Submissions - Request to increase maintenance on Bishops View Road - Rivett & Taylor.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



On 2nd March 2016 I spoke to a lovely member of your staff Nicole Cassidy. She was very compassionate and understanding and advised me to write to you with my concerns.

Our concern is an ~~un~~unmaintained road - Bishops View Rd, located in Hargraves.

We understand that the road has not always had this many residential houses and has developed a lot since maintaining of the road had begun and is still growing.

To date the road is listed to be graded every 2 years to the 3rd cattle grid which is 1.8kms.

We believe that every 2 years of grading is sufficient and appreciate this but believe the length of grading is not far enough.

Past this 1.8km there are 3 residential houses, a caravan occupied full time and a weekend getaway shed.

The road is used every day by many different cars not limited to home owners but including; family, friends, water and stock trucks, telephone and power technicians. The road is now only used by residents on a necessary basis our friends and family no longer like to visit.

December 2010 I purchased 398 Bishops View Rd with the understanding of the entire road being maintained.

2011 - 2 of our family members had flat tyres.

2012 I had a flat tyre and my in-laws had a flat tyre on their caravan and no longer stay at our house they stay in town at a caravan park.

2013 I had a flat tyre.

In 2014 I needed the water truck to come and fill the house tank he quoted me \$300 upon arrival he said "if I have to drive this driveway again it will be \$400 plus next time". I have not purchased water since!

Also in 2014 I had a flat tyre.

Last year I had a TV antenna tech attend my house he put a hole in his sump and lost oil on most of the unmaintained road. I also had 2 flat tyres at different times.

22nd January 2016 a Telstra maintenance man attended my residence to fix a fault in the line he had a flat tyre upon arrival.

Please make no mistake that any of my tyres are old! Our brand new tyres are chewed out within the first week and I am using the spare in 1 month. Oddly we have replaced ball joints in our car on numerous occasions. This may sound like we are driving too fast on the road but in actual fact it is extremely impossible to drive faster than 10kms. This takes just over 17minutes to reach the tared road (Hill End Rd) to get our daughter to the school bus and ourselves to work.

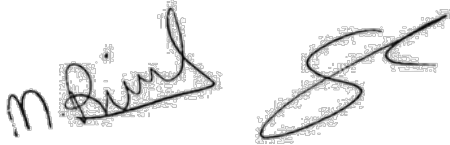
We have now come to the realisation that the road is not suitable for normal cars and now not suitable or safe for 4wd's. With this in mind I understand that an ambulance would not make it our house safely and this is a real worry with my partner's medical conditions and having a young family.

We feel isolated from our family and friends as our driveway comes with many flat tyres, the safety of the road is very questionable and we would like to ensure if we ever needed an ambulance it would make it to our house and out safely and promptly.

I have asked my fellow neighbours and all people using the road to sign in agreeance with this letter.

We ask that you review the road with us attending and ensure this year when the 1.8kms of Bishops View Rd is graded, that you add 2.2kms and grade all 4kms of it.







We look forward to hearing from you in due course.



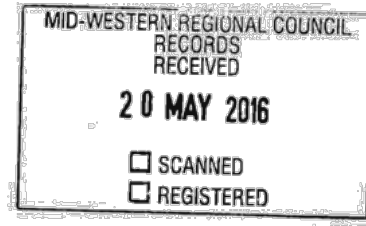
Melissa Rivett and Craig Taylor

398 Bishops View Rd, Hargraves NSW

(02) 63738521

Name	Usage of the road	Signature	Comments
Cavie Kimm	Resident		
Peter Bullod	Resident		
Senni Bullod	Resident		
James Cartwright	Resident		
Mark Burnard	Resident		
Heesa Burnard	Resident		

20TH May 2016



Dear Mayor Des Kennedy,

I am writing to let you know my concern regarding Bishops View Rd Hargraves.

It is due to be graded this year and I am trying to have it approved to be graded an extra 1.8kms this year before the trucks grade the first 1.8kms.

I have attended the council meeting (20th April 2016) as I will continue to do so now that I feel I haven't been heard.

I have water to offer the trucks (as I do not have stock on my property in need of water) from my large dam and I have an active bore that can fill the trucks also.

I don't believe the road is safe to travel on!!!! I cannot stress this enough simply IT IS NOT SAFE!

I pay my rates each year and for what??? THERE ARE 5 RATEPAYERS ON THE UNMAINTAINED 1.8KMS OF BISHOPS VIEW RD. In total there are 9 Ratepayers!!! If there is an accident on this road or any road for that matter some of the investigated areas are but not limited to: speed (we can't go faster than 20kms) and the environment (this includes the weather and the road they were travelling on)!! Our terrible road is dangerous I am telling you this because something needs to be done before someone gets hurt!!!!

I have been told by Andrew Kirrens that the landholders can get together and pay for the road to be done it will cost council around \$3000.00 but if I asked a private contractor I might get it cheaper. This is great except why should I pay rates for the road and have to pay to get it fixed???? If I have to pay to get it fixed, then I don't believe I should pay my rates!!!! And if the 1.8kms of unmaintained road would cost council around \$3000.00 then over the past 5 years together with my neighbours we have paid rates of around \$20,000.00 wow how much profit council have made off us silly little ratepayers!!!! We could have had the bloody road tarred for that!!!!!!

I have listed some of the problems that this stupid council policy on unmaintained roads have taken away from myself and my family:

I am unable to foster children because my road doesn't have adequate access!!

I am unable to have a birthday party for my children due to inadequate access!!!

I am unable to rely on an ambulance getting to our house because the road has inadequate access (my partner has medical conditions)!!

I am greeted by angry tradesmen when they get flat tyres due to our rocky and inadequate access!!!

My family do not stay at our house because our road has inadequate access!!!

I am unable to rent my house out due to inadequate access!!!

I am unable to sell my house due to inadequate access!!!

We do not access the sports facilities in town due to our belief that the less we drive on the road the longer our cars will last!!!

15 181

The amount of unnecessary money spent on our cars due to the terrible road we have to drive on!!!

I have to ensure my 5-year-old daughter is ready to leave 25 mins earlier than necessary to catch the school bus!!

We have put up with this for 5 years because I was told 5 years ago that council will do nothing because there are not enough ratepayers on the road!!! WELL NOW THERE IS 5 RATEPAYERS ON BISHOPS VIEW'S UNMAINTAINED 1.8KMS AND PLEANTY OF FLAT TYRES, BROKEN STEERING ARMS, BALL JOINT REPLACEMENTS AND THE LIST GOES ON.

The safety of my family is paramount this should be the same for your policy (which was written back in the 1900's)!!!!!!

I can't believe I have had to chase the council for information and constantly follow-up on this matter when it should be a no brainer the ratepayers pay more than enough every year to cover the cost of the road (don't forget it is only graded every 2 years)!!!!!!!!!!!!!! And the road IS NOT SAFE!!!!.

Andrew Kirrens also informed me that P & J Bullock (my neighbours) only have a weekender on their property and this might not be sufficient enough for council to consider them as No #5 ratepayers on Bishops View Rd (not a permanent residence) – Well what a joke I might just be a simple rate and tax payer but I am definitely not an idiot!!!! P & J Bullock pay the same rates whether they live there 1 day a year or permanently! I won't have the wool pulled over my eyes.

This matter is URGENT and I expect it to be treated like that.

Thank you,



Melissa Rivett

02 6373 8521

Item 11: Community

11.1 Glen Willow Plan of Management

REPORT BY THE DIRECTOR, COMMUNITY
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, PAR300022

RECOMMENDATION

That Council:

- 1. receive the report by the Director, Community on the Glen Willow Plan of Management; and**
 - 2. adopt the Plan of Management for Glen Willow.**
-

Executive summary

Under Section 36 of the Local Government Act 1193 all public land in the care and control of Council classified as community land is subject to a Plan of Management.

The Glen Willow Plan of Management plans is due for review and requires updating. To ensure Glen Willow receives regular checks, inspections, adequate maintenance and upgrades these management plans have been drafted, to be placed on public display for 28 days and if no submissions are received adopt the draft plans as the final.

Disclosure of Interest

Nil.

Detailed report

Glen Willow is Mid-Western Regional Councils premier sporting facility with a high rate of locals and visitors using its facilities on a regular basis.

Community Plan implications

Theme	Looking After Our Community
Goal	Effective and efficient delivery of infrastructure
Strategy	Provide infrastructure and services to cater for the current and future needs of our community

Financial implications

The Management Plan will outline the works that are both proposed and required to maintain Glen Willow to a high standard. Community Proposal Plans will be submitted in alignment with these plans to be considered in the budget process.

SIMON JONES
DIRECTOR, COMMUNITY

1 June 2016

Attachments: 1. Glen Willow Plan of Management. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Item 12: Reports from Committees

12.1 Local Traffic Committee Meeting

REPORT BY THE DIRECTOR, OPERATIONS
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, A010009

RECOMMENDATION

That Council:

1. receive the report by the Director, Operations on the Local Traffic Committee Minutes 27 April Meeting ;
 2. note the minutes of the Local Traffic Committee meeting held 27 April 2016;
 3. approve the Mudgee Endurance Ride 14 and 15 May 2016 event subject to the following conditions:
 - a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by Council prior to the event;
 - b. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
 - d. Reimbursing Council for the cost of damage repairs;
 - e. Complying with any of Council's Law Enforcement Officers' reasonable directives;
 - f. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - g. the qualification of the person creating the Traffic Control Plan must be at a minimum a holder of the Select and Modify Certificate or the Design and Audit Certificate;
 - h. Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
 - i. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, RMS and NSW Police Force are indemnified against any possible action as the result of the event;
 - j. Advertise the proposed event in local newspapers with relevant information at least two weeks prior to the date; and
 - k. The event convener is to consult with all affected businesses and residents adjacent to the proposed event, in writing, indicating the period during which their accesses will be affected; and
 - l. The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tables for review;
-

4. **approve the Flavours of Mudgee Street Festival 24 September 2016 event subject to the following conditions:**
- a. **A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by Council prior to the event;**
 - b. **Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;**
 - c. **Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;**
 - d. **Reimbursing Council for the cost of damage repairs;**
 - e. **Complying with Council's Law Enforcement Officers' reasonable directives;**
 - f. **Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
 - g. **Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;**
 - h. **The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;**
 - i. **Maintain a four-metre wide emergency vehicle lane;**
 - j. **Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;**
 - k. **The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and**
 - l. **The organiser is to notify NSW Fire and Rescue and the NSW Ambulance Service of the event.**

Executive summary

The purpose of this report is to advise Council and seek support of considerations and recommendations of the Local Traffic Committee (LTC) meeting held 27 April 2016.

Disclosure of Interest

Nil.

Detailed report

The minutes and discussion notes for the LTC meeting held 27 April 2016 are attached.

Community Plan implications

Theme	Good Governance
Goal	Good communications and engagement
Strategy	Encourage community access and participation in Council decision making

Financial implications

Minimal with maintenance budgets.

DARYL COLWELL
DIRECTOR, OPERATIONS

30 May 2016

Attachments: 1. LTC Minutes 27 April 2016 Meeting.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON FRIDAY, 27 APRIL 2016

Present: Daryl Colwell MWRC – (Chairperson), Cr John Weatherly (Councillor), Phillip Blackman (Members Representative), Prue Britt (RMS), Chief Inspector Julie Boon (NSW Police), Daniel Buckens (MWRC), William Hopcroft (MWRC).

Apologies: Chief Inspector Jeff Boon (NSW Police).

Secretary: Gemma Wilkins (MWRC)

The LTC meeting commenced at 9.30am.

16/01 MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting held 11 March 2016 accepted as correct.
Correct spelling for Jenene Pout.

Moved: Cr John Weatherly 2nd Prue Britt

16/02 MATTERS IN PROGRESS

ITEM	ACTION
High cube café at 94 lions drive, Mudgee - off street parking	<p>August Council meeting did not endorse LTC recommendation from July meeting. Councillors resolved, 'That staff prepare a report on the traffic and safety issues along Lions Drive', for council to decide on a preferred course of action.</p> <p>Currently being considered by Council during the budget process. Council have endorsed the recommendations from previous LTC meeting in the February 18 Council Meeting.</p> <p>As 27 April, the Committee agreed to progress signage installation for this item prior to new business taking over.</p>
St Matthew's School -Parking Drop off Zone	<p>This matter is deferred until the report on the options discussed at the 11 June meeting is received and reviewed.</p> <p>Discussed at 29 January meeting. Recommendations going to Council 17th February meeting.</p> <p>As at 11 March the School have been advised and will commence notification of their students, parents and teachers.</p> <p>Today, 27 April, is the first day of operation, seems to have improved the flow for the buses. Correspondence has been received debating the full day parking in front of the church. Council will note correspondence to assess at the end of the trial period.</p>

Gulgong High School Drop off/Pickup Zone	Correspondence forwarded to Jenene Pout- Safety Around Schools Officer 10 February for review As at 27 April this item is still in progress.
Third Street One Way Request	Council undertake a traffic survey to assess traffic movements in third street. Report to be referred back to LTC. As at March 11 this item is still in progress.
Kandos Street Machine Festival	Council to write event organiser advising that event is classified as special event and therefore needs to go through appropriate approval channels Still trying to gain contact details for the organiser
Rocky Waterhole Road 80km Speed zone	Follow up on progress As at March 11 RMS are awaiting quotation from Council for the supply and installation of the signs. Request sitting with Nicole Cassidy Zone commencing 28 April
Yellow Line Methodology	Council convert no stopping zones to yellow line methodology

16/17 SPECIAL EVENT DEBRIEF

SPECIAL EVENT	COMMENTS
Clay Gulgong 17 April 2016	
Mudgee ANZAC Day Marches 25 April 2016	
Kandos ANZAC Day Marches 25 April 2016	
Gulgong ANZAC Day Marches 25 April 2016	There were march timing issues not related to the Local Traffic Committee.

16/18 REPORT FOR MUDGEES ENDURANCE RIDERS

The Mudgee Endurance Riders Association Inc. (MERA) have sought permission to use Council roads for the 43rd Mudgee Endurance Ride to be held at Cooyal on 14 and 15 May 2016. This report recommends approval of this event.

RECOMMENDATION

That the event – ‘Mudgee Endurance Ride’ 14 & 15 May 2016 – be classified as a Class 2 Event under the “Guide to Traffic and Transport Management for Special Events Version 3.4” and proceeds with the following conditions:

- a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by Council prior to the event;
- b. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
- c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
- d. Reimbursing Council for the cost of damage repairs;
- e. Complying with any of Council's Law Enforcement Officers' reasonable directives;
- f. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
- g. the qualification of the person creating the Traffic Control Plan must be at a minimum a holder of the Select and Modify Certificate or the Design and Audit Certificate;
- h. Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
- i. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, RMS and NSW Police Force are indemnified against any possible action as the result of the event;
- j. The event convener is to consult with all affected businesses and residents adjacent to the proposed event, in writing, indicating the period during which their accesses will be affected;
- k. Advertise the proposed event in local newspapers with relevant information at least two weeks prior to the date; and
- l. The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tables for review.

MOTION: Approved the event based on the above recommendations.

Moved: Cr John Weatherly 2nd Phil Blackman

16/19 REPORT FOR FLAVOURS OF MUDGEES STREET FESTIVAL

Council is proposing to hold a street festival in Mudgee on Saturday, 24 September 2016 to celebrate the flavours of the Mid-Western Region, in particular wine and fresh produce of this Region. The event has been held for the past four years with outstanding success.

This report recommends approval of the Flavours of Mudgee Street Festival.

RECOMMENDATION

That the event – Flavours of Mudgee Street Festival, 24 September 2016 – be classified as a Class 2 Event under the Guide to Traffic and Transport Management for Special Events Version 3.4 and proceeds with the following conditions:

- a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by Council prior to the event;
- b. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
- c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
- d. Reimbursing Council for the cost of damage repairs;
- e. Complying with Council's Law Enforcement Officers' reasonable directives;

- f. **Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
- g. **Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;**
- h. **The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;**
- i. **Maintain a four-metre wide emergency vehicle lane;**
- j. **Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;**
- k. **The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and**
- l. **The organiser is to notify NSW Fire and Rescue and the NSW Ambulance Service of the event.**

MOTION: Approve the event based on the above recommendations.

Moved: Prue Britt 2nd Cr John Weatherly

19/20 GENERAL BUSINESS

DOCTOR DOCTOR TRAFFIC CONTROL PLANS

Doctor Doctor is a new Australian show planned to film in Mudgee around several locations. Council received a request for approval to implement traffic control at Holyoak Bridge, at Roundabout Lovejoy & Perry Street and are wanting to reserve parking on Market Street between the clock tower and Perry Street.

- No objections from the committee for the proposed traffic control to proceed.

16/20 ROAD SAFETY AT JUNCTION OF MORTIMER AND GEORGE STREETS

Council received a letter requesting a traffic island be placed at the intersection of Mortimer and George Street due to vehicles cutting corners. See attachment B.

- Only way to treat this would be a median strip treatment. Intersection wasn't identified as a priority. Moving forward the budget initiative will reflect the priorities from the traffic study. Daryl suggests Council write back and acknowledge their concerns and continue to monitor. Police didn't have any recognition of issues.

16/21 SPEEDING ON BANJO PATTERSON AVENUE

Council received a request to consider taking measures to reduce speeding along Banjo Patterson Avenue. See attachment C.

- Mudgee Traffic Study did identify slowing devices in the medium term 5-10 years. Council will address shorter term items prior to addressing this.

Motion: That general business items be approved.

Moved: Prue Britt 2nd: Cr John Weatherly

19/21 CORRESPONDANCE

SPEED ZONE REVIEW NO R-1432 MR54 GOULBURN-ILFORD ROAD / SOFALA ROAD

Council received correspondence from the Roads and Maritime Services on the intention to conduct a Speed Zone Assessment on the Ilford / Sofala Road. Traffic counts were forwarded to Jackie Barry and Chantelle Elsley 12 April 2016. See attachment D.

- Correspondence noted.

LOWER PIAMBONG ROAD AND GOOLMA ROAD INTERSECTION

Following the March 11 LTC committee meeting a letter was sent to the owner of Ogden's coaches recommending the pickup location of the bus stop be altered in order to improve safety of buses turning at the subject intersection. The company has advised drivers not to do a right hand turn into Lower Piambong Road and have now altered their route accordingly. See attachment E.

- Correspondence noted.

16/22 BUSINESS WITHOUT NOTICE

- Prue: Razorback road visit. Council haven't installed the G9-3181 as yet. Council will install the recommended signs from RMS for the gravel road. No speed zone will be signposted.

Meeting closed. 9:50am

12.2 Mudgee Showground Management Committee Meeting

REPORT BY THE MANAGER, PLANT AND FACILITIES
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, F0650007

RECOMMENDATION

That Council:

1. receive the report by the Manager, Plant and Facilities on the Mudgee Showground Management Committee Meeting; and
2. note the Committee's concerns regarding the stables area as noted in the minutes.

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 5 April 2016. 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's information.

Disclosure of Interest

Nil.

Detailed report

Not applicable.

Community Plan implications

Theme	Looking After Our Community
Goal	Vibrant towns and villages
Strategy	Maintain and promote the aesthetic appeal of the towns and villages within the Region

Financial implications

Not applicable.

ANDREW DRUMMOND
MANAGER, PLANT AND FACILITIES

DARYL COLWELL
DIRECTOR, OPERATIONS

30 May 2016

Attachments: 1. Mudgee Showground Management Committee Meeting Minutes 5 April 2016.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



MUDGEE SHOWGROUND MANAGEMENT COMMITTEE MEETING — 5 APRIL 2016

Meeting Opened: 6 pm

Present: Cr John Webb (Councillor), Daryl Colwell (Director Operations), Bill Robinson (Poultry Group), Helen Chisholm (Mudgee Dressage Group), Malcolm Swords (Livestock & Other Animal Groups), Dana Willmott (Mudgee Pony Club) and Barry Nott (Mudgee Show Society)

Observer: Lesley Burgess (Minute Secretary)

Absent: Rick Field (Mid-Western Working Horse)

Apologies: Russell Holden (Building Users)

Moved: Malcolm Swords, Seconded: Barry Nott: Apology be accepted.

Motion Carried

Minutes of the December's Meeting – Accepted, with one correction: Proposed new fees and charges, item 6 stated that Helen Chisholm moved that a \$300.00 annual fee be payable by all groups with a shed at the Showground, when in fact Dan Willmott moved the motion.

Moved: Bill Robinson

2nd: Malcolm Swords

Motion Carried

Matters in Progress

1. As per attached list.
2. Daryl advised that design consultants have estimated that the cost of a new grandstand will be approximately \$500k. Cr Webb put forward a budget initiative to Council which was rejected. Cr Webb has also approached Andrew Gee who said we should continue with our efforts to obtain a grant.

Correspondence

1. Letter from Robyn Axelrad was discussed at length. There has recently been a number of disputes at the showground and as a result, it was decided that a letter detailing Council's terms and conditions for hire and use of the showground be sent to all users. It was felt that this committee also needs to address these problems. Helen advised that there are standard protocols in place for stable hygiene. Restrictions and rules need to be in place addressing -
 - cleaning and tidying of arenas
 - limiting the number of horses in an arena at any one time
 - stables need to be managed so that they are kept clean and tidy
 - too many storage stables

This Management Committee asks that the Director of Operations take steps to solve this matter and requests that a Management Plan be put in place for the maintenance of this facility.

Motion - Committee notes that the management of the stable facilities and arena is unsatisfactory and that stalls are being used for unsafe practices. Therefore this Committee requests that the Director of Operations takes steps to address this Committees concerns.

Moved: Dana Willmot

2nd: Malcolm Swords

Motion Carried

2. Email from Cassie Liney regarding a community garden. It was felt that the showground would be unsuitable; a number of reasons were discussed, the proposed area is currently -
 - the last free area at the showground for the Show Society
 - used for overflow parking, overflow caravan site, cross country jumps, circus area, dog show area
- This committee is of the opinion that the showground is not an appropriate site for a community garden. Reply email to be sent to Cassie.
3. Email from Yasmin Crockett. Helen advised that the Dressage Group intend to provide Council with a contact phone number to be given to anyone enquiring about bookings for the dressage arena. The Dressage Group to draw up a Memorandum of Understanding. Any major event at the showground will take precedence.
 4. Email from RDA. The delegates for this Committee are as per our Business Plan. The RDA is welcome to send a representative to our meetings as a guest to address any concerns.

Financial Report

1. We are now 75% into the financial year and our report shows 72% spent.
2. Water usage was very high at \$6,400.00, caretaker has been advised to cut down on watering and it will now be closely monitored. A water leak next to the Pony Club has been fixed.
3. The \$5,000.00 for consumables in March was for sand for the equestrian arena.

General Business

Dana Willmott

- Inside the rear section of the Pony Club shed needs to be concreted as there is a white ant problem. Daryl advised that he had no issues with this.

Barry Nott

- Barry advised that this year's Mudgee Show was the most successful that they have had, he thanked Council.
- Barry and Malcolm commented on how good the showground looked for the Mudgee Show.

Bill Robinson

- Bill advised that the Bridge Club members were driving irresponsibly over the grassed area through the crowds whilst they were cleaning up after the Show. They then proceeded to take chairs from people who were sitting on them and also took a picnic table. The bridge club members also demanded that the toilets be cleaned. A suitable parking area is needed for the Bridge Group; opposite the woodworkers shed was suggested.
- Bill would like an information board at the entrance to the showground advising where the various facilities are located.

- Bill would like to install mesh around the animal stalls, similar to the mesh that is used on the grandstand. Daryl advised that this needs to be aesthetically pleasing, and will need Council's and this committees endorsement before being installed.

Meeting closed at: 7:45 pm

Next meeting to be held 7 June at 5:30pm

AT THE OPERATIONS OFFICES

MATTERS ARISING

#	SUBJECT	MEETING DATE	ACTION	WHOM	PROGRESS
1.	Promote the Main Pavilion for Weddings	4/8/15		Cr Webb	7/4/15 Consider giving the next wedding a discount in order to use their photos. 6/10/2015 Cr Webb advised that he intends to help promote the Main Pavilion for functions. 4/2/16 We could possibly have a Wedding at the showground on 11/3/17 (Isaac) Look into using their photos to promote the showground on our website - giving them a discount of hire fees to use their photos
2.	Drainage - Sheep pavilion flooding during rainfall. Water coming off gravel.	03/02/2015		Andrew Drummond	BL0282/2015 Currently no budget available. To look at installing a speed hump next time there is a grader onsite at the showground.
3.	The Cool-room in the old bar shelter to be removed/sold	6/10/2015		Andrew Drummond	Has been inspected and repaired. Brad Cam has requested that the cool-room be left in the bar shelter.
4.	Costing to have a grandstand erected	1/12/15		All	
5.	Signage stating "no camping beyond this point" to be placed down at the water retention area	5/4/16	To be installed	Andrew Drummond	
6.	Letter to be sent to all stable hirers & arena hirers advising of Council's terms and conditions of use	5/4/16			

12.3 Gulgong Memorial Hall Committee

REPORT BY THE MANAGER CUSTOMER SERVICES
TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, A0100024

RECOMMENDATION

That Council:

1. **receive the report by the Manager Customer Services on the Gulgong Memorial Hall Committee; and**
2. **note the minutes from the Gulgong Memorial Hall Committee meetings held on 12 October 2015, 2 November 2015, 1 December 2015, 1 February 2016, 7 March 2016 and 4 April 2016.**

Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Gulgong Memorial Hall Committee meetings held on 12 October 2015, 2 November 2015, 1 December 2015, 1 February 2016, 7 March 2016 and 4 April 2016.

Due to structural changes in the organisation and minutes from previous meetings held have not been submitted to Council.

Disclosure of Interest

Nil.

Detailed report

The Gulgong Memorial Hall Committee met on 12 October 2015, 2 November 2015, 1 December 2015, 1 February 2016 and 7 March 2016 as part of their ongoing monthly meetings.

Community Plan implications

Theme	Looking After Our Community
Goal	Meet the diverse needs of the community and create a sense of belonging
Strategy	Provide equitable access to a range of places and spaces for all in the community

Financial implications

Not applicable.

RICHARD CUSHWAY
MANAGER CUSTOMER SERVICES

SIMON JONES
DIRECTOR, COMMUNITY

31 May 2016

Attachments: 1. Gulgong Memorial Hall Meeting Minutes.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Gulgong Memorial Hall Minutes 12.10.15

Opened: 1407

Present: Maureen Trgo, Rona Pepper (Guest from Eisteddfod Committee), Pauline Hannaford, Chris Hannaford, Vaughan Smith, Percy Thompson, Diane Thompson (guest from Chamber) Alan McSweyn (guest from Chamber of Commerce), Thomas, Ray Thackeray.

Apologies: Bill Clifford, Paul Blackwell Council representative.

Minutes of previous minutes: Passed Charlie Vassel, 2nd Maureen Trgo.

General Business:

There has been an issue about the back bottom door, where a key to a padlock was lost, another padlock was installed and the key lost. Ray will be attending to this to put on another padlock, with the keys kept in a safe place.

Works request for Panorama Sound and Vision to rectify problem with sound system – there is a problem with the bottom amplifier.

Use of Hall for Chinese Festival – Sue Matthews will write a letter re the “Hall being a bloody mess”. She had to get her own cleaners to clean the Hall; her cleaners also cleaned and mopped the hall after the event. Charlie looked at the Hall the Monday before the event and noticed that there was rubbish everywhere, he contacted Council to call the cleaners back, they came back but only did a cursory clean. Men’s Shed looked at contract, but very convoluted, the requirements overwhelming. Ladies toilets spotless. There is a 12mm gap under all the fire doors, so all the leaves and rubbish just blows in.

Motion – Could Council please attach door flaps etc to bottom of doors to help reduce this problem?

Men’s Shed lease finalised.

Charlie spoke to Rob Barton – happy to be Santa.

The extensions on the kindergarten? not going ahead. If this is the case, Men’s Shed will put in application to do an extension, which will mean that Eisteddfod will not have to get extra dressing rooms

Nativity Scene – pair of goats and lambs newborn peacock chicks – Helpers – a team of young people will be coming.

Ray and Chris have talked to one of the butcher’s and to Bill Murphy at IGA. Prices may be up to 40% higher than last year. Last year’s hams too small, need to be half hams, not quarter hams. They will talk to the other butcher’s and make a decision.

Raffle tickets – the owners of IGA will donate \$500, as well as the committee putting in \$500. Need to work out how to split this up. So \$500 IGA first price, \$300 2nd, \$200 third. Charlie will see Arthur Johnson tomorrow re whether printing can be done. There is a site online, but the cost will be about the same. Is there a start date to sell the tickets? As soon as we have a date of printing is confirmed. Maureen and Charlie will sort this and have permission just to go ahead and order them. Need to be out at the beginning of November. Need to check dates area is booked – Charlie

The girls are learning to tap on the floor – this is damaging the floor so will need to be repaired, need to contact Nicole – should Dance Studio bear the cost of this? Bring matter up with Paul and let Council staff bring this up with Nicole to see what facilities can be made to avoid the damage.

New Fire Station? to be built in carpark next to current fire station – Bill Clifford

Special stage lighting was going to be built for stage – Bathurst Light and Sound, and Panorama Vision will be looking into this.

There is a problem with stacking the chairs, so the chair trolley gets broken, need to be 12 only, 15 being put on a pile. ? Paperwork not being handed out by Council Staff, so need to check on this.

Last year using Men's Shed chocolate Wheel has 70 numbers, Primary School has 80 numbers, so if we can use that.

Fairy Floss booked

Carnival Rides booked, no jelly tub, however if it is really stinking hot – have water slide

Photos with Santa booked

Nativity Scene organised

Will advertise raffle in Gossip – list of name as to who tickets are available from? However Pauline had to go around last year and collect the raffle books, of which several had not sold any books. Tickets not sold by some retailers last year. Need Chamber of Commerce to be part of the Christmas Celebration meeting again. If any shops would like to sell tickets please contact Charlie or Maureen – in Gossip or personal approach? Personal approach. Smaller retailers better rather than IGA, IGA doing enough already.

Compeer - ? Des Kelly

Allan McSweyn – will run Chocolate Wheel

Troy Grant will come over and spin Chocolate Wheel with Allan

Lollies – Maureen

If Chamber get involved then need to run any excess money passed the Treasurer of Chamber? Council have stated that Memorial hall Committee will be controlling the funds.

Letter to Council re money.

Letter to Chamber to join the Christmas Celebration?

In any advertising include mentions of Chamber

Beer etc put in front of meat in fridge, on weekend of Chinese Festival, so not used. Meat purchased from Blaney wholesalers for \$14/kg. Has gone back to Peter in Gulgong. Meat has been cryovaccated and put in deep freeze, so will be used by Christmas Celebration.

Billy carts available.

Still having problems with toilets during Eisteddfod. Have asked Council to supply hand driers and sanitary bins during Eisteddfod.



Need to find out where sewer pipes are

What drinks have been left over that Race Course have, then Ray will top up to last year's level.

Need extra helpers to sell chocolate wheel tickets – Chris

Next Meeting 2/11/15 4pm Men's Shed

Meeting Closed 1712 ⁶

Action Plan:

Person responsible	Action Required	Result
Vaughan & Chris	Nativity Scene	Under control
Ray	Talk to butchers re cost of Half Hams	Ongoing
Charlie	Talk to Arthur re printing raffle tickets	
Charlie	Check dates the area outside IGA is booked	
Paul	Damage to the Hall floor from tap dance Need to talk to Nicole about this?	
Bill	Find out where new fire station is going to be built	
Chris	Bathurst Light and Sound - special stage lighting	
Cheryl	Pick up chocolate wheel	
Charlie	Advertise raffle in the Gossip	
Chris	Compeer – Des Kelly?	
Maureen	lollies	
Paul	Ask about putting hand driers and sanitary bins in toilets to stop them being blocked.	
Chris	Helpers to sell raffle tickets	
Ray	Drinks	



Gulgong Memorial Hall Meeting 2/11/2015

Opened: 16.07

Present: Charles Vassel, Percy Thompson, Maureen Trgo, Diane Thompson (guest from Chamber of Commerce), Pauline Hannaford, Chris Hannaford, Bill Clifford, Cheryl Vassel, Ray Thackeray (Eisteddfod Rep).

Apologies: Vaughan Smith, Paul Blackwell

Minutes of Last Meeting: moved Percy, 2nd Pauline

Business arising:

Bottom door fixed, so Hall now secure and safe for Fire evacuation

No letter as yet re state of Hall from Susan at Chinese Festival. Diane will chase this up.

Des Kelly is almost positive that he can again be MC at Christmas Celebration.

Chris will follow up with Vaughan re security for Nativity Scene. Men's Shed may purchase panelling

Chris has ordered Hams, he spoke to three people, only one got back - \$55 each x 12. Purchase approved by meeting.

Raffle tickets – One book at MPS, the rest Pauline will take care of. Price for printing of tickets \$170. What date can they be sold? Unknown. Can sit in from of the Newsagents. Maureen will talk to Bill from IGA, Chris will talk to Hayden. \$2 each, three for \$5. Have six weeks to sell tickets, if we run out, should more be reprinted? Depends on the timing, as to when they are sold out. Paul can do these within 24hours, need to start next numbering from 1001. Friday afternoon, Saturday morning best time to sell tickets.

No cheques from Council as yet. Have Council been invoiced as yet? Is it necessary? Percy will follow up. We have been allowed \$3000, no invoice required.

Memorial Hall Floor – Council will take care of.

Panorama and Bathurst Light and Sound not interested in updating the lighting in the Hall, need to find someone else?

Ray restacked the chairs and tables, much better, Thank you. Council staff requested to make sure they hand out paperwork when hirers collecting the keys to the Hall.

Is there an emergency evacuation plan for the Hall? Yes, handed out to any who hires the Hall.

Alan will do chocolate wheel. Chris and Bill will pick it up.

Fairy Floss lady now in Alice Springs. Sharon Barlow does this, anyone else? Someone does this at the Coronation Park markets, will talk to Agnes.

Leo Nitto ok for rides.

Drinks have been bought. Maureen has lollies sorted.

Is Gulgong website active? Yes. Bill will chase this up and see if something can be put on this.

Chamber representatives Bill will email them re website and re involvement in Christmas Celebration.



Advertising done in Gossip, need to put story in Guardian – Chris will take an article to the Guardian, talk to Robin.

Need people to sell raffle tickets, everyone will be notified of dates and times.

Bottom amplifier of sound system has been overheated and jammed. Paul Blackwell has been very supportive, cost \$500 to get the fellow to come from Orange to assess the damage which is being repaired under warranty. Query two wires crossed that caused this. The rest of the sound system is still working – middle amplifier can handle four speakers no problems. ?problem in fan motors. Correspondence from Paul Blackwell. ? need to request a donation of \$50 a day to cover maintenance.

Ray Thackeray now Eisteddfod representative to Memorial Hall Committee.

Posters for raffle tickets to go around shops. Last year some shops did not sell tickets, so should they go to Shops? Perhaps just to Alan McSweyn. Auction sale on 29th at racecourse, sell tickets there. Also Swap Meet this weekend at showground.

Meat from racecourse now in Men's Shed freezer.

Percy has put in works request to put block under doors to stop dust etc blowing in.

Meeting closed 2/11/2015 16.51

Next meeting 1/12 2015 **Tuesday 1600 at Men's Shed.**

Action Plan:

Person responsible	Action Required	Result
Vaughan & Chris	Nativity Scene Security	
Ray & Chris	Talk to butchers re cost of Half Hams	Completed, hams ordered
Charlie	Talk to Arthur re printing raffle tickets	Tickets have been printed by Printstorm. \$170, Pauline looking after these
Chris & Maureen	Check dates the area outside IGA & Newsagents	
Paul	Damage to the Hall floor from tap dance Need to talk to Nicole about this?	Council attending to this
Bill	Find out where new fire station is going to be built	
Chris	Bathurst Light and Sound - special stage lighting	Not available, will look elsewhere
Chris & Bill	Pick up chocolate wheel	
Charlie	Advertise raffle in the Gossip	Attended
Chris	Compeer – Des Kelly?	Yes
Maureen	lollies	Attended
Paul	Ask about putting hand driers and sanitary bins in toilets to stop them being blocked.	
Chris	Helpers to sell raffle tickets	
Ray	Drinks	Attended
Diane	Talk to Susan re letter about state of Hall before Chinese Festival	
Chris & Pauline	Fairy Floss – talk to Agnes	
Chris	Article to Guardian re Celebration	
Bill	Gulgong website & Chamber representatives on Committee	

Gulgong Memorial Hall Meeting 1/12/2015

Opened 16.10

Present: Ray Thackeray, Pauline Hannaford, Chris Hannaford, Maureen Trgo, Cheryl Vassel

Apologies: Vaughan Smith, Percy and Diane Thompson, Charles Vassel, Bill Clifford: Moved Pauline, 2nd Maureen

Bottom door padlock fixed – only safe for fire evacuation if padlock removed when meeting starts

Action for new year – fire evacuation

Des Kelly will be MC at Christmas Celebration

Vaughan has cut outs for Nativity scene; Chris has purchased 40 bales of straw. He has panelling to go around animal nursery/nativity scene. Fran Carter has a selection of small animals, and her son and niece will be running the animal nursery etc. Some of the straw bales will be laid around outside so children can sit on these and lean over to pat animals

Raffle ticket sales going well. Three additional prizes have been donated from Gobble & Go, CRT and Almac, so 6 major prizes – must start from prize draw from 6 and go up to 1, as tickets need to be put back in for the major prize. Person who draws raffle see who is available, perhaps a dignitary?

Mark Coultan and Troy Grant have sent apologies as cannot attend.

Paul and Percy will both be there, so thank them and encourage any other Councillors to attend.

Need to follow up Council re funding – need to send cheque to Men's Shed? Need to submit Invoices? Maureen and Cheryl to follow up.

Sound system has been repaired by giving us a complete new amplifier – 5year warranty – service we received was excellent. Used at Swap Meet, with 4 speakers worked well. Sound system being well utilized by Dance Group, Catholic School, Mudgee Physical Culture Group, as well as other local organisations.

Legs have been broken on one of the tables in store room, as chairs not being stored correctly.

Alan McSweyn on chocolate wheel, will need assistance.

Belinda Davies will do face painting.

Have no fairy floss – use ice cream/ coffee man – sells these, but will give donation? Needs power, and it is probably better not to have things for sale. Ray will buy 200 ice blocks locally, turn freezer on on Wednesday.

Drinks and lollies under control.

Website not active

Gossip ad attended. Chris will talk to Robin at Guardian

1/2

15 – 18kg Sausages will be purchased. Brun will sort money for BBQ

Vaughan will have 12 assistants who will be divided into group of 3 -4 and rotated through different areas.

Community singers with us again – need 20 chairs on rotunda.

Paul Cavalier and Town fire brigade will be attending – weather permitting they will run a water slide. Need to purchase roll of black plastic and dishwashing liquid. This is to be situated near the billy carts.

Need helmets for sulkies etc.

Ray and Maureen selling raffle tickets at RSA on Friday night, Chris and Pauline Saturday morning. Outside IGA, Ray will check out Bowling Club for Sunday night if there are any tickets left.

Meeting closed 16.38. Next meeting in First Monday in February, 2016 at 4pm. Men's Shed.

Action Plan:

Person responsible	Action Required	Result
Vaughan & Chris	Nativity Scene Security	Straw bales purchased and Chris has fencing
Chris & Maureen	Check dates the area outside IGA & Newsagents	Attended, newsagents not available.
Cheryl/Maureen	Contact Council re cheque for Celebration	
Bill	Find out where new fire station is going to be built	
Chris	Bathurst Light and Sound - special stage lighting	Not available, will look elsewhere, maybe Sydney
Chris & Bill	Pick up chocolate wheel	
Paul Blackwell	Ask about putting hand driers and sanitary bins in toilets to stop them being blocked.	
Chris	Helpers to sell raffle tickets	Going well
Diane	Talk to Susan re letter about state of Hall before Chinese Festival	
Chris & Pauline	Fairy Floss – talk to Agnes	Not available, Belinda Davies to do Face Painting
Chris	Article to Guardian re Celebration	
Bill	Gulgong website & Chamber representatives on Committee	Website not active at present
Chris	Fire evacuation of Hall	

Gulgong Memorial Hall Meeting 01.02.2016

Opened 16.10p.m.

Present: Bill Clifford, Maureen Trgo, Chris & Pauline Hannaford, Percy Thompson, visitors Ray Thackeray & Rob Barton

Apologies: Diane Thompson, Cheryl & Charlie Vassel, Council representatives Paul Blackwell & Richard Cushway.

Minutes for meeting 01.12.2015 read and accepted as correct

Action from minutes as follows:

Motion: Ray Thackeray to be nominated as a member of the Gulgong Memorial Hall committee Motion by Maureen Trgo, seconded by Chris Hannaford

Fire Station in carpark opposite Memorial Hall. No answers from anyone or anywhere.

• **Motion:** That the Memorial Hall Committee recommends an objection to any building erected in this area for safety reasons. "Use of this carpark is for the Memorial Hall users, Anzac Park users, Kindergarten parents and the people who use the library". Motion Bill Clifford, seconded by Maureen Trgo. Addit – the doctors surgery will be opening in Cudgegong house, so the patients will be using this carpark as well.

Dust, dirt and leaves under the fire doors gaps in the Memorial Hall. This needs to be addressed urgently as this is not assisting the cleaners to maintain a CLEAN environment.

Sound system. Further investigation ongoing by Des Kelly & Chris Hannaford. Then a submission will be presented at Council Meeting. It appears that the deluxe system would be able to be purchased for under \$2000.

Action Plan:

Person Responsible	Action	Result	Completed
Paul Blackwell	Put forward Motions to MWRC		
Paul Blackwell	Spaces under M/H doors		
Des & Chris	Sound System		



Christmas Party Post Mortem:

Numbers were down this year, which we believe was based on the economic situation in our community at present with families tightening their purse strings. However for those attending it was a very successful afternoon and evening. Once again the Billy cart rides, the Shetland pony rides and jumping castle were all strongly supported. Our new water slide run by the town fires was a hit with the little ones. Santa photos numbers were higher than in previous years. Face painting had to be stopped due to fading light. Raffle tickets and chocolate wheel were well supported, raffle tickets because of additional selling time and volunteers.

Things for consideration in 2016 party:

Earlier start. Carnival cease at 7.30 p.m. Carols in the park to follow. Chris to contact Vaughan and carollers to see if they are willing to participate.

All food is free. Drinks gold coin donation. The food suggestions results from us making a profit on the raffle/Chocolate wheel and is planned to be retained for 2016. This free food is subjected to the generosity of MWRC once again sponsoring this event to \$3000.00. See Ray T's attachment and suggestions.

Suggestions from Rob Barton our resident Santa and others members –

- Santa would like a Santa Cave outside with the kids. Chris to check if photos can be at the Cave. Santa to have lollies to give out as he arrives.
- Could the Celebration be moved back to Mayne St?
- Start and finish earlier so that Carols be Candlelight can be held after the Xmas Celebration
- Incorporate market stalls.

An attraction for teenagers in our area—Suggestions needed.

Meeting closed 5 p.m.

Next meeting 4 p.m 7th March

- BBQ be free and paid for from money carried over from 2015 Celebration, approx \$450. Men's Shed to do this for a donation yet to be worked out. 16doz eggs, 20kg bacon, 15kg sausages, 40 loaves of bread, extras including margarine, sauces, cooking oil. (Figures based on Australia Day 2016). Sausage and Bacon & Egg Sandwiches only. Onions to be precooked, and all frozen food defrosted before event.
- Drinks to be done by Men's Shed for a gold coin donation.
- Raffle – no redraw raffle tickets, need to keep original tickets – still looking for one of the prize winners from 2015 raffle! (Talk to Bill from IGA in October to see if they will donate the prize again so that raffle tickets can be purchased for early November.)
- Chocolate Wheel – Need to finish before it gets dark. Only 10 hams?
- Advertising – Flyers in shop windows and preschools at the beginning of December. Ring 2MG re free Community Advertisement for Celebration, must ring 2 weeks before you want ads to go on the radio. If free food approved then **bold** lettering on flyers and ads.
- Giveaways – Ice blocks to be given out earlier and lollies to be given to Santa as soon as he arrives or to bring with him to give out when he arrives. Only purchase 240 bags of lollies this year. Also Pauline suggested we investigate how much it would cost to do free fairy floss.

Treasurers Report:**Expenditure:**

Printstorm	\$ 170.50
Booths Confectionery	\$ 163.52
Memorial Hall Gift Vouchers	\$ 500.00
Davies Butchery Hams	\$ 560.50
Des Kelly	\$ 400.00
Belinda Davies Face painting	\$ 300.00
Leo Nitto Rides	\$1,100.00
DG & LJ Honeysett hay	\$ 100.00
Jim Gilbert & Carol Hardacre Horses	\$ 300.00
Ice blocks	\$ 40.20
Maintenance billy carts, Music	\$ 150.00
Sheet Plastic & Detergent – water slide	\$ 52.50
Donation to Presbyterian Church	\$ 300.00
Cleaning of Santa Suit	<u>\$ 60.00</u>
Total	\$4,197.22



Gulgong Memorial Hall Meeting 7/3/2016

Opened 16.10

Present: Charles Vassel, Maureen Trgo, Pauline Hannaford, Percy Thompson, Chris Hannaford, Ray Thackeray, Cheryl Vassel

Apologies: Richard Cushway (council representative).

Minutes: moved Maureen, 2nd Pauline

Business Arising:

No action taken regarding the leaves going into the Memorial Hall under the doors.

Quote is prepared for sound system, just needs to be taken into Council. Paul is aware of this – quote is slightly over \$2,000 so needs to be presented to Council.

Letter tendered from Chamber re the state of the Hall when it was hired by them.

Contract for Cleaners still not listed out.

Hall is getting more use – Dance With Attitude from Dunedoo, Line Dancers. Letter from Council re Hall users using the Men's Shed section of the Hall as a change room – donations from the groups given to Men's Shed for use of electricity.

Nothing has happened about hand driers, or bins for sanitary items, or gaps under doors.

Is Clay Gulgong using the Hall? Do not know. Craig Holden will follow this up – Clay Gulgong 16 – 23/4, ANZAC day 25/4, so should be no conflict.

Council still do not know whether to employ a cleaner or get Contractors.

If any events are going to happen, then Dubbo Weekender would be good people to contact – they put an article about the Prince of Wales Hotel.

Works request has been put in re door stops.

New Fire Station to be at the end of Medley St/Barneys Reef Rd.

Christmas Celebration:

- Competition for schools to make flyers for the Christmas Celebration – to encourage students to be more involved. Need to know first what events will happen, whether BBQ will be free etc.
- Write letter to Council whether the budget will be the same for 2016 Celebration. Please look at M/H minutes - Council gave us \$3,000, but we spent \$4,197.22, with the remainder made up from the sale of raffle tickets. We would like to run a free BBQ, but with the same amount of funds from Council. – add post mortem
- Mention re moving Celeb ration back to Mayne St, this would not work, as no room for billy carts, problems with alcohol etc.



- Having Market Stalls – room to close off street near motel for stalls, so this would give something for adults. Agnes is considering this. This is not a heavily trafficked road, as there are easy alternatives.
- Leo Nitto has been locked in for 2016 Celebration.
- Vaughan was quite enthusiastic about finishing early then going on to the Carols. Will there be a conflict between carnival rides and Carols? Shouldn't be as Leo is able to start earlier and finish at 7.30. No Candles allowed – maybe using led lights. Put at bottom of fliers to bring torch for Carols after Christmas Celebration.
- Everything we do is for able bodied children, should something be addressed to disabled children? Can't discriminate against able bodied children.
- Promote it as a Family event.

Chris will contact John Harbrecht re banner to go outside Flynn's Solicitors to put up to advertise Christmas Celebration.

Meeting closed 16.55 next meeting 4/4/16, 1600 at the Men's Shed.

Action Plan:

Person responsible	Action Required	Result
Richard	hand driers, bins for Sanitary items, gaps under doors	
Cheryl	Letter to Council re funding	
Chris	Quote re sound system to Council	
Chris	Talk to Schools re Flyers	
Chris	John Harbrecht re banner	

Gulgong Memorial Hall Meeting

4/4/16 Opened 16.10

Present: Charles Vassel, Percy Thompson, Bill Clifford, Richard Cushway, Pauline Hannaford, Diane Thompson, Chris Hannaford, Ray Thackeray, Maureen Trgo, Cheryl Vassel.

Minutes from last meeting: Dunedoo should be Mudgee; Letter from Council should be Cudgegong Valley Physical Culture; Prince of Wales Hotel should be Centennial. Moved Pauline, 2nd Charles

Business Arising:

Do Council need to be addressed re quote for Sound System addition - a mixer to add to the current Sound System? Will be kept onsite in a secure place. Community plan proposal for 2016-2017 to cover the cost of this - \$2,500. Will need to address Council at next meeting. No comparison quotes available, as no other businesses prepared to do this. Quote from Bathurst Light and Sound. Moved Bill, 2nd Charles - that Chris to address Council re this.

Suggestion – If sound system is to be used for a profit making concern, then a hire fee be charged, may be \$30 - \$50 per event. Bond is charged by Council already, so is this necessary? How will it be differentiated between community groups and profit making groups? Community Groups do not charge, however this needs to be brought up with Council.

Letter re hall money for next year's Christmas Celebration – submitted to Council.

Tender for Expression of interest for contract Cleaners about to go out – last one that went out none of the applicants were acceptable. Is there any scope of work for the Cleaners? Richard will email Chris with Cleaners jobs. Copy previously obtained from Paul handed to Richard.

Ray and Men's Shed people clean the Hall before the Eisteddfod, including scrubbing the kitchen, as the cleaners are not doing this.

A works request has been put in to put dust stops on the bottom of the doors to stop the dust, leaves etc blowing under doors, this would make a huge difference to the cleanliness of the Hall. The floor of the hall needs re-oiling as is deteriorating – need to do Works Request. Clay Edge will be using Hall from 16/4.

General business:

Hand-driers and Sanitary bins – this has been brought up previously and is required during the Eisteddfod especially to stop the dancers putting paper down the toilets and blocking the drains. Need six hand driers and 5-6 sanitary bins, especially when large events are to happen.

Gulgong Clay Ball – under control. Gerald will talk to organisers re whether they are going to use the stage, if so tarquette floor will be rolled up by Men's Shed so does not get damaged. All accommodation full for Clay Edge. If anyone has spare room, contact number is on the IGA board and is in Gossip.

Booking Process for the Hall – all being controlled by Council, Chris is rung if there are any problems.

Any electrical item in the Hall should be tested and tagged – Ray has licence for this and is prepared to do this. He has just done the Men's Shed equipment.

Christmas Celebration:

Agnes still considering whether she will run the markets.
Chris has had no feedback from Vaughan re Carols
Leo has no problems shutting down a little earlier.

Meeting Closed 16.49 Next meeting 6/6, 1600.

Action Plan:

Person responsible	Action Required	Result
Richard	hand driers, bins for Sanitary items, gaps under doors	
Cheryl	Letter to Council re funding	Sent
Chris	Quote re sound system to Council	
Chris	Talk to Schools re Flyers	
Chris	John Harbrecht re banner	

12.4 Gulgong Sports Council Meeting Minutes - 11 March 2016

REPORT BY THE DIRECTOR, COMMUNITY

TO 15 JUNE 2016 ORDINARY MEETING
GOV400054, A0360003

RECOMMENDATION

That Council:

1. **receive the report by the Director, Community on the Gulgong Sports Council Meeting Minutes - 11 March 2016; and**
2. **note the minutes of the Gulgong Sports Council Meetings held on 11 March 2016.**

Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Gulgong Sports Council Meeting held on the 11 March 2016.

Disclosure of Interest

Nil.

Detailed report

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 receive additional information.

Community Plan implications

Theme	Looking After Our Community
Goal	Effective and efficient delivery of infrastructure
Strategy	Provide infrastructure and services to cater for the current and future needs of our community

Financial implications

Not applicable.

SIMON JONES
DIRECTOR, COMMUNITY

12 May 2016

Attachments: 1. Gulgong Sports Council Meeting Minutes - 11 March 2016.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

**Gulgong Sports Council
Monthly Meeting
Wednesday, 11th March, 2016**

Meeting Opened: 7.00pm

Apologies: Mark Willis Touch Football, L.Hawkins, R.Murry - Athletics, B.Rae,

Present: C. Holden - President, B. Gudgeon - Senior Cricket, MWRC - C. Rae Sports Council, M.Gaudry - Gulgong Tennis, B.Rae Gulgong - Dog Club, D.Morrison, A.Hodge, D.Hodge, Greg Lillis Gulgong B.James - Snr League, E.Davies – Soccer, Tracey Kane-MWRC, P Thompson – MWRC.

President read previous minutes.

Motion 1 – “That the minutes be accepted as read”

Moved: C. Holden

Seconded: C.Rae

All in favour – motion moved and carried.

Council Business:

1. Discussions took place regarding times for use of lighting at Billy Dunn Oval, a solution was agreed between the Gulgong Terriers and the Gulgong Soccer Club would the lighting at times that both clubs agreed on.
2. A request for ground lighting at Victoria Park Gulgong would be an asset for the clubs at Gulgong, for training, night Cricket and touch football to be played for a longer season. A application for grant funding through the mining businesses and through government departments to assist in this new facility for sport in Gulgong.

Finance Report: Balance; \$3,996.74

Income; Nil

Expenditure; Gulgong Bowling & Sporting Club \$350.00 Donation to Junior bowlers.

Motion – Finance report to be accepted.

Moved: B. Gudgeon Seconded: C.Rae

All in favor – motion moved and carried.

Correspondence: Nil

General Business:

1. Storage for Junior Athletics needs dividing wall sports council to fix.
2. Line marking to be re-done for little athletics.
3. BBQ door at Victoria Park needs to be fixed.
4. Cleaning of Victoria Park Grandstand needs to be actioned.

Meeting closed: 8.30



Craig Holden – President

Next meeting–8th April, 2016 Gulgong Bowling Club at 7.00pm.

Item 13: Urgent Business Without Notice

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 14: Confidential Session

LOCAL GOVERNMENT ACT, 1993

10A *WHICH PARTS OF A MEETING CAN BE CLOSED TO THE PUBLIC?*

- (1) A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
 - (a) the discussion of any of the matters listed in subclause (2), or
 - (b) the receipt or discussion of any of the information so listed.
- (2) The matters and information are the following:
 - (a) personnel matters concerning particular individuals (other than councillors),
 - (b) the personal hardship of any resident or ratepayer,
 - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
 - (e) information that would, if disclosed, prejudice the maintenance of law,
 - (f) matters affecting the security of the council, councillors, council staff or council property,
 - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
 - (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
 - (i) alleged contraventions of any code of conduct requirements applicable under section 440.
- (3) A council, or a committee of the council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.
- (4) A council, or a committee of a council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

10D *GROUND FOR CLOSING PART OF MEETING TO BE SPECIFIED*

- (1) The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting.
- (2) The grounds must specify the following:
 - (a) the relevant provision of section 10A(2)
 - (b) the matter that is to be discussed during the closed part of the meeting,
 - (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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DISCLOSURE AND MISUSE OF INFORMATION

- (1) A person must not disclose any information obtained in connection with the administration or execution of this Act unless that disclosure is made:
 - (a) with the consent of the person from whom the information was obtained, or
 - (b) in connection with the administration or execution of this Act, or
 - (c) for the purposes of any legal proceedings arising out of this Act or of any report of any such proceedings, or
 - (d) in accordance with a requirement imposed under the Ombudsman Act 1974 or the Freedom of Information Act 1989, or
 - (e) with other lawful excuse.

17. (1A) In particular, if part of a meeting of a council or a committee of a council is closed to the public in accordance with section 10A (1), a person must not, without the authority of the council or the committee, disclose (otherwise than to the council or a councillor of the council) information with respect to the discussion at, or the business of, the meeting.

18. (1B) Subsection (1A) does not apply to:
 - (a) the report of a committee of a council after it has been presented to the council, or
 - (b) disclosure made in any of the circumstances referred to in subsection (1) (a)-(e), or
 - (c) disclosure made in circumstances prescribed by the regulations, or
 - (d) any agenda, resolution or recommendation of a meeting that a person is entitled to inspect in accordance with section 12.

- (2) A person acting in the administration or execution of this Act must not use, either directly or indirectly, information acquired by the person in that capacity, being information that is not generally known, for the purpose of gaining either directly or indirectly a financial advantage for the person, the person's spouse or de facto partner or a relative of the person.

- (3) A person acting in the administration or execution of this Act, and being in a position to do so, must not, for the purpose of gaining either directly or indirectly an advantage for the person, the person's spouse or de facto partner or a relative of the person, influence:
 - (a) the determination of an application for an approval, or
 - (b) the giving of an order.

Maximum penalty: 50 penalty units

MOTION

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

After a motion to close the meeting has been moved and seconded and before the vote, the Chairman will ask if there are any other matters, besides those listed on the agenda which should be considered in Confidential Session.

He will then announce those matters to be considered in Confidential Session. In doing so, the Chairman will give reasons why those matters are to be considered in Confidential Session and explain the way in which discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

CHAIRMAN

The following matters have been listed for consideration in Confidential Session:

6.1 Draft 2016/17 Operational Plan and 2014-2017 Amended Delivery Program

The reason for dealing with this report confidentially is that it relates to alleged contraventions of any code of conduct requirements applicable under section 440 in accordance with Section 10A(2)(i) of the Local Government Act, 1993.

Discussion of this matter in an open meeting would be, on balance, contrary to the public interest as it involves discussion of alleged contraventions of any code of conduct requirements applicable under section 440.

The Chairman will then ask the General Manager if there are any written representations from the public on the proposed closure of the meeting.

The General Manager will read out any written representations received.

The Chairman will ask if anyone in the gallery would like to make verbal representations in regard to the matters now to be considered in Confidential Session.

The Chairman will then put the motion "to close the meeting" to the vote.