



2016

COUNCIL BUSINESS PAPERS

Ordinary Meeting WEDNESDAY 20 JULY 2016

SEPARATELY ATTACHED ATTACHMENTS

ATTACHMENTS

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MWRC Employee Opinion Survey 2016

200 responses this year!



Our Top 5 Performance Scores

- ✓ Providing a safe working environment
- ✓ Delivering quality products and services within my team
- ✓ Achieving my work team's goals and objectives
- ✓ Understanding where my work team fits in the organisation
- ✓ Being listened to by my direct Manager/Supervisor

What matters most to staff?

- Being satisfied in my job
- Providing a safe work environment
- Balancing work and life demands
- Keeping skilled employees
- Working as a team in my work area



Overall Satisfaction Score
4.84 out of 7

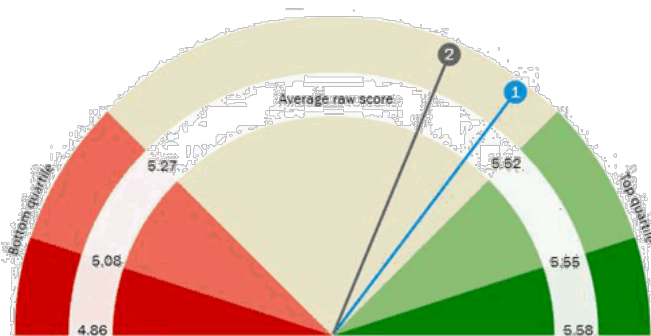
Council's satisfaction score is ranked equal fourth out of the 21 NSW Council's that Insync survey!

11 employees intend to stay at Council for less than one year

85 employees intend to stay at Council for more than 10 years!

Council's Performance Score increased to 67.1%

Council is ranked 3rd when compared to the other 21 NSW Council's that Insync survey



[1 = 2016 2 = 2015] We had an improvement in the Average Engagement Scores. A score of 1 is the lowest and a score of 7 is the highest.

Insync surveys was engaged by Council to conduct the survey again for 2016. The survey is designed to provide our council with a means to identify employee concerns and enable us all to work together to make Council a better place to work.

EMPLOYEE ENGAGEMENT ITEMS

Survey item	Mid-Western Regional Council 2015 % fav. (2)	Mid-Western Regional Council 2016 % fav. (1)
I am proud to be working here	70%	74%
I would recommend our organisation as a workplace to my family and friends	61%	66%
Overall, I am satisfied with my job	69%	72%
I have a strong sense of belonging to our organisation	52%	58%
I believe that my own success is important to the success of our organisation	66%	76%
Most challenges I face at work are good learning experiences	59%	65%
I volunteer to do extra work on special projects and initiatives	66%	62%
I happily do extra work to help our organisation succeed	71%	71%
I can envisage a fulfilling future for myself at our organisation	54%	57%
I look forward to coming to work each day	54%	58%
Engagement Index	62%	66%

There are 3 components to **engagement**:

- ♥ **Heart** – emotional investment in Council (being proud, satisfied)
- ☺ **Head** – positive thoughts about the organisation (enthusiastic)
- ✋ **Hand** – translate positive thoughts and feelings into action (go beyond the call of duty and share willingly with workmates)



**Areas for Improvement
(Our Top Five Gap Scores*)**

1. Keeping skilled employees
2. Trust
3. Cooperation across work areas
4. Valuing employees
5. Incentives and rewards

*Gap score = Importance score minus Performance score

Where do we get most of our information about what is going on at Council?

↑

These are the areas that we will focus on and work towards making improvements. You will have the opportunity to have a say and provide feedback on how we can work together and make Council a better workplace.

- Employees (44%)
- Supervisors (41%)
- Council Meeting Debriefs (30%)
- GM Staff Update Meetings (28%)
- Community News (25%)
- GM's Email Updates (24%)
- Managers (19%)
- Team Meetings (19%)
- Council's website/Intranet (13%)
- Mudgee Guardian (10%)
- Facebook (5%)
- Noticeboards (4%)



Mid-Western Regional Council
Employee Opinion Survey
Overall report
All respondents

April 2016



Insync Surveys Pty Ltd

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Introduction

Insync was engaged by Mid-Western Regional Council to conduct a survey of its employees in April 2016 and is the second survey of this type conducted by Insync.

The overall response rate for the 2016 survey was 78% (200 valid responses out of 256 invitations).

About the Employee Opinion Survey

The Employee Opinion Survey (“EOS”) addresses vital issues considered crucial in driving continuous improvement and organisational success.

The survey is designed to provide Mid-Western Regional Council with a means to identify key employee concerns that may presently exist within the organisation with the following objectives in mind:

- To measure employee attitudes across a range of key cultural and performance dimensions
- To align management and employee expectations in order to facilitate greater productivity within the workplace environment
- To allow workplace satisfaction variables to be measured (or benchmarked) over time
- To ultimately enhance workplace satisfaction through a commitment to research and reflection



Summary of key findings

Key indicators

Overall Key Indicators	Mid-Western Regional Council, April 2016	Mid-Western Regional Council, March 2015
Response rate	78% (200/256)	76% (185/245)
Weighted performance index	67.1%	66.9%
Overall satisfaction	4.84	4.96
Performance scores above 5.00	9	7
Performance scores below 4.00	3	2
Critical gap scores (above 1.90)	4	3
Areas important to employees	<ul style="list-style-type: none"> • Job satisfaction • Safe work environment • Work and life balance 	<ul style="list-style-type: none"> • Workplace safety • Job satisfaction • Cooperation across work areas
Key strengths	<ul style="list-style-type: none"> • Safe work environment • Producing or delivering quality products and services within my work team • Achieving my work team's goals and objectives 	<ul style="list-style-type: none"> • Workplace safety • Health and wellbeing • Teamwork
Key improvement opportunities	<ul style="list-style-type: none"> • Keeping skilled employees • Trust among people in the organisation • Cooperation across work areas 	<ul style="list-style-type: none"> • Talent retention • Trust • Valuing employees
Employee engagement	66%	62%

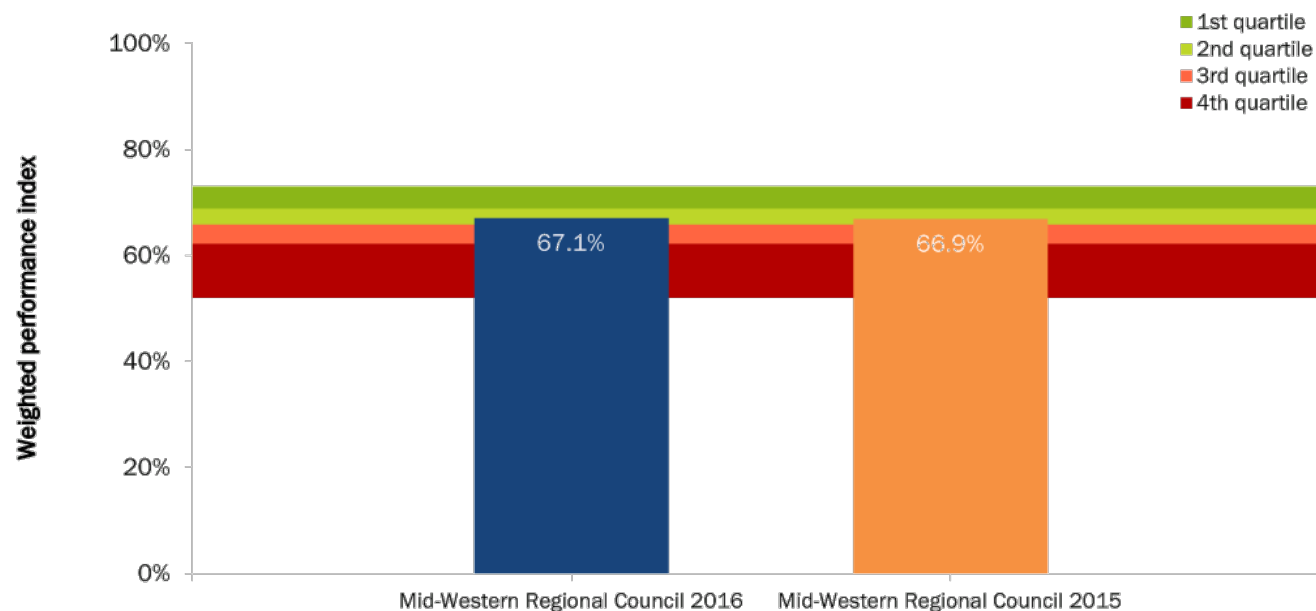
Response statistics

All respondents	200
Directorate	
Finance	20
Community	45
Development	15
Operations	102
HR / Executive Support	8
<i>Unspecified</i>	10
Intention to stay	
Less than 1 year	11
1-2 years	15
2-4 years	18
4-6 years	27
6-10 years	32
More than 10 years	85
<i>Unspecified</i>	12
How often do you have a face-to-face conversation about your work with your immediate manager/supervisor?	
Daily	111
Once a week or fortnight	63
Once a month	9
Once a quarter	5
Once a year	4
Never	2
<i>Unspecified</i>	6
Did you respond to the 2015 survey?	
Yes	148
No	47
<i>Unspecified</i>	5



Best practice scorecard Weighted Performance Index

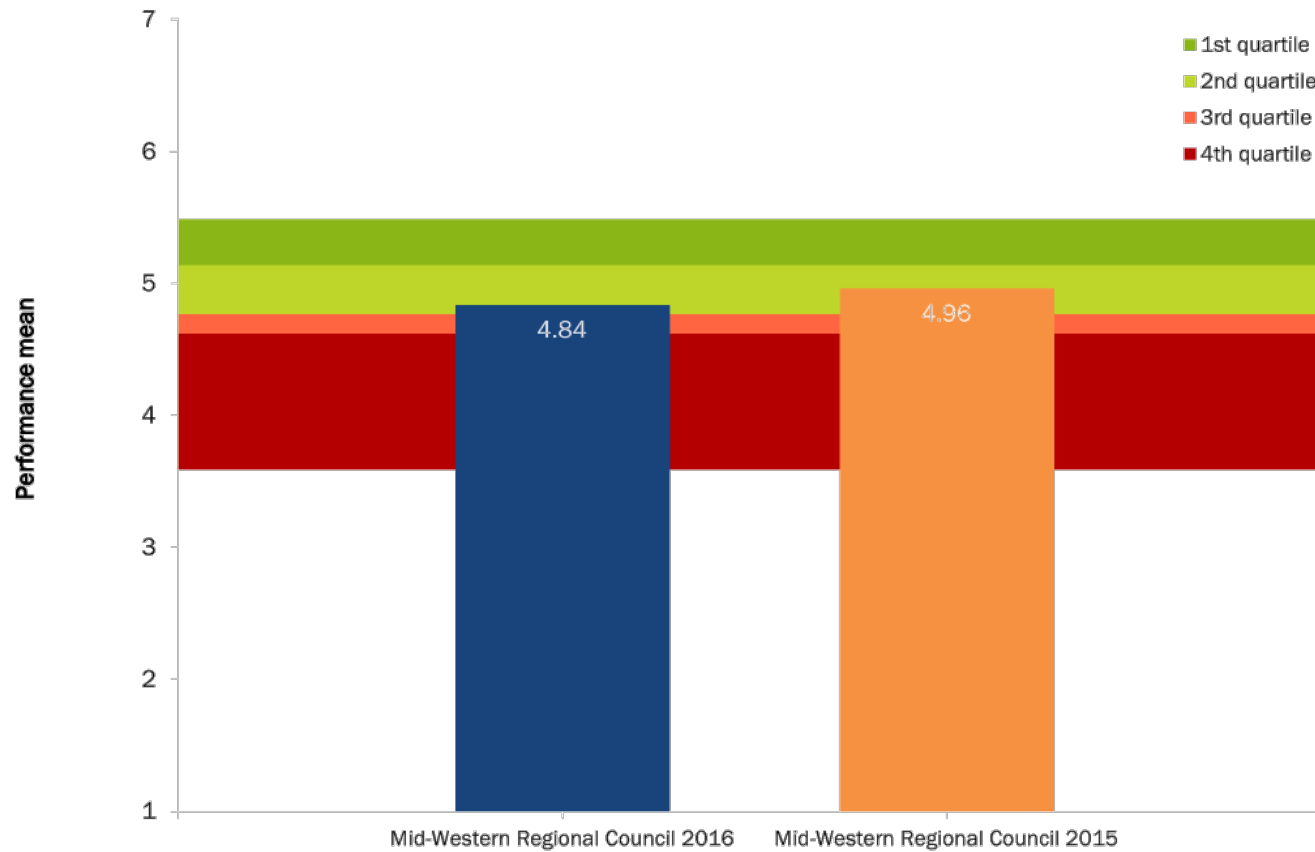
	Leadership & Innovation	Strategy & Planning Processes	Data, Information & Knowledge	People	Customer & Market Focus	Processes, Products & Services	Business Results	Weighted Total
Weighting	18%	10%	10%	16%	15%	16%	15%	100%
Mid-Western Regional Council 2016	67.0%	65.1%	65.0%	64.2%	67.8%	68.1%	70.8%	67.1%
Mid-Western Regional Council 2015	67.6%	64.6%	64.3%	65.3%	67.4%	67.2%	70.1%	66.9%
Highest performer in database	73.0%	71.4%	71.2%	73.1%	74.1%	73.7%	76.7%	73.0%
Median	66.4%	64.1%	63.9%	65.6%	65.4%	67.1%	66.2%	65.8%
Lowest performer in database	53.0%	49.6%	52.6%	51.1%	49.4%	55.0%	48.5%	51.6%



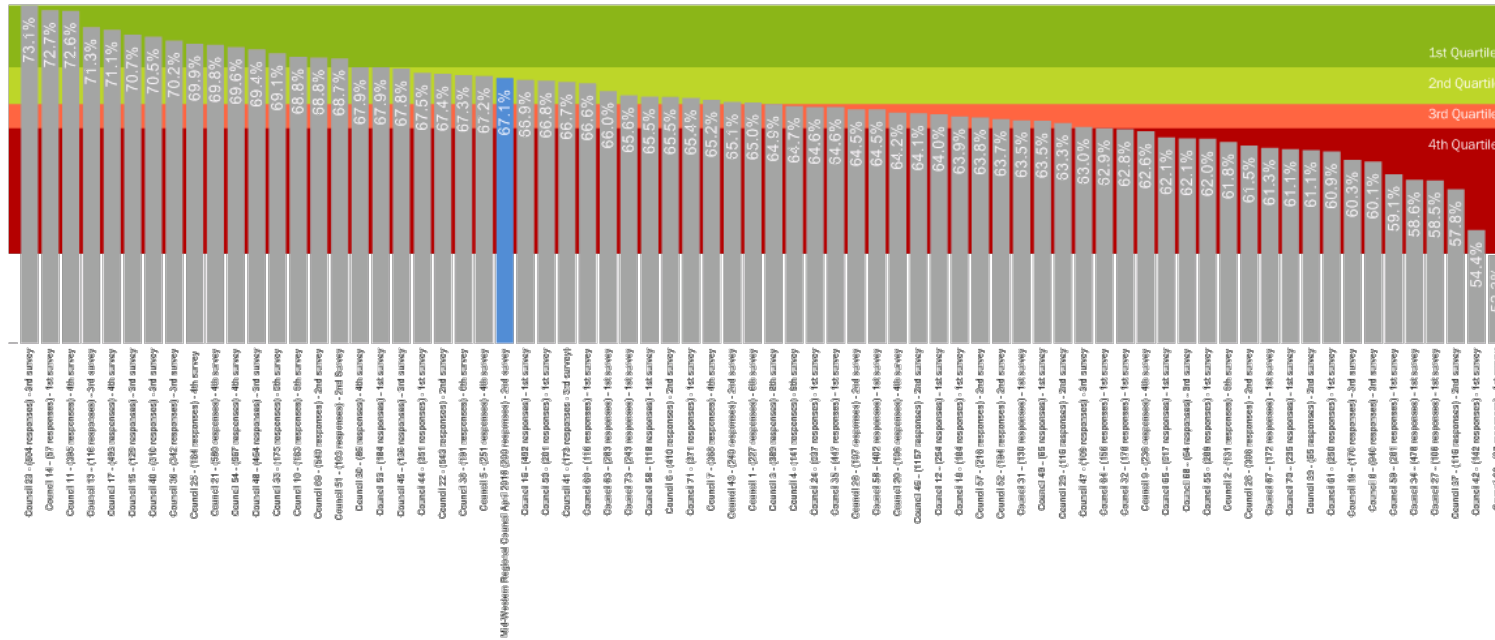


Overall satisfaction

My overall satisfaction with the organisation

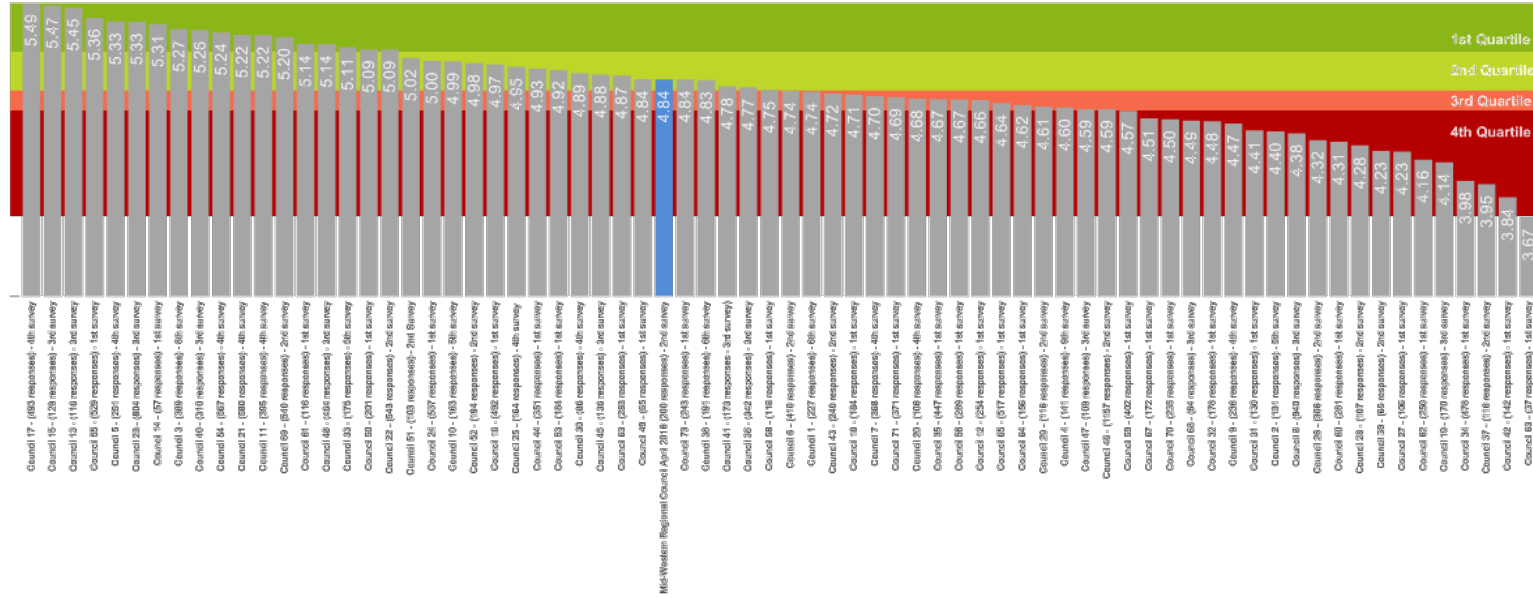


All Local Government Councils Employee Opinion Survey Weighted Performance Index

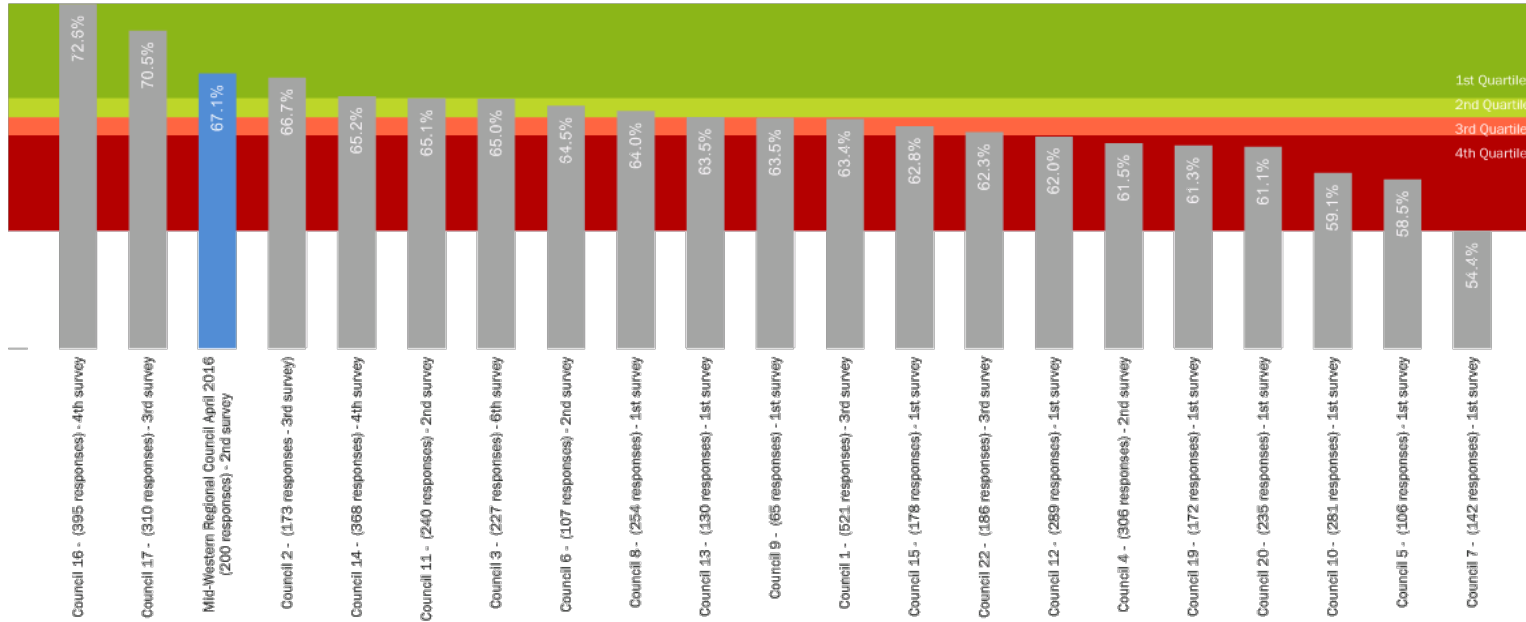




All Local Government Councils Employee Opinion Survey Overall Satisfaction

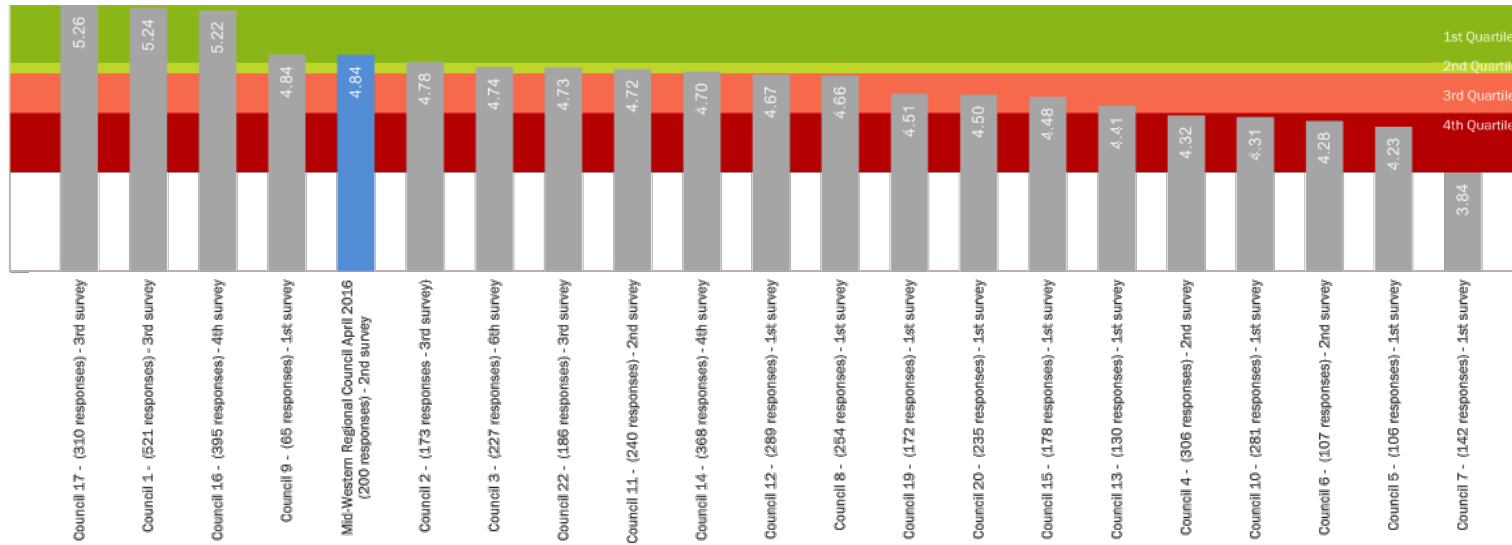


All Local Government Councils (NSW) Employee Opinion Survey Weighted Performance Index





All Local Government Councils (NSW) Overall Satisfaction



Employee perceptions of importance and performance

Mid-Western Regional Council

Top 5 Importance

Survey item	Mean score 2016	Mean score 2015	Change overtime
Being satisfied in my job	6.35	6.30	● 0.05
Providing a safe work environment	6.35	6.43	● -0.08
Balancing work and life demands	6.31	6.16	● 0.15
Keeping skilled employees	6.28	6.16	● 0.12
Working as a team in my work area	6.26	6.13	● 0.13

Top 5 Performance

Survey item	Mean score 2016	Mean score 2015	Change overtime
Providing a safe work environment	5.41	5.40	● 0.01
Producing or delivering quality products and services within my work team	5.27	5.05	● 0.22
Achieving my work team's goals and objectives	5.18	5.09	● 0.09
Understanding where my work team fits into the organisation	5.10	5.02	● 0.08
Having the person to whom I report listen and respond to me	5.09	5.09	● 0.00

Top 5 Gap

Survey item	Mean score 2016	Mean score 2015	Change overtime
Keeping skilled employees	2.33	1.99	● 0.34
Trust among people in the organisation	2.13	1.98	● 0.15
Cooperating across work areas	2.10	1.89	● 0.21
Valuing employees in the organisation	2.10	1.91	● 0.19
Providing incentives and rewards	1.84	1.73	● 0.11

Mean importance score

Mid-Western Regional Council 200 responses

Survey statement	Importance		Performance	
	Mean	Rank	Mean	Rank
Being satisfied in my job	6.35	1	4.74	18
Providing a safe work environment	6.35	2	5.41	1
Balancing work and life demands	6.31	3	4.98	7
Keeping skilled employees	6.28	4	3.95	50
Working as a team in my work area	6.26	5	5.05	6
Valuing employees in the organisation	6.21	6	4.11	47
Achieving my work team's goals and objectives	6.20	7	5.18	3
Providing for the health and wellbeing of employees	6.18	8	4.88	10
Producing or delivering quality products and services within my work team	6.13	9	5.27	2
Having the person to whom I report listen and respond to me	6.12	10	5.09	5
Having the resources to achieve my work team's goals	6.12	11	4.51	37
Trust among people in the organisation	6.11	12	3.98	49
Cooperating across work areas	6.11	13	4.01	48
Continuously improving the way we do things	6.07	14	4.62	26
My pay and conditions	6.06	15	4.53	34
Having the skills and knowledge to improve what I do and how I do it	6.05	16	4.59	28
Demonstration of leadership by the person to whom I report	6.02	17	4.92	9
Making use of my abilities	6.01	18	4.57	30
Planning for the future of the organisation	6.01	19	4.72	20
Being proud of the organisation	6.00	20	4.75	17
Using quality procedures and work practices in my work area	5.98	21	4.96	8
Satisfying external customers	5.98	22	4.84	11
Developing personally and professionally	5.96	23	4.57	29
Providing career opportunities	5.96	24	4.28	46
Demonstration of leadership by the Directors	5.95	25	4.54	33
Understanding of external customer needs by employees	5.94	26	4.81	12
Providing me with the opportunity to develop new technical and job skills	5.93	27	4.33	43
Having clear goals for the organisation	5.92	28	4.70	22
Receiving regular feedback on my job performance from the person to whom I report	5.84	29	4.61	27
Understanding where my work team fits into the organisation	5.83	30	5.10	4
Involving me in the development of plans for my work team	5.83	31	4.52	36
Measuring my work team's progress	5.83	32	4.78	14
Being satisfied with the products and services provided to me by other work areas	5.82	33	4.56	31
Trying out new ideas	5.79	34	4.42	42
Using customer feedback to improve what we do	5.79	35	4.72	21
Being listened to by the Directors	5.78	36	4.46	38
Having the organisational structure to achieve our vision, mission and goals	5.78	37	4.65	25
Communicating the level of external customer satisfaction to employees	5.78	38	4.67	24
Knowing how the organisation is performing	5.74	39	4.74	19
Understanding why the organisation makes changes	5.73	40	4.28	45
Planning in my work area being linked to the organisation's plans	5.73	41	4.76	16
Encouraging innovation	5.72	42	4.46	39
Being aware of the organisation's environmental and social impact on the community	5.72	43	4.80	13
Providing products and services that deliver competitive value for money	5.72	44	4.70	23
Receiving regular recognition for my efforts at work from the person to whom I report	5.69	45	4.52	35
Providing me with the opportunity to make changes to my work area	5.68	46	4.43	41
Using collected data and information as a basis for decision-making	5.64	47	4.55	32
Encouraging me to share what I have learnt with others in the organisation	5.63	48	4.32	44
Providing incentives and rewards	5.63	49	3.79	51
Change being led by the Directors	5.61	50	4.45	40
Using external suppliers and contractors who deliver quality products or services	5.60	51	4.78	15

Mean performance score

Mid-Western Regional Council 200 responses

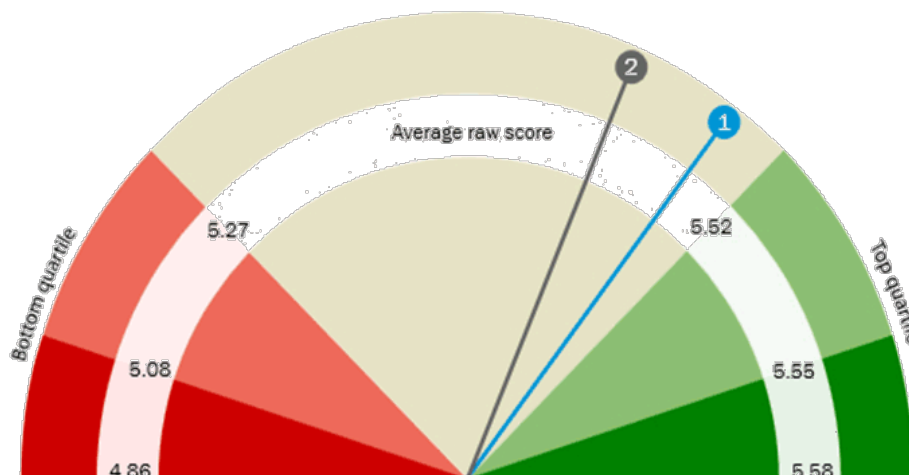
Survey statement	Performance		Importance	
	Mean	Rank	Mean	Rank
Providing a safe work environment	5.41	1	6.35	2
Producing or delivering quality products and services within my work team	5.27	2	6.13	9
Achieving my work team's goals and objectives	5.18	3	6.20	7
Understanding where my work team fits into the organisation	5.10	4	5.83	30
Having the person to whom I report listen and respond to me	5.09	5	6.12	10
Working as a team in my work area	5.05	6	6.26	5
Balancing work and life demands	4.98	7	6.31	3
Using quality procedures and work practices in my work area	4.96	8	5.98	21
Demonstration of leadership by the person to whom I report	4.92	9	6.02	17
Providing for the health and wellbeing of employees	4.88	10	6.18	8
Satisfying external customers	4.84	11	5.98	22
Understanding of external customer needs by employees	4.81	12	5.94	26
Being aware of the organisation's environmental and social impact on the community	4.80	13	5.72	43
Measuring my work team's progress	4.78	14	5.83	32
Using external suppliers and contractors who deliver quality products or services	4.78	15	5.60	51
Planning in my work area being linked to the organisation's plans	4.76	16	5.73	41
Being proud of the organisation	4.75	17	6.00	20
Being satisfied in my job	4.74	18	6.35	1
Knowing how the organisation is performing	4.74	19	5.74	39
Planning for the future of the organisation	4.72	20	6.01	19
Using customer feedback to improve what we do	4.72	21	5.79	35
Having clear goals for the organisation	4.70	22	5.92	28
Providing products and services that deliver competitive value for money	4.70	23	5.72	44
Communicating the level of external customer satisfaction to employees	4.67	24	5.78	38
Having the organisational structure to achieve our vision, mission and goals	4.65	25	5.78	37
Continuously improving the way we do things	4.62	26	6.07	14
Receiving regular feedback on my job performance from the person to whom I report	4.61	27	5.84	29
Having the skills and knowledge to improve what I do and how I do it	4.59	28	6.05	16
Developing personally and professionally	4.57	29	5.96	23
Making use of my abilities	4.57	30	6.01	18
Being satisfied with the products and services provided to me by other work areas	4.56	31	5.82	33
Using collected data and information as a basis for decision-making	4.55	32	5.64	47
Demonstration of leadership by the Directors	4.54	33	5.95	25
My pay and conditions	4.53	34	6.06	15
Receiving regular recognition for my efforts at work from the person to whom I report	4.52	35	5.69	45
Involving me in the development of plans for my work team	4.52	36	5.83	31
Having the resources to achieve my work team's goals	4.51	37	6.12	11
Being listened to by the Directors	4.46	38	5.78	36
Encouraging innovation	4.46	39	5.72	42
Change being led by the Directors	4.45	40	5.61	50
Providing me with the opportunity to make changes to my work area	4.43	41	5.68	46
Trying out new ideas	4.42	42	5.79	34
Providing me with the opportunity to develop new technical and job skills	4.33	43	5.93	27
Encouraging me to share what I have learnt with others in the organisation	4.32	44	5.63	48
Understanding why the organisation makes changes	4.28	45	5.73	40
Providing career opportunities	4.28	46	5.96	24
Valuing employees in the organisation	4.11	47	6.21	6
Cooperating across work areas	4.01	48	6.11	13
Trust among people in the organisation	3.98	49	6.11	12
Keeping skilled employees	3.95	50	6.28	4
Providing incentives and rewards	3.79	51	5.63	49

Mean gap score

Mid-Western Regional Council 200 responses

Survey statement	Gap		Importance	
	Mean	Rank	Mean	Rank
Keeping skilled employees	2.33	1	6.28	4
Trust among people in the organisation	2.13	2	6.11	12
Cooperating across work areas	2.10	3	6.11	13
Valuing employees in the organisation	2.10	4	6.21	6
Providing incentives and rewards	1.84	5	5.63	49
Providing career opportunities	1.68	6	5.96	24
Having the resources to achieve my work team's goals	1.61	7	6.12	11
Being satisfied in my job	1.61	8	6.35	1
Providing me with the opportunity to develop new technical and job skills	1.60	9	5.93	27
My pay and conditions	1.53	10	6.06	15
Having the skills and knowledge to improve what I do and how I do it	1.46	11	6.05	16
Understanding why the organisation makes changes	1.45	12	5.73	40
Continuously improving the way we do things	1.45	13	6.07	14
Making use of my abilities	1.44	14	6.01	18
Demonstration of leadership by the Directors	1.41	15	5.95	25
Developing personally and professionally	1.39	16	5.96	23
Trying out new ideas	1.37	17	5.79	34
Balancing work and life demands	1.33	18	6.31	3
Being listened to by the Directors	1.32	19	5.78	36
Involving me in the development of plans for my work team	1.31	20	5.83	31
Encouraging me to share what I have learnt with others in the organisation	1.31	21	5.63	48
Providing for the health and wellbeing of employees	1.30	22	6.18	8
Planning for the future of the organisation	1.29	23	6.01	19
Being satisfied with the products and services provided to me by other work areas	1.26	24	5.82	33
Encouraging innovation	1.26	25	5.72	42
Providing me with the opportunity to make changes to my work area	1.25	26	5.68	46
Being proud of the organisation	1.25	27	6.00	20
Receiving regular feedback on my job performance from the person to whom I report	1.23	28	5.84	29
Having clear goals for the organisation	1.22	29	5.92	28
Working as a team in my work area	1.21	30	6.26	5
Receiving regular recognition for my efforts at work from the person to whom I report	1.17	31	5.69	45
Change being led by the Directors	1.16	32	5.61	50
Satisfying external customers	1.14	33	5.98	22
Understanding of external customer needs by employees	1.13	34	5.94	26
Having the organisational structure to achieve our vision, mission and goals	1.13	35	5.78	37
Communicating the level of external customer satisfaction to employees	1.11	36	5.78	38
Demonstration of leadership by the person to whom I report	1.10	37	6.02	17
Using collected data and information as a basis for decision-making	1.09	38	5.64	47
Using customer feedback to improve what we do	1.07	39	5.79	35
Measuring my work team's progress	1.05	40	5.83	32
Having the person to whom I report listen and respond to me	1.03	41	6.12	10
Using quality procedures and work practices in my work area	1.02	42	5.98	21
Achieving my work team's goals and objectives	1.02	43	6.20	7
Providing products and services that deliver competitive value for money	1.02	44	5.72	44
Knowing how the organisation is performing	1.00	45	5.74	39
Planning in my work area being linked to the organisation's plans	0.97	46	5.73	41
Providing a safe work environment	0.94	47	6.35	2
Being aware of the organisation's environmental and social impact on the community	0.92	48	5.72	43
Producing or delivering quality products and services within my work team	0.86	49	6.13	9
Using external suppliers and contractors who deliver quality products or services	0.82	50	5.60	51
Understanding where my work team fits into the organisation	0.73	51	5.83	30

Employee Engagement



1 = Mid-Western Regional Council 2016
 2 = Mid-Western Regional Council 2015

Engagement items table

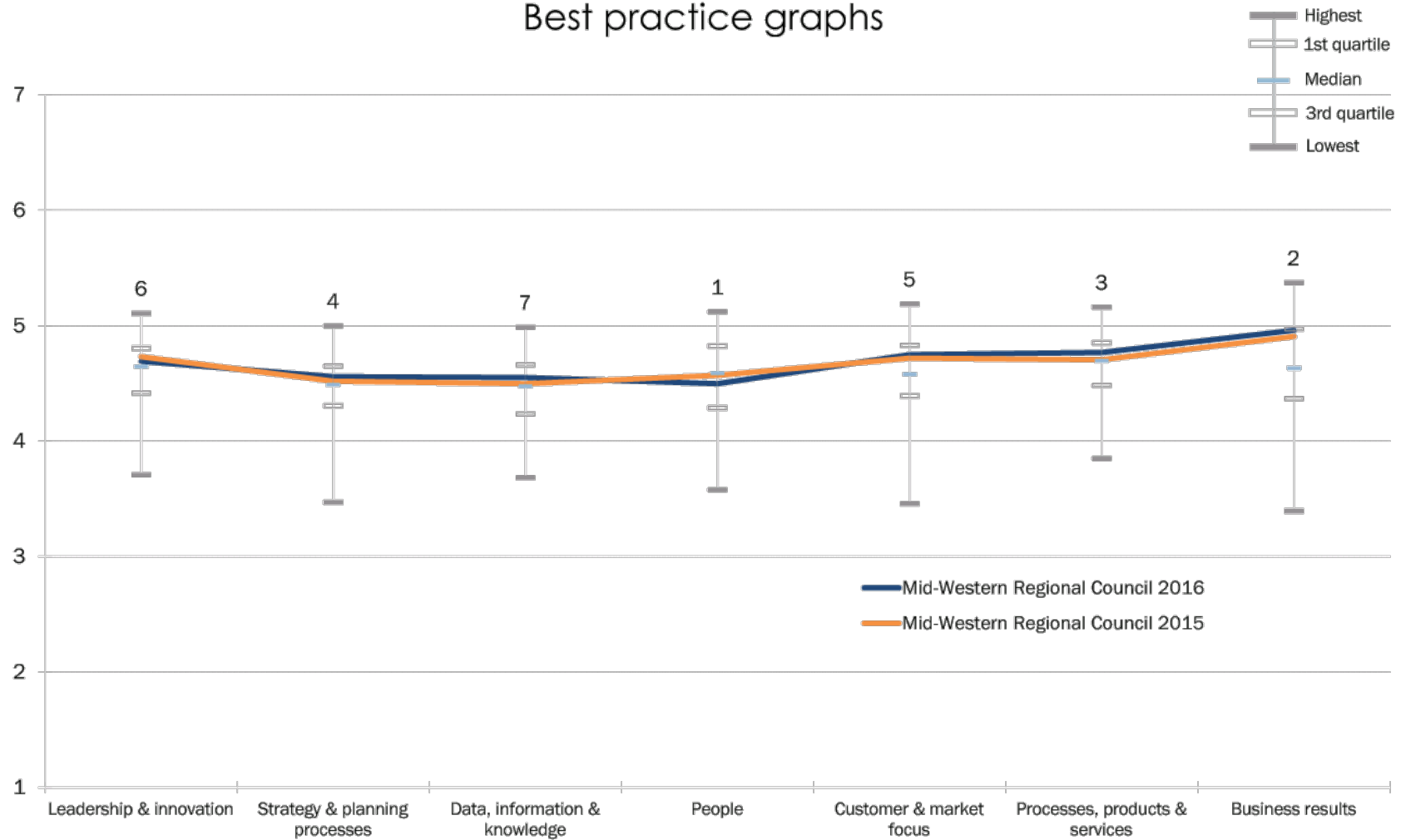
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I would recommend our organisation as a workplace to my family and friends	61%	66%
Overall, I am satisfied with my job	69%	72%
I have a strong sense of belonging to our organisation	52%	58%
I believe that my own success is important to the success of our organisation	66%	76%
Most challenges I face at work are good learning experiences	59%	65%
I volunteer to do extra work on special projects and initiatives	66%	62%
I happily do extra work to help our organisation succeed	71%	71%
I can envisage a fulfilling future for myself at our organisation	54%	57%
I look forward to coming to work each day	54%	58%
Engagement Index	62%	66%

Your average raw score compared to Insync's benchmark database.

■ Bottom decile ■ Bottom quartile ■ 2nd and 3rd quartile ■ Top quartile ■ Top decile

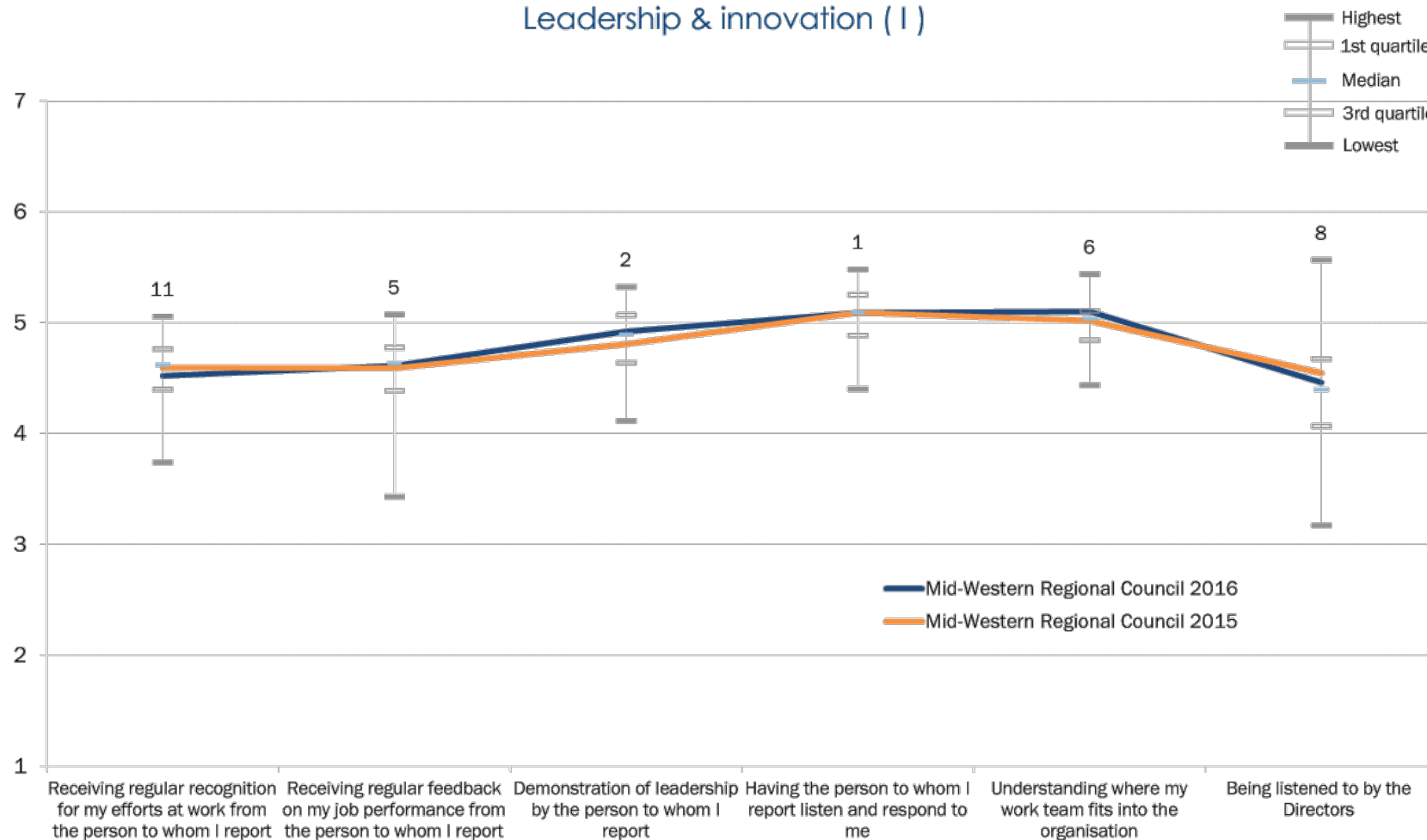


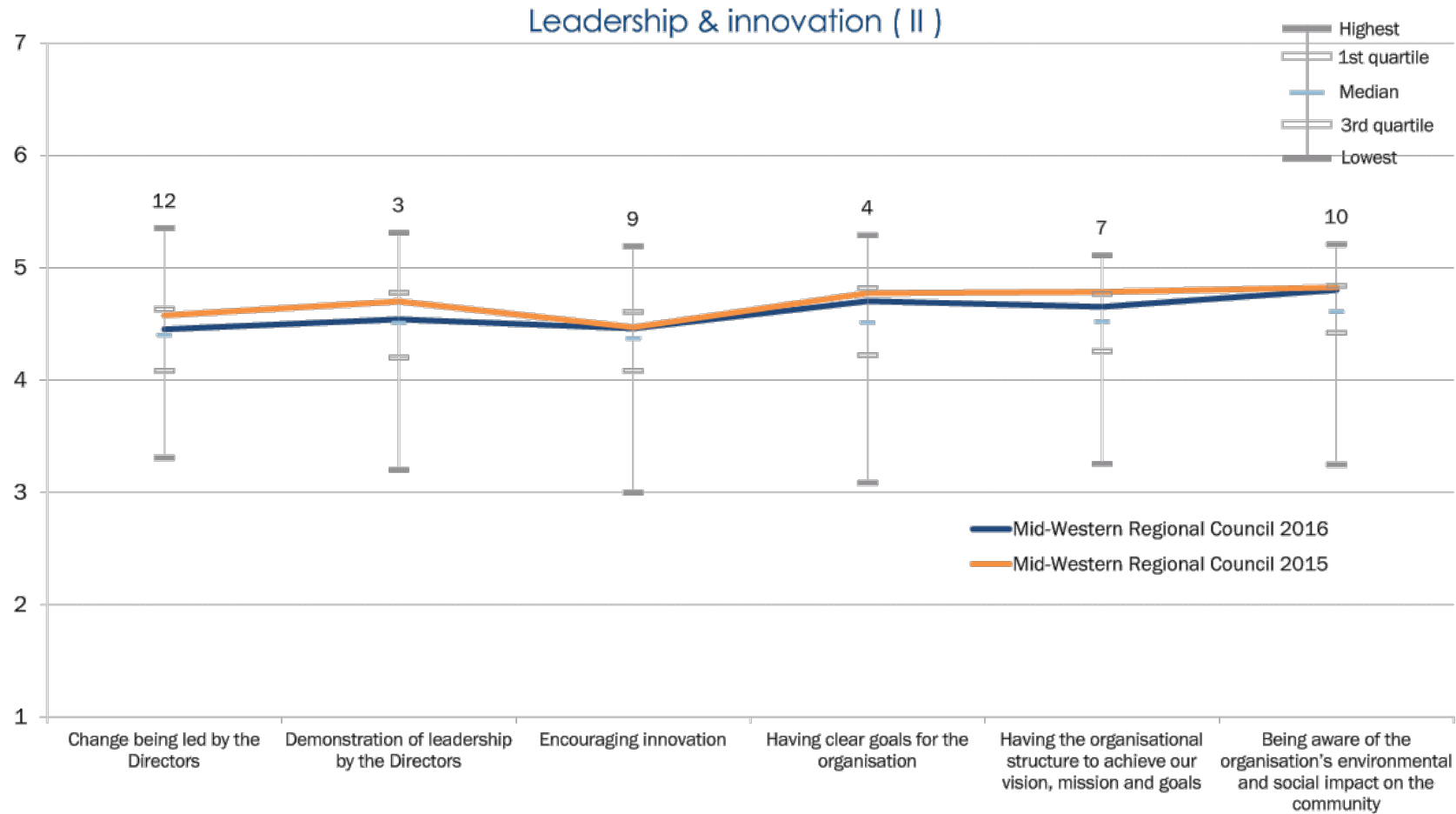
Best practice graphs





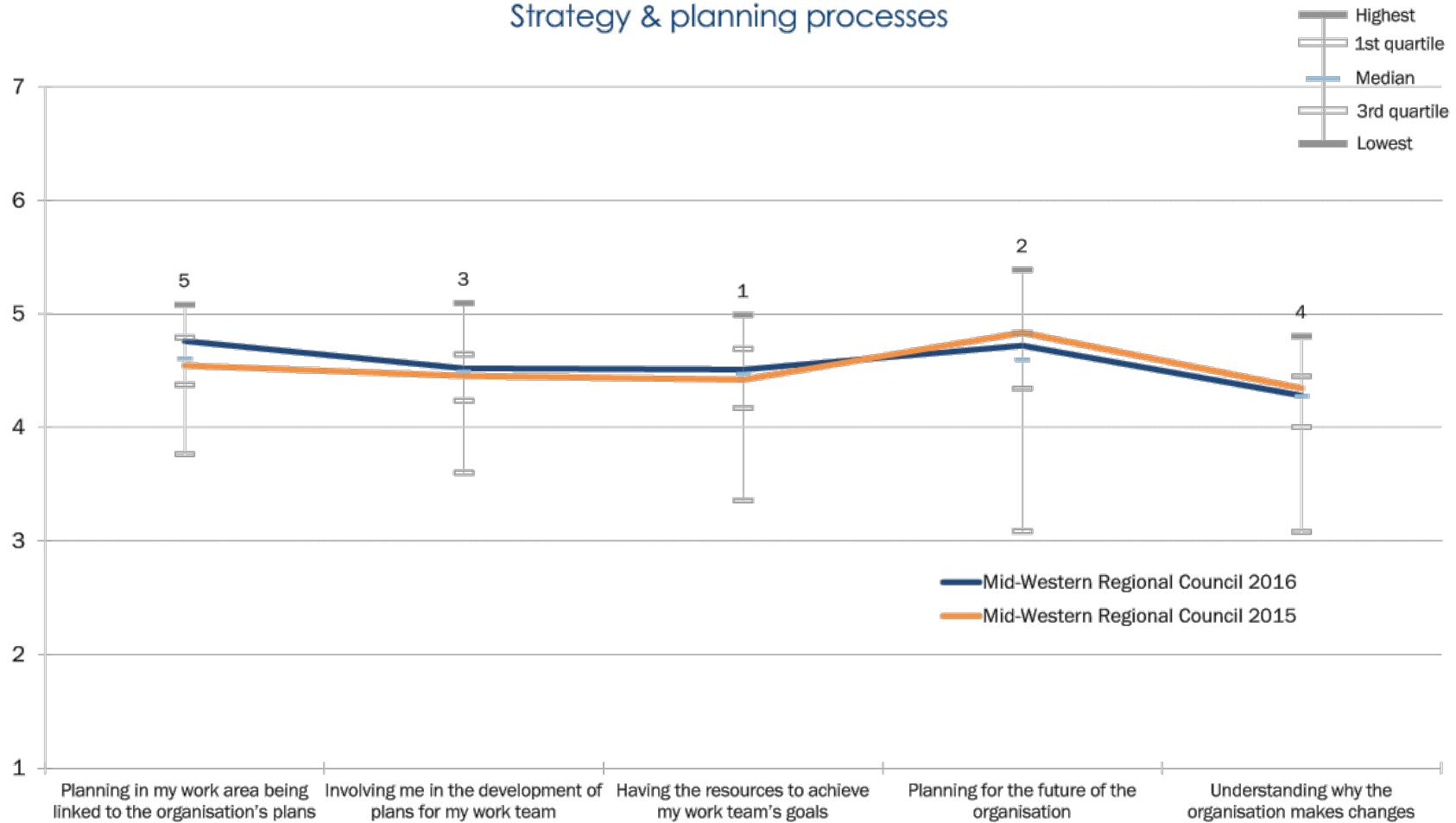
Leadership & innovation (1)





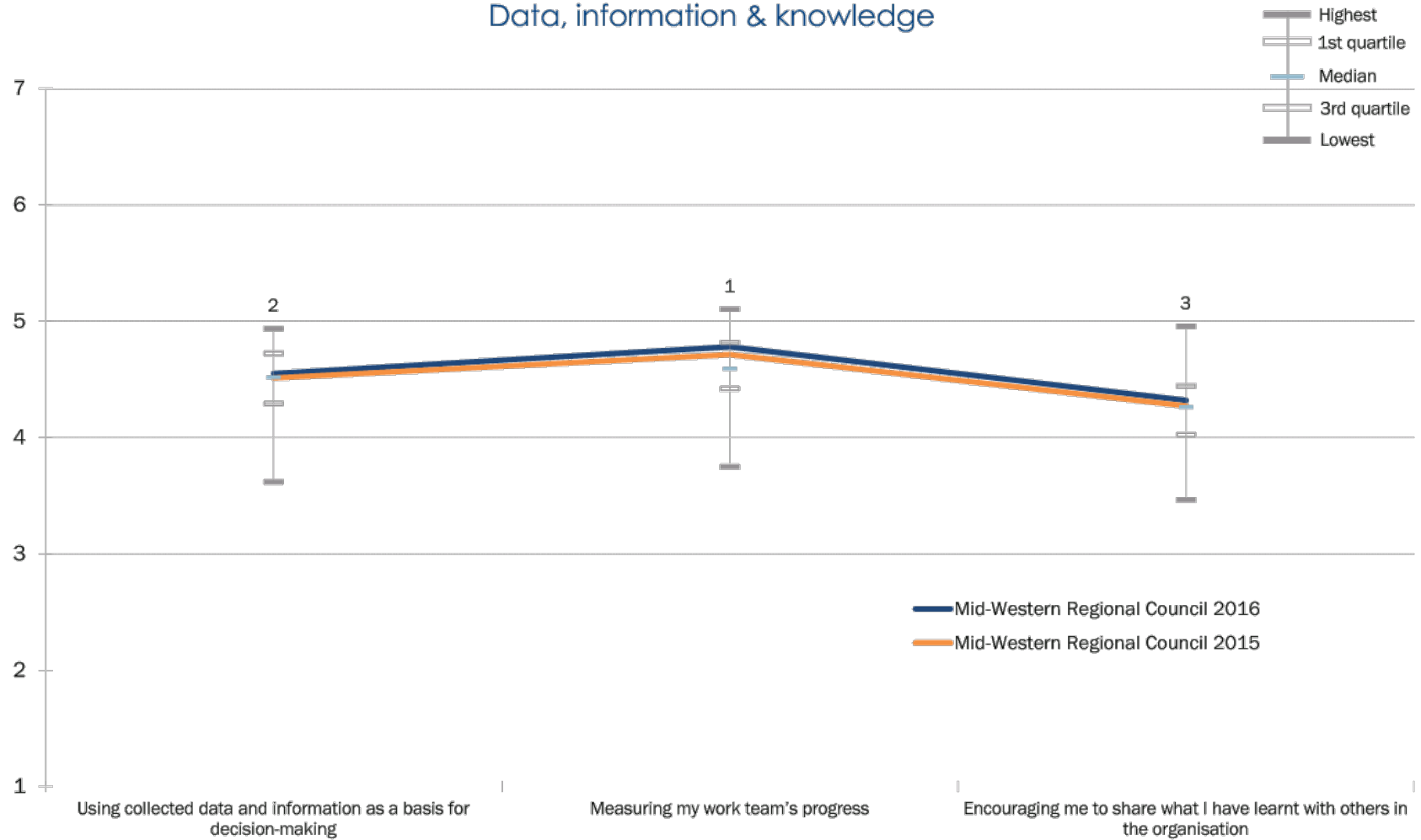


Strategy & planning processes



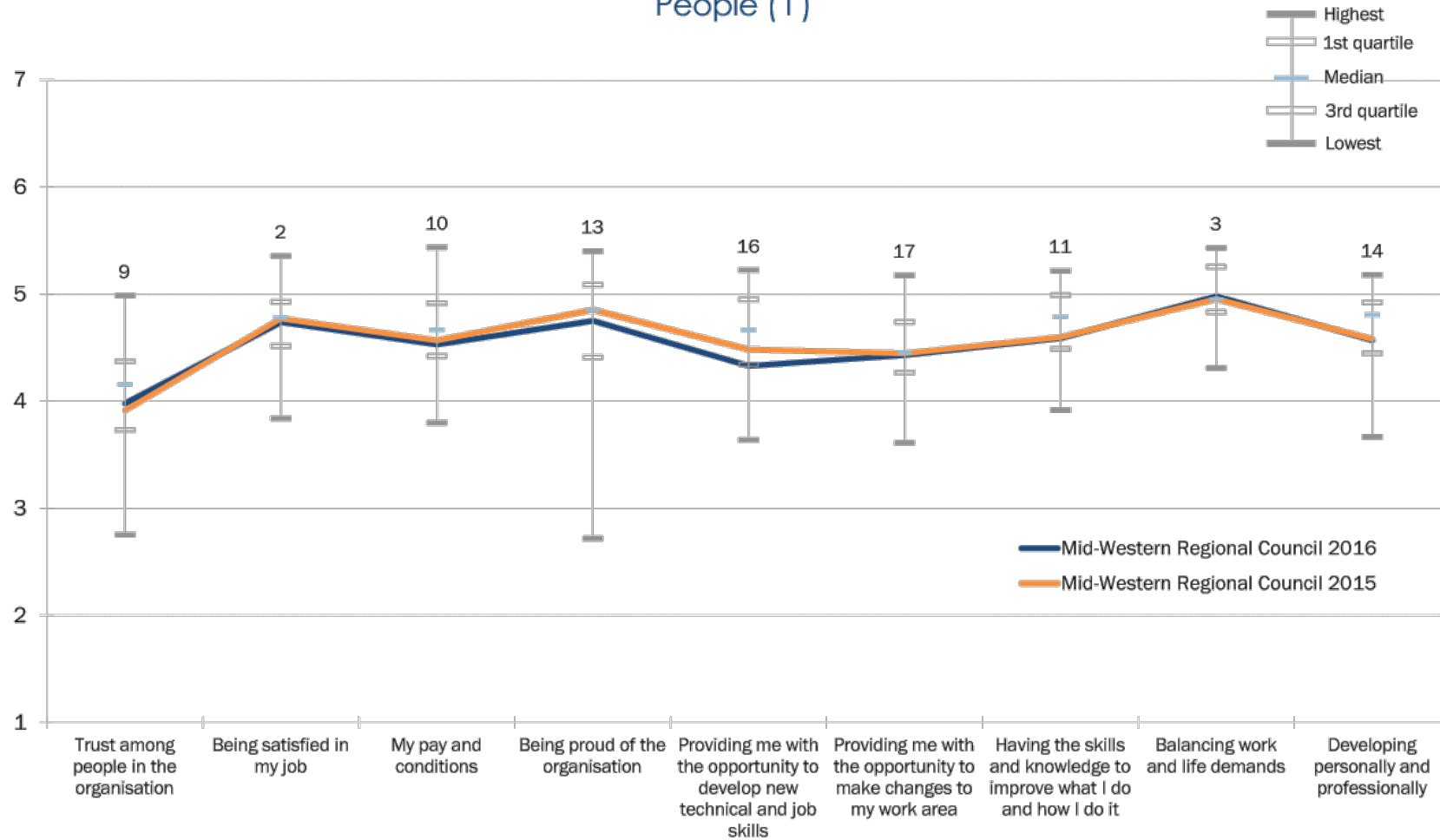


Data, information & knowledge



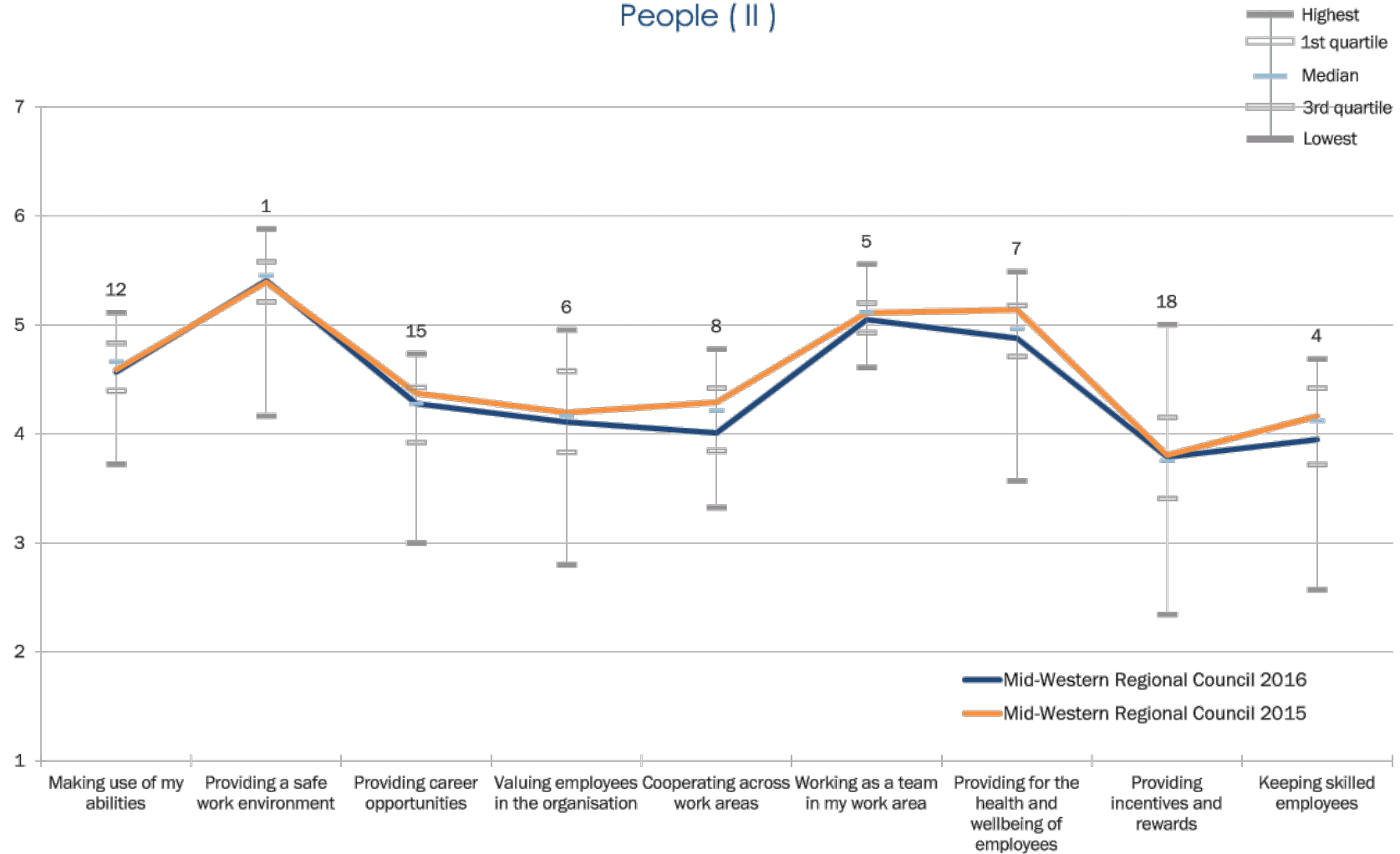


People (1)



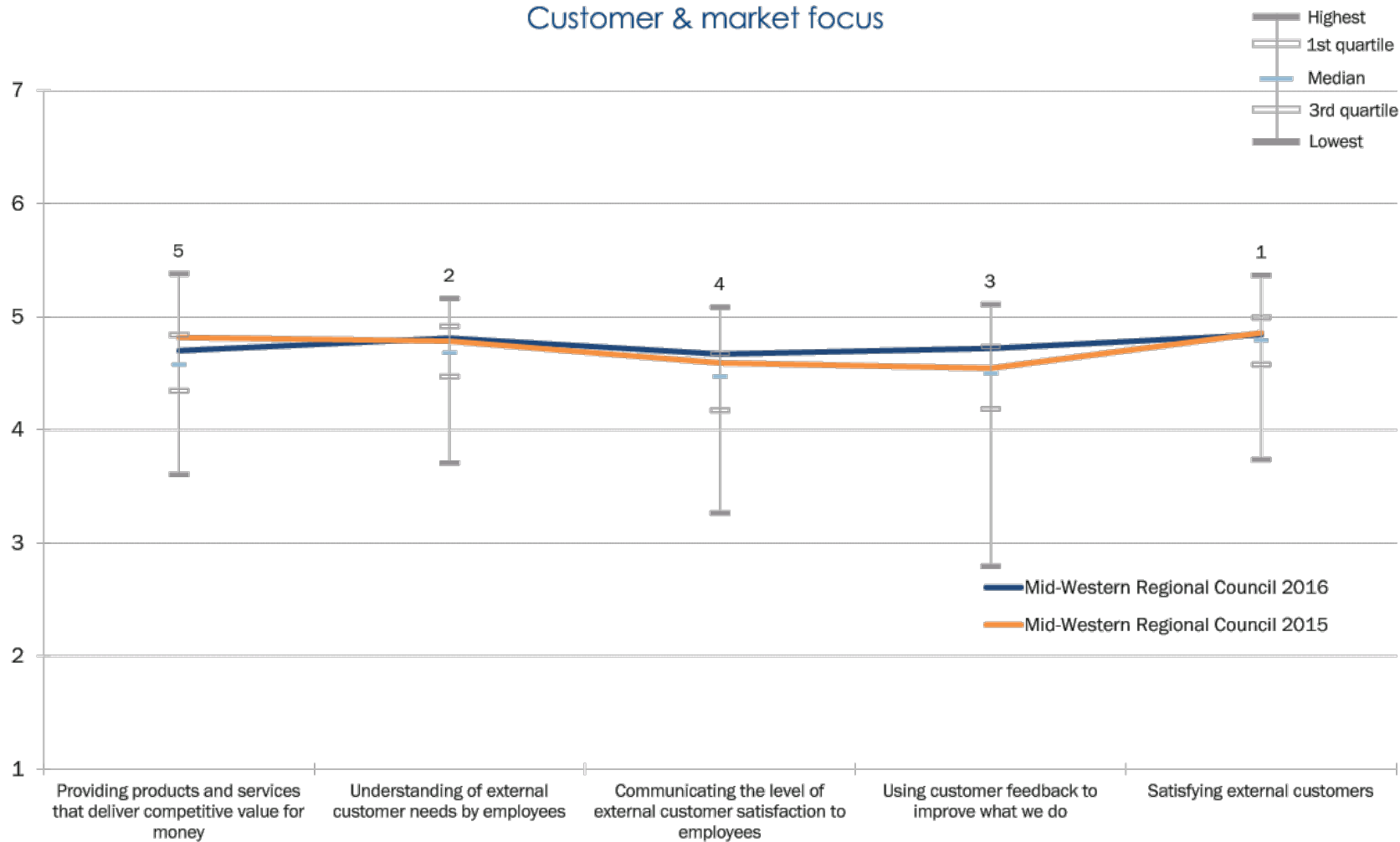


People (II)



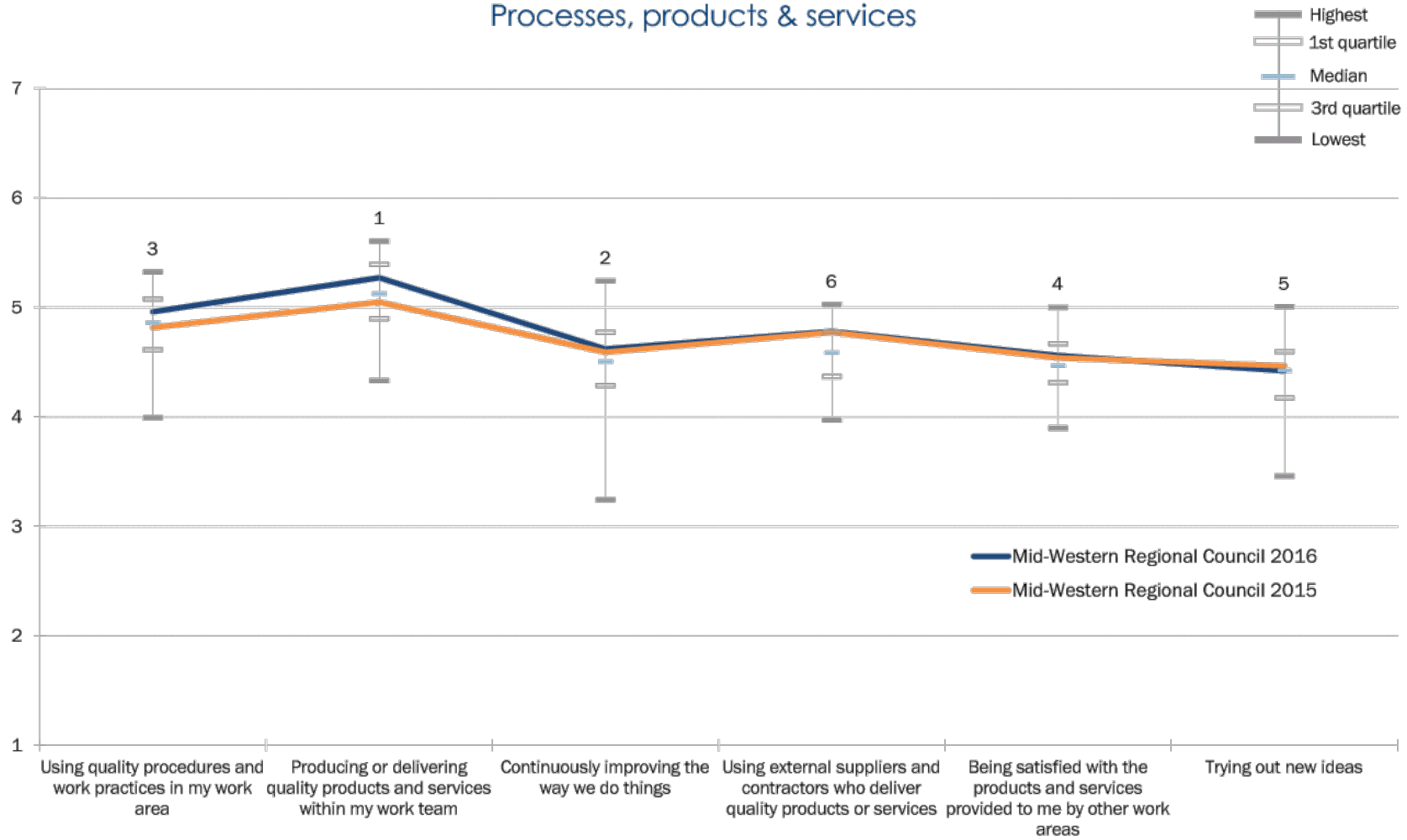


Customer & market focus



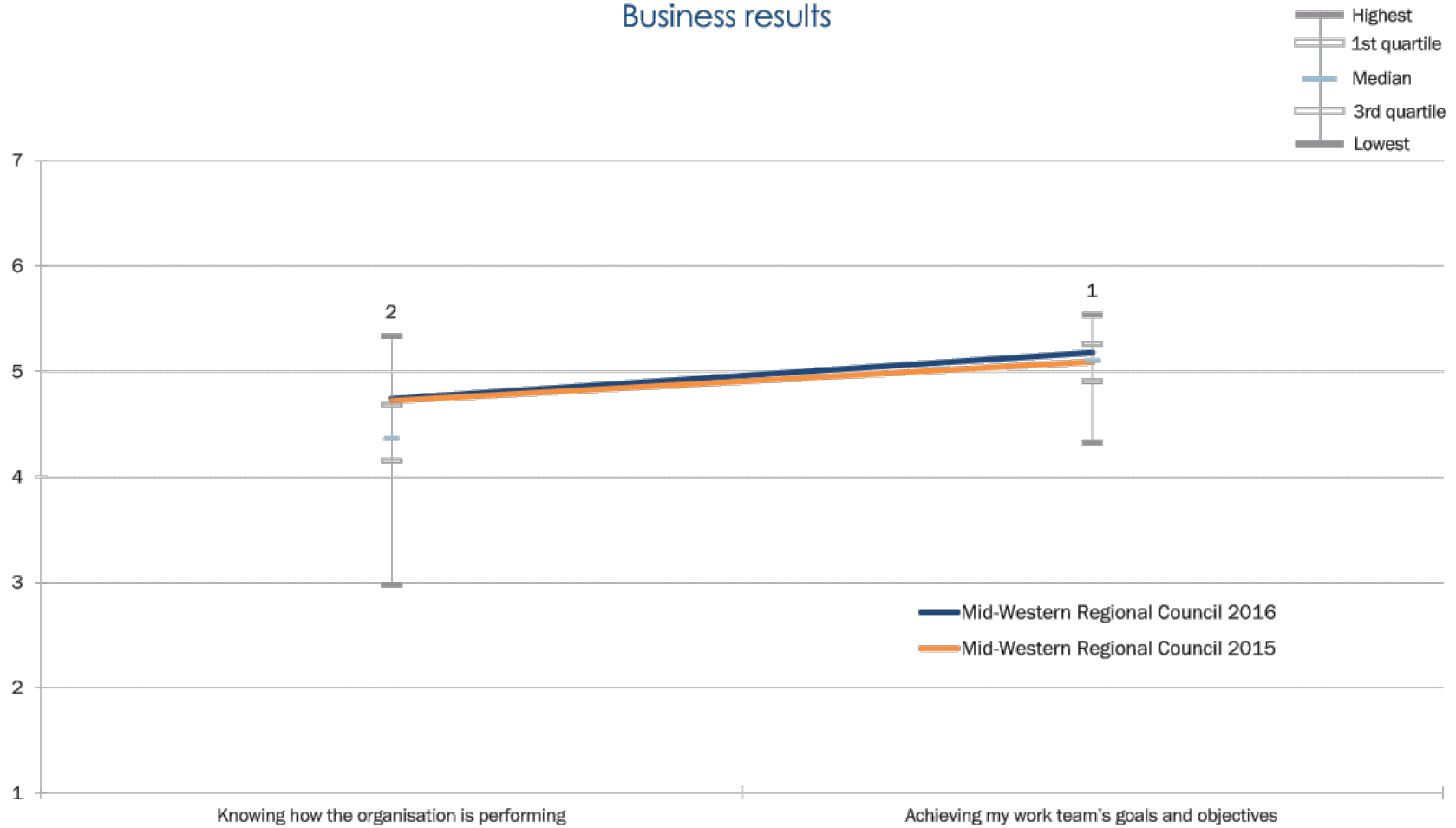


Processes, products & services





Business results





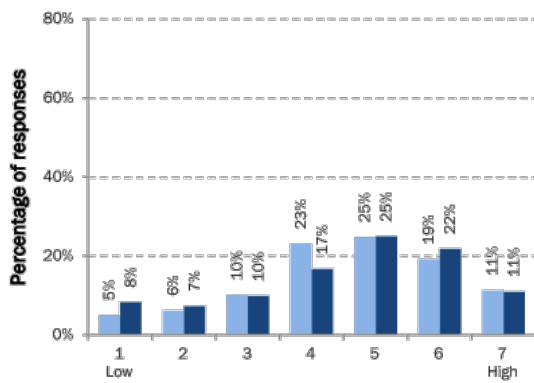
Survey responses by item - All respondents

These charts show the survey participants' responses to each survey item. The columns show the percentage of respondents that selected each option on the 7 point scale. Above each chart is the average Performance rating. The number in brackets represents the average shift in rating since the previous survey.

Leadership & innovation

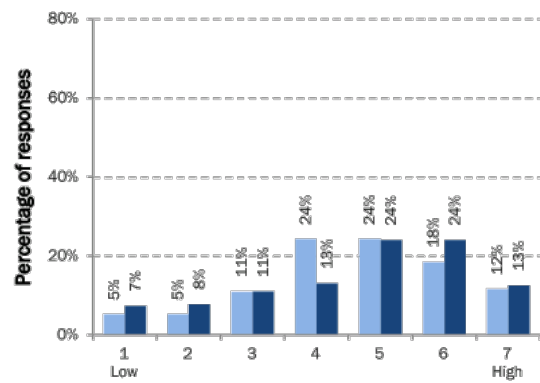
Receiving regular recognition for my efforts at work from the person to whom I report

Performance score 4.52 (-0.07)



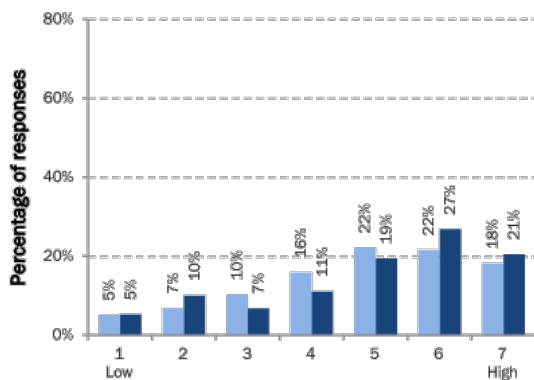
Receiving regular feedback on my job performance from the person to whom I report

Performance score 4.61 (+0.02)



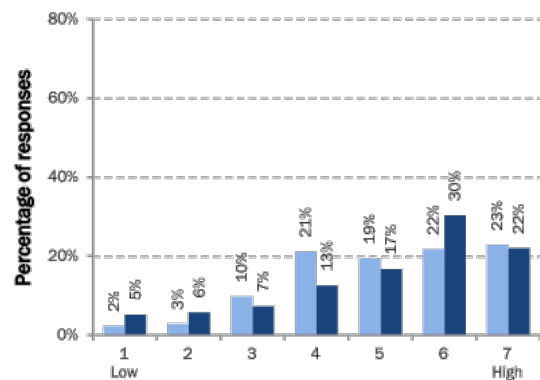
Demonstration of leadership by the person to whom I report

Performance score 4.92



Having the person to whom I report listen and respond to me

Performance score 5.09 (-0.00)



Legend:

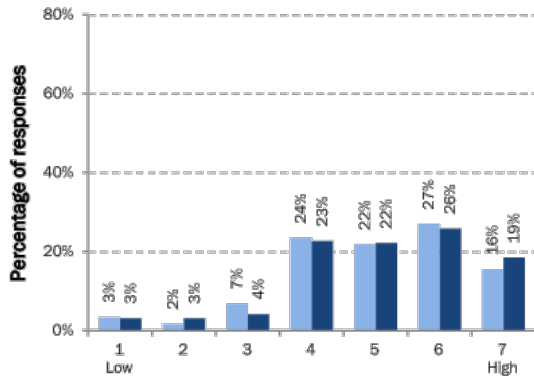
Trend over time 2015 2016



Leadership & innovation (continued)

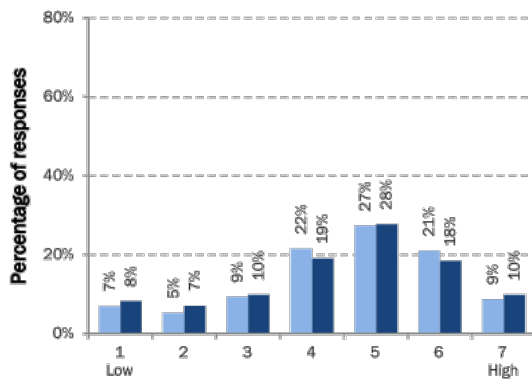
Understanding where my work team fits into the organisation

Performance score 5.10



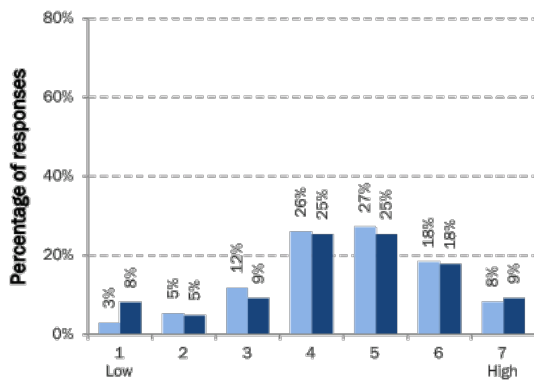
Being listened to by the Directors

Performance score 4.46 (-0.09)



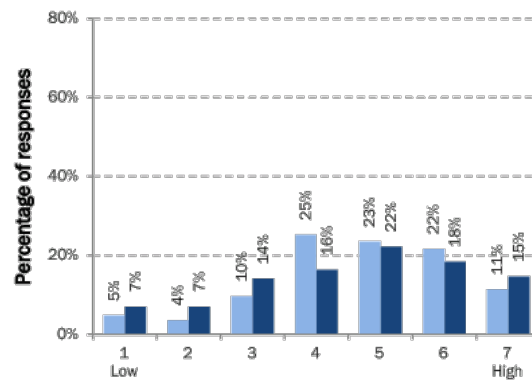
Change being led by the Directors

Performance score 4.45 (-0.12)



Demonstration of leadership by the Directors

Performance score 4.54 (-0.16)



Legend:

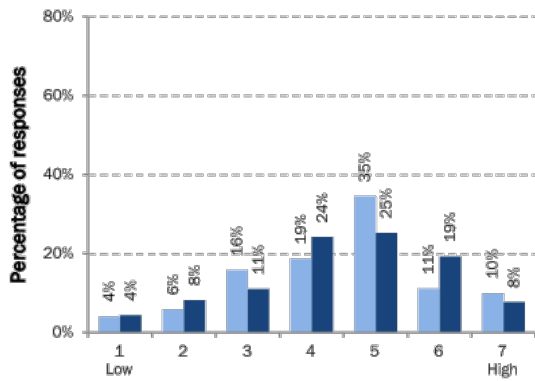
Trend over time 2015 2016



Leadership & innovation (continued)

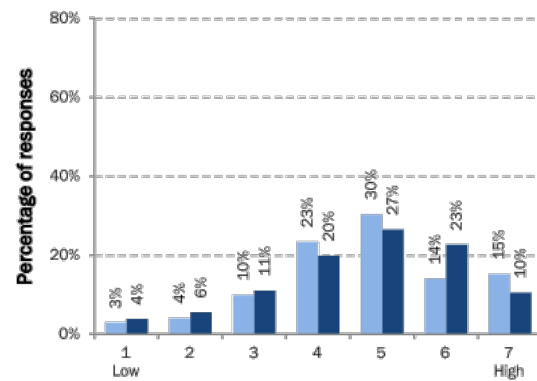
Encouraging innovation

Performance score 4.46 (-0.01)



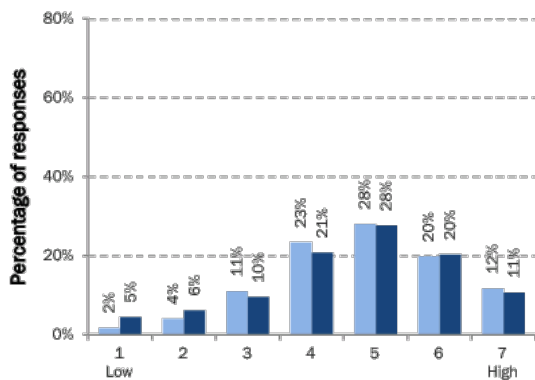
Having clear goals for the organisation

Performance score 4.70 (-0.07)



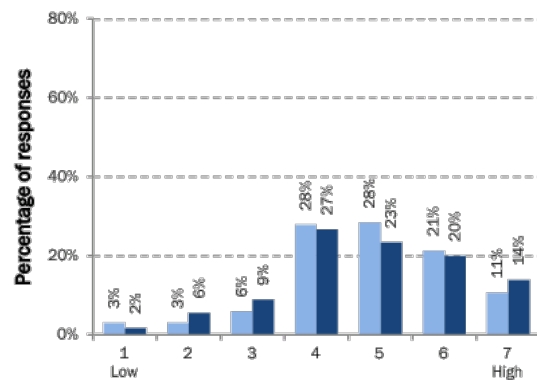
Having the organisational structure to achieve our vision, mission and goals

Performance score 4.65 (-0.13)



Being aware of the organisation's environmental and social impact on the community

Performance score 4.80 (-0.02)



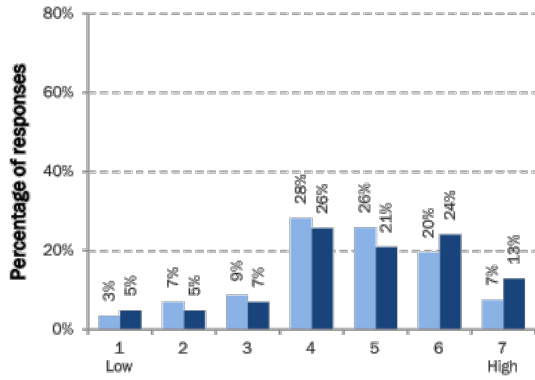
Legend:

Trend over time ■ 2015 ■ 2016

Strategy & planning processes

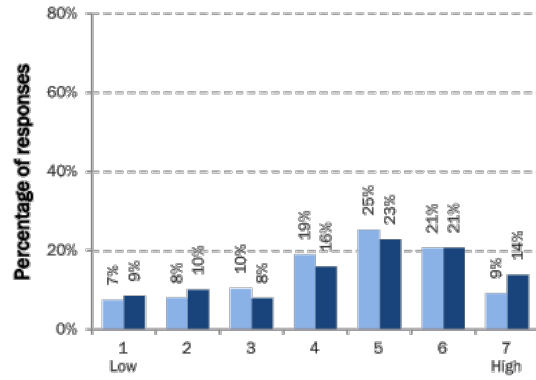
Planning in my work area being linked to the organisation's plans

Performance score 4.76 (+0.21)



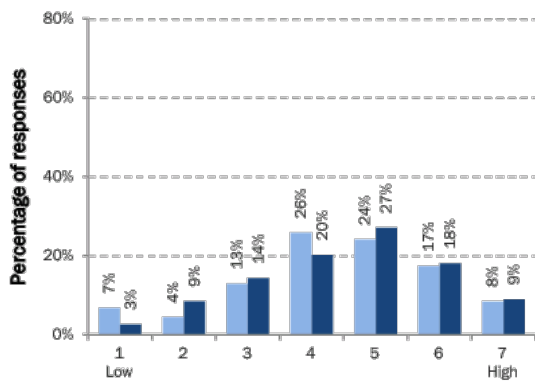
Involving me in the development of plans for my work team

Performance score 4.52 (+0.07)



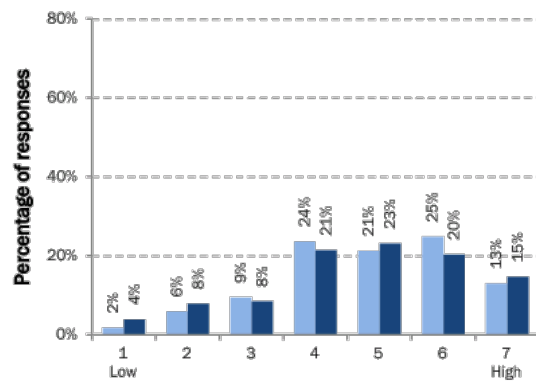
Having the resources to achieve my work team's goals

Performance score 4.51 (+0.09)



Planning for the future of the organisation

Performance score 4.72 (-0.11)



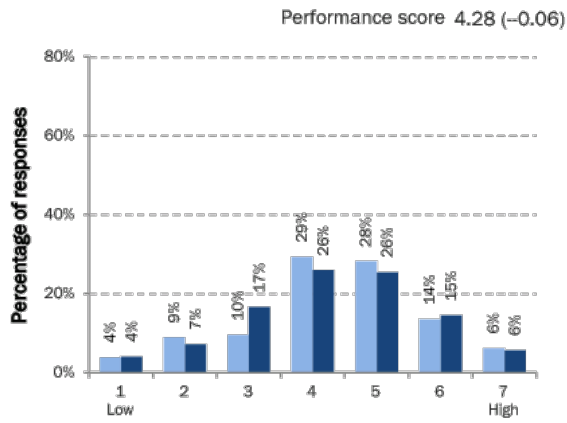
Legend:

Trend over time 2015 2016



Strategy & planning processes (continued)

Understanding why the organisation makes changes



Legend:

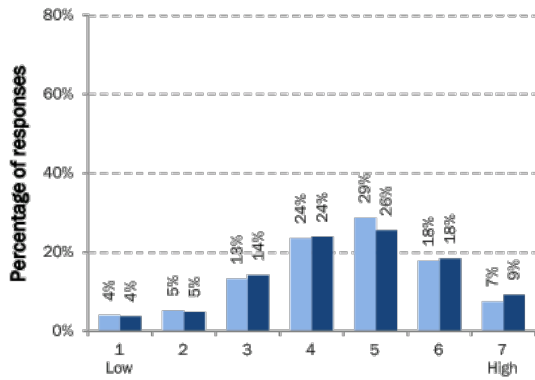
Trend over time 2015 2016



Data, information & knowledge

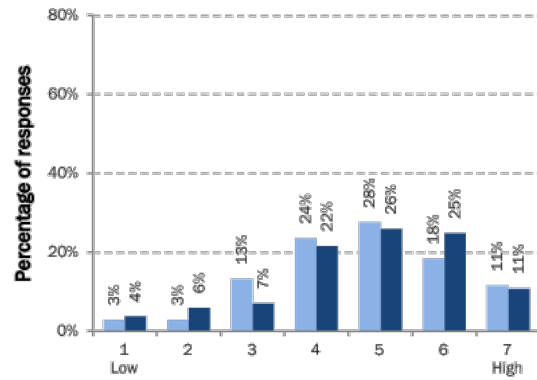
Using collected data and information as a basis for decision-making

Performance score 4.55 (+0.04)



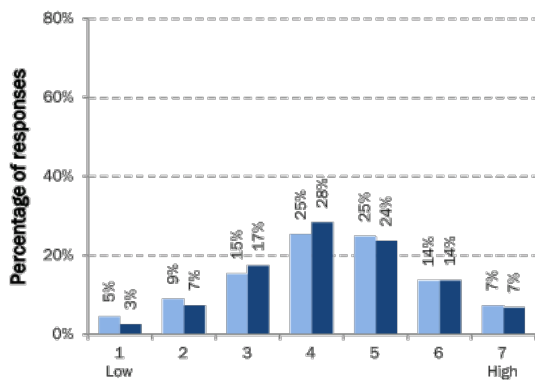
Measuring my work team's progress

Performance score 4.78 (+0.07)



Encouraging me to share what I have learnt with others in the organisation

Performance score 4.32 (+0.05)



Legend:

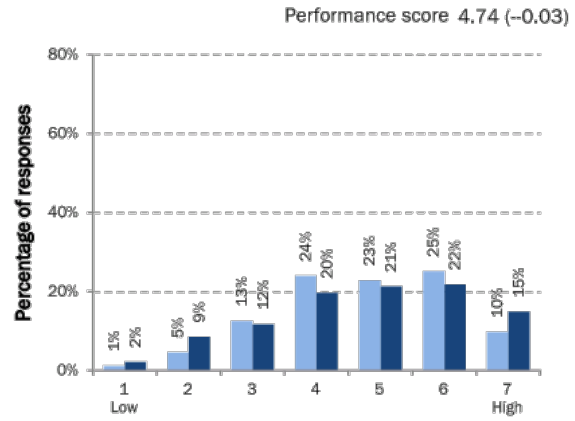
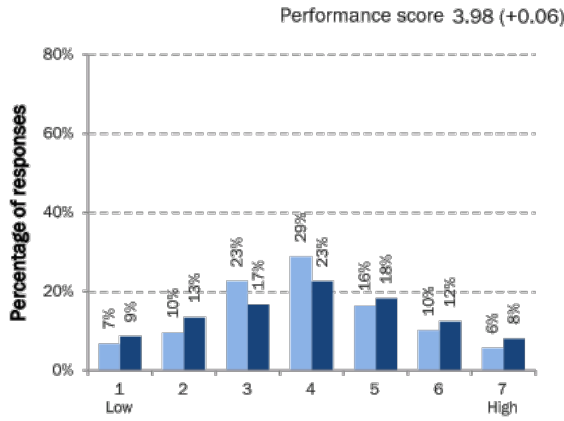
Trend over time 2015 2016



People

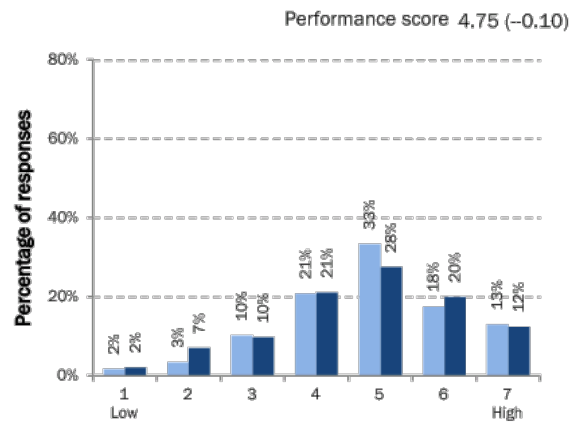
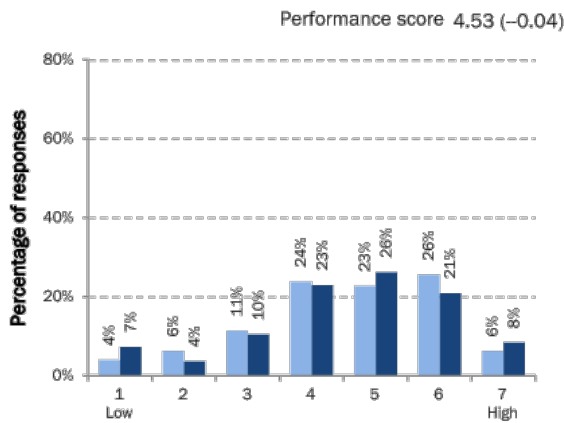
Trust among people in the organisation

Being satisfied in my job



My pay and conditions

Being proud of the organisation



Legend:

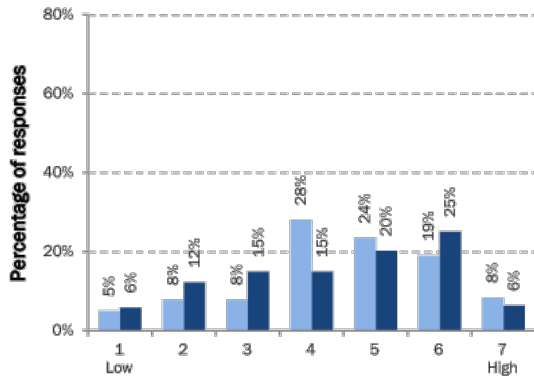
Trend over time 2015 2016



People (continued)

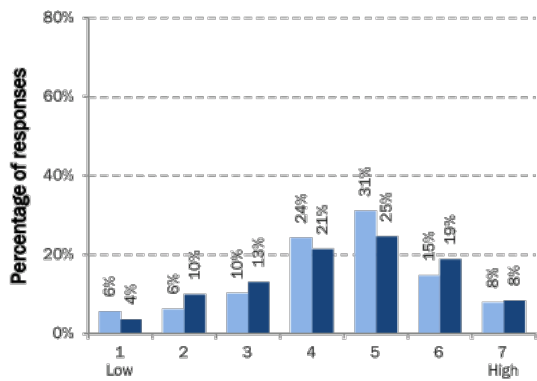
Providing me with the opportunity to develop new technical and job skills

Performance score 4.33 (-0.15)



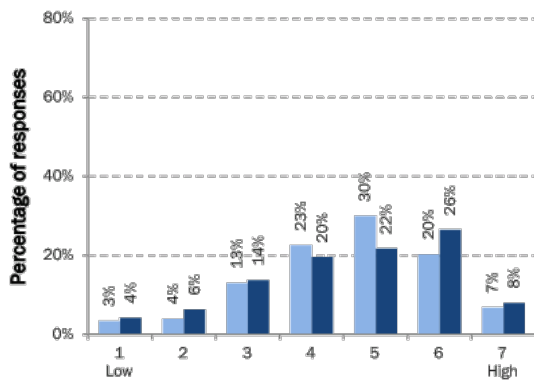
Providing me with the opportunity to make changes to my work area

Performance score 4.43 (-0.02)



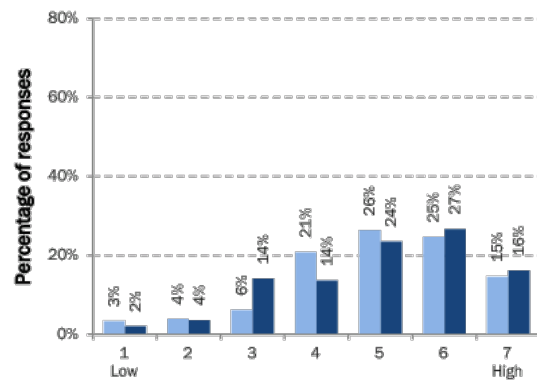
Having the skills and knowledge to improve what I do and how I do it

Performance score 4.59 (-0.01)



Balancing work and life demands

Performance score 4.98 (+0.02)



Legend:

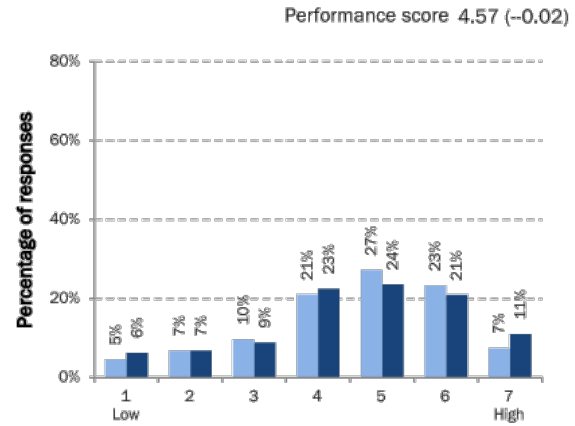
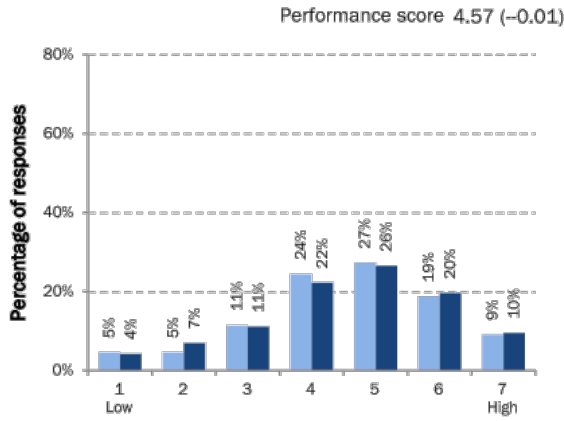
Trend over time 2015 2016



People (continued)

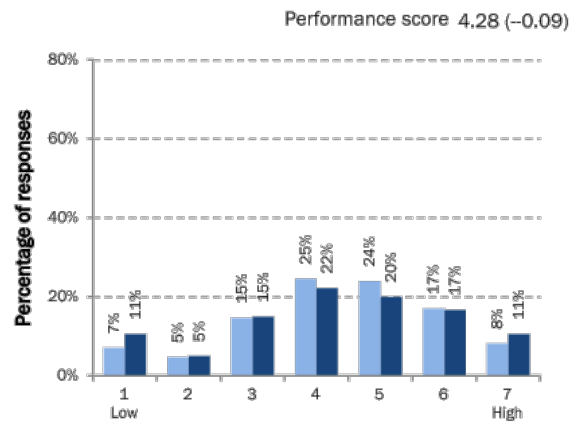
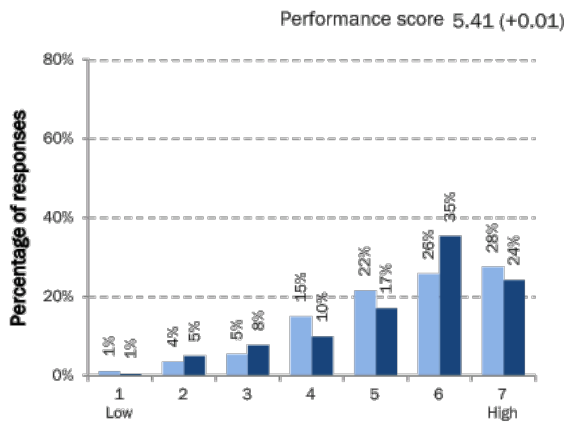
Developing personally and professionally

Making use of my abilities



Providing a safe work environment

Providing career opportunities



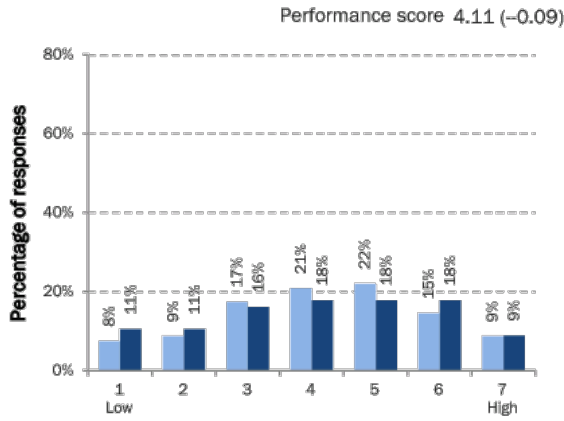
Legend:

Trend over time 2015 2016

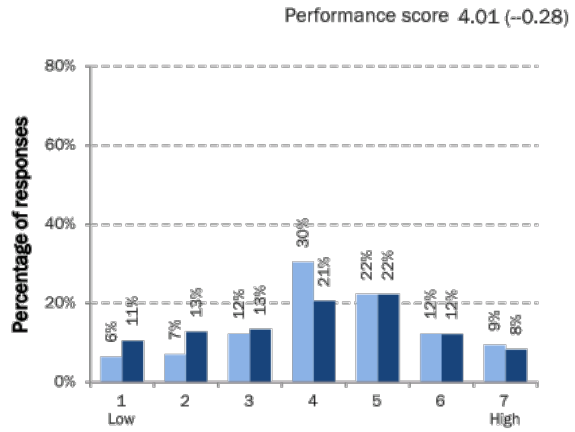


People (continued)

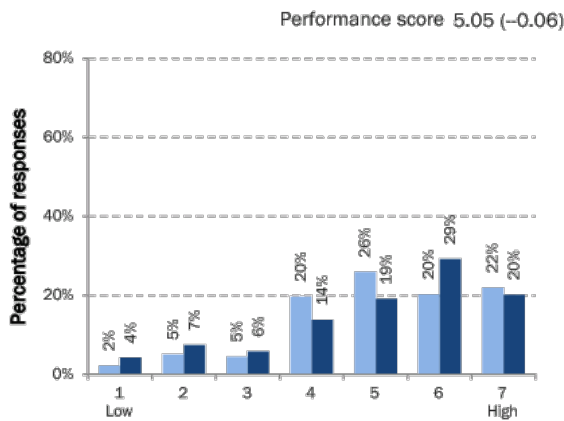
Valuing employees in the organisation



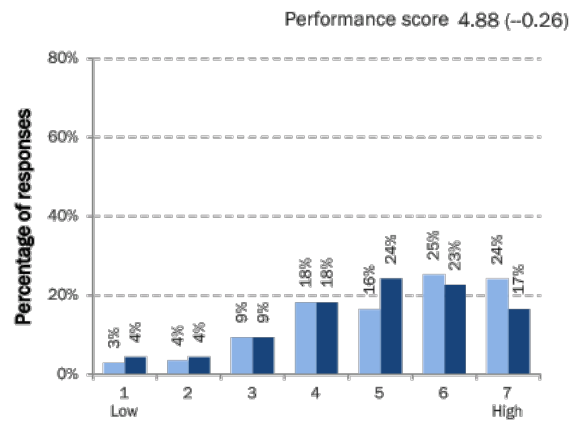
Cooperating across work areas



Working as a team in my work area



Providing for the health and wellbeing of employees



Legend:

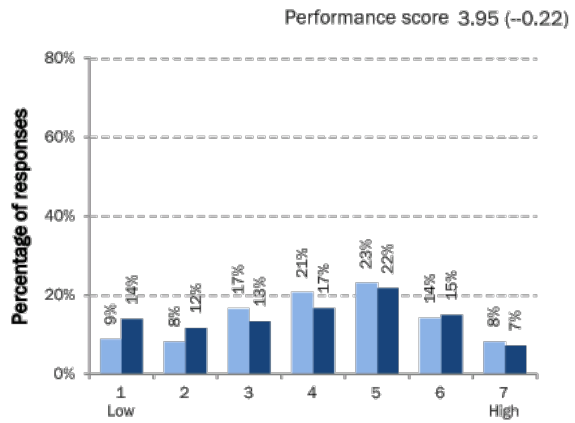
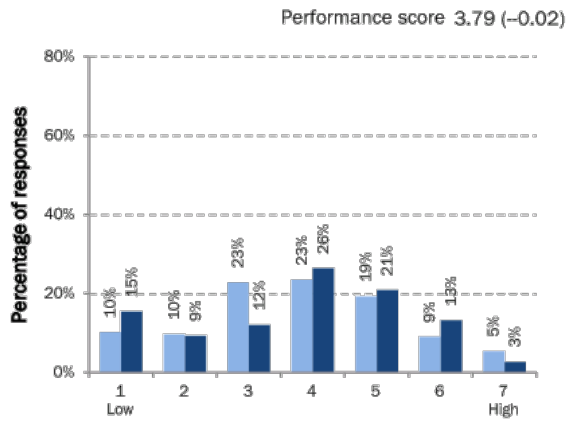
Trend over time 2015 2016



People (continued)

Providing incentives and rewards

Keeping skilled employees



Legend:

Trend over time 2015 2016

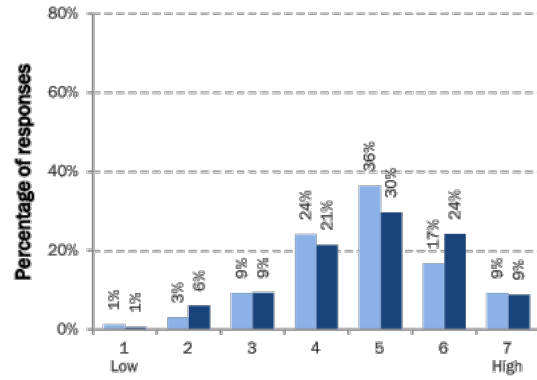
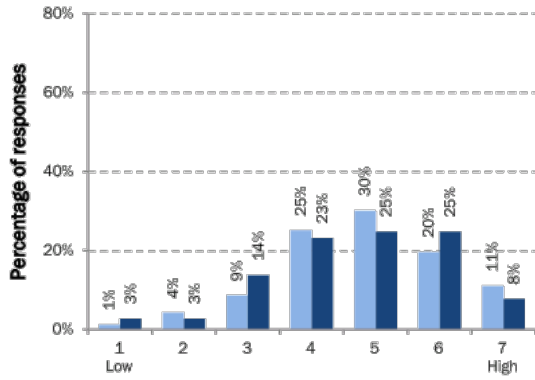
Customer & market focus

Providing products and services that deliver competitive value for money

Understanding of external customer needs by employees

Performance score 4.70 (-0.12)

Performance score 4.81 (+0.03)

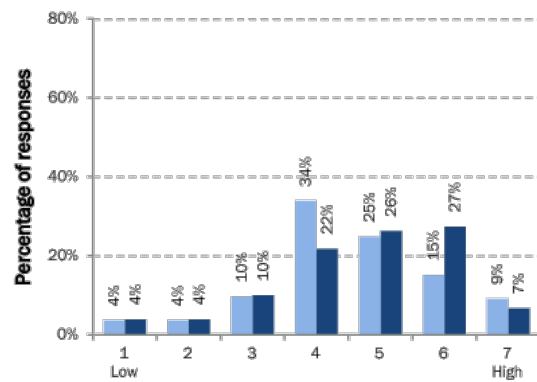
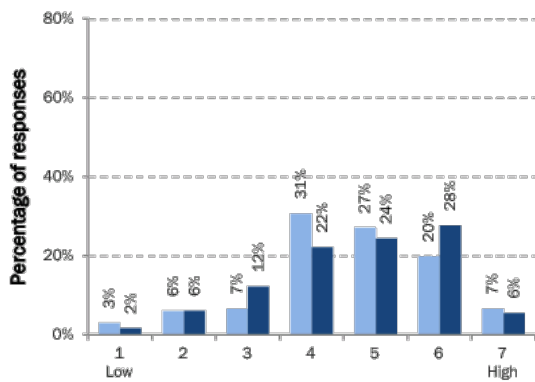


Communicating the level of external customer satisfaction to employees

Using customer feedback to improve what we do

Performance score 4.67 (+0.08)

Performance score 4.72 (+0.17)



Legend:

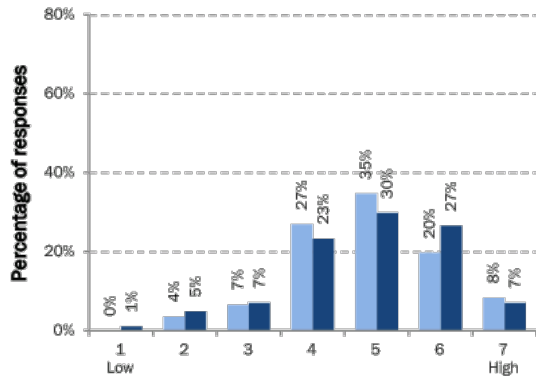
Trend over time 2015 2016



Customer & market focus (continued)

Satisfying external customers

Performance score 4.84 (-0.02)



Legend:

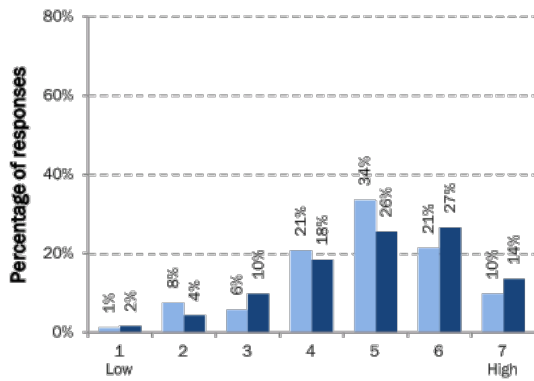
Trend over time ■ 2015 ■ 2016



Processes, products & services

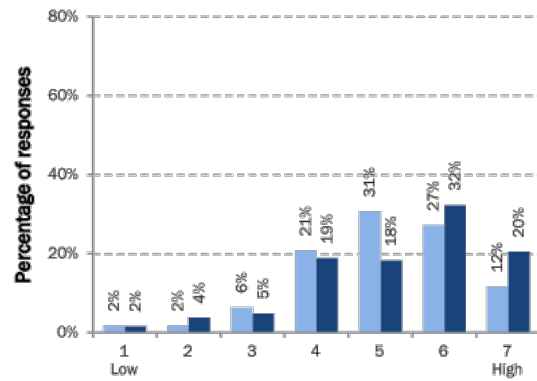
Using quality procedures and work practices in my work area

Performance score 4.96 (+0.14)



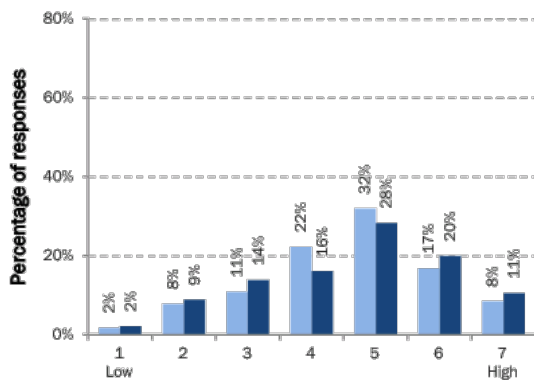
Producing or delivering quality products and services within my work team

Performance score 5.27 (+0.22)



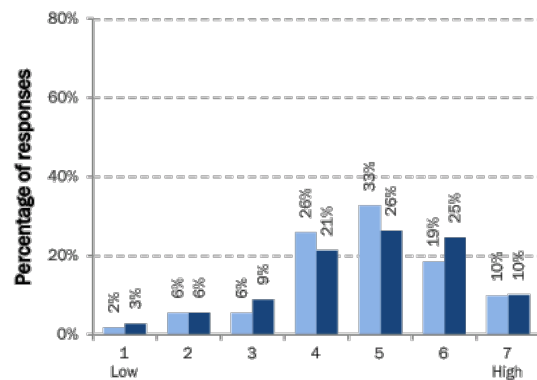
Continuously improving the way we do things

Performance score 4.62 (+0.03)



Using external suppliers and contractors who deliver quality products or services

Performance score 4.78 (+0.01)



Legend:

Trend over time 2015 2016



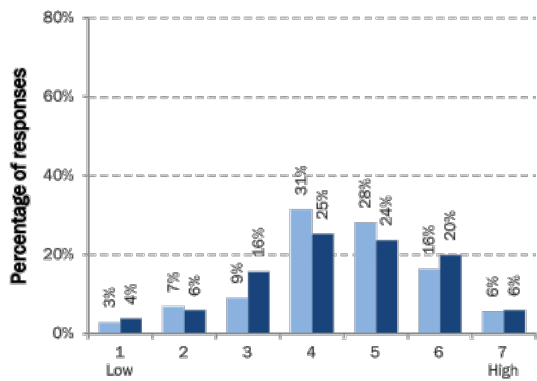
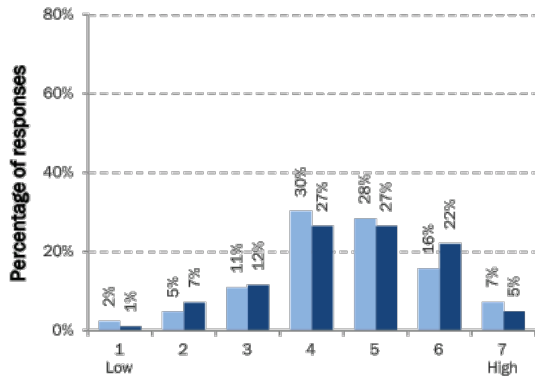
Processes, products & services (continued)

Being satisfied with the products and services provided to me by other work areas

Trying out new ideas

Performance score 4.56 (+0.02)

Performance score 4.42 (-0.05)



Legend:

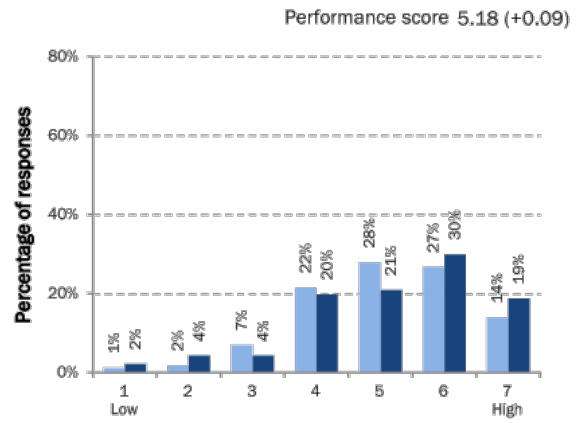
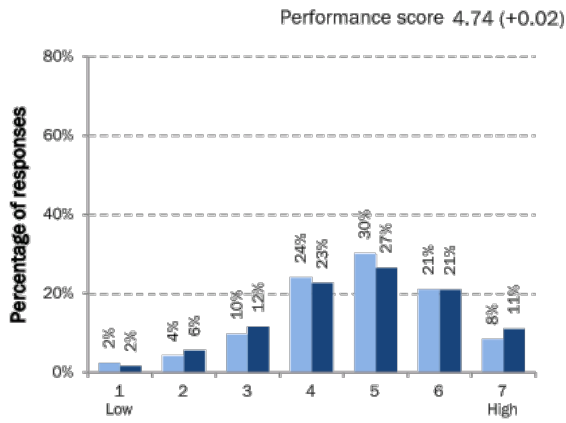
Trend over time 2015 2016



Business results

Knowing how the organisation is performing

Achieving my work team's goals and objectives



Legend:

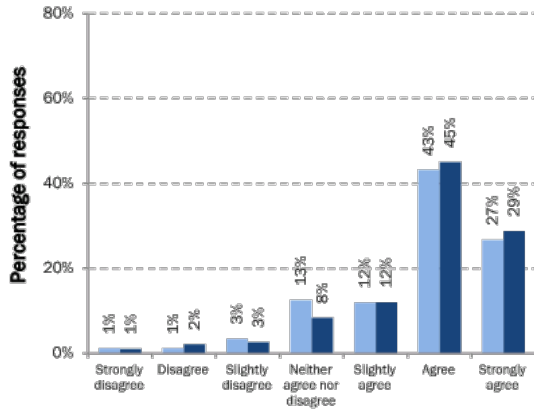
Trend over time 2015 2016



Engagement

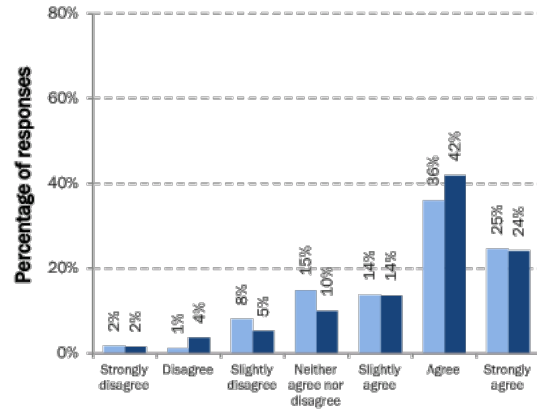
I am proud to be working here

Agreement score 5.79 (+0.10)



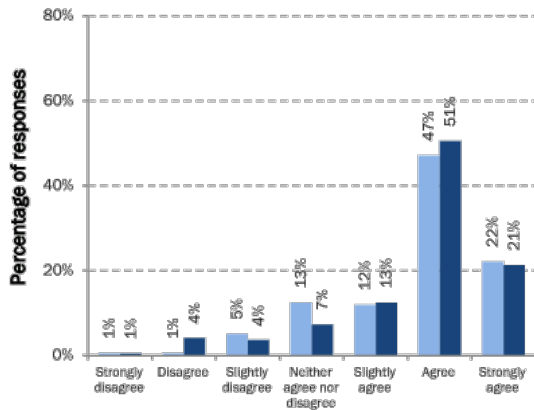
I would recommend our organisation as a workplace to my family and friends

Agreement score 5.52 (+0.08)



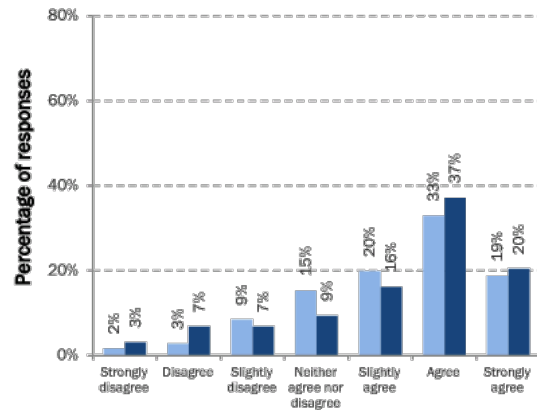
Overall, I am satisfied with my job

Agreement score 5.64 (-0.01)



I have a strong sense of belonging to our organisation

Agreement score 5.22 (-0.01)



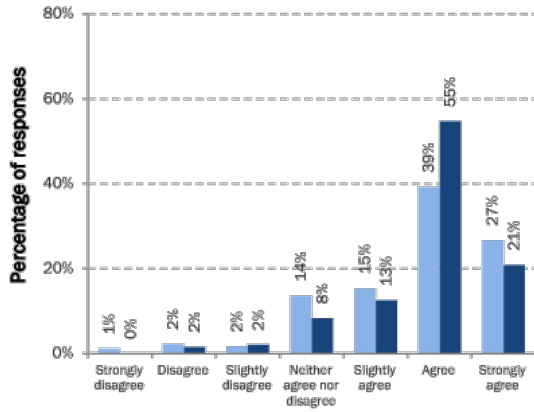
Legend:

Trend over time 2015 2016

Engagement (continued)

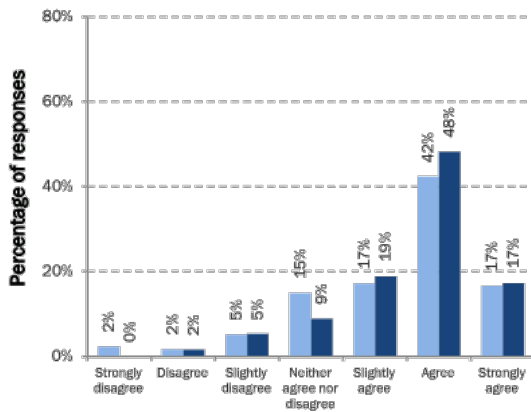
I believe that my own success is important to the success of our organisation

Agreement score 5.79 (+0.15)



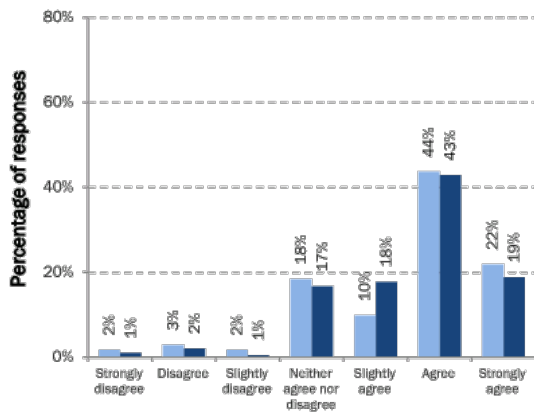
Most challenges I face at work are good learning experiences

Agreement score 5.59 (+0.23)



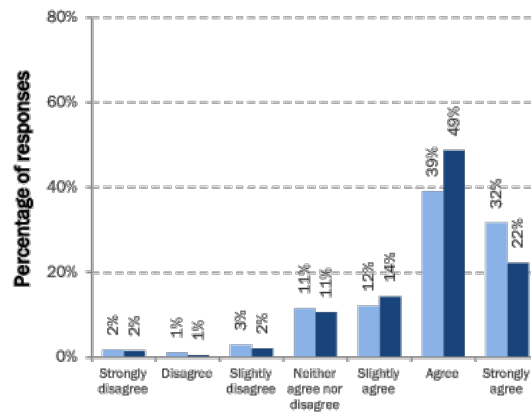
I volunteer to do extra work on special projects and initiatives

Agreement score 5.52 (+0.02)



I happily do extra work to help our organisation succeed

Agreement score 5.70 (-0.05)



Legend:

Trend over time 2015 2016



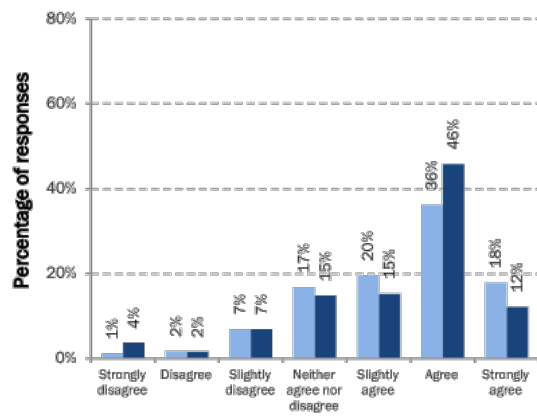
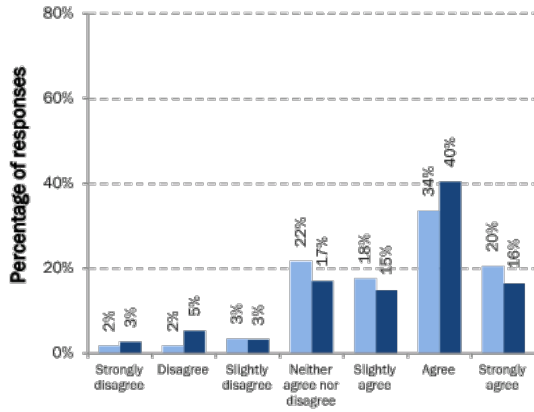
Engagement (continued)

I can envisage a fulfilling future for myself at our organisation

I look forward to coming to work each day

Agreement score 5.23 (-0.11)

Agreement score 5.22 (-0.10)

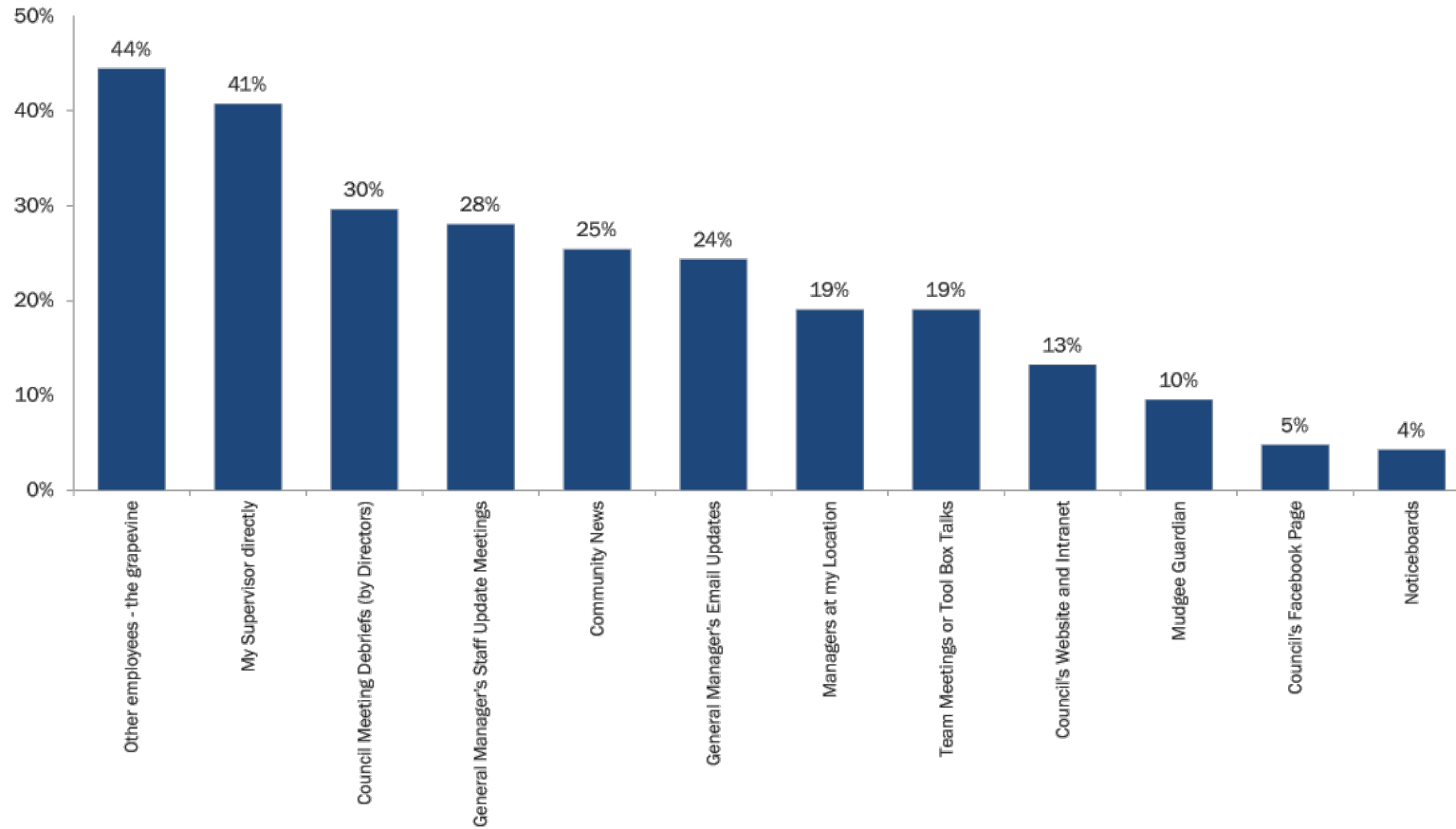


Legend:

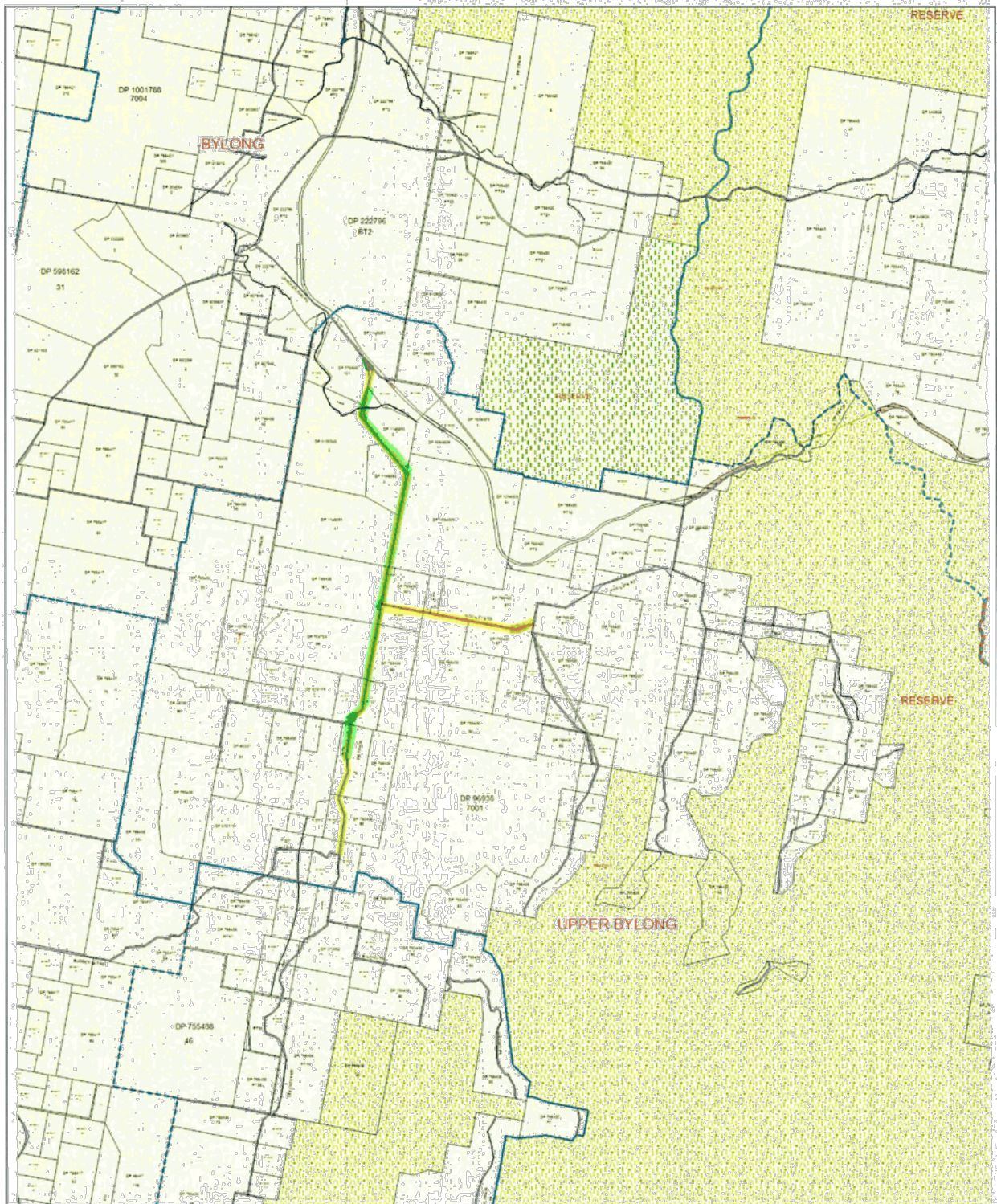
Trend over time 2015 2016

Mid-Western Regional Council, Employee Opinion Survey 2016

**From which of the following sources do you get most of your information about what is going on in the organisation? (Top 3 sources only)
(multiple choice)**



All respondents (189 responses)



Map Scale: 1:74,150

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.

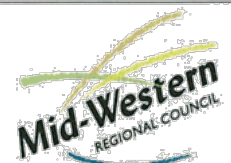
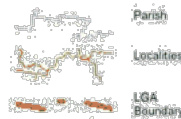
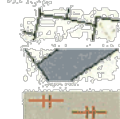
This map is a representation of the information currently held by Mid-Western Regional Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.

Legend

Proposed Closure of those parts of **Upper Bylong**

Road & Woolleys Road

NORTH



Printed on Tuesday, 5 July 2016



28 June 2016

General Manager
Mid-Western Regional Council
PO Box 156
MUDGEE NSW 2850
Via email: Lilian.Mutyiri@midwestern.nsw.gov.au

Attention: Ms. Lilian Mutyiri

Dear Lilian

Re: Bylong Coal Project - Proposed Road Closures

As Council will be aware, the Bylong Coal Project has been in the planning stage since the acquisition of Authorisation 287 and Authorisation 342 in 2010. The Bylong Coal Project has been the subject of a Development Application as a State Significant Development under Part 4.1 of the *Environmental Planning and Assessment Act 1979*. An Environmental Impact Statement (EIS) was submitted in support of the Development Application and was publically exhibited between 23 September 2015 and 6 November 2015.

As part of the project, the EIS indicated the requirement for the closure in part of public roads that are vested with the Mid-Western Regional Council (MWRC). The two roads that the Project seeks to close in part are the Upper Bylong Road and Woolleys Road. The sections of these roads to be closed are indicated in green highlight on the attached Plan 1, sheets 4 and 5. Sheets 1 to 3 provide additional detail. Please note that the highlighted sections are indicative only to enable Council to understand the closure proposal with the final lengths to be subject to survey. An additional figure labelled Figure 1 also provides information the proposed road closures.

KEPCO has purchased all the land required for the development of the mine infrastructure and the majority of the open cut mining areas. Three small parcels of Crown Land exist on the western side of the proposed mining leases for which KEPCO is in negotiations with the Department of Primary Industries-Lands regarding access for mining. For those sections of public roads that are proposed to be closed, KEPCO is the adjoining landowner. The attached Figures 2 and 2A indicate the extent of KEPCO's land ownership in the project area.

1. Upper Bylong Road.

It is proposed that a section of the Upper Bylong Road that falls within the mine footprint will be closed from the mine access road in the north to the proposed mine lease boundary in the south. The Upper Bylong Road joins Lee Creek Road in the south which will remain open as a public road.

Four property owners have been identified as being impacted by the closure of the nominated section of the Upper Bylong Road. These property owners, whilst continuing to be able to access their properties directly from Lee Creek Road from the south via Bylong Valley Way, do utilise the Upper Bylong Road to



access the village of Bylong and Bylong Valley Way to the north. KEPCO has been in contact with these landowners and is currently negotiating with three of them for property acquisition. The location of these properties is indicated on Figure 2.

In the case that KEPCO cannot advance acquisition with all three landholders, KEPCO will need to consider the provision of alternative road access. KEPCO has indicated to these property owners that all three would need to be acquired for KEPCO not to progress alternative road access options. KEPCO is in discussions with the fourth property owner about access between two properties that he owns to the south and east of the project area.

In the event that suitable arrangements for all four property owners is unable to be achieved, KEPCO will consider establishing a private road connecting Lee Creek Road in the south to the Upper Bylong Road in the north, running parallel to the existing Upper Bylong Road section that is subject of the closure application. KEPCO has had discussion with Council about this option known as North Link Road. This road would be constructed as part of the mine development program, with the alignment falling within the current mine disturbance assessment footprint. Whilst not proposed as part of the EIS, the construction of this road has been included in the Response to Submission (RTS) report. See the attached section of the RTS document that describes this option.

2. Woolleys Road

The EIS assessed the closure of a relatively short length of Woolley's Road that falls within the mine footprint. This is an east-west road section that joins the Upper Bylong Road at a point within the proposed closed section of the Upper Bylong Road. Woolleys Road services three property owners to the south east of the project. The EIS assessed the impact of the closure of Woolleys Road and included an alternative proposed new public road that would link from the junction of the Upper Bylong Road and mine access road to the eastern remaining part of Woolleys Road on an alignment adjacent to and parallel with the Sandy Hollow-Gulgong Rail Line. This road, referred to as the East Link Road will provide uninterrupted access for the three landowners to the south east of the project. Please refer to the attached section of the EIS that describes the East Link Road proposal.

KEPCO has been in discussion with MWRC regarding the construction of this road. Council requires that it will complete construction of the road with its own resources as it will be a public road, with the road and its easement vested with MWRC. KEPCO has not yet completed detailed design of this road, but once the design and easements have been finalised and agreed with Council, a road opening application will be discussed with Council.

Notwithstanding the above KEPCO has also been negotiating acquisition or compensation agreements with the three landholders to the south east of the project that will be serviced by the proposed East Link Road. In the event that agreements can be reached on acquisition or compensation then KEPCO would seek not to construct the East Link Road as a public road. The location of the impacted properties is indicated on Figure 2.

Council has requested KEPCO provide information regarding how it will gain ownership of the land associated with the road closures. Given that there will be road closures for parts of the Upper Bylong



Road and Woolleys Road, KEPCO considers that purchase from Council of the land associated with the closed roads as the most appropriate option. In the event that the East Link Road is to be constructed KEPCO will discuss the option of the sale of land with Council.

Council has asked specifically about the status of the Bylong Upper Primary School, which is located on Upper Bylong Road. As of the commencement of Term three 2015 the Department of Education announced the closure of the school due to lack of available students to keep the school viable. As a result, the Department offered for KEPCO to purchase the school site. Acquisition of the school site is in its final stages with contracts having been exchanged, the consideration paid and the title transfer in process.

There are within the confines of the mine disturbance footprint a number of distribution powerlines owned by Endeavour Energy. KEPCO has made application to Endeavour Energy to have those powerlines relocated away from the mining disturbance area. There may be other powerlines outside of the disturbance footprint that are accessed from the proposed roads to be closed for which further discussions will need to be held with Endeavour Energy as part of the mine power supply and distribution program.

The closure of these public roads is a critical item for the Bylong Coal Project and KEPCO seeks to liaise closely with Council to advance this process.

Please do not hesitate to contact me if you require any additional information to assist Council in its assessment and deliberations in regard to these proposed road closures.

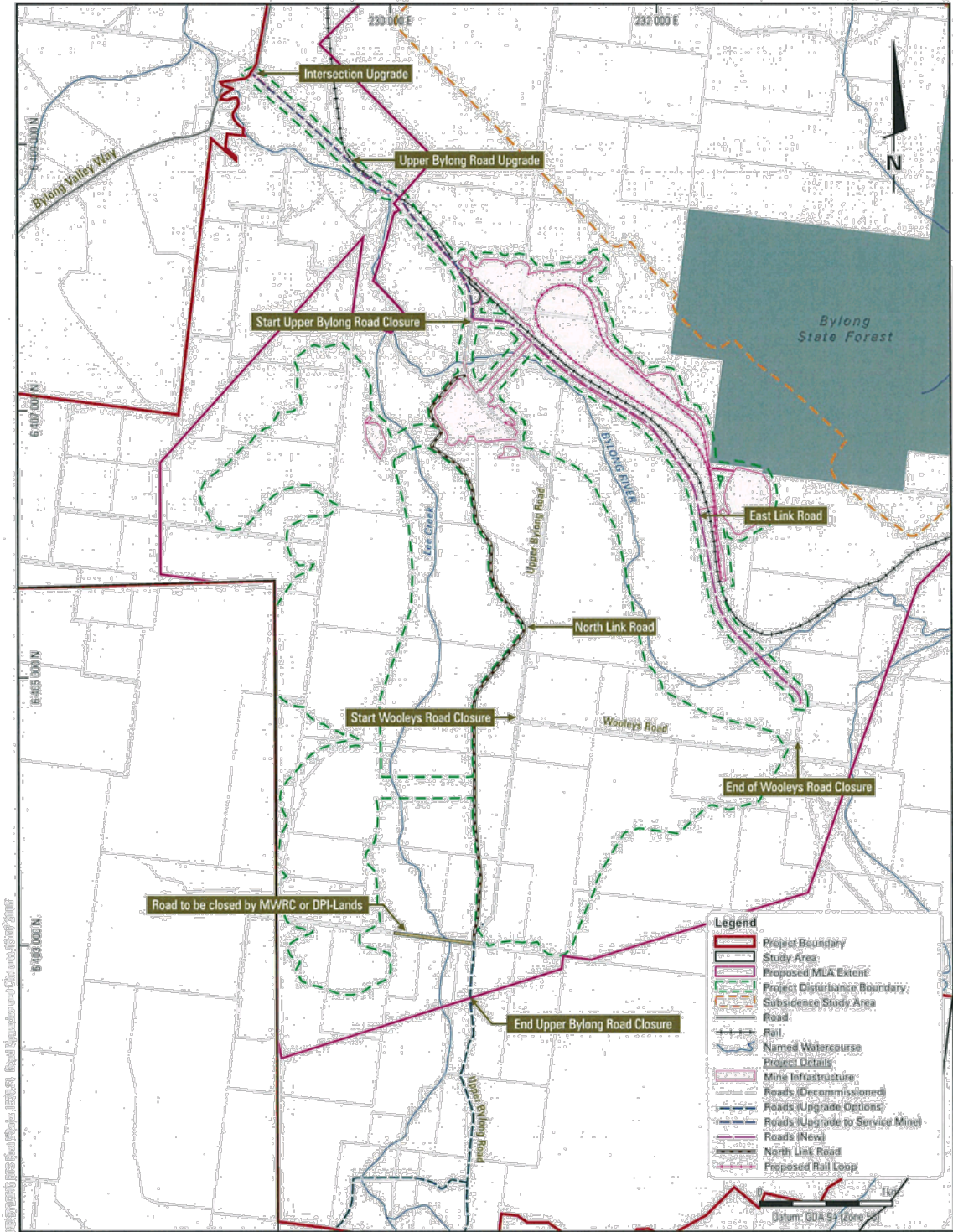
Yours faithfully,

Bill Vatovec
Chief Operating Officer

CC: Mr Brad Cam - General Manager Mid-Western Regional Council

Attachments:

- Plan 1 (5 sheets)
- Figure 1
- Figure 2 & 2A
- Signed Contract cover pages for Bylong Upper Primary School
- EIS Sections re re road relocations
- RTS section re North Link Road

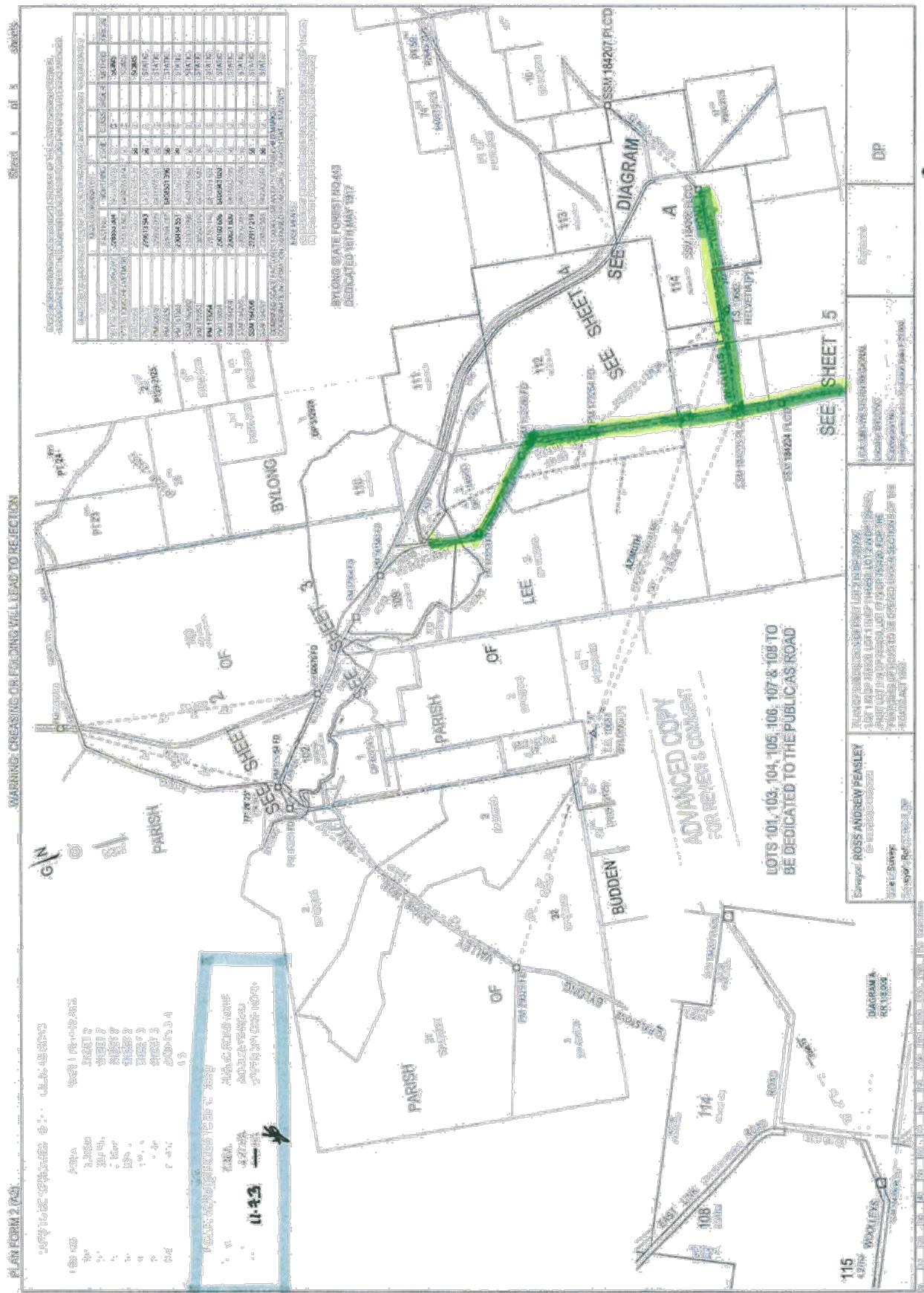


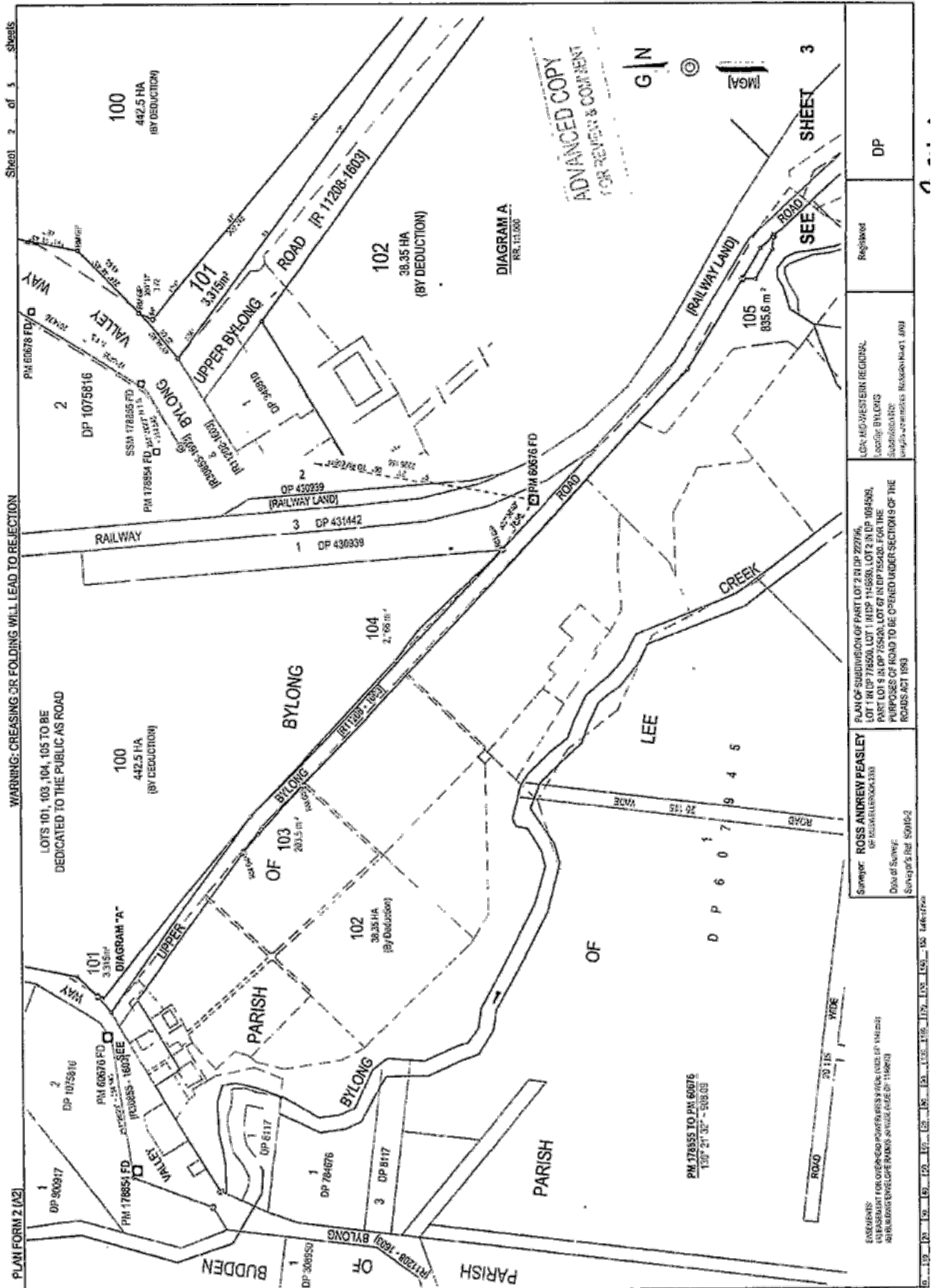
BYLONG COAL PROJECT



Road Upgrades and Closures

FIGURE 1





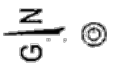
Sheet 2 of 5 sheets

WARNING: CREASING OR FOLDING WILL LEAD TO REJECTION

PLAN FORM 2 (A2)

ADVANCED COPY
FOR REVIEW & COMMENT

DIAGRAM A
REL. TO 100



SHEET 3

DP

Register

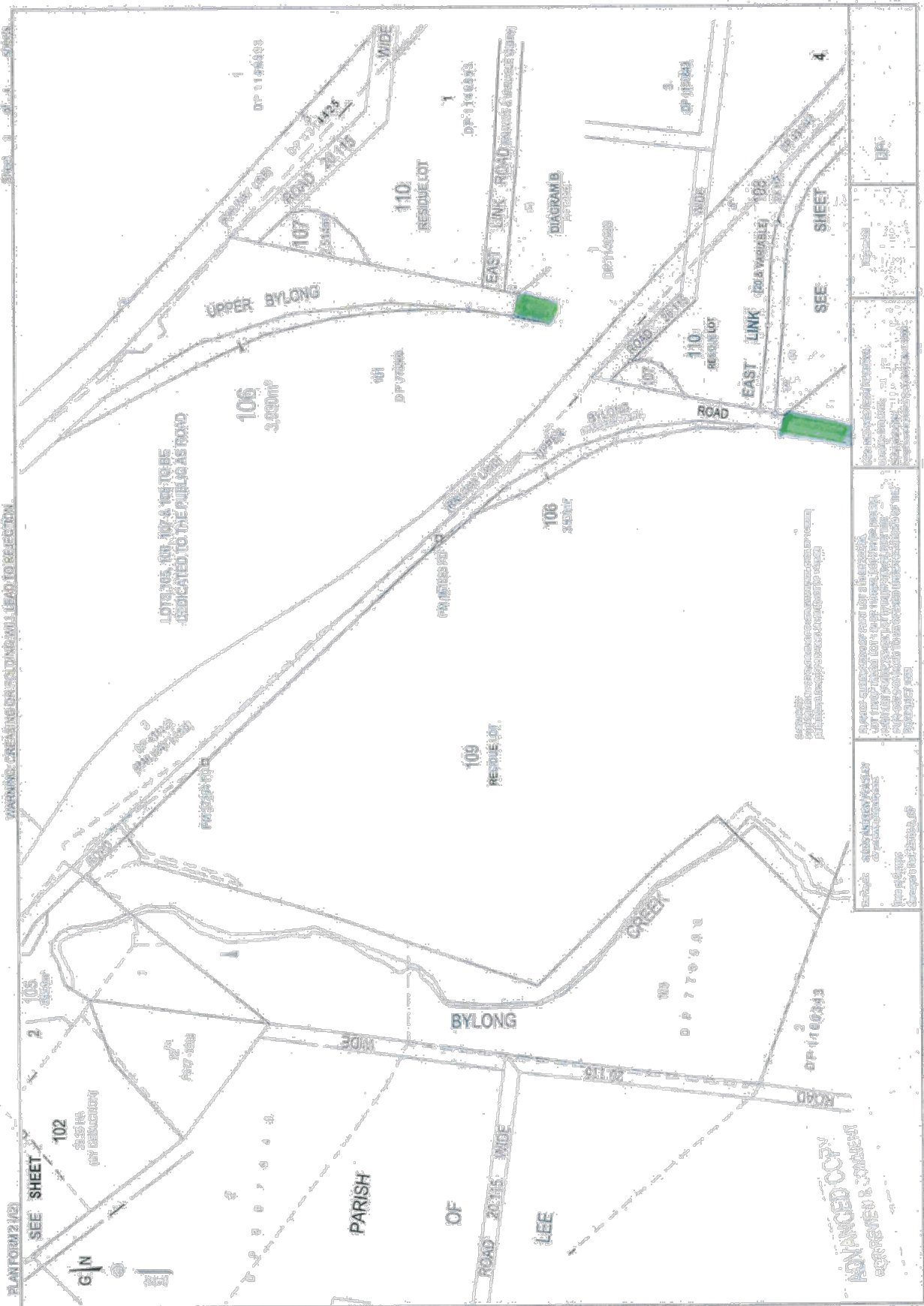
LOCAL GOVERNMENT REGIONAL
LOCALITY BYLONG
Subdivision
LGA: MIDWESTERN REGIONAL COUNCIL
Municipal Councils (Municipalities) Act 2009

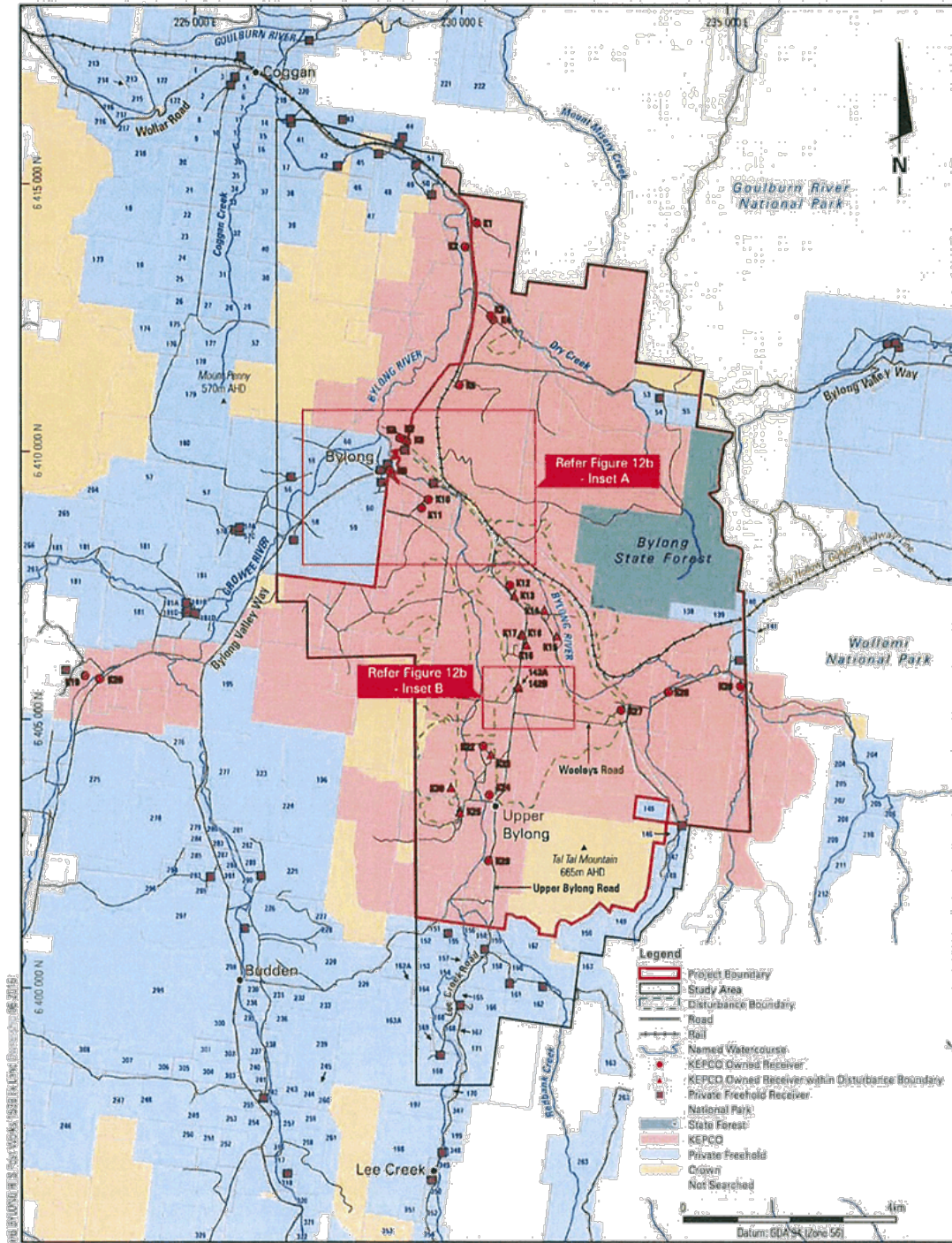
PLAN OF SUBDIVISION OF PART OF LOT 7 IN DP 227946
PART OF DP 103, LOT 1, DP 14559, 14558, LOT 2 IN DP 104308,
PART OF DP 103, LOT 5 IN DP 103304, LOT 6 IN DP 103304 FOR THE
PURPOSES OF ROAD TO BE OPENED UNDER SECTIONS 10 OF THE
ROADS ACT 1958

Surveyor: ROSS ANDREW PEASLEY
OF REGISTERED SURVEYORS
Date of Survey:
Surveyor's Ref: 50162

EXPLANATION:
MEASUREMENT FOR OVERHEAD POWERLINES & WIRE TOWERS: DP 1442201
APPROXIMATE ENVELOPE RAINFALL: ANNUAL AVERAGE (BASED ON 114870)

0 10 20 30 40 50 60 70 80 90 100 110 120 130 140 150 160 170 180 190 200 METRES



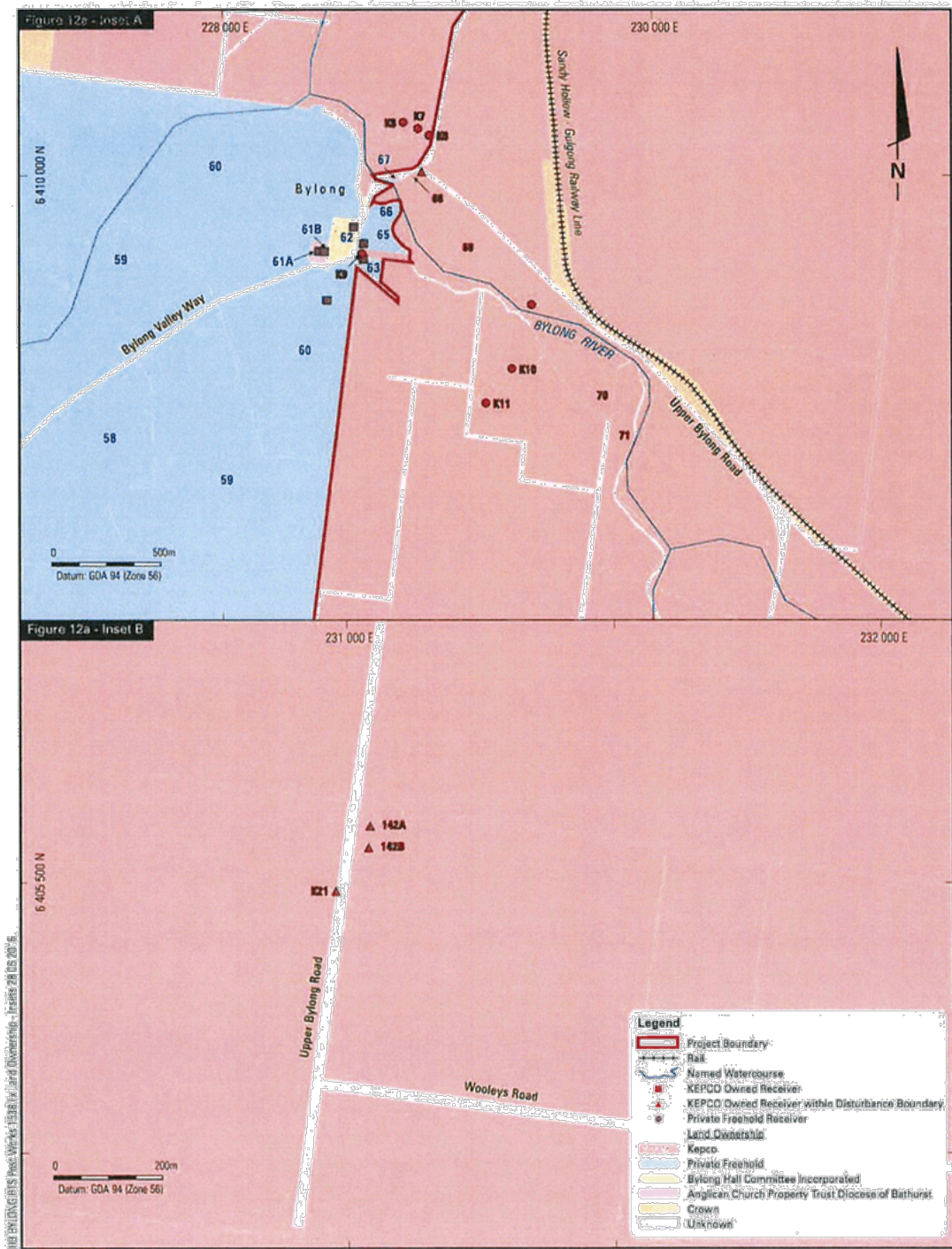


BYLONG COAL PROJECT



Land Ownership:

FIGURE 2



BYLONG COAL PROJECT

Land Ownership (Insets)



FIGURE 2A

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-Contract for the sale of land - 2005 edition

TERM	MEANING OF TERM	
Vendor's agent	WITHOUT THE INTERVENTION OF AN AGENT	Doe
Co-agent Vendor	MINISTER FOR EDUCATION Level 4, 35 Bridge Street SYDNEY NSW 2000	
Vendor's Solicitor	HICKSONS LAWYERS Level 32, 2 Park Street SYDNEY NSW 2000 (DX 309 Sydney)	Phone: 02 9293 5418 Fax: 02 9234 4790 Ref: ALS 160082
Completion date	42 nd day after the contract date (clause 15)	
Land (Address, plan details and title reference)	543 UPPER BYLONG ROAD, UPPER BYLONG NSW 2849 Folio Identifier: 79/765438 Lot 79 in Deposited Plan 755438	
Improvements	<input checked="" type="checkbox"/> VACANT POSSESSION <input type="checkbox"/> subject to existing tenancies <input type="checkbox"/> House <input type="checkbox"/> Garage <input type="checkbox"/> Carport <input type="checkbox"/> Home Unit <input type="checkbox"/> Carspace <input type="checkbox"/> none <input checked="" type="checkbox"/> other: various former school buildings and a residence	
Attached copies	<input checked="" type="checkbox"/> Documents in the List of Documents as marked or as numbered: <input type="checkbox"/> Other documents:	

A real estate agent is permitted by legislation to fill up the items in this box in a sale of residential property.

Inclusions	<input type="checkbox"/> blinds	<input type="checkbox"/> curtains	<input type="checkbox"/> Insect screens	<input type="checkbox"/> stove
	<input type="checkbox"/> built-in wardrobes	<input type="checkbox"/> dishwasher	<input type="checkbox"/> light fittings	<input type="checkbox"/> pool equipment
	<input type="checkbox"/> clothes line	<input type="checkbox"/> fixed floor coverings	<input type="checkbox"/> range hood	<input type="checkbox"/> TV antenna
	<input type="checkbox"/> other:			
Exclusions				
Purchaser	KEPCO BYLONG AUSTRALIA PTY LTD ACN 075 361 769			
Guarantor	Suite 1301, 141 Walker Street NORTH SYDNEY NSW 2060			
Purchaser's solicitor	Allen & Overy	Attn: Dannelle Howley		
	Level 25, 85 Castlereagh St, Sydney NSW 2000	Phone: 02 9373 7614		
Price	\$500,000.00			
Deposit	\$ 50,000.00	(10% of the price, unless otherwise stated)		
Balance	\$450,000.00			
Contract date	7 June 2016	(if not stated, the date this contract was made)		

SEE ANNEXURE

Vendor _____ Witness _____
SEE ANNEXURE

Purchaser JOINT TENANTS tenants in common in unequal shares _____ Witness _____

Tax information (the parties promise this is correct as far as each party is aware)

Vendor duty is payable	<input type="checkbox"/> NO	<input type="checkbox"/> yes in full	<input type="checkbox"/> yes to an extent
Deposit can be used to pay vendor duty	<input type="checkbox"/> NO	<input type="checkbox"/> yes	
Land tax is adjustable	<input checked="" type="checkbox"/> NO	<input type="checkbox"/> yes	
GST: Taxable supply	<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES IN FULL	<input type="checkbox"/> yes to an extent
Margin scheme will be used in making the taxable supply	<input type="checkbox"/> NO	<input type="checkbox"/> yes	

This sale is not a taxable supply because (one or more of the following may apply) the sale is:

- not made in the course or furtherance of an enterprise that the vendor carries on (section 9-5(b))
- by a vendor who is neither registered nor required to be registered for GST (section 9-5(d))
- GST-free because the sale is the supply of a going concern under section 38-325
- GST-free because the sale is subdivided farm land or farm land supplied for farming under Subdivision 38-0
- input taxed because the sale is of eligible residential premises (sections 40-65, 40-75(2) and 195-1)

2
 List of Documents

Land – 2005 edition

General	Strata or community title (clause 23 of the contract)
<input checked="" type="checkbox"/> 1 property certificate for the land	<input type="checkbox"/> 24 property certificate for strata common property
<input checked="" type="checkbox"/> 2 plan of the land	<input type="checkbox"/> 25 plan creating strata common property
<input type="checkbox"/> 3 unregistered plan of the land	<input type="checkbox"/> 26 strata by-laws not set out in <i>legislation</i>
<input type="checkbox"/> 4 plan of land to be subdivided	<input type="checkbox"/> 27 strata development contract or statement
<input type="checkbox"/> 5 document that is to be lodged with a relevant plan	<input type="checkbox"/> 28 strata management statement
<input checked="" type="checkbox"/> 6 section 149(2) certificate (Environmental Planning and Assessment Act 1979)	<input type="checkbox"/> 29 leasehold strata - lease of lot and common property
<input type="checkbox"/> 7 section 149(5) information included in that certificate	<input type="checkbox"/> 30 property certificate for neighbourhood property
<input type="checkbox"/> 8 sewerage connections diagram	<input type="checkbox"/> 31 plan creating neighbourhood property
<input type="checkbox"/> 9 sewer mains diagram	<input type="checkbox"/> 32 neighbourhood development contract
<input type="checkbox"/> 10 document that created or may have created an easement, profit à prendre, restriction on use or positive covenant disclosed in this contract	<input type="checkbox"/> 33 neighbourhood management statement
<input type="checkbox"/> 11 section 88G certificate (positive covenant)	<input type="checkbox"/> 34 property certificate for precinct property
<input type="checkbox"/> 12 survey report	<input type="checkbox"/> 35 plan creating precinct property
<input type="checkbox"/> 13 section 317A certificate (certificate of compliance)	<input type="checkbox"/> 36 precinct development contract
<input type="checkbox"/> 14 building certificate given under <i>legislation</i>	<input type="checkbox"/> 37 precinct management statement
<input type="checkbox"/> 15 insurance certificate (Home Building Act 1989)	<input type="checkbox"/> 38 property certificate for community property
<input type="checkbox"/> 16 brochure or note (Home Building Act 1989)	<input type="checkbox"/> 39 plan creating community property
<input type="checkbox"/> 17 section 24 certificate (Swimming Pools Act 1982)	<input type="checkbox"/> 40 community development contract
<input type="checkbox"/> 18 lease (with every relevant memorandum or variation)	<input type="checkbox"/> 41 community management statement
<input type="checkbox"/> 19 other document relevant to tenancies	<input type="checkbox"/> 42 document disclosing a change of by-laws
<input type="checkbox"/> 20 old system document	<input type="checkbox"/> 43 document disclosing a change in a development or management contract or statement
<input type="checkbox"/> 21 Crown tenure card	<input type="checkbox"/> 44 document disclosing a change in boundaries
<input type="checkbox"/> 22 Crown purchase statement of account	<input type="checkbox"/> 45 certificate under Management Act – section 109 (Strata Schemes) or section 26 (Community Land)
<input type="checkbox"/> 23 Statutory declaration regarding <i>vendor duty</i>	

WARNINGS

1. Various Acts of Parliament and other matters can affect the rights of the parties to this contract. Some important matters are actions, claims, decisions, licences, notices, orders, proposals or rights of way involving

AGL Gas Networks Limited	Government Business & Government Procurement	Public Works Dept
Council	Heritage Office	Roads & Traffic Authority
County Council	Infrastructure Planning and Natural Resources	Rural Lands Protection Board
East Australian Pipeline Limited	Land & Housing Corporation	Sustainable Energy Development
Education & Training Dept	Mine Subsidence Board	Telecommunications authority
Electricity authority	Owner of adjoining land	Water, sewerage or drainage authority
Environment & Conservation Dept	Primary Industries Department	
Fair Trading	RailCorp	

If you think that any of these matters affects the property, tell your solicitor.

2. A lease may be affected by the Agricultural Tenancies Act 1990, the Residential Tenancies Act 1987 or the Retail Leases Act 1994.
3. If any purchase money is owing to the Crown, it may become payable when the transfer is registered.
4. If a consent to transfer is required under legislation, see clause 27 as to the obligations of the parties.
5. The vendor should continue the vendor's insurance until completion. If the vendor wants to give the purchaser possession before completion, the vendor should first ask the insurer to confirm this will not affect the insurance.
6. The purchaser will usually have to pay stamp duty on this contract. ~~The sale will also usually be a vendor duty transaction. If duty is not paid on time, a party may incur penalties.~~
7. If the purchaser agrees to the release of deposit any rights in relation to the land (for example, the rights mentioned in clause 2.8) may be subject to the rights of other persons such as the vendor's mortgagee.
8. The purchaser should arrange insurance as appropriate.

DISPUTES

If you get into a dispute with the other party, the Law Society and Real Estate Institute encourage you to use informal procedures such as negotiation, independent expert appraisal or mediation (for example mediation under the Law Society Mediation Guidelines).

AUCTIONS

Regulations made under the Property Stock and Business Agents Act 2002 prescribe a number of conditions applying to sales by auction.

EXECUTION PAGE TO CONTRACT FOR SALE OF LAND 2005


Vendor

Signed by ANTHONY PERRAN)
on the 30th day of MAY 2016)

As delegate of the Minister for Education,)
pursuant to section 125 of the *Education*)
Act 1990 and certifying that I have no notice)
of revocation of such delegation.)



Signature of delegate



Signature of witness

Rebecca Loake

Name of witness

Level 4, 35 Bridge Street, Sydney NSW

Address of witness 2000

Purchaser

EXECUTED by KEPCO Bylong)
Australia Pty Ltd ACN 075 361 769)
in accordance with Section 127 of the)
Corporations Act 2001 (Cth) by:)

Director

Director/Secretary

Name of Director (print)

Name of Director/Secretary (print)

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	<input type="checkbox"/> other:			
Exclusions				
Purchaser	KEPCO BYLONG AUSTRALIA PTY LTD ACN 075 361 769			
	Suite 1301, 141 Walker Street			
Guarantor	NORTH SYDNEY NSW 2060			
Purchaser's solicitor	Allen & Overy	Attn: Dannelle Howley		
	Level 25, 85 Castlereagh St, Sydney NSW 2000	Phone: 02 9373 7614		
Price	\$500,000.00			
Deposit	\$ 50,000.00	(10% of the price, unless otherwise stated)		
Balance	\$450,000.00			
Contract date	(if not stated, the date this contract was made)			

SEE ANNEXURE

Vendor _____ **Witness** _____
 SEE ANNEXURE

Purchaser _____ JOINT TENANTS tenants in common in unequal shares **Witness** _____

Tax information (the parties promise this is correct as far as each party is aware)

Vendor duty is payable NO yes in full yes to an extent
 Deposit can be used to pay vendor duty NO yes
 Land tax is adjustable NO yes
 GST: Taxable supply NO YES IN FULL yes to an extent
 Margin scheme will be used in making the taxable supply NO yes

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<input type="checkbox"/> 23 Statutory declaration regarding <i>vendor duty</i>	

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Council	Heritage Office	Roads & Traffic Authority
County Council	Infrastructure Planning and Natural Resources	Rural Lands Protection Board
East Australian Pipeline Limited	Land & Housing Corporation	Sustainable Energy Development
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Fair Trading	RailCorp	

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EXECUTION PAGE TO CONTRACT FOR SALE OF LAND 2005

Vendor

Signed by _____)
on the _____ day of _____ 2016)
As delegate of the Minister for Education,)
pursuant to section 125 of the *Education*)
Act 1990 and certifying that I have no notice)
of revocation of such delegation.)

Signature of delegate

Signature of witness

Name of witness

Address of witness

Purchaser

EXECUTED by KEPCO Bylong)
Australia Pty Ltd ACN 075 361 769)
in accordance with Section 127 of the)
Corporations Act 2001 (Cth) by:)



Director

Je Hyeon Kim

Name of Director (print)



Director/Secretary

Tae Hwan Kim

Name of Director/Secretary (print)

Project Description

This section provides a detailed description of the Project, including the staging, indicative construction program, conceptual open cut and underground mine plans, equipment, site infrastructure requirements and employment. It then provides a discussion over the key alternatives considered during the development of the Project description.

3.1 OVERVIEW

The Project life is anticipated to be approximately 25 years, comprising a two year construction period and a 23 year operational period, with underground mining operations indicatively commencing in Project Year (PY) 7. Various rehabilitation and decommissioning activities will be undertaken during both the course of, and following the approximate 25 years of the Project. It is noted that further mineable coal resources exist within both A287 and A342 for potential future extraction.

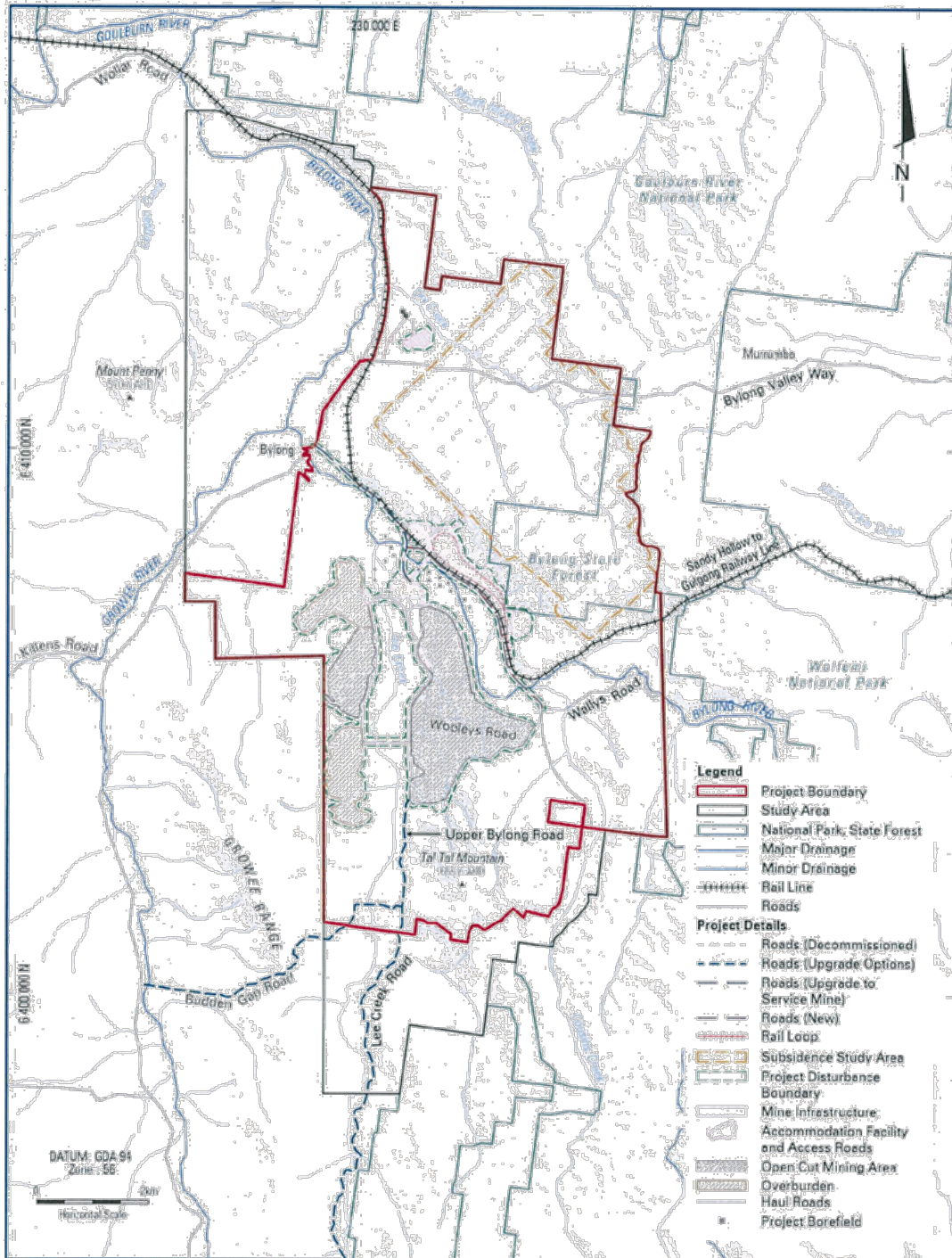
The Project is to be developed on land within the Project Boundary as illustrated on Figure 18 and land listed in Appendix A. Key features of the Project are also conceptually shown on Figure 18 and include:

- The initial development of two open cut mining areas with associated haul roads and Overburden Emplacement Areas (OEA's), utilising a mining fleet of excavators and trucks and supporting ancillary equipment;
- The two open cut mining areas will be developed with coal extraction and related activities operating 24 hours a day, 7 days a week over an approximate 10 year period and will ultimately provide for the storage of coal processing reject materials from the longer term underground mining activities;
- Construction and operation of administration, workshop, bathhouse, explosives magazine and other open cut mining related facilities;
- Construction and operation of an underground coal mine operating 24 hours a day, 7 days a week for an approximate 20 year period, commencing mining in around PY 7 of the Project;
- A combined maximum extraction rate of up to 6.5 Mtpa ROM coal;
- A workforce of up to approximately 800 during the initial construction phase and a peak of 470 full-time equivalent operations employees at full production;
- Underground mining operations utilising longwall mining techniques with primary access provided via drifts constructed adjacent to the rail loop and Coal Handling and Preparation Plant (CHPP);
- The construction and operation of facilities to support underground mining operations including personnel and materials access to the underground mining area, ventilation shafts, workshop, offices and employee amenities, fuel and gas management facilities;
- Construction and operation of a CHPP with a designed throughput of approximately 6 Mtpa of ROM coal, with capacity for peak fluctuations beyond this;
- The dewatering of fine reject materials through belt press filters (or other similar dewatering technology) within the CHPP and the co-disposal of dewatered fine and coarse reject materials within OEA's and final open cut voids (avoiding the need for a tailings dam);

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FIGURE 18 Conceptual Project Layout



- Construction and operation of a rail loop and associated rail load out facility and connection to the Sandy Hollow to Gulgong Railway Line to facilitate the transport of product coal;
- The construction and operation of surface and groundwater management and water reticulation infrastructure including diversion drains, dams (clean, dirty and raw water), borefield, pipelines, pumping stations and other required infrastructure;
- The installation of communications and electricity reticulation infrastructure;
- Construction and operation of a Workforce Accommodation Facility (WAF) and associated access road from the Bylong Valley Way;
- The upgrade of Upper Bylong Road and the construction and operation of a Mine Access Road to provide access to the site facilities;
- Relocation of sections of some existing public roads to enable alternate access routes for private landholders surrounding the Project; and
- Infilling of mining voids, progressive rehabilitation of disturbed areas, decommissioning of Project infrastructure and rehabilitation of the land progressively following mining operations.

The Project will require approximately 1,160 ha of surface disturbance, which will generally be undertaken within the Project Disturbance Boundary as illustrated in **Figure 18**. The Project Disturbance Boundary comprises the area to accommodate the key surface components of the Project with provision for minor adjustments during final design and development. The disturbance areas will be progressively rehabilitated as areas become practically available and where feasible, will be reinstated to its pre-mining land use.

Subsidence related impacts associated with the Underground Extraction Area (as illustrated in **Figure 18**) will also result in influences to the surface, with the majority of material impacts occurring within the Subsidence Study Area (as discussed in **Section 7.1**). The Subsidence Study Area comprises the surface area within the predicted limit of vertical subsidence, determined by the maximum extent of the 26.5 degree angle of draw from longwall extraction and the predicted 20 mm subsidence contour. The Subsidence Study Area covers an area of approximately 1,714 ha.

In addition to the nominated Project Disturbance Boundary and Subsidence Study Area, other minor disturbance associated with ancillary works for the Project may also be required to occur within the Project Boundary.

For example disturbances associated with firebreaks, water diversion structures, minor contour banks, pipelines and associated tracks, power supply infrastructure, fences, sediment and erosion control structures, access to facilitate the remediation of surface subsidence cracks, installation of monitoring equipment and other similar development. This disturbance will be the subject of assessment in accordance with a Land Disturbance Protocol process as described in **Section 7.2**.

3.2 INDICATIVE PROJECT SCHEDULE

An indicative schedule for the construction, operational and decommissioning phases of the Project is presented in **Table 6**.

This EIS refers to PYs, rather than calendar years, with PY 1 being the first year of construction activities. It should be noted that the indicative Project schedules are subject to continual revision based on changing mining and marketing conditions and as such the forecast timing may vary. The indicative Project schedule presented in this EIS is also subject to the necessary regulatory approvals being obtained by 2016.

3.2.1 Construction Phases

There are two construction phases proposed for the Project:

- Construction Phase 1** – involves the construction of the surface facilities (including the temporary and open cut Mine Infrastructure Areas (MIAs), CHPR rail loop, water and power reticulation and the development of the open cut mining areas. Phase 1 construction activities are scheduled to commence in the second half of PY 1, and continue through to the middle of PY 3 for a duration of up to approximately 26 months; and
- Construction Phase 2** – a second, smaller construction phase involving the development works for the underground mine. Phase 2 construction activities will commence at the end of PY 4 and continue until PY 6 for a total duration of approximately 24 months. This phase of construction will generally involve the engagement of a specialist underground mine development team.

During the initial months of construction, a Temporary MIA will be erected at the site of the proposed Underground MIA to accommodate office employees during the term of the phase 1 activities.

7.18 TRAFFIC AND TRANSPORT

7.18.1 Background

A Traffic and Transport Impact Assessment (TTIA) was undertaken by Parsons Brinckerhoff and is provided in full in Appendix Z. The objectives of the assessment were to:

- Quantify road and rail traffic generated by the Project;
- Assess the potential impacts of Project related traffic on the capacity, efficiency and safety of the road and rail network;
- Identify and assess temporary and permanent road closures as a result of the Project; and
- Recommend measures to mitigate and manage any identified impacts.

Existing Road Network

The local road network in the vicinity of the Project is shown on Figure 33. All relevant roads which are considered within the TTIA are under the jurisdiction of the MWRC.

The Bylong Valley Way is the main access into the Bylong Valley. Bylong Valley Way is a two lane sealed road with an approximate width of 7 m. The road links Bylong to the Golden Highway to the north and the Castlereagh Highway to the south. Within the Bylong Valley, it intersects with Wollar Road, Upper Bylong Road, Budden Gap Road and Lee Creek Road. Located on Bylong Valley Way just to the east of the intersection with Wollar Road is a level rail crossing over the Sandy Hollow to Gulgong Railway Line. At present this level crossing is passively controlled with signs and flashing lights.

Wollar Road is a two lane road which is unsealed for the first approximately 17 km from the Bylong Valley Way intersection. It is approximately 8 m wide and connects Bylong Valley Way north of Bylong Village to Wollar and other communities to the north and west of the Project where it intersects Ulan Road. There are two intermittent locations where Wollar Road is sealed for short sections.

The local road network (see Figure 33) surrounding the Project includes:

- Upper Bylong Road connects Bylong Valley Way to properties on the eastern side of the Growee Ranges which traverse through the middle of the Bylong Valley. Upper Bylong Road becomes Lee Creek Road to the south following the intersection with Budden Gap Road;

- Upper Bylong Road is sealed for approximately 7.7 km from its intersection with Bylong Valley Way and has been built to approximately 5 m wide on both the sealed and unsealed sections. The unsealed section of road is used primarily for private property access;

- Wooleys Road is an unsealed road approximately 4 m to 5 m wide which connects Upper Bylong Road to private properties located to the east of Project;

- Wallys Road is the name denoted to the most eastern section of Wooleys Road which is an unsealed road approximately 4 m wide and provides access to private properties to the east of the Project;

- Lee Creek Road is an unsealed road approximately 4 m wide, connecting Upper Bylong Road to the north with Bylong Valley Way to the south; and

- Budden Gap Road is an unsealed road, approximately 4 m in width and aligned in a general east-west direction connecting Upper Bylong Road and the Bylong Valley Way. It is currently gated through private properties and is only used intermittently.

Other roads of relevance to the Project are:

- Lue Road - a two lane sealed road with an approximate width of 7 m located south of the Project. Lue Road links Mudgee with the Bylong Valley Way; and
- Ulan Road - a two lane sealed road with an approximate width of 8 m. Ulan Road connects Mudgee with Ulan and Ulan with the Golden Highway.

Based on the workforce accommodation strategy presented in Section 7.21, the most critical intersections for accessing the Project are considered to be:

- Bylong Valley Way and Upper Bylong Road; and
- Bylong Valley Way and Wollar Road.

Existing Rail Network

The Sandy Hollow to Gulgong Railway Line is part of the ARTC's Hunter Valley Coal transport network and will be utilised to transport coal from the mine site to market. This rail line runs between Ulan and Muswellbrook, is a single track and has several passing loops along its 170 km length.

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The Project is located approximately 230 km from Port Waratah Coal Service (PWCS) Kooragang Coal Terminal, the main coal export facility in the Port of Newcastle. The Hunter Valley rail network is shown on Figure 81.

This line is mainly utilised by coal trains, one or two country ore and grain trains per day and occasionally by interstate freight trains that are bypassing Sydney.

The current maximum train size used on the Sandy Hollow to Gulgong Railway Line is 91 x 120 t (gross) wagons with a total net payload of around 8,800 t and maximum overall length of 1,543 m. Capacity constraints which currently exist on the Sandy Hollow to Gulgong Railway Line are due to ventilation in the Bylong tunnel, with train spacing and track maintenance limited by the "purge times" for air in the tunnel. Minimum operating frequency of 20 minutes between trains is required to address this ventilation issue.

There is currently adequate capacity for all contracted volume on the rail network.

7.18.2 Methodology

The TTIA for the Project comprised of the following:

- A review of available existing traffic data, assessments and reports completed in the vicinity of the Project Boundary;
- Forecasts of the road and rail traffic volumes generated by the Project;
- Assessment of potential impacts of the Project on traffic conditions, Level of Service (LoS) and intersection operation during construction and operational phases;
- An assessment of the potential road safety issues of relevant parts of the road network surrounding the Project;
- A detailed assessment of the potential impacts on road and rail level crossings;
- An assessment of the cumulative impacts of future traffic, and increased rail movements due to increased coal production within the region; and
- Identification of any management and mitigation measures that may be necessary for the Project.

A review of the existing and proposed road and rail infrastructure was undertaken to assess any safety deficiencies in the network. This involved, in part, a review of crash data between 2008 and 2013, which is the latest five year period for which there is fully validated, non-provisional data.

Existing Road Network Conditions

To measure traffic volumes on local roads in the vicinity of the Project Boundary, intersection traffic surveys were undertaken by TTM Consulting on Wednesday, 9 April 2014 between 5:00 am and 8:00 pm in fine and dry weather conditions. These results were compared to the results of traffic surveys conducted for the Bylong Quarry Project (Wells Environmental, 2012). In the Bylong Quarry Project survey, weekly traffic count data was collected over a 24-hour 7 day period in October 2011 on each of Bylong Valley Way and Wollar Road.

A conservative estimate of 2% per year traffic growth has been applied to all traffic measurements.

A site inspection was undertaken by Parsons Brinckerhoff staff on Thursday, 10 April 2014 in fine and dry weather conditions. The purpose of the site inspection was to view the existing road network, intersection layouts, traffic conditions, access locations, road conditions, road restrictions, level railway crossings and general road safety. The inspection included traversing Bylong Valley Way, Upper Bylong Road, Lee Creek Road and Wollar Road.

Project Scenarios Assessed

Traffic volumes associated with the Project relate to employees' vehicles, visitors and heavy vehicle movements. Project related traffic volumes vary between the construction and operations phases.

As such, the following representative years have been included in each of the future year scenarios:

- The peak construction activity year (2017/PY 2);
- The peak of dual mine operations (2024/PY 9) and
- Underground mine operation only (2028/PY 13).

For the purposes of the TTIA, the Local Area has been defined as areas within one hour drive of the Project (ie. Mudgee, Wollar, Ulan, Ryjstone, Kandos, Sandy Hollow and Denman), which is considered to be a safe commute time. This definition is based on the assumption that Wollar Road will be upgraded by the end of PY 1 and therefore Mudgee will be approximately 45 minutes via car from the Project.

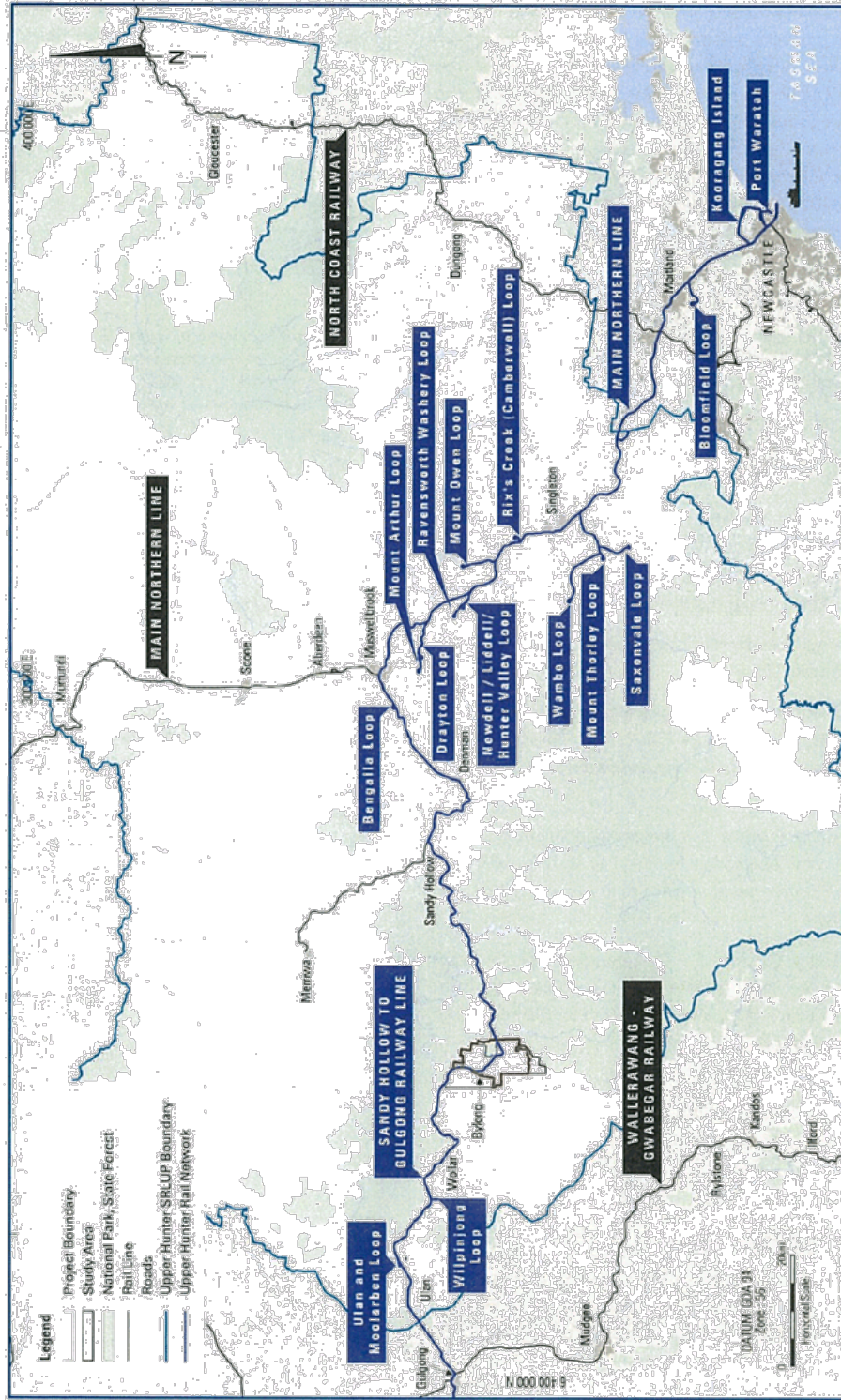
At the peak of the construction phase 1 (PY 2), a total workforce of approximately 800 is anticipated. It is predicted that 650 will be accommodated in the WAF during this phase. It is assumed that the remaining 150 staff will reside in and travel from the Local Area.

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FIGURE B1 Hunter Valley Rail Network



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At the peak dual-operational period (PY 9), a total of 470 mine workers will be involved with the operation, working three shifts including day time office hours, day time mining and night time mining of the Project. None of these workers are assumed to be accommodated within the WAF. It is assumed that approximately 90% of the operational workforce will reside in the township of Mudgee with the remaining 10% residing at other locations within one hours commute to the Project.

During the underground-only mine operation phase (PY 13), a total workforce of 275 is anticipated. It is assumed that approximately 90% of the operational workforce will reside in the township of Mudgee with the remaining 10% residing at other locations within one hours commute to the Project.

A set of "no-Project" scenarios have also been analysed to determine the comparable case in the absence of the Project.

The Preferred Operation scenario (as described in Section 3.11) is for the WAF to operate up to the end of underground construction activities in approximately PY 6 with Wollar Road being upgraded by the end of PY 1 in 2016.

The following three sensitivity options have been assessed within Appendix Z:

- **Sensitivity Option 1** – Wollar Road Upgrade by end of PY 1, WAF operational for PYs 1 and 2 only followed by the entire workforce being required to reside within the Local Area;
- **Sensitivity Option 2** – Wollar Road Upgrade by end of PY 1, WAF operational for PYs 1 to 10 followed by the entire workforce being required to reside within the Local Area; and
- **Sensitivity Option 3** – No upgrade of Wollar Road is completed and therefore Mudgee is outside the safe commute time and the WAF is required for the full Project life (PYs 1 to 25).

As the results of the above sensitivity options did not identify any significant differences in impacts on the local road network, they are not considered further below. Full assessment of the sensitivity options are presented in Appendix Z.

Road Network Assessment

A mid-block capacity assessment has been completed on Bylong Valley Way, Upper Bylong Road and Wollar Road to determine mid-block LoS based on two-way hourly vehicle flows and the percentage of heavy vehicles.

The mid-block traffic performance is the LoS along a mid-block section of road (between two intersections). The mid-block capacity has been based on the *Guide to Traffic Generating Developments* (RMS, 2002) and *Guide to Traffic Management Part 3: Traffic Studies and Analysis Guidelines* (Austroads, 2013). Mid-block capacities and LoS based on two-lane rural roads are shown in Table 92.

TABLE 92 Peak Hour Flow on Two-Lane Rural Roads

Terrain	LoS	Percent of Heavy Vehicles (Veh/h)			
		0%	5%	10%	15%
Level	B*	630	590	560	530
	C	1030	970	920	870
	D	1,630	1,550	1,480	1,410
	E	2,630	2,500	2,390	2,290

* Vehicles per hour less than those documented in the row assigned for Level of Service B indicate a Level of Service A performance
Source: RMS Guide to Traffic Generating Developments (2012)

The ability of intersections to cater for existing and future traffic forecasts was investigated using the SIDRA Intersection 6 modelling software package. The results of the SIDRA model provide an explanation of the key traffic performance indicators (including LoS), average delay and maximum queue length. The criteria for intersection performance are outlined in Table 93.

TABLE 93 Intersection Performance Criteria

Level of Service	Average Delay (Seconds per Vehicle)	Description
A	Less than 14	Good
B	15 to 28	Acceptable
C	29 to 42	Satisfactory
D	43 to 56	Near capacity
E	57 to 70	At capacity
F	Greater than 71	Unsatisfactory

Cumulative Impacts:

A review of several developments surrounding the Project were undertaken to determine any cumulative traffic impacts on Bylong Valley Way, Upper Bylong Road and Wollar Road. The Bylong Quarry and Batching Plant expansion (approved in February 2014) will create an additional 94 heavy vehicles and 20 light vehicles on the local road network daily. This additional volume of traffic generated has been included in the future year traffic assessments.

The proportion of traffic from the existing Wilpinjong, Moolarben and Ulan coal mines travelling Wollar Road towards Bylong Valley Way (and Bylong town) is determined to be minimal, as the majority of mine traffic travels towards Ulan, Mudgee and Gulgong.

7.18.3 Impact Assessment

Road Traffic Generated by the Project

Construction Phase 1 (PY 2)

The estimated hourly construction traffic generated by the WAF and site construction activities for the preferred operation scenario is shown in Table 94.

Operation (PY 9 and PY 13)

Workers travelling from accommodation outside of Bylong are assumed to carpool when driving to and from site. It has been assumed that there will be a 30% reduction in the vehicle trips that would result from solely single-occupant journeys. A summary of the estimated hourly traffic generated by the site during dual operations (PY 9) and underground only (PY 13) is shown in Table 95.

Regional Road Impacts

The mid-block road capacity and LoS assessment has been completed for both the construction (PY 2) and dual mine operation under preferred operations (PY 9) as shown in Table 96. The results indicate that although there is a large percentage increase in daily traffic due to operation of the Project, the mid-block road capacity continues to operate at good LoS (Level A), with ample spare capacity.

Underground only operations (PY 13) will create a smaller increase in daily traffic than either PY 2 or PY 9 and therefore the mid-block road capacity during this operational phase will continue to operate at good LoS (Level A).

Pavement deterioration is expected due to increased vehicle movements, particularly from heavy vehicles.

TABLE 94 Estimated Hourly Vehicle Trips during Construction

Working hours	Direction of traffic	Trip type	Time	Operations Contributors*
Between 7:00 am and 7:00 pm	Inbound	Construction employee trip (light vehicles)	6:30 am to 7:30 am	34
	Inbound	Office workers (8:00 am to 4:00 pm shift)	7:00 am to 8:00 am	30
	Outbound		4:00 pm to 5:00 pm	30
	Inbound and outbound	Construction vehicle trip (heavy vehicles)	Throughout the day between 7:00 am and 7:00 pm	8
		Visitors and deliveries	Throughout the day between 7:00 am and 7:00 pm	20
Outbound	Construction employee trip (light vehicles)	6:30 pm to 7:30 pm	34	
Between 7:00 pm and 7:00 am	Inbound	Construction employee trip (light vehicles)	6:30 am to 7:30 am	34
	Outbound	Construction employee trip (light vehicles)	6:30 pm to 7:30 pm	34

*Modelling indicates outcomes are identical for the Option 1/2/3 contributors.

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TABLE 95 Inbound and Outbound Vehicle Trips at the Open Cut and Underground Mine

Time	Employee type	Direction of traffic	PY 9 Preferred Operations	PY 13 Preferred Operations
6:30 am to 7:00 am	Day shift mine operation (light vehicles)	Inbound	83	53
7:00 am to 7:30 am	Night shift mine operation (light vehicles)	Outbound	83	53
7:00 am to 8:00 am	Day time office (light vehicles)	Inbound	21	21
Throughout the day between 7:00 am and 7:00 pm	Contractors for delivery of materials and services (light vehicles)	Inbound and outbound	240	240
	(heavy vehicles)		20	20
4:00 pm to 5:00 pm	Day time office (light vehicles)	Outbound	21	21
6:30 pm to 7:00 pm	Night shift mine operation (light vehicles)	Inbound	83	53
7:00 pm to 7:30 pm	Day shift mine operation (light vehicles)	Outbound	83	53

TABLE 96 Mid-block Road Capacity and Level of Service

Road	Between	Daily# base flow (two-way vehicles)	Peak Construction (PY 2)			Peak Dual Mine Operation (PY 9)		
			Daily project vehicles (two-way)	Daily traffic increase (%)	Mid-Block LoS	Daily project vehicles (two-way)	Daily traffic increase (%)	Mid-Block LoS
Bylong Valley Way	Upper Bylong Road and Wollar Road	313	511	63%	A	511	63%	A
Upper Bylong Road	Bylong Valley Way and Project site	171	538	215%	A	640	274%	A
Wollar Road	North of Bylong Valley Way	140	457	227%	A	544	289%	A

* Traffic counts undertaken between 8:00 am and 5:00 pm on a weekday (not a 24 hour traffic count, although vehicle volume outside of this time range over a 24 hour period is negligible)

Road Intersection Performance

Increased traffic volumes are anticipated at intersections due to Project traffic. Table 97 provides the results of the SIDRA model forecast intersection performance for both the local traffic and Project traffic peak hours during PY 2, PY 9 and PY 13.

Table 97 demonstrates that intersections in the vicinity of the Project will continue to operate at good LoS (Level A) for all sensitivity options modelled.

Road Closures**Temporary**

At various times throughout the open cut mining operations, public roads within 500 m of blasting activities, including Upper Bylong Road realignment, Wallys Road, and Lee Creek Road, will need to be temporarily closed.

TABLE 97 Intersection Performance for Construction and Operational Phases of the Project

Intersection	Control Type	Peak hour	Peak hour time	Peak Construction (PY 2)				Peak Dual Mine Operation (PY 9)				Underground Operations (PY 13)			
				DoS	Ave Delay (sec)	LoS	Queue (m)	DoS	Ave Delay (sec)	LoS	Queue (m)	DoS	Ave Delay (sec)	LoS	Queue (m)
Bylong Valley Way/Woller Road	Priority	Local traffic peak	10:45 am – 11:45 am	0.018	5.9	A	0.6	0.017	5.3	A	0.7	0.017	5.2	A	0.7
		Local traffic peak	2:30 pm – 3:30 pm	0.019	5.5	A	0.6	0.017	5.0	A	0.7	0.018	5.1	A	0.8
		Project traffic peak	6:30 am – 7:30 am	0.043	6.7	A	1.0	0.077	7.3	A	1.8	0.055	7.3	A	1.3
		Project traffic peak	6:30 pm – 7:30 pm	0.036	6.1	A	0.9	0.073	6.7	A	1.7	0.050	6.8	A	1.2
Bylong Valley Way/Upper Bylong Road	Priority	Local traffic peak	10:45 am – 11:45 am	0.020	3.2	A	0.6	0.017	5.3	A	0.7	0.019	2.8	A	0.6
		Local traffic peak	2:30 pm – 3:30 pm	0.023	3.2	A	0.6	0.020	2.9	A	0.6	0.020	2.9	A	0.6
		Project traffic peak	6:30 am – 7:30 am	0.045	4.7	A	1.2	0.082	4.7	A	1.9	0.055	4.6	A	1.3
		Project traffic peak	6:30 pm – 7:30 pm	0.045	4.5	A	1.2	0.083	4.5	A	2.0	0.056	4.4	A	1.3

Permanent

The southern reaches of Upper Bylong Road will be decommissioned to facilitate mining operations within the Eastern Open Cut. Two options are being considered in relation to maintaining a reasonable level of access to the Bylong Valley Way for neighbouring landholders positioned along the southern reaches of Upper Bylong Road.

These are either the upgrade of:

- Lee Creek Road, which intersects the Bylong Valley Way further to the south of the Project Boundary; or
- Budden Gap Road, which connects Lee Creek Road to the Bylong Valley Way 8 km to the north of the intersection of Lee Creek Road and Bylong Valley Way.

The preferred option will be selected as part of the detailed engineering design phase and in close consultation with the MWRC and the local landholders within this area. Further, it is proposed that the works associated with the selected option will be completed under a separate approval to be granted by MWRC and at the cost of KEPCO.

In the event that negotiated agreements are reached with all three of the relevant landholders (Landowner IDs 151, 161 and 165 as identified on Figure 12) over compensation for the resultant loss in optionality for land access and MWRC is in agreement that neither of the two road upgrades described above is required, then neither of these upgrades will be progressed.

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The closure of Upper Bylong Road will increase travel times for the three properties listed above travelling to Bylong Village by approximately 30 minutes when compared with existing arrangements. Closure of the northern portion of Upper Bylong Road will also result in reduced accessibility for heavy vehicles to the three properties listed above. It is recognised that this could affect the supply of bulk goods to these properties and the transport of livestock. The potential upgrade of Lee Creek Road or Budden Gap Road would maintain heavy vehicle access and reduce the increased travel times to Bylong Village for these residents.

It is anticipated that with the upgrade of Lee Creek Road or Budden Gap Road, the increase in travel time for the three properties to the south of the Project to Bylong Village would increase by approximately 15 minutes or 7 minutes, respectively.

Rail Network

Based on the proposed product coal tonnages and a conservative 80% utilisation of the network (292 days of 365), the Project will require an average of up to 2.1 trains per day at peak operation, averaging 1.4 trains per day over the period of 2017 to 2027 (i.e. PYs 2 to 12). This assumes that standard 96 wagon trains (9,200 t payload) are used (i.e. the existing ventilation issues as discussed in Section 7.18.1 are resolved). There is adequate capacity of the Sandy Hollow to Gulgong Railway Line to accommodate the Project as well as other mines in the MWRC LGA. KEPCO is currently in discussion with ARTC regarding a possible increase in train vehicle length to 100 cars and a gross payload of 9,750 t.

Proposed Rail Related Upgrades

The Project will require the construction of a rail loop that connects the Project to the Sandy Hollow to Gulgong Railway Line. The proposed rail loop will be excavated into the existing topography, generally at a higher elevation than the main line. The existing level railway crossing on Bylong Valley Way will be upgraded as part of the Bylong Valley Way and Wollar Road intersection works proposed by MWRC.

Impact Summary

Given the low amount of traffic generated by the Project over a daily and peak hourly period, and given the spare capacity within the road network, only minimal impacts are foreseen on the surrounding road network. Road mid-block capacities and intersection performance on Bylong Valley Way, Upper Bylong Road and Wollar Road will continue to perform well within capacity with the introduction of Project related traffic.

Further, the proposed intermittent road closures for mine blasting purposes should not be a major inconvenience to the relatively low number of traffic users on the affected roads.

7.18.4 Mitigation and Management

Results of the TIA indicate that there will not be additional adverse impacts beyond the networks capacity on the surrounding road network as a result of the increased traffic associated with the construction and operation activities.

KEPCO will develop a Construction Traffic Management Plan for the Project, which will be prepared to ensure the traffic network can be safely and efficiently managed throughout the construction phases of the Project in accordance with the Roads and Traffic Authority (2010), *Traffic Control at Work Sites*, as well as relevant Australian Standards including AS1742.

Proposed Road and Intersection Changes/ Upgrades

Although the increases in traffic associated with the construction and operation of the Project are predicted to remain within the capacity of the existing network, KEPCO recognises that the Project will result in increased usage of key roads and intersections. As such, road and intersection upgrades (as detailed in Section 3.14) will occur during the initial construction of the Project, in consultation with and to the approval of MWRC as the roads authority.

Wollar Road

Discussions with the MWRC have confirmed that the 17 km section of Wollar Road between Bylong Valley Way and the Wollar village that is currently unsealed will be upgraded and sealed. The upgrade of Wollar Road will be funded by a \$14 Million grant which has been secured for the upgrade under the NSW Resources for Regions Grants Program.

These works will include upgrade of the road to include two 3.25 m travel lanes, 1 m sealed shoulders, road sealing, bridge widening, a new culvert, guard rails, as well as the upgrade of the level railway crossing and intersection of Wollar Road at Bylong Valley Way.

This intersection is proposed to be channelised to safely meet the requirements for the estimated future daily traffic.

Workforce Accommodation Facility

The existing driveway access to the WAF will be upgraded by KEPCO to accommodate increased vehicle volumes and turning movements by being widened at the throat of the intersection with Bylong Valley Way.

Upper Bylong Road and Adjoining Roads

Upper Bylong Road will be widened by KEPCO from Bylong Valley Way to the mine infrastructure areas to accommodate a two lane road. The open cut MIA will be accessed directly from Upper Bylong Road.

A private access road is to be constructed over the Sandy Hollow to Gulgong Railway Line to access the Underground MIA incorporating the existing level railway crossing facility. This road will commence with a priority controlled T-junction with Upper Bylong Road (with dedicated left and right turn lanes on Upper Bylong Road) and will extend on the southern side between the level railway crossing and Upper Bylong Road. Once built, the road access to the existing level railway crossing will be closed.

Realignment of the Upper Bylong Road along the southern side of the Sandy Hollow to Gulgong Railway Line will connect with Wallys Road to the east, providing continued access for private landholders to the east of the Project.

The potential upgrade options of Lee Creek Road or Budden Gap Road may also occur in the event negotiated agreements are not reached with landholders.

Speed and Fatigue

A review of the 2008-2013 crash data indicates the majority of crashes on Bylong Valley Way and Upper Bylong Road were non-intersection (13/15 accidents). One involved a fatality (5 km south of Bylong Village on Bylong Valley Way), with the majority involving curved roads and/or occurring during normal (fine) conditions. Nine crashes involved speed and/or fatigue which led to drivers losing control and running off the roadway.

KEPCO recognises that speed and fatigue management strategies are a key part of minimising the risk of crashes and thus the impact of Project traffic on the local road network. To this end, shuttle buses are proposed to transport workers between the WAF and the MIAs.

The provision of shuttle buses will reduce and limit the number of light vehicle movements to and from the mine sites as well as reduce the staff parking requirements onsite.

KEPCO will also investigate the provision of a bus service between Mudgee and the Project at shift change over. This would remove additional traffic from Wollar Road and Bylong Valley Way and reduce the hazards associated with speed and/or fatigued mine staff. KEPCO has engaged in discussions with the MWRC LGA regarding suitable locations for a park and ride facility. However, the sustainable provision of a bus service will ultimately be determined based on demand.

Over-dimensioned Loads

Prior to the transportation of over-dimensioned loads on State roads, the necessary approvals from RMS will be obtained. Similarly, required approvals from relevant local councils will be obtained prior to transportation of over-dimensioned loads on local roads.

Traffic Impacts on Road Pavement Serviceability

It is recognised that increased light and heavy vehicle movements as a result of the Project on the local road network will contribute to impacts on road pavement longevity and road maintenance issues. KEPCO will continue to consult with the MWRC as the relevant roads authority to assist in providing the appropriate funding for road maintenance activities on the key roads to be utilised by the Project (i.e. Bylong Valley Way, Wollar Road, Upper Bylong Road), commensurate with the Project-related impacts to these roads.

7.19 STYGOFAUNA

7.19.1 Background

A Stygofauna Impact Assessment for the Project was undertaken by Eco Logical Australia Pty Ltd and is provided in **Appendix AA**. The purpose of the assessment was to determine the potential impacts of the Project on stygofauna, and to recommend measures to manage these impacts, where appropriate.

7.19.2 Methodology

Desktop Assessment

A desktop assessment was undertaken to determine the likelihood of stygofauna occurring in the alluvial aquifers within the Study Area and immediate surrounds. This involved a review of available hydrogeological, geological and water quality monitoring data and relevant previous stygofauna studies.

Previous stygofauna studies in the Hunter Valley region commenced in 2000 and investigated the presence of stygofauna in the hyporheic zone (an area of the river bed where groundwater and surface water mix) over a period of four years along the Hunter River, Goulburn River and Wollombi Brook. These surveys have confirmed the existence of a diverse array of stygofauna in the Hunter Valley region, including crustaceans, flat worms and aquatic worms.

Hansen Bailey Bylong Coal Project – Response to Submissions
 Revised Traffic and Transport Impact Assessment

3. Project description

This section describes the Project including its facilities, years of construction and operation, on-site parking provision and proposed access and internal roads. The conceptual Project layout is shown in Figure 3.1.

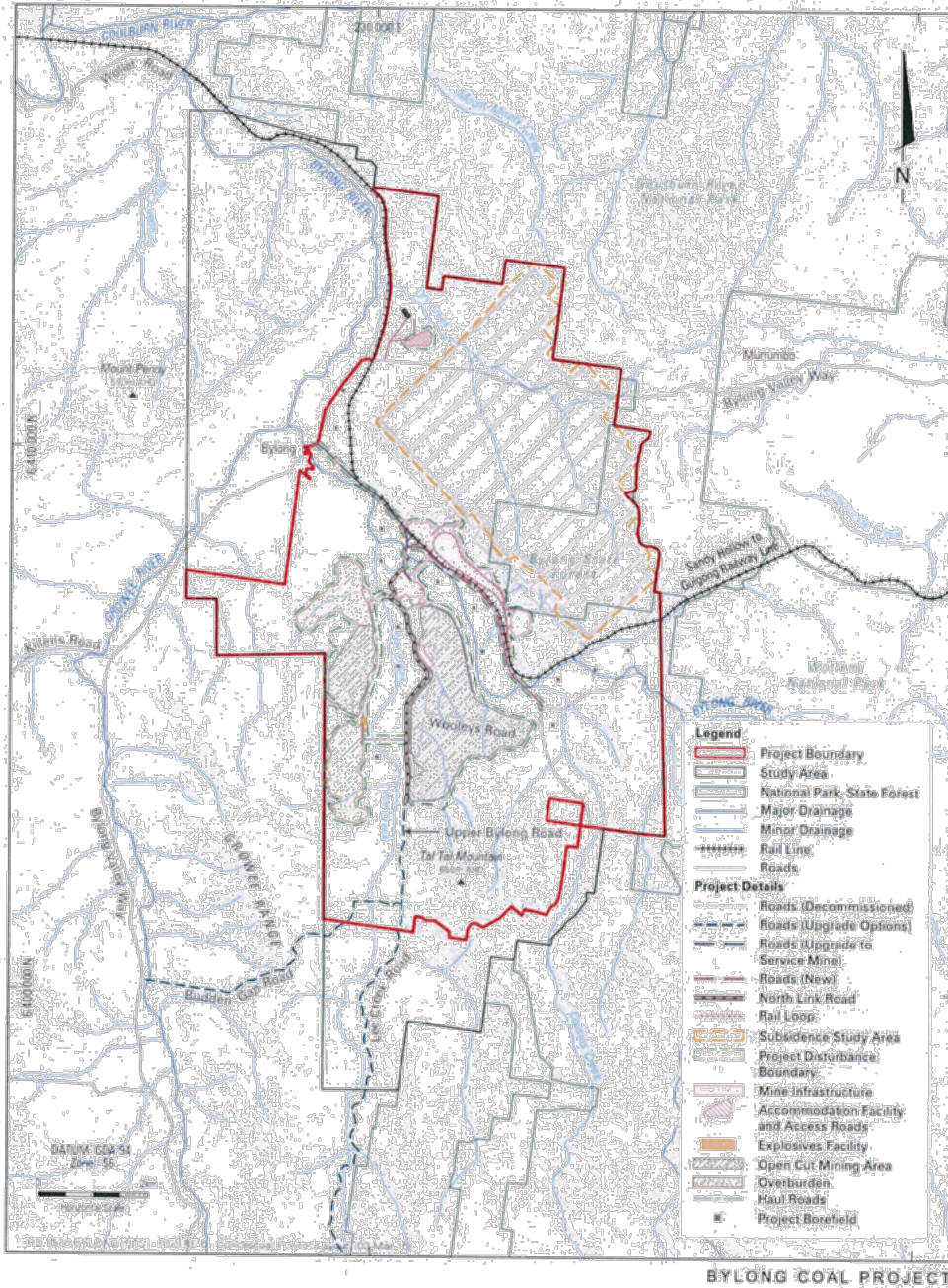


Figure 3.1 Conceptual project layout

Hansen Bailey Bylong Coal Project – Response to Submissions
 Revised Traffic and Transport Impact Assessment

3. Project description

This section describes the Project including its facilities, years of construction and operation, on-site parking provision and proposed access and internal roads. The conceptual Project layout is shown in Figure 3.1.

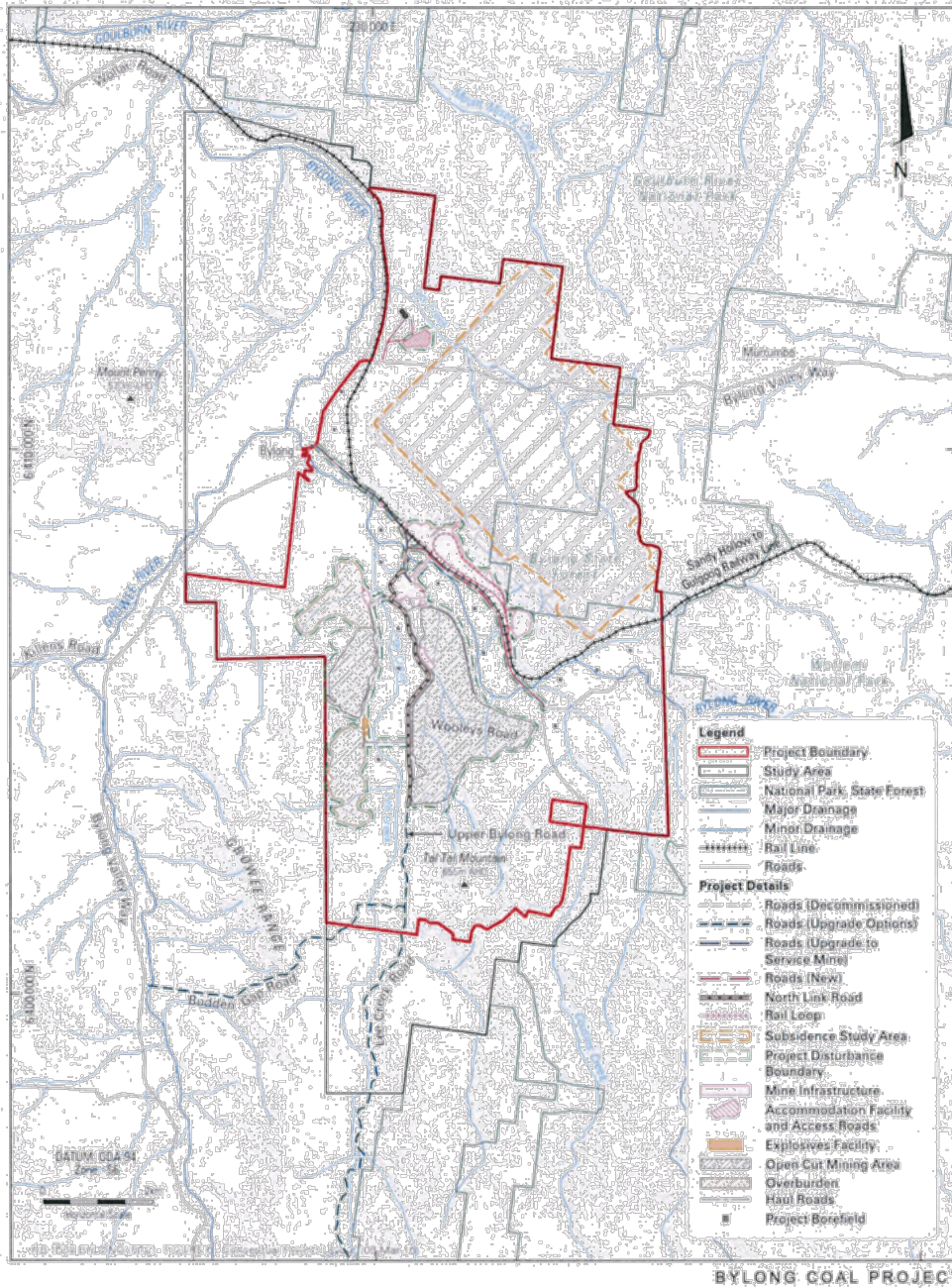
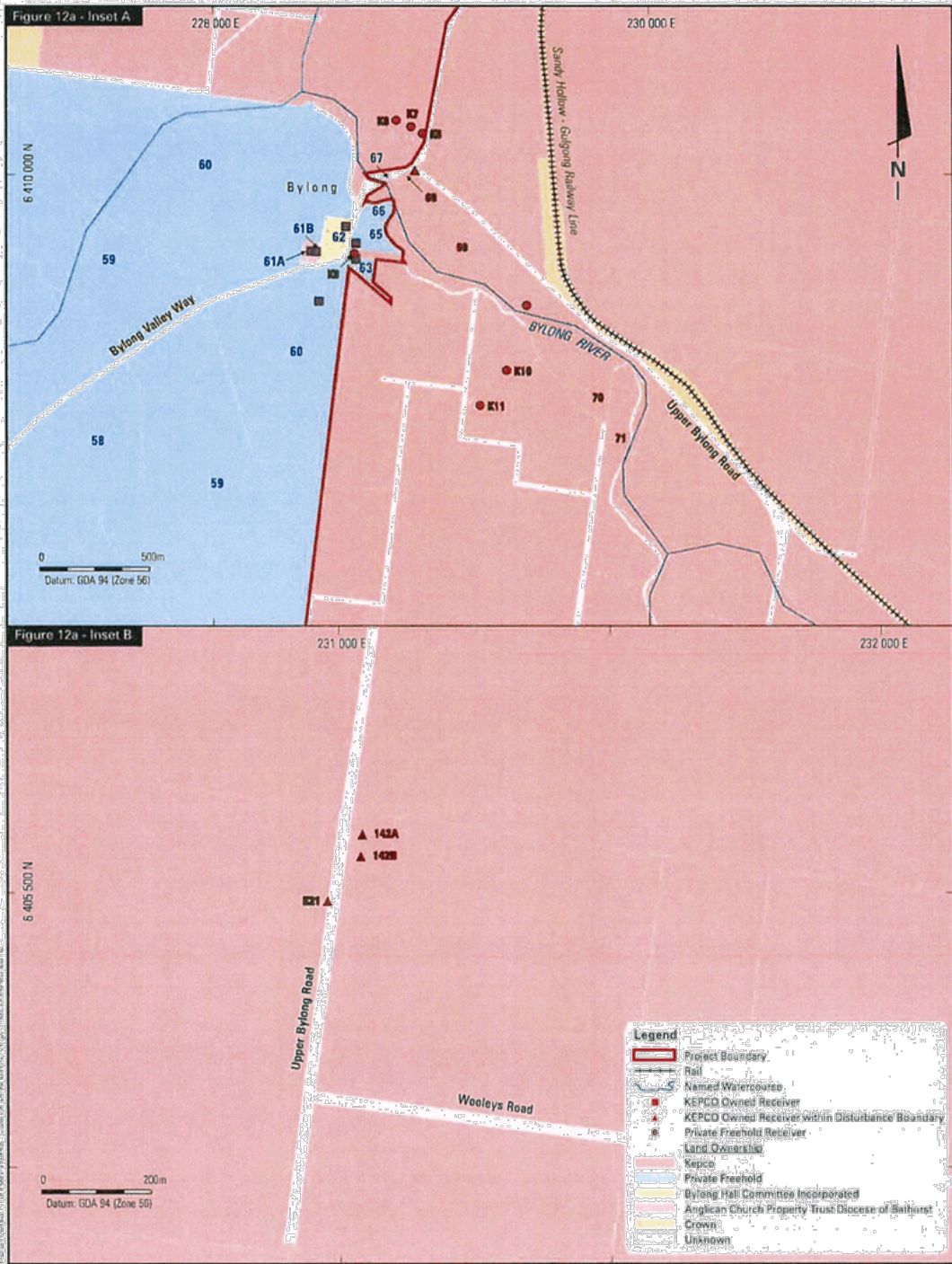


Figure 3.1 Conceptual project layout



BYLONG COAL PROJECT

Land Ownership (Insets)



FIGURE 2A

7.18 TRAFFIC AND TRANSPORT

7.18.1 Background

A Traffic and Transport Impact Assessment (TTIA) was undertaken by Parsons Brinckerhoff and is provided in full in **Appendix Z**. The objectives of the assessment were to:

- Quantify road and rail traffic generated by the Project;
- Assess the potential impacts of Project related traffic on the capacity, efficiency and safety of the road and rail network;
- Identify and assess temporary and permanent road closures as a result of the Project; and
- Recommend measures to mitigate and manage any identified impacts.

Existing Road Network

The local road network in the vicinity of the Project is shown on **Figure 33**. All relevant roads which are considered within the TTIA are under the jurisdiction of the MWRC.

The Bylong Valley Way is the main access into the Bylong Valley. Bylong Valley Way is a two lane sealed road with an approximate width of 7 m. The road links Bylong to the Golden Highway to the north and the Castlereagh Highway to the south. Within the Bylong Valley, it intersects with Wollar Road, Upper Bylong Road, Budden Gap Road and Lee Creek Road. Located on Bylong Valley Way just to the east of the intersection with Wollar Road is a level rail crossing over the Sandy Hollow to Gulgong Railway Line. At present this level crossing is passively controlled with signs and flashing lights.

Wollar Road is a two lane road which is unsealed for the first approximately 17 km from the Bylong Valley Way intersection. It is approximately 8 m wide and connects Bylong Valley Way north of Bylong Village to Wollar and other communities to the north and west of the Project where it intersects Ulan Road. There are two intermittent locations where Wollar Road is sealed for short sections.

The local road network (see **Figure 33**) surrounding the Project includes:

- Upper Bylong Road connects Bylong Valley Way to properties on the eastern side of the Growee Ranges which traverse through the middle of the Bylong Valley. Upper Bylong Road becomes Lee Creek Road to the south following the intersection with Budden Gap Road;

- Upper Bylong Road is sealed for approximately 7.7 km from its intersection with Bylong Valley Way and has been built to approximately 8 m wide on both the sealed and unsealed sections. The unsealed section of road is used primarily for private property access;
- Wooleys Road is an unsealed road approximately 4 m to 5 m wide which connects Upper Bylong Road to private properties located to the east of Project;
- Wallys Road is the name denoted to the most eastern section of Wooleys Road which is an unsealed road approximately 4 m wide and provides access to private properties to the east of the Project;
- Lee Creek Road is an unsealed road approximately 4 m wide, connecting Upper Bylong Road to the north with Bylong Valley Way to the south; and
- Budden Gap Road is an unsealed road, approximately 4 m in width and aligned in a general east-west direction, connecting Upper Bylong Road and the Bylong Valley Way. It is currently gated through private properties and is only used intermittently.

Other roads of relevance to the Project are:

- Lue Road - a two lane sealed road with an approximate width of 7 m located south of the Project. Lue Road links Mudgee with the Bylong Valley Way; and
- Ulan Road - a two lane sealed road with an approximate width of 8 m. Ulan Road connects Mudgee with Ulan and Ulan with the Golden Highway.

Based on the workforce accommodation strategy presented in **Section 7.21**, the most critical intersections for accessing the Project are considered to be:

- Bylong Valley Way and Upper Bylong Road; and
- Bylong Valley Way and Wollar Road.

Existing Rail Network

The Sandy Hollow to Gulgong Railway Line is part of the ARTC's Hunter Valley Coal transport network and will be utilised to transport coal from the mine site to market. This rail line runs between Ulan and Muswellbrook, is a single track and has several passing loops along its 170 km length.

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The Project is located approximately 230 km from Port Waratah Coal Service (PWCS) Kooragang Coal Terminal, the main coal export facility in the Port of Newcastle. The Hunter Valley rail network is shown on Figure 81.

This line is mainly utilised by coal trains, one or two country ore and grain trains per day and occasionally by interstate freight trains that are bypassing Sydney.

The current maximum train size used on the Sandy Hollow to Gulgong Railway Line is 91 x 120 t (gross) wagons with a total net payload of around 8,800 t and maximum overall length of 1,543 m. Capacity constraints which currently exist on the Sandy Hollow to Gulgong Railway Line are due to ventilation in the Bylong tunnel, with train spacing and track maintenance limited by the "purge times" for air in the tunnel. Minimum operating frequency of 20 minutes between trains is required to address this ventilation issue.

There is currently adequate capacity for all contracted volume on the rail network.

7.18.2 Methodology

The TTIA for the Project comprised of the following:

- A review of available existing traffic data, assessments and reports completed in the vicinity of the Project Boundary;
- Forecasts of the road and rail traffic volumes generated by the Project;
- Assessment of potential impacts of the Project on traffic conditions, Level of Service (LoS) and intersection operation during construction and operational phases;
- An assessment of the potential road safety issues of relevant parts of the road network surrounding the Project;
- A detailed assessment of the potential impacts on road and rail level crossings;
- An assessment of the cumulative impacts of future traffic, and increased rail movements due to increased coal production within the region; and
- Identification of any management and mitigation measures that may be necessary for the Project.

A review of the existing and proposed road and rail infrastructure was undertaken to assess any safety deficiencies in the network. This involved, in part, a review of crash data between 2008 and 2013, which is the latest five year period for which there is fully validated, non-provisional data.

Existing Road Network Conditions

To measure traffic volumes on local roads in the vicinity of the Project Boundary, intersection traffic surveys were undertaken by JTM Consulting on Wednesday, 9 April 2014 between 5:00 am and 8:00 pm in fine and dry weather conditions. These results were compared to the results of traffic surveys conducted for the Bylong Quarry Project (Wells Environmental, 2012). In the Bylong Quarry Project survey, weekly traffic count data was collected over a 24 hour 7 day period in October 2011 on each of Bylong Valley Way and Wollar Road.

A conservative estimate of 2% per year traffic growth has been applied to all traffic measurements.

A site inspection was undertaken by Parsons Brinckerhoff staff on Thursday, 10 April 2014 in fine and dry weather conditions. The purpose of the site inspection was to view the existing road network, intersection layouts, traffic conditions, access locations, road conditions, road restrictions, level railway crossings and general road safety. The inspection included traversing Bylong Valley Way, Upper Bylong Road, Lee Creek Road and Wollar Road.

Project Scenarios Assessed

Traffic volumes associated with the Project relate to employees' vehicles, visitors and heavy vehicle movements. Project related traffic volumes vary between the construction and operations phases.

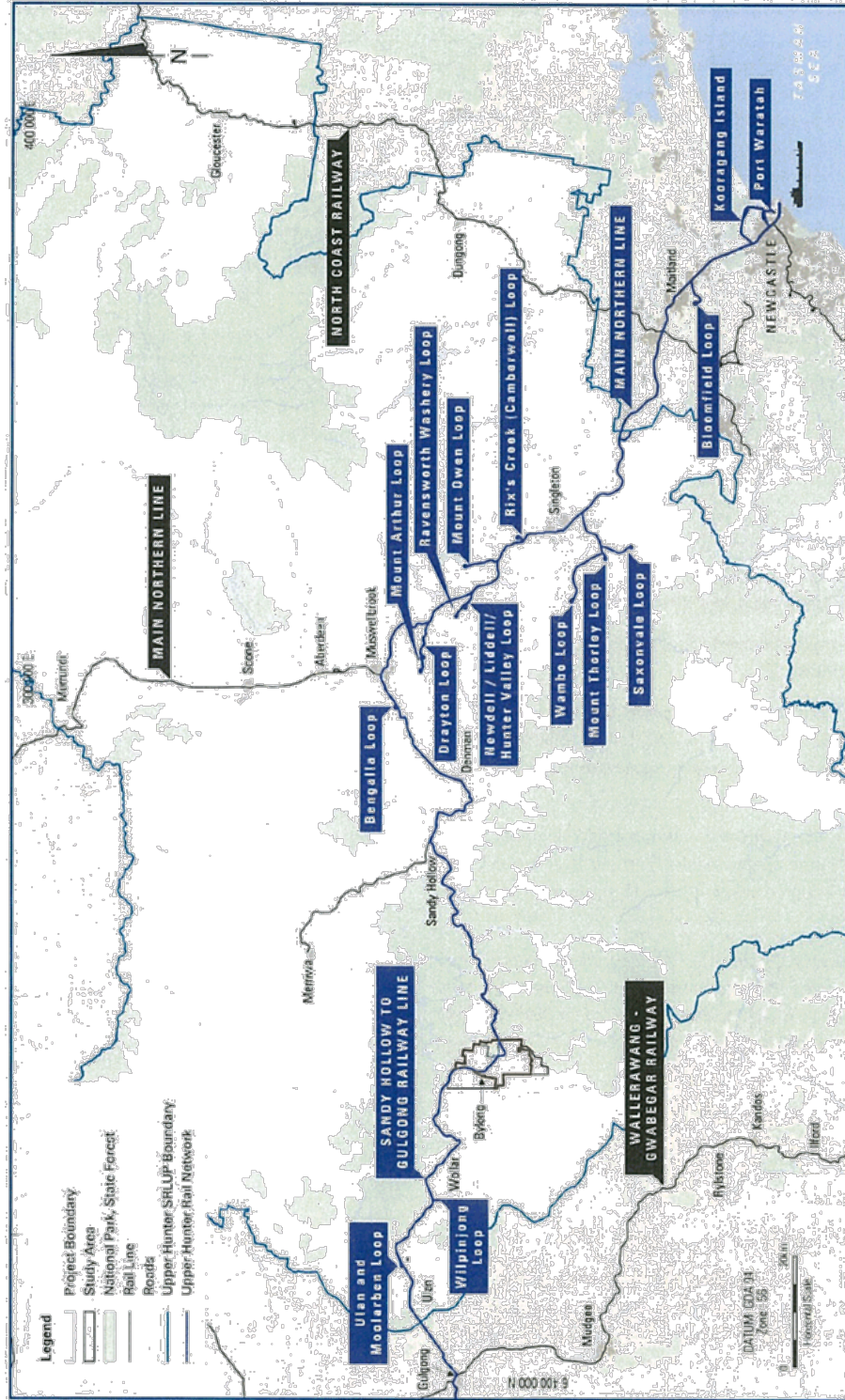
As such, the following representative years have been included in each of the future year scenarios:

- The peak construction activity year (2017/PY 2);
- The peak of dual mine operations (2024/PY 9) and
- Underground mine operation only (2028/PY 13).

For the purposes of the TTIA, the Local Area has been defined as areas within one hour drive of the Project (i.e. Mudgee, Wollar, Ulan, Rylstone, Kandos, Sandy Hollow and Denman), which is considered to be a safe commute time. This definition is based on the assumption that Wollar Road will be upgraded by the end of PY 1 and therefore Mudgee will be approximately 45 minutes via car from the Project.

At the peak of the construction phase 1 (PY 2), a total workforce of approximately 800 is anticipated. It is predicted that 650 will be accommodated in the WAF during this phase. It is assumed that the remaining 150 staff will reside in and travel from the Local Area.

FIGURE 81 Hunter Valley Rail Network



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Impacts, Management and Mitigation

BYLONG VALLEY PROJECT FES
September 2016

At the peak dual-operational period (PY 9), a total of 470 mine workers will be involved with the operation, working three shifts including day time office hours, day time mining and night time mining of the Project. None of these workers are assumed to be accommodated within the WAF. It is assumed that approximately 90% of the operational workforce will reside in the township of Mudgee with the remaining 10% residing at other locations within one hours commute to the Project.

During the underground only mine operation phase (PY 13), a total workforce of 275 is anticipated. It is assumed that approximately 90% of the operational workforce will reside in the township of Mudgee with the remaining 10% residing at other locations within one hours commute to the Project.

A set of "no-Project" scenarios have also been analysed to determine the comparable case in the absence of the Project.

The Preferred Operation scenario (as described in Section 3.11) is for the WAF to operate up to the end of underground construction activities in approximately PY 6 with Wollar Road being upgraded by the end of PY 1 in 2016.

The following three sensitivity options have been assessed within Appendix Z:

- **Sensitivity Option 1** – Wollar Road Upgrade by end of PY 1, WAF operational for PYs 1 and 2 only followed by the entire workforce being required to reside within the Local Area;
- **Sensitivity Option 2** – Wollar Road Upgrade by end of PY 1, WAF operational for PYs 1 to 10 followed by the entire workforce being required to reside within the Local Area; and
- **Sensitivity Option 3** – No upgrade of Wollar Road is completed and therefore Mudgee is outside the safe commute time and the WAF is required for the full Project life (PYs 1 to 25).

As the results of the above sensitivity options did not identify any significant differences in impacts on the local road network, they are not considered further below. Full assessment of the sensitivity options are presented in Appendix Z.

Road Network Assessment

A mid-block capacity assessment has been completed on Bylong Valley Way, Upper Bylong Road and Wollar Road to determine mid-block LoS based on two-way hourly vehicle flows and the percentage of heavy vehicles:

The mid-block traffic performance is the LoS along a mid-block section of road (between two intersections). The mid-block capacity has been based on the *Guide to Traffic Generating Developments* (RMS, 2002) and *Guide to Traffic Management Part 3: Traffic Studies and Analysis Guidelines* (Austroads, 2013). Mid-block capacities and LoS based on two-lane rural roads are shown in Table 92.

TABLE 92 Peak Hour Flow on Two-Lane Rural Roads

Terrain	LoS	Percent of Heavy Vehicles (Veh/h)			
		0%	5%	10%	15%
Level	B*	630	590	560	530
	C	1030	970	920	870
	D	1,630	1,550	1,480	1,410
	E	2,630	2,500	2,390	2,290

* Vehicles per hour less than those documented in the table assigned. For Level of Service B indicate a Level of Service A performance. Source: RMS Guide to Traffic Generating Developments (2002)

The ability of intersections to cater for existing and future traffic forecasts was investigated using the SIDRA Intersection 6 modelling software package. The results of the SIDRA model provide an explanation of the key traffic performance indicators (including LoS), average delay and maximum queue length. The criteria for intersection performance are outlined in Table 93:

TABLE 93 Intersection Performance Criteria

Level of Service	Average Delay (Seconds per Vehicle)	Description
A	Less than 14	Good
B	15 to 28	Acceptable
C	29 to 42	Satisfactory
D	43 to 56	Near capacity
E	57 to 70	At capacity
F	Greater than 71	Unsatisfactory

Cumulative Impacts:

A review of several developments surrounding the Project were undertaken to determine any cumulative traffic impacts on Bylong Valley Way, Upper Bylong Road and Wollar Road. The Bylong Quarry and Batching Plant expansion (approved in February 2014) will create an additional 94 heavy vehicles and 20 light vehicles on the local road network daily. This additional volume of traffic generated has been included in the future year traffic assessments.

The proportion of traffic from the existing Wilpinjong, Moolarben and Ulan coal mines travelling Wollar Road towards Bylong Valley Way (and Bylong town) is determined to be minimal, as the majority of mine traffic travels towards Ulan, Mudgee and Gulugong.

7.18.3 Impact Assessment

Road Traffic Generated by the Project

Construction Phase 1 (PY 2)

The estimated hourly construction traffic generated by the WAF and site construction activities for the preferred operation scenario is shown in Table 94.

Operation (PY 9 and PY 13)

Workers travelling from accommodation outside of Bylong are assumed to carpool when driving to and from site. It has been assumed that there will be a 30% reduction in the vehicle trips that would result from solely single-occupant journeys. A summary of the estimated hourly traffic generated by the site during dual operations (PY 9) and underground only (PY 13) is shown in Table 95.

Regional Road Impacts

The mid-block road capacity and LoS assessment has been completed for both the construction (PY 2) and dual mine operation under preferred operations (PY 9) as shown in Table 96. The results indicate that although there is a large percentage increase in daily traffic due to operation of the Project, the mid-block road capacity continues to operate at good LoS (Level A), with ample spare capacity.

Underground only operations (PY 13) will create a smaller increase in daily traffic than either PY 2 or PY 9 and therefore the mid-block road capacity during this operational phase will continue to operate at good LoS (Level A).

Pavement deterioration is expected due to increased vehicle movements, particularly from heavy vehicles.

TABLE 94 Estimated Hourly Vehicle Trips during Construction

Working hours	Direction of traffic	Trip type	Time	Operations Contributors*
Between 7:00 am and 7:00 pm	Inbound	Construction employee trip (light vehicles)	6:30 am to 7:30 am	34
	Inbound	Office workers (8:00 am to 4:00 pm shift)	7:00 am to 8:00 am	30
	Outbound		4:00 pm to 5:00 pm	30
	Inbound and outbound	Construction vehicle trip (heavy vehicles)	Throughout the day between 7:00 am and 7:00 pm	8
		Visitors and deliveries	Throughout the day between 7:00 am and 7:00 pm	20
	Outbound	Construction employee trip (light vehicles)	6:30 pm to 7:30 pm	34
Between 7:30 pm and 7:00 am	Inbound	Construction employee trip (light vehicles)	6:30 am to 7:30 am	34
	Outbound	Construction employee trip (light vehicles)	6:30 pm to 7:30 pm	34

*Modelling indicates categories are identical for the Option 1/2/3 contributors

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2014/15 to 2016/17

TABLE 95 Inbound and Outbound Vehicle Trips at the Open Cut and Underground Mine

Time	Employee type	Direction of traffic	PY 9 Preferred Operations	PY 13 Preferred Operations
6:30 am to 7:00 am	Day shift mine operation (light vehicles)	Inbound	83	53
7:00 am to 7:30 am	Night shift mine operation (light vehicles)	Outbound	83	53
7:30 am to 8:00 am	Day time office (light vehicles)	Inbound	21	21
Throughout the day between 7:00 am and 7:00 pm	Contractors for delivery of materials and services (light vehicles)	Inbound and outbound	240	240
	(heavy vehicles)		20	20
4:00 pm to 5:00 pm	Day time office (light vehicles)	Outbound	21	21
6:30 pm to 7:00 pm	Night shift mine operation (light vehicles)	Inbound	83	53
7:00 pm to 7:30 pm	Day shift mine operation (light vehicles)	Outbound	83	53

TABLE 96 Mid-block Road Capacity and Level of Service

Road	Between	Daily# base flow (two-way vehicles)	Peak Construction (PY 2)			Peak Dual Mine Operation (PY 9)		
			Daily project vehicles (two-way)	Daily traffic increase (%)	Mid-Block LoS	Daily project vehicles (two-way)	Daily traffic increase (%)	Mid-Block LoS
Bylong Valley Way	Upper Bylong Road and Wollar Road	313	511	63%	A	511	63%	A
Upper Bylong Road	Bylong Valley Way and Project site	171	538	215%	A	640	274%	A
Wollars Road	North of Bylong Valley Way	140	457	227%	A	544	289%	A

The capacity underflow between 7:00 am and 8:00 pm on a weekday (not a 24-hour full day count) though vehicle volumes outside of this time range over a 24-hour period is negligible.

Road Intersection Performance

Increased traffic volumes are anticipated at intersections due to Project traffic. Table 97 provides the results of the SIDRA model forecast intersection performance for both the local traffic and Project traffic peak hours during PY 2, PY 9 and PY 13.

Table 97 demonstrates that intersections in the vicinity of the Project will continue to operate at good LoS (Level A) for all sensitivity options modelled.

Road Closures

Temporary

At various times throughout the open cut mining operations, public roads within 500 m of blasting activities, including Upper Bylong Road realignment, Wollars Road, and Lee Creek Road, will need to be temporarily closed.

TABLE 97 Intersection Performance for Construction and Operational Phases of the Project

Intersection	Control Type	Peak hour	Peak hour time	Peak Construction (PY 2)				Peak Dual Mine Operation (PY 9)				Underground Operations (PY 13)			
				DoS	Ave Delay (sec)	LoS	Queue (m)	DoS	Ave Delay (sec)	LoS	Queue (m)	DoS	Ave Delay (sec)	LoS	Queue (m)
Bylong Valley Way/Wollar Road	Priority	Local traffic peak	10:45 am – 11:45 am	0.018	5.9	A	0.6	0.017	5.3	A	0.7	0.017	5.2	A	0.7
		Local traffic peak	2:30 pm – 3:30 pm	0.019	5.5	A	0.6	0.017	5.0	A	0.7	0.018	5.1	A	0.8
		Project traffic peak	6:30 am – 7:30 am	0.043	6.7	A	1.0	0.077	7.3	A	1.8	0.055	7.3	A	1.3
		Project traffic peak	6:30 pm – 7:30 pm	0.036	6.1	A	0.9	0.073	6.7	A	1.7	0.050	6.8	A	1.2
Bylong Valley Way/Upper Bylong Road	Priority	Local traffic peak	10:45 am – 11:45 am	0.020	3.2	A	0.6	0.017	5.3	A	0.7	0.019	2.8	A	0.6
		Local traffic peak	2:30 pm – 3:30 pm	0.023	3.2	A	0.6	0.020	2.9	A	0.6	0.020	2.9	A	0.6
		Project traffic peak	6:30 am – 7:30 am	0.045	4.7	A	1.2	0.082	4.7	A	1.9	0.055	4.6	A	1.3
		Project traffic peak	6:30 pm – 7:30 pm	0.045	4.5	A	1.2	0.083	4.5	A	2.0	0.056	4.4	A	1.3

Permanent

The southern reaches of Upper Bylong Road will be decommissioned to facilitate mining operations within the Eastern Open Cut. Two options are being considered in relation to maintaining a reasonable level of access to the Bylong Valley Way for neighbouring landholders positioned along the southern reaches of Upper Bylong Road.

These are either the upgrade of:

- Lee Creek Road, which intersects the Bylong Valley Way further to the south of the Project Boundary; or
- Budden Gap Road, which connects Lee Creek Road to the Bylong Valley Way 3 km to the north of the intersection of Lee Creek Road and Bylong Valley Way.

The preferred option will be selected as part of the detailed engineering design phase and in close consultation with the MWRC and the local landholders within this area. Further, it is proposed that the works associated with the selected option will be completed under a separate approval to be granted by MWRC and at the cost of KEPSCO.

In the event that negotiated agreements are reached with all three of the relevant landholders (Landowner IDs 151, 161 and 165 as identified on Figure 12) over compensation for the resultant loss in optionality for land access and MWRC is in agreement that neither of the two road upgrades described above is required, then neither of these upgrades will be progressed.

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The closure of Upper Bylong Road will increase travel times for the three properties listed above travelling to Bylong Village by approximately 30 minutes when compared with existing arrangements. Closure of the northern portion of Upper Bylong Road will also result in reduced accessibility for heavy vehicles to the three properties listed above. It is recognised that this could affect the supply of bulk goods to these properties and the transport of livestock. The potential upgrade of Lee Creek Road or Budden Gap Road would maintain heavy vehicle access and reduce the increased travel times to Bylong Village for these residents.

It is anticipated that with the upgrade of Lee Creek Road or Budden Gap Road, the increase in travel time for the three properties to the south of the Project to Bylong Village would increase by approximately 15 minutes or 7 minutes, respectively.

Rail Network

Based on the proposed product coal tonnages and a conservative 80% utilisation of the network (292 days of 365), the Project will require an average of up to 2.1 trains per day at peak operation, averaging 1.4 trains per day over the period of 2017 to 2027 (i.e. PYs 2 to 12). This assumes that standard 96 wagon trains (9,200 t payload) are used (i.e. the existing ventilation issues as discussed in Section 7.18.1 are resolved). There is adequate capacity of the Sandy Hollow to Gulgong Railway Line to accommodate the Project as well as other mines in the MWRC LGA. KEPCO is currently in discussion with ARTC regarding a possible increase in train vehicle length to 100 cars and a gross payload of 9,750 t.

Proposed Rail Related Upgrades

The Project will require the construction of a rail loop that connects the Project to the Sandy Hollow to Gulgong Railway Line. The proposed rail loop will be excavated into the existing topography, generally at a higher elevation than the main line. The existing level railway crossing on Bylong Valley Way will be upgraded as part of the Bylong Valley Way and Wollar Road intersection works proposed by MWRC.

Impact Summary

Given the low amount of traffic generated by the Project over a daily and peak hourly period, and given the spare capacity within the road network, only minimal impacts are foreseen on the surrounding road network. Road mid-block capacities and intersection performance on Bylong Valley Way, Upper Bylong Road and Wollar Road will continue to perform well within capacity with the introduction of Project related traffic.

Further, the proposed intermittent road closures for mine blasting purposes should not be a major inconvenience to the relatively low number of traffic users on the affected roads.

7.18.4 Mitigation and Management

Results of the TTIA indicate that there will not be additional adverse impacts beyond the network capacity on the surrounding road network as a result of the increased traffic associated with the construction and operation activities.

KEPCO will develop a Construction Traffic Management Plan for the Project, which will be prepared to ensure the traffic network can be safely and efficiently managed throughout the construction phases of the Project in accordance with the Roads and Traffic Authority (2010), *Traffic Control at Work Sites*, as well as relevant Australian Standards including AS1742.

Proposed Road and Intersection Changes/Upgrades

Although the increases in traffic associated with the construction and operation of the Project are predicted to remain within the capacity of the existing network, KEPCO recognises that the Project will result in increased usage of key roads and intersections. As such, road and intersection upgrades (as detailed in Section 3.14) will occur during the initial construction of the Project, in consultation with and to the approval of MWRC as the roads authority.

Wollar Road

Discussions with the MWRC have confirmed that the 17 km section of Wollar Road between Bylong Valley Way and the Wollar village that is currently unsealed will be upgraded and sealed. The upgrade of Wollar Road will be funded by a \$14-Million grant which has been secured for the upgrade under the NSW Resources for Regions Grants Program.

These works will include upgrade of the road to include two 3.25 m travel lanes, 1 m sealed shoulders, road sealing, bridge widening, a new culvert, guard rails, as well as the upgrade of the level railway crossing and intersection of Wollar Road at Bylong Valley Way.

This intersection is proposed to be channelised to safely meet the requirements for the estimated future daily traffic.

Workforce Accommodation Facility

The existing driveway access to the WAF will be upgraded by KEPCO to accommodate increased vehicle volumes and turning movements by being widened at the throat of the intersection with Bylong Valley Way.

Upper Bylong Road and Adjoining Roads

Upper Bylong Road will be widened by KEPCO from Bylong Valley Way to the mine infrastructure areas to accommodate a two lane road. The open cut MIA will be accessed directly from Upper Bylong Road.

A private access road is to be constructed over the Sandy Hollow to Gulgong Railway Line to access the Underground MIA incorporating the existing level railway crossing facility. This road will commence with a priority controlled T-junction with Upper Bylong Road (with dedicated left and right turn lanes on Upper Bylong Road) and will extend on the southern side between the level railway crossing and Upper Bylong Road. Once built, the road access to the existing level railway crossing will be closed.

Realignment of the Upper Bylong Road along the southern side of the Sandy Hollow to Gulgong Railway Line will connect with Wallis Road to the east, providing continued access for private landholders to the east of the Project.

The potential upgrade options of Lee Creek Road or Budden Gap Road may also occur in the event negotiated agreements are not reached with landholders.

Speed and Fatigue

A review of the 2008-2013 crash data indicates the majority of crashes on Bylong Valley Way and Upper Bylong Road were non-intersection (13/15 accidents). One involved a fatality (5 km south of Bylong Village on Bylong Valley Way), with the majority involving curved roads and/or occurring during normal (fine) conditions. Nine crashes involved speed and/or fatigue which led to drivers losing control and running off the roadway.

KEPCO recognises that speed and fatigue management strategies are a key part of minimising the risk of crashes and thus the impact of Project traffic on the local road network. To this end, shuttle buses are proposed to transport workers between the WAF and the MIAs.

The provision of shuttle buses will reduce and limit the number of light vehicle movements to and from the mine sites as well as reduce the staff parking requirements onsite.

KEPCO will also investigate the provision of a bus service between Mudgee and the Project at shift change over. This would remove additional traffic from Wollar Road and Bylong Valley Way and reduce the hazards associated with speed and/or fatigued mine staff. KEPCO has engaged in discussions with the MWRC LGA regarding suitable locations for a park and ride facility. However, the sustainable provision of a bus service will ultimately be determined based on demand.

Over-dimensioned Loads

Prior to the transportation of over-dimensioned loads on State roads, the necessary approvals from RMS will be obtained. Similarly, required approvals from relevant local councils will be obtained prior to transportation of over-dimensioned loads on local roads.

Traffic Impacts on Road Pavement Serviceability

It is recognised that increased light and heavy vehicle movements as a result of the Project on the local road network will contribute to impacts on road pavement longevity and road maintenance issues. KEPCO will continue to consult with the MWRC as the relevant roads authority to assist in providing the appropriate funding for road maintenance activities on the key roads to be utilised by the Project (i.e. Bylong Valley Way, Wollar Road, Upper Bylong Road), commensurate with the Project-related impacts to these roads.

7.19 STYGOFAUNA

7.19.1 Background

A Stygofauna Impact Assessment for the Project was undertaken by Eco Logical Australia Pty Ltd and is provided in Appendix AA. The purpose of the assessment was to determine the potential impacts of the Project on stygofauna and to recommend measures to manage these impacts, where appropriate.

7.19.2 Methodology

Desktop Assessment

A desktop assessment was undertaken to determine the likelihood of stygofauna occurring in the alluvial aquifers within the Study Area and immediate surrounds. This involved a review of available hydrogeological, geological and water quality monitoring data and relevant previous stygofauna studies.

Previous stygofauna studies in the Hunter Valley region commenced in 2000 and investigated the presence of stygofauna in the hyporheic zone (an area of the river bed where groundwater and surface water mix) over a period of four years along the Hunter River, Goulburn River and Wollombi Brook. These surveys have confirmed the existence of a diverse array of stygofauna in the Hunter Valley region, including crustaceans, flat worms and aquatic worms.

5.23 PROPOSED ROAD UPGRADES/ CLOSURES

5.23.1 Land Access

Submission Reference: P81, P201, P218,

Issue

There were a few submissions who were concerned with losing all weather access to their private properties with the planned closure of Upper Bylong Road and the section of Woolleys road. Some requested an upgrade to Budden Gap Rd to an all weather road capable of handling large semi trailers and cattle trucks.

Response

A new road is proposed to address concerns with property access as raised by stakeholders. The proposed North Link Road will involve the construction of a road connecting the Upper Bylong Road to the north with Lee Creek Road to the south, to provide alternate access for landowners. Whilst it was outlined within the EIS, the upgrade of Lee Creek Road was being considered, the North Link Road is believed to provide the most appropriate alternative for providing access by landholders to the south of the Project to Bylong Valley Way. This is discussed further in **Section 4.2.9.6**.

KEPCO is in discussions with the affected landholders regarding acquisition or compensation for the impacts associated with the proposed decommissioning of Upper Bylong Road.

The potential impacts of construction of the new road on the floodplain are also discussed in **Section 5.7.4**.

5.23.2 Lee Creek Road

Submission Reference: P43

Issue

Submission from P43 objects to the upgrade or closure of Lee Creek road, indicating it would diminish the road's appeal to local cyclists.

They also requested consultation on this matter with recreational users of the road.

Response

The option presented within the EIS to potentially upgrade Lee Creek Road was one of the options proposed to provide access for property owners to the south of the Project site when the Upper Bylong Road is closed to accommodate the mining areas. The second option presented within the EIS was to upgrade Budden Gap Road to the west towards Bylong Valley Way.

Since the preparation of the EIS and the concerns raised by the three local landholders, KEPCO has developed the preferred option to provide access for these landholders. KEPCO now proposes the construction of the North Link Road as the preferred alternative of providing access to landholders to the south of the Project. The North Link Road will extend from the remaining section of Upper Bylong Road to the north of the Open Cut MIA, continue down the western side of the Eastern Open Cut and link up with Lee Creek Road, immediately to the south of the Project Disturbance Boundary. The alignment of the North Link Road is shown on **Figure 7** in **Section 4.2.9.6**.

5.23.3 Wollar Road Upgrade

Submission Reference: P51

Issue

The EIS focuses entirely on traffic from Mudgee, nothing at all from the eastern region, which we feel may be not represented accurately. Bylong Valley Way, starting from the intersection at the Golden Highway at Sandy Hollow is a sealed road to Bylong, but relatively narrow and winding in parts. It is entirely feasible that traffic will increase if the proposed project is approved. The project is reliant on the upgrade of the Wollar Road by Mid Western Regional Council. As the Bylong Project is the principal beneficiary of this upgrade for their project, shouldn't they be liable for some of the funding? The project would be under severe restrictions if the upgrade does not occur in the timeframe before construction commences.

Response

During the initial mine planning stages of the Project, it was identified that whilst Muswellbrook and surrounds have an established mining-related workforce, the travel times to and from Bylong from Muswellbrook is longer than the acceptable safe commute time. Accordingly with the upgrade of Wollar Road proposed by the MWRC, Mudgee was identified as the most appropriate place of residence for the Project workforce, hence the large proportion of traffic anticipated on Wollar Road. The TTIA (Appendix Z of the EIS) identified some Project related traffic will utilise Bylong Valley Way to the east of the Project.

KEPCO has been in ongoing discussions with the MWRC in relation to their plans to upgrade Wollar Road and how this may accommodate the Project. Prior to the announcement for Resources for Regions funding for the Wollar Road upgrade, KEPCO was in discussions around the potential for its financial contributions proposed under a VPA will be included into this road upgrade. MWRC has since advised KEPCO that the VPA contributions will be better contributed to other social infrastructure improvements across the region.

KEPCO proposes the upgrade and improvements to various roads within the vicinity of the Project, including the construction of two new local roads to provide ongoing access for neighbouring landholders. These are significant contributions to the MWRC in terms of improving local road infrastructure.

KEPCO is in ongoing discussions with MRWC in relation to an agreement for the contribution to road maintenance for the road network utilised by Project related traffic.

KEPCO acknowledges the risk to the Project of the Wollar Road not being upgraded in time for the commencement of construction activities. However, it is noted that MWRC has confirmed that the upgrade works being undertaken will be strictly managed to ensure that they are completed in the required timeframe.

5.24 GEOCHEMISTRY

5.24.1 Acid Forming Soils


Submission Reference: SIG1

Issue

There were concerns over the propensity of parts of the mine to be acid forming. SIG1 questioned the measures proposed to manage and mitigate the impacts and requested further assurances.

Response

The Geochemical Impact Assessment (see Appendix AB of the EIS) provides detailed geochemical information on representative samples of coal and mining waste materials that will be generated by the Project as well as the "appropriate mitigation and management measures". The report identifies that the majority of these materials are likely to have a high factor of safety with respect to potential acid generation. Whilst some of the coal reject materials are PAF, coal rejects make up only 11 % of the total mining waste materials and will be managed at the Project. Some of the coal seam floor and coal reject materials derived from the Coggan Seam have been identified as PAF and some have been identified as NAF. The identified PAF/NAF coal reject materials and other mainly NAF coal reject materials from the Ulan seam will be well mixed and preferentially placed as backfill deep in the open pits, below the level of the predicted post-mining groundwater recovery level, and encapsulated with at least 5m of NAF overburden, prior to rehabilitation. The emplaced coal reject materials will be paddock dumped, dozed, traffic compacted and agricultural lime dosed as required. In early mine life when no storage capacity is available at the open pits, coal reject materials will be encapsulated in cells at the OEs using the same operational management controls described above. If any acid generation is identified at the Coggan Seam floor in the underground working or at the open cut pits, agricultural lime application and/or a mobile lime dosing plant will be used to treat the water. In the underground mine, the risk of any acid generation is further reduced by the use of 'stonedust' in roadways and other underground workings.

	POLICY	ADOPTED C/M 16/9/2015 Minute No. 309/15
	Land Acquisition and Disposal	REV: Sept 2017 FILE No. A0010009

OBJECTIVE

Land owned by Mid-Western Regional Council (MWRC) on behalf of its ratepayers and local community is a valuable public asset. Council has the responsibility to maintain its land asset portfolio in the best interests of its ratepayers and local community, and to act consistently, fairly and transparently in accordance with its Community Plan objectives.

MWRC will from time to time acquire and dispose of its land assets, including interests in land such as an easement, right, charge, power or privilege over, or in connection with, the land.

The Policy aims to:

- ensure MWRC has open and accountable processes to consider the acquisition and disposal of all land assets; and
- establish the criteria under which Council will consider acquisition and disposal of land; and
- ensure best value is achieved in all Council land dealings; and
- ensure impartiality by addressing perceived or actual conflicts of interest.

RELEVANT LEGISLATION

- Local Government Act 1993
- Valuation of Land Act 1916
- Real Property Act 1900
- Land Acquisition (Just Terms Compensation) Act 1991
- Roads Act 1993
- Environmental Planning and Assessment Act 1979
- Independent Commission Against Corruption, *Guidelines for managing risks in direct negotiation*, May 2006
- Office Local Government, *Land Acquisition Information Guide*, December 2014

SCOPE

This policy applies to all acquisition and disposal of Council lands, including interests in land.

POLICY

Applicable provisions of the Local Government Act 1993 (the Act)

Section 8(1) of the Act dictates Council's charter in that Council is the custodian and trustee of public assets and is required to effectively plan for, account for and manage the assets for which it is responsible.

Section 22(1)(d) of the Act vests authority in Council to enable it to exercise its functions, purchase, exchange, take on lease, hold, dispose of and otherwise deal with property.

Land Acquisition and Disposal

Section 186 of the Act prescribes the purposes for which Council can acquire land.

Section 377(1)(h) of the Act dictates that the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property must be made by resolution of Council as these decisions cannot be delegated.

Section 45 of the Act prevents Council from selling, exchanging or otherwise disposing of Community Land other than to become or be added to a Crown Reserve or National Park.

LAND ACQUISITION

Purposes and Assessment Criteria

Land is to be identified for acquisition having due regard to the acquisition considerations as outlined, but not limited to circumstances described in the Table at Appendix 1.

Council may acquire land or interests in land for the purpose of carrying out its functions under the Act. Refer s186.

Methods of Acquisition

Acquisition by Agreement and Value

Council may acquire land that is available for public sale under the same terms as any other prospective purchaser without having to satisfy the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.

Where land is listed for sale on the open market, the General Manager shall negotiate the terms of purchase with either the vendor or the vendor's agent.

If Council identifies land or interests in land that is required to facilitate functions of Council, but the land is not available for public sale, Council may approach the landowner and negotiate the purchase of the required land or interest in land. In this case, the provisions of the *Land Acquisition (Just Terms Compensation) Act 1991* apply irrespective of whether the acquisition is by agreement or by compulsory process. This Act requires Council to pay a fair compensation for the land or interest in land that is being acquired.

Where Council has identified land for acquisition which achieves specific strategic and policy goals and objectives of Council, consideration may be given to any land swap opportunities.

Where land or interests in land are not listed on the open market, the General Manager is to obtain at least one valuation of the land or interests in land to be provided by a Registered Valuer as the basis for negotiation and the valuation report shall be attached to the report submitted to Council.

In some cases there will be justified basis for Council acquiring land or interests in land at a price above the valuation benchmark in order to guarantee the successful securing of the property to achieve defined goals and objectives of Council; or to acquire the land with a view to adding value, or reducing risk to a larger scheme or development, future or current.

Any special value should be determined and quantified within the initial decision of Council and referenced to the achievement of specific goals and objectives of Council.

Acquisition by Compulsory Process

If agreement of the acquisition of land or an interest in land cannot be made with the landowner, Council has the right to compulsorily acquire land or an interest in land. A compulsory acquisition

Land Acquisition and Disposal

can only be pursued under the requirements of the *Roads Act 1993* or the *Local Government Act 1993*, and in accordance with the requirements of the *Land Acquisition (Just Terms Compensation) Act 1991*.

The compulsory process cannot be used to acquire land for the purposes of resale.

The process to be followed for compulsory acquisition is as set out in the *Land Acquisition Information Guide* (December 2014), as issued by Office of Local Government. It will be necessary for Council to satisfy the Office of Local Government that the acquisition is required for a public purpose.

Approval of the Minister for Local Government, and the Governor, is required to finalise the compulsory process.

Compensation for Acquisitions (other than land available for public sale)

In determining the amount of compensation to which a person is entitled, Part 3 Division 4 of the *Land Acquisition (Just Terms Compensation) Act 1991* requires that regard must be given to the following matters only:

- a) the market value of the land on the date of its acquisition;
- b) any special value of the land to the person on the date of its acquisition;
- c) any loss attributable to severance;
- d) any loss attributable to disturbance;
- e) solatium (that is, compensation for non-financial disadvantage arising the need to relocate as a result of the acquisition); and
- f) any increase or decrease in the value of any other land of the person at the date Of acquisition which adjoins or is severed from the acquired land by reason of the carrying-out of, or the proposal to carry out, the public purpose for which the land was acquired.

Classification of Acquired Land

At the time of acquisition, Council must resolve the classification of the land to be either Operational or Community land in accordance with Sections 25-27 of the Act.

LAND DISPOSAL

Purposes and Assessment Criteria

Land is to be identified for disposal having due regard to the disposal considerations as outlined, but not limited to circumstances described in the Table at Appendix 1.

Should a proposed disposal be detrimentally impacted by any circumstance identified in the Table at Appendix 1, or any other circumstance, unless it can be demonstrated that there is an overriding public and/or economic benefit in relation to the disposal, the proposed disposal should be reviewed.

Methods of Disposal and Value

Competitive Process and Value

Where land is capable of being disposed of on the open market and is able to be developed independently of any other property, the disposal shall be by competitive process involving public auction, private treaty, tender or expression of interest unless circumstances warrant disposal by direct negotiation.

Land Acquisition and Disposal

The General Manager is to obtain at least one valuation of the land or interests in land to be provided by a Registered Valuer to establish the disposal value. The General Manager is to then negotiate with Council's selling agent to ascertain an appropriate disposal value.

The disposal value is to be based on the highest and best use of the land and any conditions Council may place on the disposal, unless an alternative basis is considered more appropriate in the circumstances.

It is recognised that valuation advice is not an exact science and it is not unreasonable that a disposal value of up to 10% variation from that valuation may be achieved. Where the negotiated outcome results in a sale price more than 10% less than the assessed disposal value, it shall be acknowledged in the report to Council giving reason why that variation may be adopted.

Direct Negotiation and Value

Disposal of land by direct negotiation will have regard to the following considerations, but will not be limited to:

- Where the total cost of the public disposal process will exceed the expected community benefit (for example, where the disposal value of land is \$1,000 and the cost to market the land is \$5,000);
- Where there is only one identifiable purchaser (for example, an adjoining owner; or where a site is not large enough for development in its own right);
- Where Council is bound by a contractual obligation;
- Disposal of land to a government or utility authority for the purpose of infrastructure provision;
- Where a public marketing process which has been undertaken within the last 12 months in accordance with this Policy has failed to achieve the desired outcome;
- In response to a proposal which achieves specific strategic and policy goals and objectives of Council; for example, a land swap opportunity.

The report to Council will identify the reasons why the direct negotiation disposal process was chosen.

The General Manager is to obtain at least one valuation of the land or interests in land to be provided by a Registered Valuer to establish the disposal value. The General Manager is to then negotiate with Council's selling agent (if applicable) to ascertain an appropriate disposal value.

Where land is to be disposed to an adjoining owner, the necessary valuations shall be carried out on an added-value basis and the disposal value shall be consistent with the difference in values on a before-and-after basis and any conditions Council may place on the disposal.

Purchaser-Initiated Divestments

For purchaser-initiated divestments, all costs associated with the disposal of the land, including Council's reasonable legal costs, will be borne by the purchaser.

Classification of Land to be Disposed

Section 45 of the Act provides that only Operational Land can be sold, exchanged or otherwise disposed of.

Land classified as Community must be reclassified, in accordance with procedures prescribed by the *Environmental Planning and Assessment Act 1979*, as Operational prior to disposal proceeding.

Land Acquisition and Disposal

Permanent Council Road Closures

A Council Public Road reserve (a Reserve) must be closed under the *Roads Act 1993*. The closure process is managed by Council and NSW Trade and Investment NSW Department of Industry – Crown Lands Division.

A resolution of Council is required to close a Reserve and where applicable, a further resolution is required to dispose of the land vested in Council upon the closure of a Reserve.

An application for the closure of a Reserve and where applicable, disposal of a Reserve, may be initiated by Council or by an individual.

An application from an individual must be accompanied with the *First Stage Application Fee, Road Closure* fee as set out in Council's adopted Fees and Charges.

Consideration of an application will take into account, but will not be limited to:

- The likelihood of a Reserve being required as a through road; and
- Legal requirements of a Reserve to provide access to properties; and
- Access to public infrastructure or public waterway; and
- Whether the land upon closure of a Reserve will vest in Council (Section 38(2)(b) & (c) *Roads Act 1993*); and
- Disposal considerations as outlined in the Table at Appendix 1.

For land which vests in Council upon closure of a Reserve with the intent for its disposal, the General Manager is obtain at least one valuation of the land to be provided by a Registered Valuer to establish the disposal value.

Where land is to be disposed to an adjoining owner, the necessary valuations shall be carried out on an added-value basis and the disposal value shall be consistent with the difference in values on a before-and-after basis and any conditions Council may place on the disposal.

For individual-initiated Reserve closures and disposals, all costs associated with the disposal of the land, including Council's reasonable legal costs, will be borne by the purchaser.

VARIATION

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

APPENDIX 1

Summary of land acquisition and disposal considerations

ACQUISITION	DISPOSAL
<p>Purposes</p> <ul style="list-style-type: none"> • Statutory For public purposes such as road widening, open space, sporting grounds, easements and those dedications under S94 Contribution Plan • Voluntary For redevelopment and/or investment purposes such as residential and commercial 	<p>Purposes</p> <ul style="list-style-type: none"> • Statutory For public purposes by other public authorities such as RMS, etc. • Conversion From unused or underused properties to cash for acquisition or development of more useful community facilities • Investment For accumulation of property development and investment funds and subsequent acquisitions and/or investments for recurrent cash flows
<p>Value</p> <ul style="list-style-type: none"> • Fair market value • Provisions under the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> • Value to Council versus Value to the owner • Valuation – at least one by Registered Valuer 	<p>Value</p> <ul style="list-style-type: none"> • Fair market value • Provisions under the <i>Land Acquisition (Just Terms Compensation) Act 1991</i> • Value to Council versus Value to the owner • Valuation - at least one by Registered Valuer
<p>Assessment Criteria</p> <ul style="list-style-type: none"> • Identification in Council's Community Strategic Plan, Delivery Program, or Operational Plan • Identification in any other Council strategy • Land classification upon acquisition • Any land swap opportunities • Prospect for capital gain • Any redevelopment opportunity • Acquisition and ongoing management costs • Availability of funds or funding arrangements • Whole of life costing assessment including any likely maintenance/capital works required 	<p>Assessment Criteria</p> <ul style="list-style-type: none"> • Identification in Council's Community Strategic Plan, Delivery Program, or Operational Plan • Identification in any other Council strategy • Land classification and saleability • Any land swap opportunities • Whole life costing assessment including any likely maintenance/capital works required • Any value added activities such as rezoning, DA approval to eliminate as many uncertainties as possible • Current and future market conditions

Land Acquisition and Disposal

<ul style="list-style-type: none">• Current and future market conditions	<ul style="list-style-type: none">• Methods of sale having regard to current market conditions and consideration of sale versus long-term lease
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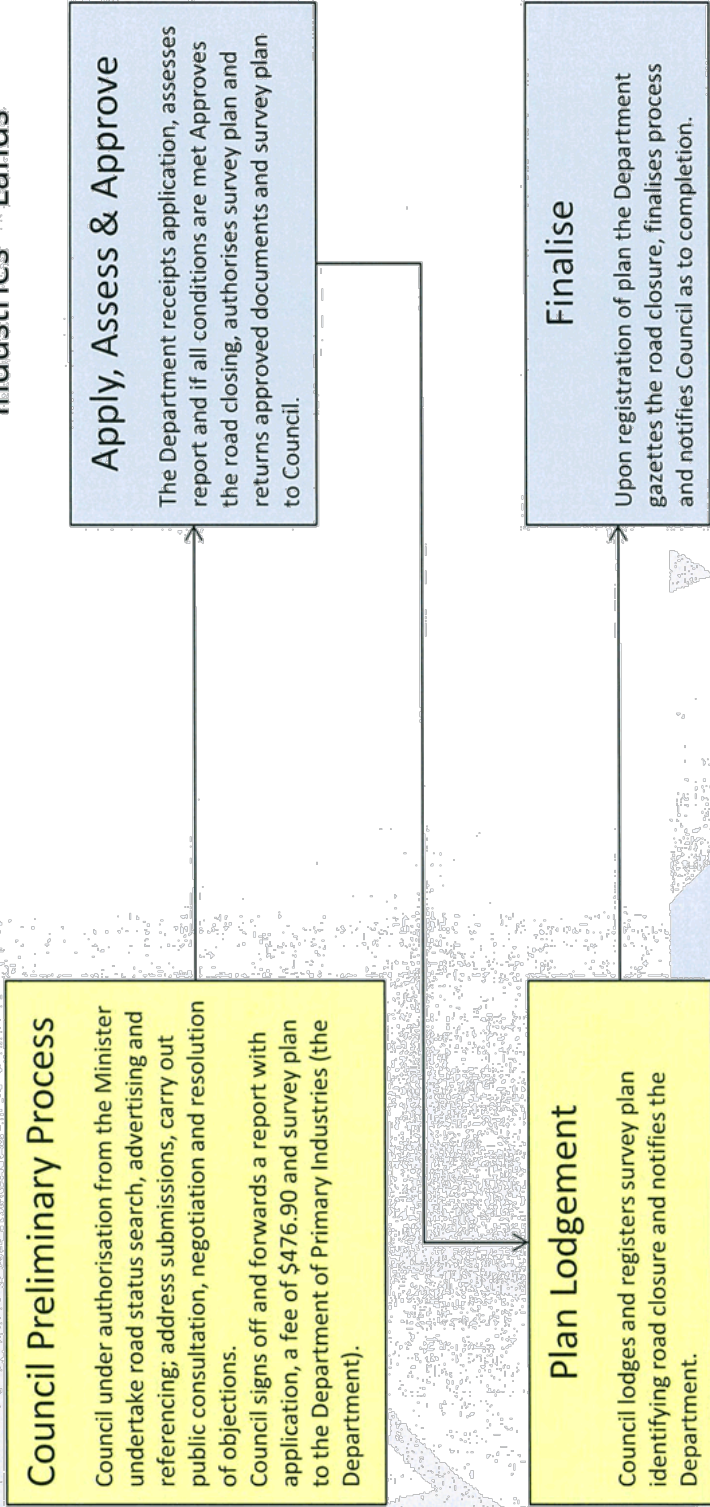


Council Road Closure Process

Council wishes to close a public road to vest in council

Department of Primary Industries – Lands

Council





Department of
Primary Industries
Lands

Council Road Closing Checklist

September 2015

Actions required by Council prior to lodgement of council road closing application with NSW Department of Primary Industries – Lands (the Department):-

- Carry out a full status check of the road to confirm dedication as a council public road and its public use and construction, required to verify its status as vesting in Council on closing. Please note: If the road is an unconstructed Council road please refer to the 'Frequently Asked Questions' under the heading of Information for Councils on the Department's website at http://www.lpma.nsw.gov.au/crown_lands/roads
- Advertise an intention to close the council public road in a local paper circulating in the same area as the intended closing – refer to 'Advertising Template'.
- Send notification of the proposal to all affected parties and authorities - should be sent at the time of placing advertising (or prior) noting the 28 day submission period. Refer to 'Adjoining Landowner Notification Template', 'Authority Notification Template' and 'Authority Referencing List'.
- Council consider all submissions received and take action to resolve any objections – where there is concern as to the validity of any objections advice can be sought from the DPI – Lands Business Centre.
- Once all submissions/objections have been resolved or Council forms the opinion that no further progress can be made, Council prepare a report with a summary and assessment of the submissions/objections, with a recommendation and options (if required).

When the above pre-lodgement actions are completed, Council lodges a road closing application with the Department and includes the following:-

- A completed 'Public Road Closure' application (Council).
- The required fee of \$476.90.
- A status report of the proposed road closing with copies of the following:
 - Plan and / or Instrument which created the road.
 - Gazette confirming public dedication
 - Certificate of Title (if road is contained in a title residue)
 - Any plans / dealings / gazettes relating to easements which impact upon or adjoin proposed road closure
 - Details of any relevant proposals affecting Council road
 - Evidence of current or prior road construction and / or maintenance of the public road supporting any pre-application determination of vesting.
- A diagram or a survey plan of the proposed closing – to be effected in accordance with the Surveyor General's Directions, *Surveying and Spatial Information Regulation 2012, Conveyancing (General) Regulation 2013* and the Registrar General's Direction for Plans.
- Signed report and statement indicating that all statutory requirements have been met. Attached documentation must include the following:

Council Road Closing Checklist Council Road Closing Checklist

- Copies of all notices sent and submissions/objections received
 - Copies of all correspondence regarding the resolution of any objections.
- All information should be sent to:
- NSW Department of Primary Industries - Lands
Manager Business Centre
P.O. Box 2155
Dangar NSW 2309
- Upon lodgement of council road closure application the Department will:-**
- Receipt application and create an account.
 - Undertake a review of the report and documentation within 60 days of receipt of application.
 - If it is considered that valid objections remain unresolved, notify Council of opportunity to undertake further negotiation and provide updated report.
 - Upon receipt of all final documentation, determine and consider the report and advise Council of decision within 60 days.
 - If application is refused, give Council 14 days to provide any additional comment or evidence prior to the application being terminated.
 - If approved in principle is given, advise Council of decision and return the following:
 - Checked and authorised survey plan with relevant documents for title issue.
- Following approval in principle Council will:-**
- Arrange for the plan of road closing, and relevant documentation to be registered at LPI.
 - Advise the Department when the plan and documents have been registered, providing the Deposited Plan number.
- Following plan registration the Department will:-**
- Arrange for gazettal of the road closure.
 - Provide a copy of gazette and advise Council of completion of final action.

More information

Should you have any further queries about specific road closure applications or require additional information please contact the Department of Primary Industries - Lands Roads Project Team on

T 1300 886 235 (option 2)

E roads@lands.nsw.gov.au

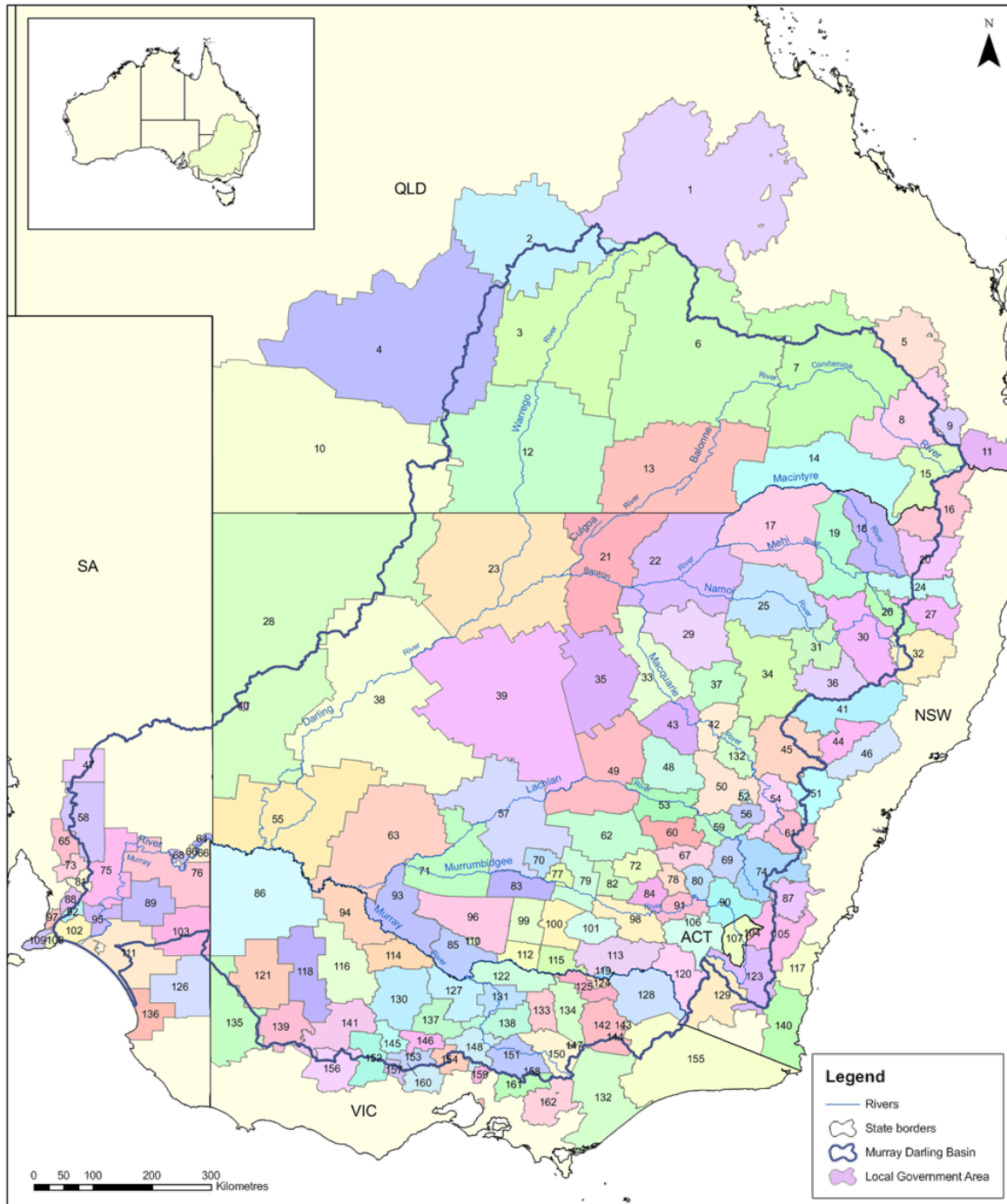
T 4925 4104

W www.crownland.nsw.gov.au

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Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing (September 2015). However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of the NSW Department of Industry, Skills and Regional Development or the user's independent advisor.

[DOC15/016529]



Murray Darling Basin - Local Government Areas

1 Central Highlands Regional	31 Dundas	61 Ouyen	91 Ouse	121 Murrumbidgee
2 Barossa Local Government	32 Wilcann	62 Blain	92 Mount Barker	122 Murrumbidgee
3 Mount Sturt Regional	33 Renald	63 Renald	93 Renald	123 Murrumbidgee
4 Coorong Regional	34 Wilkes	64 Wilkes	94 Wilkes	124 Murrumbidgee
5 South East Regional	35 Wilkes	65 Wilkes	95 Wilkes	125 Murrumbidgee
6 Riverina Regional	36 Limestone	66 Limestone	96 Limestone	126 Murrumbidgee
7 Snowy Mountains Regional	37 Limestone	67 Limestone	97 Limestone	127 Murrumbidgee
8 Snowy Mountains Regional	38 Limestone	68 Limestone	98 Limestone	128 Murrumbidgee
9 Snowy Mountains Regional	39 Limestone	69 Limestone	99 Limestone	129 Murrumbidgee
10 Snowy Mountains Regional	40 Limestone	70 Limestone	100 Limestone	130 Murrumbidgee
11 Snowy Mountains Regional	41 Limestone	71 Limestone	101 Limestone	131 Murrumbidgee
12 Snowy Mountains Regional	42 Limestone	72 Limestone	102 Limestone	132 Murrumbidgee
13 Snowy Mountains Regional	43 Limestone	73 Limestone	103 Limestone	133 Murrumbidgee
14 Snowy Mountains Regional	44 Limestone	74 Limestone	104 Limestone	134 Murrumbidgee
15 Snowy Mountains Regional	45 Limestone	75 Limestone	105 Limestone	135 Murrumbidgee
16 Snowy Mountains Regional	46 Limestone	76 Limestone	106 Limestone	136 Murrumbidgee
17 Snowy Mountains Regional	47 Limestone	77 Limestone	107 Limestone	137 Murrumbidgee
18 Snowy Mountains Regional	48 Limestone	78 Limestone	108 Limestone	138 Murrumbidgee
19 Snowy Mountains Regional	49 Limestone	79 Limestone	109 Limestone	139 Murrumbidgee
20 Snowy Mountains Regional	50 Limestone	80 Limestone	110 Limestone	140 Murrumbidgee
21 Snowy Mountains Regional	51 Limestone	81 Limestone	111 Limestone	141 Murrumbidgee
22 Snowy Mountains Regional	52 Limestone	82 Limestone	112 Limestone	142 Murrumbidgee
23 Snowy Mountains Regional	53 Limestone	83 Limestone	113 Limestone	143 Murrumbidgee
24 Snowy Mountains Regional	54 Limestone	84 Limestone	114 Limestone	144 Murrumbidgee
25 Snowy Mountains Regional	55 Limestone	85 Limestone	115 Limestone	145 Murrumbidgee
26 Snowy Mountains Regional	56 Limestone	86 Limestone	116 Limestone	146 Murrumbidgee
27 Snowy Mountains Regional	57 Limestone	87 Limestone	117 Limestone	147 Murrumbidgee
28 Snowy Mountains Regional	58 Limestone	88 Limestone	118 Limestone	148 Murrumbidgee
29 Snowy Mountains Regional	59 Limestone	89 Limestone	119 Limestone	149 Murrumbidgee
30 Snowy Mountains Regional	60 Limestone	90 Limestone	120 Limestone	150 Murrumbidgee

Data Sources:
 Drainage
 © Commonwealth of Australia, Geoscience Australia 2002
 Drainage Divisions
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 Australian Coastline and State Borders
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Produced by:
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 Department of the Environment, Water, Heritage and the Arts, April 2009.



Murray Darling Association Inc.

Strategic Plan 2016-19

It's in the balance





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One voice representing local government and communities across 14pc of the Australian continent on water-related issues – a powerful voice indeed.

The Murray Darling Association Strategic Plan 2016-19 aims to provide a clear, cohesive and concise statement of the actions that will enable the MDA to fulfil our purpose and to represent our members on issues of local and basin wide significance.

This Plan is a collection of the transformative actions that will provide a platform for genuine local government and community participation in the decisions that impact our communities on Basin-related issues.

With the implementation of the Murray Darling Basin Plan, there has never been a more important time to ensure that local government and communities work together with all levels of government to ensure balanced outcomes in the management of our resources.

This Strategic Plan identifies our most important needs and prioritises the concentration of our efforts.

Working together, with local government at the core of our membership we can achieve cost efficiencies; generate best practice; stimulate informed debate; identify positive outcomes and most importantly recognise our shared future.

This Plan has been endorsed by members and representatives of the 12 regions across the Basin.

Implementation of the Plan will rely on the strength and commitment of our local government members, our Board and their member councils, and our small but committed team of staff.

In its 72 years, there has never before been a published Plan for the MDA that recognises the importance of the issues unique to the distinct regions of the Basin and articulates a shared vision.

This Plan has benefited from the collective experience of hundreds of members, the contribution of stakeholders from across the policy spectrum, and from supporters and from critics representing a wide range of interests.

On behalf of the Murray Darling Association, I would like to thank those of you who have helped us shape the Strategic Plan 2016-19.

We now look forward to working with you all in its implementation.



Cr David Thurley
National President



Emma Bradbury
Chief Executive Officer

1 INTRODUCTION

In order to succeed in what is an imperative purpose, we must constantly respond to the needs of our members. We must deliver value, and ensure our strategy is clear, focused and fit to carry us forward into a challenging and dynamic future.

To be effective, our strategy has to be well communicated. It has to be a shared vision. And it must be understood.

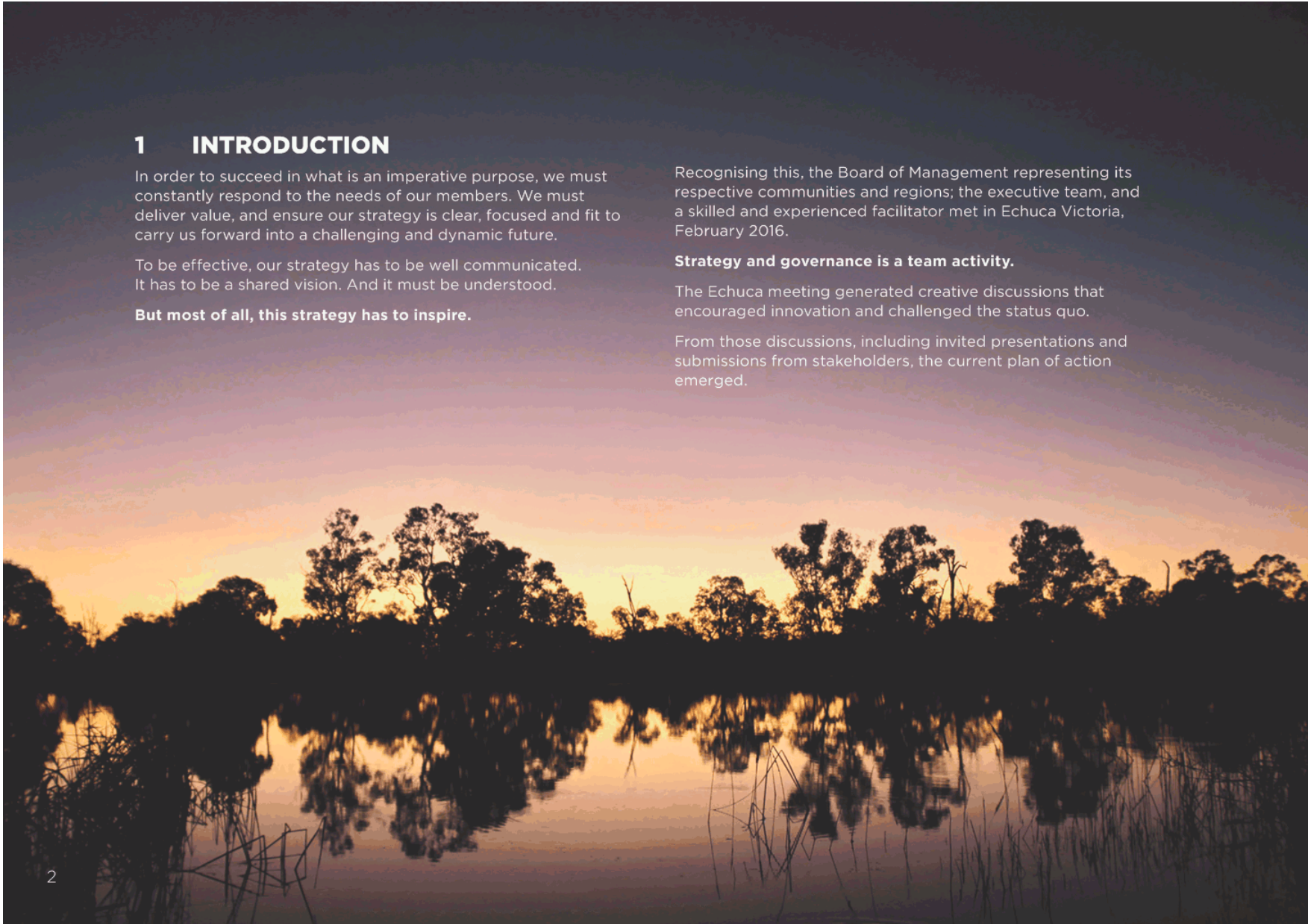
But most of all, this strategy has to inspire.

Recognising this, the Board of Management representing its respective communities and regions; the executive team, and a skilled and experienced facilitator met in Echuca Victoria, February 2016.

Strategy and governance is a team activity.

The Echuca meeting generated creative discussions that encouraged innovation and challenged the status quo.

From those discussions, including invited presentations and submissions from stakeholders, the current plan of action emerged.



1.1 WHO WE ARE

The Murray Darling Association is a membership-based peak representative organisation representing local government and communities across the Murray Darling Basin.

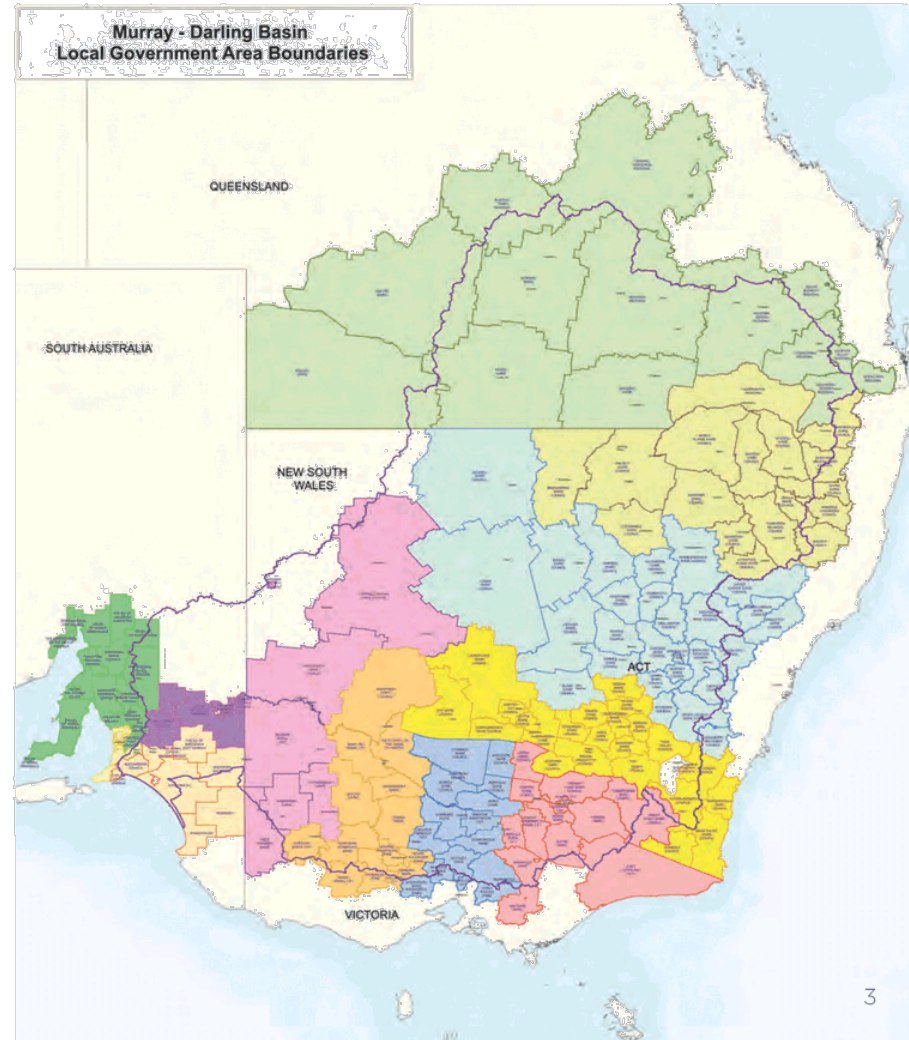
Established in 1944, the MDA has a strong history steeped in the traditions and achievements of local government.

This ensures that communities affected by the decisions of state and federal government have a clear and articulate voice at the table, informing the direction and realising the impact of those decisions.

1.2 WHERE WE ARE

Murray Darling Association represents 14pc of the Australian land continent.

It spans the length and breadth of the Murray Darling Basin, and includes all its communities and Basin resources.



2 STRATEGIC DIRECTION

2.1 OUR VISION

A healthy Murray Darling Basin supports thriving communities, economic development and sustainable productivity.

2.2 OUR PURPOSE

To provide effective representation of local government and communities at state and federal level in the management of Basin resources by providing:

- information
- facilitating debate
- seeking to influence government policy.

2.3 OUR WORK, IN SUMMARY

To achieve our purpose, we will:

- advocate on behalf of Basin communities
- use local knowledge and expertise to fully understand regional issues
- act as a two-way conduit for information and discussion between our communities and governments
- encourage and facilitate debate about the things that matter for the Basin's future
- explore options to achieve sound solutions to regional issues
- test information to ensure a sound base for those options
- be an educational resource for the Basin.



2.4 WHERE WE ARE AND WHERE WE'RE GOING

STRENGTHS

- primacy of purpose
- our members – the collective expertise across our local government organisations and the experience and passion across our communities
- over 72 years history of continuous service
- lobbying capacity and capability.

OPPORTUNITIES

- to harness the voice of 181 local government organisations across the basin
- to inform policy on Basin-related matters
- membership growth
- engage the next generation of farmers, advocates and community leaders
- better use of social media and information distribution technologies
- clearer definition of regional issues in pursuit of common goals.

WEAKNESSES

- diluted regional engagement in some regions
- fragmentation of messaging or purpose
- membership services
- loss of corporate memory
- financial security/resourcing.

THREATS

- disunity, and division
- poor quality or misinformation, diminishing credibility
- succession management.

3 MEMBERSHIP AND GOVERNANCE

3.1 OVERVIEW

Since its foundation, many things have endured at the MDA, including the passion and commitment of our members and the priority of our purpose.

A less lofty legacy is the alarming regularity with which our organisation has reached crisis point for the want of clear direction and good governance.

The definitive history of the organisation *Up and Doing: A brief history of the Murray Valley Development League and the Murray Darling Association from 1944 to 2014* by Adrian Wells notes that the question of whether to disband or fight-on has been considered on numerous occasions, from as far back as 1952.

On each occasion, the board, our members and stakeholders across all levels of government have been resolute. The purpose is essential. We must prevail.

The resilience of the MDA is equal to the community we represent.

Challenges across the organisation have included persistent confusion over voting rights at consecutive AGMs; steady decline in memberships; increase in expectations; inconsistencies in the organisation's messaging; financial uncertainty; and deviations from regulatory compliance.

These challenges threatened the viability of the organisation, prompting the Board to commence a review in 2014 of the MDA's operations, and to ensure in 2016 that the MDA is an organisation that is fit for purpose and that can continue to serve its members through the development of the Strategic Plan.

The result is a lean, focused and dynamic organisation, operating with the support of and for the benefit of local government and the communities of the Murray-Darling Basin.





3.2 OUR MEMBERS

We have four categories of membership:

- **Local government members**

181 municipalities are connected with and derive their wellbeing from the resources of the Murray-Darling Basin.

Local government is directly connected with and representative of almost every aspect of a community and is tasked to ensure the wellbeing of its municipality.

Councils provide over 97pc of our core funding, and are the foundation and the future of our organisation.

Local government members pay a membership fee based on population size.

Supported by organisations staffed by skilled and experienced professionals, and informed and directed by elected representatives, local government is the primary MDA membership category.

- **Life members**

Recognised for their outstanding contribution to Basin communities, life members have, and continue to contribute a wealth of knowledge and experience to the MDA.

There are currently 17 life members.

- **Associate members**

Three categories of associate memberships ensure a diversity of skills, experience and perspectives are well represented, enabling the decisions of the MDA to be more broadly informed.

These categories include: individuals, businesses, not-for-profit and community service organisations.

- **Patrons**

From time-to-time, the association may benefit from connections with outstanding and well-recognised individuals whose experience, connections and skills may be of service to our communities.

Patrons hold a special and valued place in the structure of our organisation.

3.3 OUR CONSTITUTION AND GOVERNANCE

Consistent with the review of the MDA's operations and compliance, the organisation also resolved to review the constitution.

The aim is not to change substantially the objectives/purposes of the organisation, however there are various uncertainties, interpretational issues and, in some cases, errors in the existing constitution.

Importantly, the constitution re-write should not drive discussions.

Rather, the re-write is intended to update the document to have it reflect the current objectives of the organisation and assist the MDA to operate with a clear and compliant governance structure.

The updated constitution will be put before the membership at the 2016 Annual General Meeting AGM in Dubbo.

3.3.1 VOTING RIGHTS

To align with the intention of the constitution as it is currently written, and to reflect the entitlements of the membership categories, the voting rights of members are:



MEMBERSHIP CATEGORY	VOTE AT THE AGM	VOTE AT REGION MEETINGS
Local government	1 vote, plus 1 vote per 20,000 head of population; capped at 3 votes	1 vote per region delegate in attendance. Up to 5 votes per member council
Life member	1 vote	1 vote
Associate member	1 vote per person Up to 3 delegates per region	1 vote per paid-up member



3.3.2 VOTING PRINCIPLES

The following principles provide clarity on issues that have previously been unclear:

- members of all categories are eligible to hold the position of Regional Chair, entitling them to a seat on the Board of Management
- serving councillors are not eligible for associate membership. This ensures that neither our member councils, Individual councillors, nor the MDA are compromised by the potential for conflicting interests
- a local government member representative is not eligible to stand as an associate member delegate at the AGM. This preserves the right and opportunity for individual members to vote at the AGM
- associate member delegates to the AGM are appointed by the membership in each region
- life member votes at the AGM or regional meetings cannot be proxied. Members must be in attendance to vote
- life memberships are capped, and the criteria and process for the awarding of life membership established
- the chair of any meeting has only one casting vote.

3.3.3 ORGANISATION STRUCTURE

The MDA has 12 regions across the basin covering 4 states and the ACT, with regions associated as communities of interest.

Each region is led by a chairman and a deputy chairman.

The chairman is elected annually by members of the region, and is responsible to provide, or appoint from within the region, adequate resources to ensure an effective secretariat.

In most instances, although not exclusively, the regional chair is held by a local government member.

The member council is represented in the chair by a delegated representative, duly appointed to the role by resolution of the member council.



Role of the regional chair:

- represents the interests of the membership at state and federal level, consistent with the resolutions of the region
- promotes growth and engagement within the region, to ensure robust discussion, informed debate, and clear resolutions to determine the advocacy priorities of the region
- conducts and chairs a minimum of four regional meetings per year
- attends bi-monthly meetings of the MDA Council of Regional Chairs
- occupies a position on the MDA board of management, and provides for the good governance of the association.
- attends bi-monthly meetings of the MDA board of management
- provides timely notification and communication between members and stakeholders through the executive
- liaises with the CEO to ensure effective management and maintenance of the region's membership database
- arranges preparation and distribution of meeting agendas and minutes.

Each region's AGM is held at the last regional meeting of the calendar year.

Election of the national president, vice president and treasurer is held in February each year.

The regions are supported by a chief executive officer and small but dedicated team of staff, located in Echuca-Moama. The heart of region 2.

3.3.4 MURRAY DARLING FOUNDATION

The Murray Darling Foundation was formed in 1998 as a sub-committee of the association to enable philanthropists, individuals and businesses to donate funds in a tax-effective way towards the restoration of the Murray-Darling Basin.

Since its inception the foundation has undertaken a number of projects, many of which have had a significant influence on basin life.

2014 saw the dissolution of the committee, a significant cessation of contributions, and a sense that the purpose of the Foundation has been diminished.

The restoration of the Murray-Darling Basin is now well served by the Commonwealth Environmental Water Holder, and other state-based authorities.

The Foundation remains a registered entity and there may be opportunities for the Foundation to resume active operation in the future.

Any activities undertaken by the Foundation are required to be self-managed, self-funding, and comply with the regulatory requirements under which it operates.



3.4 ROLES

National President

The National President has a role in chairing the board of management and a further role in effectively representing the adopted position of the MDA on matters of Basin-wide significance.

Regional Chair

The role of the regional chair is to facilitate regular meetings, identifying the interests and informing the advocacy priorities of their region.

The combined council of regional chairs also forms the board of management of the Murray Darling Association.

It is the role of the board of management to set the strategy for the organisation.

Chief Executive Officer

The role of the chief executive officer is to work with the board of management, the council of regional chairs, and the staff of the organisation to deliver the strategy.

Specific performance indicators, as set by the board of management annually will assist in prioritising the CEO's direction in the role.



3.5 THE BASIN PLAN 2012

Any strategic plan for the Murray Darling Association must clearly recognise the fundamental significance of the Basin Plan 2012 to our current role and purpose.

A core objective of the Basin Plan is to ensure that the social, environmental and economic impacts of the implementation of the Plan is balanced and positive.

The Murray Darling Basin Authority, tasked with the implementation of the basin plan shares with the MDA a commonality of work undertaken, and a mutual appreciation of the challenges faced.

Both authorities recognise the importance of mutual cooperation, consultation and knowledge sharing.

It is important that the Murray Darling Association articulates a clear and united position in relation to the often contentious Plan.

From this the MDA can provide advocacy and direction for policy changes and management practices, and avoid confusion and damage that can be caused by individual

advocates who may purport to represent the Murray Darling Association.

The MDA supports the purpose of and the need for the Basin Plan 2012, and acknowledges that it is an adopted strategy agreed by all states and the commonwealth.

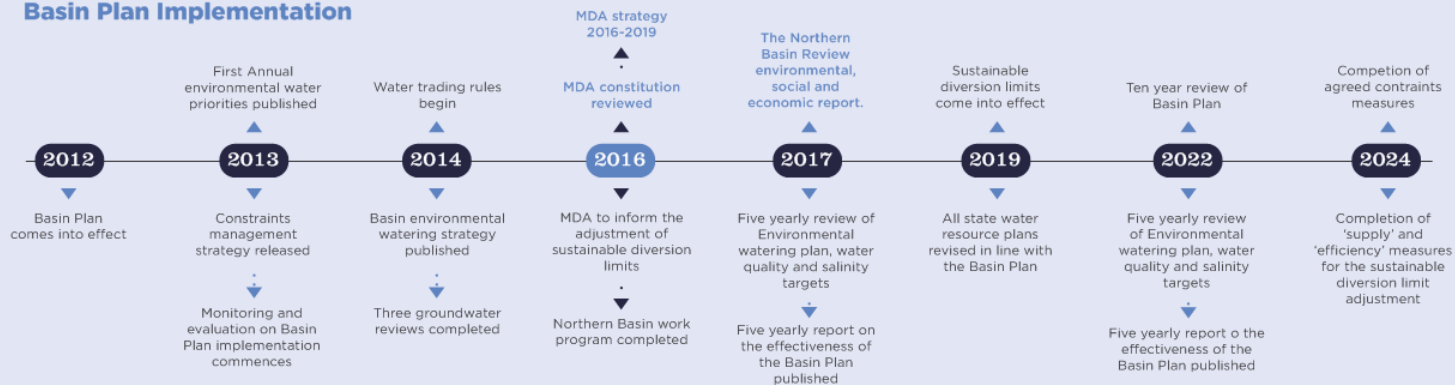
The MDA acknowledges that elements of the basin plan will always benefit from the application of adaptive management principles and practices.

We commit to work constructively with the MDBA, and other stakeholders using our collective engagement and influence for the overall benefit of the Murray Darling Basin and the communities reliant upon its resources, via the implementation of the basin plan.

The MDA will continue to advocate for the development of a rigorous and repeatable basin plan evaluation framework and methodology against which the social and economic impacts of the plan can be measured and assessed.

Any such assessment tool must be able to identify and distinguish short term, unrelated, and one-off impacts from the underlying performance of the Plan.

Basin Plan Implementation



3.6 REGIONAL ISSUES

As an Association we **share** the vision of a healthy Murray Darling Basin that supports thriving communities, economic development and sustainable productivity, and **work together in our common purpose** to provide effective representation of local government and communities at state and federal level in the management of Basin resources by providing information, facilitating debate, and seeking to influence government policy common.

We also recognise that our regions represent the interests, issues and circumstances of a wide array of communities across a vast tract of the Australian continent.

By working together to better understand the unique issues define, challenge and shape our regions, we are better able to inform policy and achieve shared solutions.

The development of our Issues Map, some of the key issues of which are noted below, will inform the strategic direction and define the work of our regions.

<p>REGION 1 Chair Albury City Council Cr David Thurley</p>	<ul style="list-style-type: none"> • Balance between the use of water for power generation and the operation of Snowy Hydro and water for irrigation and the environment • Groundwater mining • Potential impacts of the constraints management strategy
--	---

<p>REGION 2 Chair Deniliquin Council Mr Des Bilske</p>	<ul style="list-style-type: none"> • Impact of the loss of 27% of productive water from the region following the millennium drought. The swiss cheese effect of non-productive farms being interspersed between highly productive irrigated properties with the remaining responsible for higher distribution costs of water. • The buyback of water increasing the market value of water for both permanent and temporary trade making some crops in low water allocation periods non-viable. • Constraints management for delivery of environmental water through the systems with the possibility of flooding of productive lands. • Conversion of productive red gum forests to national parks and resulting loss of employment and royalties to the region. • Environmental sustainability of the river systems and river valleys.
--	--

<p>REGION 3 Chair (interim) Deniliquin Council Mr Des Bilske</p>	<ul style="list-style-type: none"> • Need for structural adjustment packages for directly affected economically impacted communities • Efficiency of environmental infrastructure investments • Regional leadership and local engagement
--	---

<p>REGION 4 Mildura Rural City Council (interim)</p>	<ul style="list-style-type: none"> • Quality and quantity of water available through the Menindee Lakes and reliant communities • Regional leadership and local engagement
--	--

<p>REGION 5 Mid-Murray Council Cr Kevin Myers</p>	<ul style="list-style-type: none"> • River health • Balancing the needs and interests of tourism and horticulture • Managing the uncertainty and diminished confidence that results from poor communication and understanding of the impacts of the Basin Plan. 	<p>REGION 8 Vacant</p>	<ul style="list-style-type: none"> • Reliance on the availability of Murray water whilst being external to the catchment. • Understanding the trigger points and conditions for the effective use of the desalination plant.
<p>REGION 6 Alexandrina Council Cr Barry Featherston</p>	<ul style="list-style-type: none"> • Lack of available information on the evaluation and monitoring of the Murray Darling Basin Plan • Quality and quantity of water reaching the Murray Mouth • Investigation of the connector between the Lower Lakes and the Coorong • Understanding the trigger points and conditions for the effective use of the desalination plant. 	<p>REGION 9 Leeton Council Cr Paul Maytom</p>	<ul style="list-style-type: none"> • Lack of understanding of the progress of the Murray Darling Plan Basin • Information on the social and economic • Absence of effective monitoring and evaluation of the social and economic impacts of the Basin Plan creating uncertainty and division • Efficiency and effectiveness of on-river water storages and delivery
<p>REGION 7 City of Port Adelaide Enfield Cr Peter Jamieson</p>	<ul style="list-style-type: none"> • Availability and quality of water available to the metro area – based on conditions impacting the balance of shandy of Mt Lofty catchment resource with water from the river system. • Economic confidence within the metro area driven by rural and regional conditions. • Opportunity for contribution of urban and metro development of water saving and management technologies that can benefit rural basin communities. • Understanding the trigger points and conditions for the effective use of the desalination plant. 	<p>REGION 10 Dubbo City Council Murray Wood</p>	<ul style="list-style-type: none"> • No targeted structural adjustment packages for directly affected economically impacted communities • Absence of feedback from relevant authorities regarding outcomes of social, economic and environments benefits, or other impacts • Resolution of competing priorities between floodplain graziers and irrigated agriculture and mining.
		<p>REGION 11 Vacant</p>	<ul style="list-style-type: none"> • Northern Basin Review • Social and economic impacts assessment • Regional leadership and local engagement
		<p>REGION 12 Vacant</p>	<ul style="list-style-type: none"> • Northern Basin Review • Regional leadership and local engagement • Regional leadership and local engagement

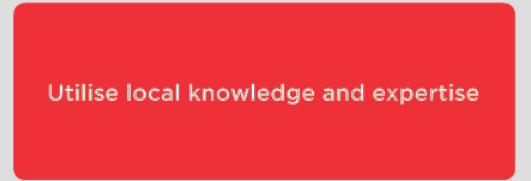
4 ACTION PLAN



GOALS



OBJECTIVES



STRATEGY

<p>Ensure material considered at the regions is a position of the member council/s represented</p>	<p>Value and encourage the contribution of associate members</p>	<p>To understand and be informed by indigenous experience, expertise and perspectives</p>
--	--	---

MEASURES

<p>Reference by delegates to the resolutions and policies of the councils they represent</p>	<p>Increased satisfaction levels and support by individual members</p>	<p>Every region has an MOU with, or membership of local indigenous community representative organisation</p>
--	--	--

GOALS – our goals align directly with the MDA's purpose

STRATEGY – the approach we take to achieving our objectives

To be a valued source of accurate, concise, valid, timely information

To be a two way conduit of information between our membership and responsible authorities

To build memberships

Test information through a robust and vigorous process of fact checking and application of scientific, and empirical evidence

Validate information by utilising valid and valued educational resources

To explore viable options for solutions to basin related challenges

Value local government as the representative of the community

Value the diversity of experience, expertise and perspective contributed by associate members

Demonstrate value to both local government and associate members through a clearly articulated, fair and constructive membership rights and responsibilities, including voting rights

Reform the anomalies contained within the voting rights to ensure effective representation of and value for members

Member councils both provide and rely on information shared between council and the MDA
The minutes of region meetings are tabled at council by all council delegates

Information is tested and assessed by members and stakeholders

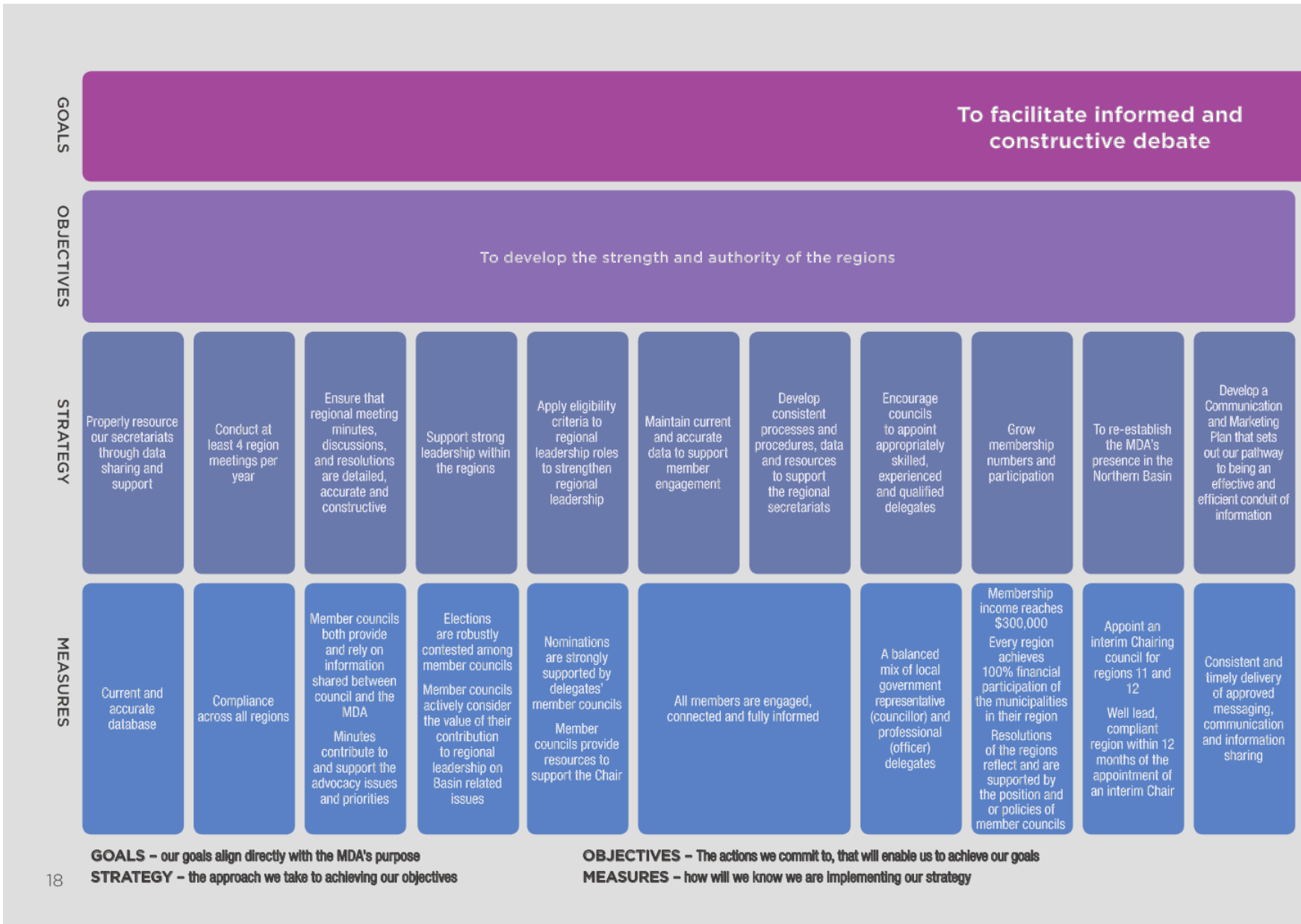
Responsible authorities engage more actively and responsively with the MDA

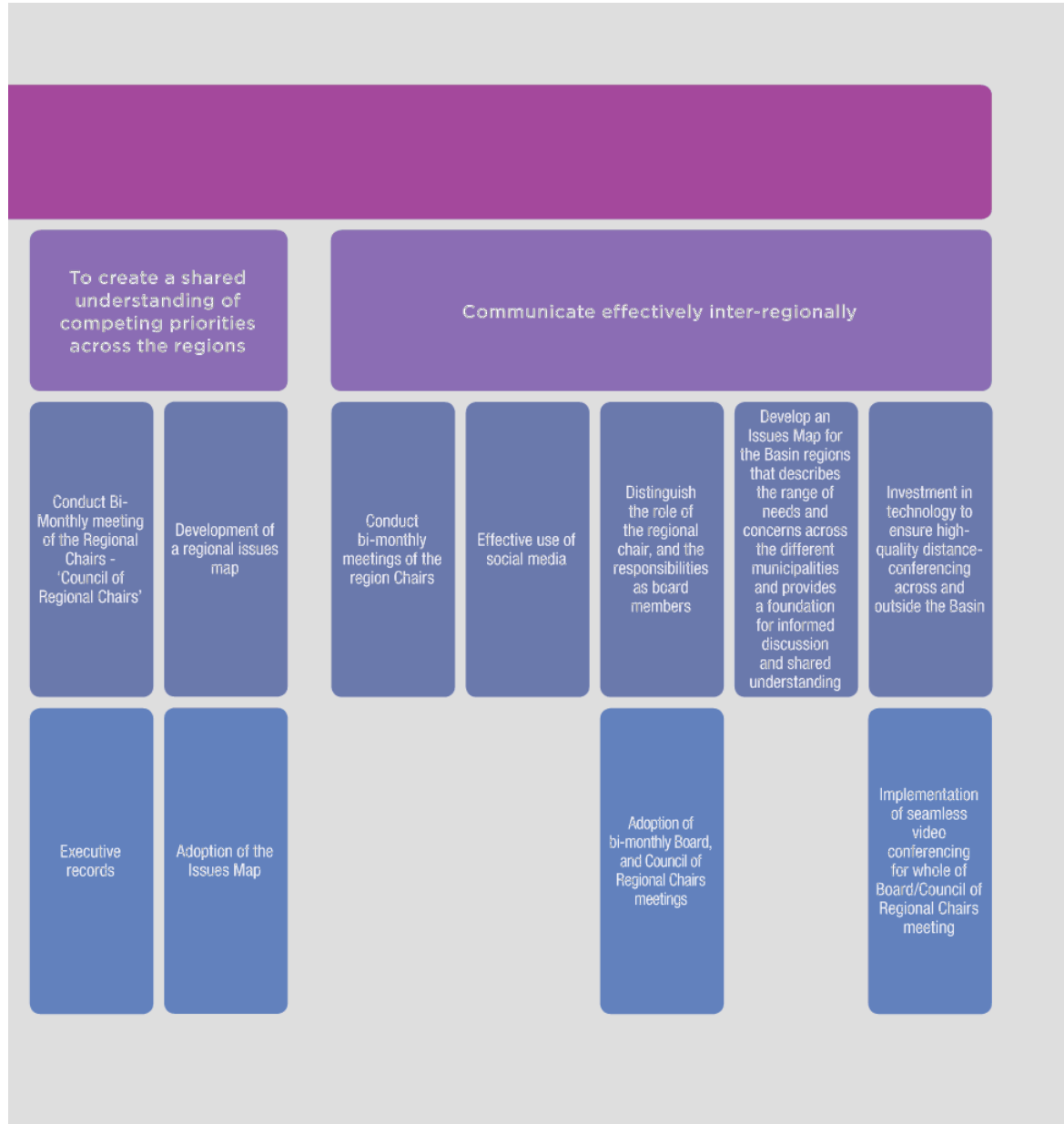
Target 80pc membership of all municipalities in each region

Target 1:1 ratio or better of local government and associate memberships across all regions

Adopt a compliant and workable draft of the MDA Constitution by 2016

OBJECTIVES – The actions we commit to, that will enable us to achieve our goals
MEASURES – how will we know we are implementing our strategy





GOALS

To influence the policies of government

OBJECTIVES

To effectively advocate on behalf of our members

To inform the review of social and economic impacts of the Basin Plan due to be completed by the MDBA 2017

To provide policy direction to inform the implementation of the SDL Adjustment Mechanism

To participate in the finalisation of the Northern Basin Review

STRATEGY

Empower and support regions to be more active in their advocacy

Maintain detailed and accurate minutes of region meetings

Rely on the adopted position, reports and professional expertise of member councils in forming advocacy positions and priorities

Demonstrate clear accountability and veracity of advocacy positions and priorities

Advocate for suitably qualified technical expert to partner with the MDBA and the MDA to develop a rigorous and repeatable Basin Plan evaluation framework and methodology that can distinguish the one-off and short term impacts from the underlying performance and structural impacts of the Plan

MEASURES

Region Chairs meet regularly with state and federal members of parliament

Publication of the Minutes of Region meetings

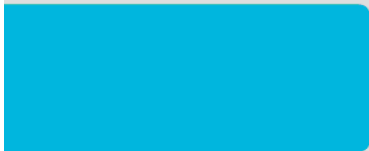
Minutes are supported by the reports and policies of member councils

Publication of the minutes of the Council of Regional Chairs

20

GOALS – our goals align directly with the MDA's purpose
STRATEGY – the approach we take to achieving our objectives

OBJECTIVES – The actions we commit to, that will enable us to achieve our goals
MEASURES – how will we know we are implementing our strategy



To work with consultants and researchers to investigate the possibilities of improving Plan outcomes

Partner with universities and other sources of research and technical expertise

Deliver a successful Annual National Conference

The application of new thinking from experiences gained informs new policy in Basin management practices

Conference delivers a clear set of advocacy priorities for the year ahead, informed by the regions and resolved by the members through an accountable and clear voting framework







GOALS – our goals align directly with the MDA's purpose
STRATEGY – the approach we take to achieving our objectives

OBJECTIVES – The actions we commit to, that will enable us to achieve our goals
MEASURES – how will we know we are implementing our strategy

5 OUR FINANCIAL BASE

Current annual membership income stands at approximately \$200,000, enabling the MDA to deliver lean but effective representation and to ensure regulatory compliance.

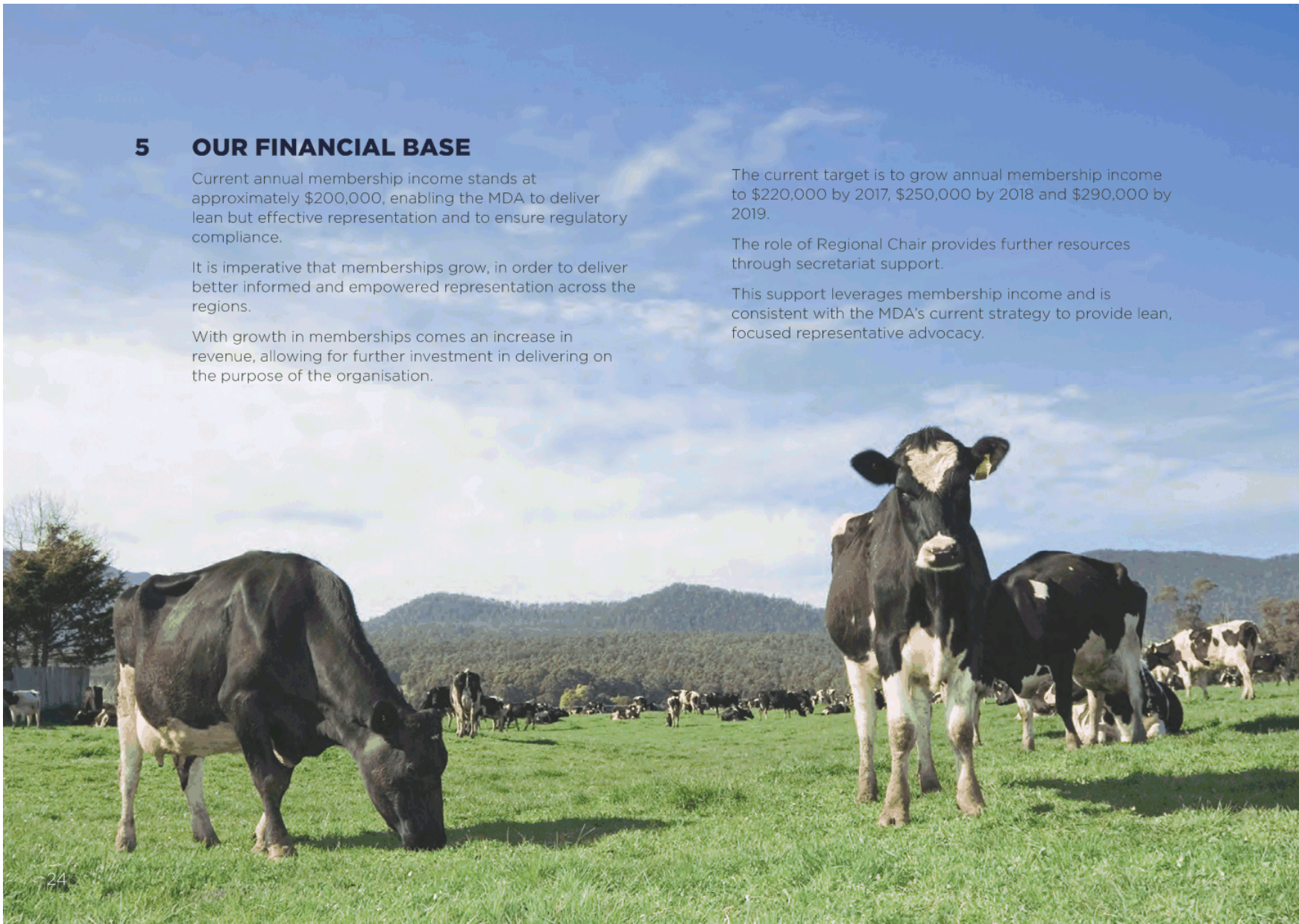
It is imperative that memberships grow, in order to deliver better informed and empowered representation across the regions.

With growth in memberships comes an increase in revenue, allowing for further investment in delivering on the purpose of the organisation.

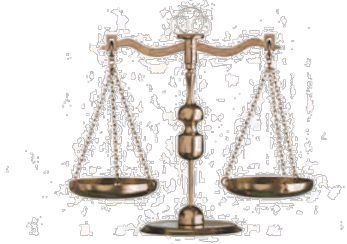
The current target is to grow annual membership income to \$220,000 by 2017, \$250,000 by 2018 and \$290,000 by 2019.

The role of Regional Chair provides further resources through secretariat support.

This support leverages membership income and is consistent with the MDA's current strategy to provide lean, focused representative advocacy.



COUNCIL MEMBERSHIP COST



\$0.24 plus GST per head of population
 capped at \$5,500.00 plus GST

ie: 100,000 popl (last ABS Census)

~~-\$24,0000.00-~~

Total cost \$5,500.00





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Murray Darling Association Inc.

An incorporated association under the *Associations Incorporation Act 2009* (NSW)

DRAFT — 19 MAY 2016

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Constitution

Part 1 – Preliminary

1. Definitions

(1) In this Constitution:

Basin means the Murray-Darling Basin.

Board means the governing body of MDA and which is the committee for the purposes of the Act.

Constitution means this constitution as amended from time to time.

CEO means the chief executive officer of the MDA.

Code means a code prepared and adopted by the Board in respect of MDA processes, membership, conduct or like matters.

Delegate means a person who may attend and vote either on behalf of a Member, or on their own behalf, at an MDA Meeting, including a Delegate who is:

- (i) appointed by a Member Council;
- (ii) appointed by a Region;
- (iii) a Life Member.

Individual Member means a person accepted as a Member.

Life Member means a Member appointed as a Life Member as described in this Constitution.

MDA means the association incorporated under this Constitution known as "Murray Darling Association Inc".

MDA Meeting means a general meeting, special general meeting or the annual general meeting of the MDA.

Member means a member for the time being of MDA and includes:

- (i) Member Council;
- (ii) Organisation Member;
- (iii) Individual Member;
- (iv) Life Member.

Member Council means a local government municipal or entity which has satisfied and maintains, the requirements for membership of the MDA.

Organisation means a company, corporation, association, body corporate, partnership, government or statutory authority, community service or not for profit organisation or other legal body (other than a Member Council).

Organisation Member means an Organisation accepted as a Member.

public officer means the person holding office under this Constitution as public officer of MDA.

Region means both the area represented by and the local government municipalities so defined, from time to time in accordance with this Constitution, the present list of which is set out in Schedule 1.

Region Executive means the managing executive of the Region as detailed in this Constitution.

Region Meeting means a meeting of Region Representatives and Members located in a Region.

Representative means a person appointed by a Member Council or Member Organisation to:

- (i) attend;
- (ii) represent; and
- (iii) vote on behalf of;

a Member Council or Member Organisation at a Region Meeting.

Special Resolution means a vote of 75% of:

- (i) Delegates at a MDA Meeting; or
- (ii) Representatives and Members at a Region Meeting.

the Act means the *Associations Incorporation Act 2009 (NSW)*.

the Regulation means the *Associations Incorporation Regulation 2010 (NSW)*.

(2) In this Constitution:

- (a) a reference to a function includes a reference to a power, authority and duty, and
- (b) a reference to the exercise of a function includes, if the function is a duty, a reference to the performance of the duty, and
- (c) a reference to a person includes a natural person (individual), company, corporation, body corporate or other body (whether or not the body is incorporated), and
- (d) a reference to an authority, institution, association or body ("**original entity**") that has ceased to exist, been reconstituted, renamed or replaced or whose powers or functions have been transferred to another entity, is a reference to the entity that most closely serves the purposes or objects of the original entity.

(3) The provisions of the *Interpretation Act 1987 (NSW)* apply to and in respect of this Constitution in the same manner as those provisions would so apply if this Constitution were an instrument made under the Act.

2. **Name and Origin**

The Murray Darling Association Incorporated is the name adopted for the organisation named "Murray Valley League for Development and Conservation Incorporated" (1979) which itself derived from the "Murray Valley Development League" which was established by resolution of the Yarrowonga Conference (August 1944) and the South Australian Regions at the Murray Bridge Conference (December 1944).

3. **Vision**

The vision of the MDA is a healthy Basin supporting thriving communities, economic development and sustainable productivity.

4. **Purpose**

To provide effective representation of local government and communities at state and federal level in the management of Basin resources by providing:

- (1) information;
- (2) facilitating debate; and

- (c) seeking to influence government policy.

5. Objectives

The objectives of the MDA are to:

- (1) advocate on behalf of Basin communities;
- (2) use local knowledge and expertise to fully understand regional issues;
- (3) act as a two-way conduit for information and discussion between our communities and governments;
- (4) encourage and facilitate debate about the things that matter for the Basin's future;
- (5) explore options to achieve sound solutions to regional issues;
- (6) test information to ensure a sound base for those options;
- (7) be an educational resource for the Basin.

DRAFT 19/5/16

Part 2 – Membership Categories

6. *Membership categories and rights*

- (1) The table below sets out the categories which comprise the membership of MDA, together with the qualifications and rights associated with each category.

Category	Category qualification	Category rights
Member Council	Local government entity, within a Region accepted as a Member by the Board.	To appoint 1 Delegates, plus an additional Delegate for every 20,000 of population of the municipality, up to a further 2, for a maximum total of 3, Delegates. To appoint 2 Representatives, plus an additional Representative for every 20,000 of population of the municipality, up to a further 3, for a maximum total of 5, Representatives.
Organisation Member	An Organisation accepted as a Member by the Board.	To nominate a Representative at a Region Meeting. To have its Representative: <ul style="list-style-type: none"> • attend, advocate and vote at a Region Meeting; • to be potentially elected by a Region as a Delegate.
Life Member	As identified in this Constitution or elected as a Life Member.	Is a Delegate at an MDA Meeting (note this Delegate voting right cannot be the subject of a proxy). Entitled to attend and vote at a Region Meeting.
Individual Member	Accepted as a Member by the Board.	Entitled to be elected by a Region as a Delegate. Entitled to attend and vote at a Region Meeting. To potentially be elected as a Representative within a Region.

- (2) A person or legal entity is eligible to be a Member of MDA if:
- (a) the person or legal entity meets the category and qualifications set out in the table to subclause (1) for the category of membership sought, and
 - (b) the person or legal entity has applied for membership in accordance with clause 20 and been accepted by the Board.
- (3) A Member will retain all rights in relation to the relevant membership category unless or until:
- (a) a Member resigns as a Member;
 - (b) subject to 3(c), the membership is suspended or ended at the direction of the Board;

- (c) in the case of a Member Council such membership may only be suspended or ended by a vote at an MDA Meeting;
 - (d) in a case of any Member (other than a Life Member and a Member Council) the rights of the Membership category will be suspended at any time the Member's Annual Fee is overdue by more than 60 days;
 - (e) if elected as a councillor of a Member Council any Individual Membership or Organisation Membership (when the Councillor is a director, shareholder or employee of that Organisation) is suspended, whilst the person remains a councillor.
- (4) A serving councillor of a Member Council must not apply to become an Individual Member or allow an Organisation Member to apply (when a director, shareholder or employee of the relevant Organisation) whilst elected as a councillor.
- (5) In respect of Life Members:
- (a) the current Life Members of the MDA are those set out in Schedule 2;
 - (b) the process and regulation in relation to Life Members will be subject to any Code prepared by the Board and adopted at an MDA Meeting.

Part 3 - The Board

7. Powers of the Board

Subject to the Act, the Regulation and this Constitution and to any resolution passed by MDA, the Board:

- (a) is to control and manage the affairs of MDA, and
- (b) may exercise all such functions as may be exercised by MDA, other than those functions that are required by this Constitution to be exercised by a MDA Meeting, and
- (c) has power to perform all such acts and do all such things as appear to the Board to be necessary or desirable for the proper management of the affairs of MDA, and
- (d) has the power to make policies or Codes for the proper conduct of MDA which will be binding on Members to the extent not inconsistent with this Constitution.

Without limiting the above, the Board may, without the need for any further resolutions to be passed at an MDA Meeting:

- (e) provide, monitor and manage good governance processes;
- (f) carry out a direction from an MDA Meeting;
- (g) prepare, manage and monitor an annual budget;
- (h) take steps to obtain the necessary resources for the MDA to continue its role;
- (i) appoint, manage and if required dismiss any of a chief executive officer, public officer and auditor;
- (j) monitor and review the organisation's performance;
- (k) appoint any sub-committee to address issues and carry out activities on behalf of the Board;

8. Composition of the Board

- (1) The Board will comprise each of the chairs of the Regions of the MDA existing from time to time.
- (2) On an annual basis, at the Board Meeting immediately prior to the annual general meeting of the MDA, the Board will appoint:
 - (a) a President; and
 - (b) a Vice President;to serve for the financial year.
- (3) The Board must appoint a Treasurer of the Board. The Treasurer may be a Board member or a Member or a nominee of an Organisation Member. If the Treasurer is not a Board member, the Treasurer:
 - (a) will be appointed as a member of the MDA's Administration and Policy Committee; and
 - (b) will not sit as a Board member but will attend Board Meetings upon request of the Board.

9. Public officer

- (1) The public officer of MDA must, as soon as practicable after being appointed as public officer, lodge notice with MDA of his or her address. The public officer may be the Chief Executive Officer.
- (2) It is the duty of the public officer to ensure that minutes are kept of:
 - (a) all appointments of office-bearers and Board members and its sub-committees, and
 - (b) the names of the Board members present at a Board meeting or on MDA Meeting, and
 - (c) all proceedings at Board meetings, sub-committee meetings and on MDA Meetings.
- (3) Minutes of proceedings at a Board meeting must be signed by the President as chairperson of the meeting or by the chairperson of the next succeeding meeting.
- (4) It is the duty of the public officer to ensure:
 - (a) that all money due to MDA is collected and received and that all payments authorised by MDA are made, and
 - (b) that correct books and accounts are kept showing the financial affairs of MDA, including full details of all receipts and expenditure connected with the activities of MDA.

10. Casual vacancies

- (1) A casual vacancy in the office of a Board member occurs if the Board member:
 - (a) dies, or
 - (b) resigns or otherwise ceases his or her position or involvement with the Member he or she was elected to represent, or
 - (c) becomes an insolvent under administration within the meaning of the *Corporations Act 2001* of the Commonwealth, or
 - (d) resigns office by notice in writing given to the public officer, or
 - (e) becomes a mentally incapacitated person, or
 - (f) is absent without the consent of the Board from 3 consecutive meetings of the Board, or
 - (g) is convicted of an offence involving fraud or dishonesty for which the maximum penalty on conviction is imprisonment for not less than 3 months or other indictable offence, or
 - (h) is prohibited from being a director of a company under Part 2D.6 (Disqualification from managing corporations) of the *Corporations Act 2001* of the Commonwealth, or
 - (i) is prohibited from being a responsible person of a registered charity under the *Australian Charities and Not-for-profits Commission Act 2012*, or
 - (j) is removed as provided in clause 11.
- (2) Upon ceasing to be a Board member the person will also cease to be a chair of the particular Region.
- (3) In the event of a vacancy occurring in the membership of the Board, the Region may appoint a new Chair to the Region to fill the vacancy and until such time the Board will continue its activities minus that Board member.

11. Removal of Board members

- (1) A Board Meeting may by an ordinary resolution remove any Board member from the office before the ending of the person's term of office. Upon so doing the person also ceases to be the chair of and a Delegate on behalf of, the relevant Region. The resulting Region vacancy may be filled as soon as practicable.

12. Board meetings and quorum

- (1) The Board must hold at least 8 meetings (at least 2 of which must be face to face) in each period of 12 months, at such place and time as the Board may determine.
- (2) A Board Meeting may be held with use of technology that allows a Board member using the technology and the Board members present at the meeting to clearly and simultaneously communicate with each other. A Member in attendance using that technology will be deemed to be physically present at the meeting.
- (3) Additional meetings of the Board may be convened by the President (or the Vice President, in the President's absence) as considered necessary or upon the request of 3 Board members.
- (4) Oral or written notice of a meeting of the Board must be given by the public officer to each member of the Board at least 48 hours (or such other period as may be unanimously agreed on by the members of the Board) before the time appointed for the holding of the meeting.
- (5) Notice of a meeting given under subclause (3) must specify the general nature of the business to be transacted at the meeting and no business other than that business is to be transacted at the meeting, except business which the Board members present at the meeting by a majority agree to consider.
- (6) A quorum for a Board Meeting will be one more than half of the chairs then appointed by the Regions. (For example if 7 Regions have a chair, then 4 will be the quorum.)
- (7) No business is to be transacted by the Board unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting is to stand adjourned to the same place and at the same hour of the same day in the following week.
- (8) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.
- (9) At a meeting of the Board:
 - (a) the President or, in the President's absence, the Vice President is to preside, or
 - (b) if the President and the Vice President are absent or unwilling to act, such one of the remaining Members of the Board as may be chosen by the Members present at the meeting is to preside.

13. Sub-committees and delegation

- (1) The Board may establish sub-committees consisting of such Members or non-members of MDA as the Board thinks fit. Each sub-committee may be a standing or ad-hoc committee reporting to or advising the Board.
- (2) The Board may, by instrument in writing, delegate to a sub-committee or Chief Executive Officer the exercise of such of the functions of the Board as are specified in the instrument, other than:
 - (a) this power of delegation, and
 - (b) a function which is a duty imposed on the Board by the Constitution, the Act or by any other law.

- (3) A function the exercise of which has been delegated to a sub-committee under this clause may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
- (4) A delegation under this clause may be made subject to such conditions or limitations as to the exercise of any function, or as to time or circumstances, as may be specified in the instrument of delegation.
- (5) Despite any delegation under this clause, the Board may continue to exercise any function delegated.
- (6) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this clause has the same force and effect as it would have if it had been done or suffered by the Board.
- (7) The Board may, by instrument in writing, revoke wholly or in part any delegation under this clause.
- (8) The Board may determine each sub-committee's terms of reference, and the sub-committee must comply with any other requirements set out in its terms of reference. The terms of reference may entitle the Chair or the deputy Chair to be an ex-officio member or observer of the sub-committee. The sub-committee may otherwise meet and adjourn as it thinks proper.

Part 4 - Regions

14. *Region composition*

- (1) The Regions of the MDA shall be made up of those local government entities and their relevant municipal boundaries set out in Schedule 1, as amended from time to time by resolution of the Board.
- (2) The composition of a Region and the number of Regions may be varied from time to time at the recommendation of the Board and by an ordinary resolution passed at an MDA Meeting. Upon such a variation occurring a replacement version of Schedule 1 must be prepared, circulated to Member Councils and made available to Members.
- (3) Within each Region the Members in respect of that Region will be the Member Councils, any Organisation Member and Life Members, Members located in the Region. A Member may be a Member in respect of only one Region.
- (4) In a Region:
 - (a) a Member Council may appoint 2 Representatives, plus an additional Representative for each 20,000 of population of the Municipality, up to a maximum total of 5 Representatives. The Representatives of the Member Council may be a councillor or officer of the Member Council or any other person selected by the Council;
 - (b) an Organisation Member may appoint 1 Representative.
- (6) The Regions are not legal entities rather are a Region based group acting in cooperation with the MDA generally and in accordance with this Constitution.

15. *Region Meetings*

- (1) Region Meetings may be attended by:
 - (a) Member Council Representatives; and
 - (b) Organisation Member Representatives; and
 - (c) Members; and
 - (d) Life Members residing in the Region, located in the Region.
- (2) Region Meetings should not occur less than 4 times per year and may be called by the Region Executive, any member of the Region Executive or a Member Council within the Region upon not less than 14 days written notice to all Members located within the Region.
- (3) Voting at a Region Meeting shall occur on the basis of:
 - (a) one vote for each Representative;
 - (b) one vote for each Member not represented by a Representative;
 - (c) the chair of the Region Meeting will have a casting vote in addition to any individual vote as a Member or Representative vote.
- (4) Regions should elect, annually, at a Region Meeting, a Region Executive made up of:
 - (a) a chair;
 - (b) one or more vice chairs; and
 - (c) a secretary.
- (5) The Chair of a Region Meeting will be the current Chair of the Region or other person appointed by the Region Executive.

- (6) The Region Executive shall have responsibility to facilitate and implement the various roles of the Region and may if it considers appropriate seek support from Members to provide assistance including involvement through sub-committees as is thought fit.
- (7) The role of the Region includes:
 - (a) initiating action on Region issues within the bounds of MDA policy and any Codes;
 - (b) encouraging support for the MDA and its policies and actions;
 - (c) initiating and facilitating discussion on Region and Basin issues;
 - (d) increasing awareness of an education in respect of the MDA and the Basin;
 - (e) recommending changes to policy to the Board or the MDA;
 - (f) encouraging financial support for the MDA;
 - (g) appointing Delegates to an MDA Meeting.
- (8) The Region shall provide a report not less than once a year and prior to the annual general meeting of the MDA, of various business and actions dealt with by and within the Region relevant to the MDA.
- (9) Regions are encouraged to hold joint meetings with nearby Regions or Regions with common interests to discuss matters of common interest.
- (10) Each year prior to the 30th of June at a Region Meeting the Region will elect, by a vote Delegates to any MDA Meeting occurring over the following 12 months (to the next 30 June) up to 3 Delegates. Any Delegate of the Region must not also be a Delegate in some other capacity.
- (11) The election of Delegates to an MDA Meeting by a Region Meeting shall occur as follows:
 - (a) it should be based on the vote the majority of both Representatives and other Members in attendance at the Region Meeting;
 - (b) the Chair of the Region Meeting shall have a casting vote, in addition to any personal vote or a vote as a Representative;
 - (b) to be effective details of the appointed Delegates must be sent (together with the minutes of the relevant meeting) to the Board of the MDA, addressed to the President or the Chief Executive Officer no less than 14 days prior to the next MDA Meeting.

Part 5 – MDA Meetings

16. MDA Meetings

- (1) The MDA must hold an MDA Meeting at least once every financial year and one of those MDA Meetings must be the annual general meeting.
- (2) The annual general meeting of the MDA must be held between 1 July and 30 November in a particular year.
- (3) The time, place and arrangements for the annual general meeting of the MDA will be set by the MDA at any preceding MDA meeting, failing which the Board will make arrangements for the annual general meeting.
- (4) The Board or not less than 4 Member Councils, may call a general meeting or a special general meeting of the MDA, by:
 - (a) written notice of the request to the Chief Executive Officer; and
 - (b) process as set out in paragraph (5).
- (5) Any MDA Meeting, must be as follows:
 - (a) arranged by the Board, including through the Chief Executive Officer or public officer;
 - (b) by sending by post or email a written notice not less than 7 days prior to the proposed MDA Meeting, to each Region secretary, every Delegate of whose existence notice has been given to the MDA and each Member Council;
 - (c) by posting of the details of the proposed MDA Meeting on the MDA's website, not less than 7 days prior to the proposed MDA Meeting;
 - (d) details with notice or posting must include:
 - (i) the date, time and place of the MDA Meeting;
 - (ii) any motions proposed, including those initiated by a Region, Member Council or any other Member;
- (6) A quorum for an MDA Meeting is 30 Delegates present at the meeting.
- (7) An MDA Meeting will be presided over by either the chair of the Board or such other person appointed through a vote of Delegates present at the MDA Meeting.
- (8) Only Delegates are entitled to vote on matters considered by or at an MDA Meeting or in respect of MDA matters generally.
- (9) Any matter the subject of a vote at an MDA Meeting will be resolved on the basis of an ordinary majority, subject to:
 - (a) this Constitution;
 - (b) the Act and Regulation; and
 - (c) in the case of a tied vote, the Chair appointed to preside at the MDA Meeting shall have a casting vote, in addition to any vote as a Delegate.

Part 6 – Chief Executive Officer

17. Chief Executive Officer

- (1) The Board shall appoint a Chief Executive Officer.
- (2) The Chief Executive Officer shall be responsible to the Board for the administration and operation generally of the MDA.
- (3) The Chief Executive Officer:
 - (a) shall carry out the Board's instructions;
 - (b) shall be responsible for the appointment of staff and retention of contractors.

Part 7 – Financial

18. Financial

- (1) Each Member of the MDA will contribute an Annual Fee based on the category of membership. Such Annual Fee:
 - (a) as to amount; and
 - (b) amount in respect of category of Member,will be set and potentially varied, on an annual basis, by the Board.
- (2) The Board may reduce, waive or accept instalment payments or make such arrangements as it thinks fit in relation to the application and calculation of the Annual Fee.
- (3) The Board may, from time to time, provide to the Regions such funds as are considered appropriate, by the Board, to undertake activities within the particular Region.

Part 8 – Life Members

19. Life Members

- (1) A Life Member of the MDA is:
 - (a) a person named in Schedule 2; and
 - (b) any person nominated by a Member, endorsed by the Board and elected as a Life Member at an MDA Meeting.
- (2) The Board may prepare a Code for the consideration and approval of Life Members which will apply once adopted by a resolution at an MDA Meeting.
- (3) A Life Member is automatically a Delegate for the purposes of attendance, participation and voting at an MDA Meeting, provided the Life Member's voting right may not be a subject of a proxy.

Part 10 – Membership Generally

20. Application for membership

- (1) An application for membership of MDA:
 - (a) must be made in writing in the form and in the manner determined by the Board, and
 - (b) must include an agreement by the applicant to be bound by this Constitution and any Code, and
 - (c) must be lodged with the public officer of MDA.
- (2) As soon as practicable after receiving an application for membership, the public officer must refer the application to the Board. The Board must determine whether to approve or to reject the application in its absolute discretion. Where an applicant qualifies for multiple categories of membership, the Board may, in its absolute discretion, determine which category it deems to be most suitable for the applicant.
- (3) As soon as practicable after the Board makes that determination, the public officer must:
 - (a) notify the applicant, in writing, that the Board approved or rejected the application (whichever is applicable) and if the applicant was approved, the applicant's category of membership, and
 - (b) if the Board approved the application, request the applicant to pay (within the period of 28 days after receipt by the applicant of the notification) the sum payable under this Constitution by a Member as an Annual Fee (if applicable), and
 - (c) on payment by the applicant of the amounts referred to in subclause 20(b) within the period referred to in that provision (if applicable), enter or cause to be entered the applicant's name in the register of Members and, on the name being so entered, the applicant becomes a Member of MDA.
- (4) The determination of the Board in respect of an applicant's application and the applicant's membership category is final. The Board is not required to provide reasons for its determination.
- (5) A Member may apply for a change of membership category. Subclauses (2) to (4), with applicable changes, will apply to an application for a membership category change.

21. Cessation of membership

A person ceases to be a Member of MDA if:

- (a) the Member Annual Fee is overdue for more than 2 months and the Board ends the membership,
- (b) in the case of an individual – dies or is declared bankrupt,
- (c) the Board resolves to end the membership;
- (d) the Member resigns membership,
- (e) the Member is expelled from MDA in accordance with clause 27, or
- (f) ceases to be eligible to be a Member, or
- (g) in the case of an organisation – is insolvent, or is being wound up or deregistered, or has a receiver, administrator, manager, liquidator or other controller (howsoever described) appointed over the organisation or a substantial part of its assets, or
- (h) fails to pay the membership subscriptions within 3 months after the fee is due.

22. Membership entitlements not transferable

A right, privilege or obligation which a person has by reason of being a Member of MDA:

- (a) is not capable of being transferred or transmitted to another person, and
- (b) terminates on cessation of membership.

23. Register of Members

- (1) The public officer of MDA must establish and maintain a register of Members of MDA specifying the name and postal address and principal place of business of each Member of MDA, the date on which the Member became a Member, the category of membership, and the contact details of the Member's representatives if applicable.
- (2) The register of Members must be kept:
 - (a) at the main premises of MDA, or
 - (b) if MDA has no premises, at MDA's official address.
- (3) The register of Members must be open for inspection, free of charge, by any Member of MDA during business hours.
- (4) A Member of MDA may obtain a copy of any part of the register on payment of a fee of not more than \$1 for each page copied.
- (5) A Member must not use information about a person obtained from the register to contact or send material to the person. However, a Member may use information about a person obtained from the register for:
 - (a) the purposes of sending the person a notice in respect of a meeting or other event relating to MDA or other material genuinely relating to MDA or its management, or
 - (b) any other purpose necessary to comply with a requirement of the Act or the Regulation.

24. Members' liabilities

The liability of Member Councils of MDA to contribute towards the payment of the debts and liabilities of MDA or the costs, charges and expenses of the winding up of MDA is limited to \$1. Other Members are not required to contribute.

25. Conduct Code or Codes

- (1) A conduct Code or Codes will be prepared in respect of the conduct of:
 - (a) the Board and Board Meetings;
 - (b) MDA Meetings;
 - (c) Region Meetings;
 - (d) Members in the various MDA forums; and
 - (e) CEO and other staff.
- (2) Any conduct Code must be prepared (and varied) at the direction and by resolution of the Board.
- (3) A Code must be complied with by Members, Representatives and Delegates.

26. Resolution of disputes

- (1) A dispute between the MDA, or any of the Members of the MDA, or with the MDA, or with a Region, is to be referred to a mediator agreed by the parties to the dispute, or

in the absence of agreement, by a mediator nominated by the President of the Law Council of Australia (or his or her nominee).

- (2) If a dispute is not resolved by mediation within 3 months of the referral under subclause (1), any party to the dispute may commence proceedings.
- (3) A party to the dispute must not commence proceedings unless that party has complied with this clause 26, except in the case of a party seeking urgent interlocutory relief.

27. Disciplining of Members

- (1) A complaint may be made to the Board by a Member of MDA:
 - (a) has refused or neglected to comply with a provision or provisions of this Constitution or any MDA Code, or
 - (b) in the case of individuals – has acted in a manner prejudicial to the interests or reputation of MDA or unbecoming of a Member, or
 - (c) in the case of Members who are not individuals – the officers, employees or agents of the Member have acted in a manner prejudicial to the interests or reputation of MDA or unbecoming of a Member.
- (2) The Board may refuse to deal with a complaint if it considers the complaint to be trivial or vexatious in nature.
- (3) If the Board decides to deal with the complaint, the Board:
 - (a) must cause notice of the complaint to be served on the Member concerned, and
 - (b) must give the Member at least 14 days from the time the notice is served within which to make submissions to the Board in connection with the complaint, and
 - (c) must take into consideration any submissions made by the Member in connection with the complaint.
- (4) The Board may decide to expel the Member from MDA or suspend the Member from membership of MDA if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved and the expulsion or suspension is warranted in the circumstances.
- (5) If the Board expels or suspends a Member, the public officer must, within 7 days after the action is taken, cause written notice to be given to the Member of the action taken, of the reasons given by the Board for having taken that action and of the Member's right of appeal under clause 28.
- (6) The expulsion or suspension does not take effect:
 - (a) until the expiration of the period within which the Member is entitled to appeal against the decision concerned, or
 - (b) if within that period the Member exercises the right of appeal, unless and until the decision is confirmed under clause 28, whichever is the later.

28. Right of appeal of disciplined Member

- (1) A Member may appeal to a disciplinary appeal committee against a decision of the Board under clause 27, within 7 days after notice of the decision is served on the Member, by lodging with the public officer a notice to that effect. The disciplinary appeal committee will consist of:
 - (a) an independent chair, who will be a suitably qualified lawyer nominated by the President of the Law Council of Australia (or his or her nominee), and

- (b) at least two further persons selected by the Board who have not been involved with the original decision of the Board.
- (2) The notice may, but need not, be accompanied by a statement of the grounds on which the Member intends to rely for the purposes of the appeal.
- (3) On receipt of a notice from a Member under subclause (1), the public officer must notify the Board which is to convene the disciplinary appeal committee and schedule a hearing within 56 days after the date on which the public officer received the notice.
- (4) At a disciplinary appeal committee hearing convened under subclause (3):
 - (a) no business other than the question of the appeal is to be transacted, and
 - (b) the Board (or nominee) and the Member must be given the opportunity to state their respective cases orally or in writing, or both.
- (5) The appeal is to be determined by a unanimous decision of the disciplinary appeal committee.

Part 11 – General Provisions

29. Insurance and indemnities

- (1) In this clause “**officer**” means:
 - (a) a Member of the Board, and
 - (b) a person, such as an executive officer or chief executive officer, who makes, or participates in making, decisions that affect the whole of MDA, or has the capacity to affect the financial standing of MDA.
- (2) To the extent permitted by law, MDA indemnifies every person who is or has been an officer out of the assets of MDA against any liability incurred by the officer in or arising out of the conduct of the affairs or business of MDA, or in or arising out of the discharge of the duties of the officer, unless such liability arises out of conduct involving a lack of good faith.
- (3) To the extent permitted by law, MDA may (but is not obliged to) pay, or agree to pay insurance premiums for any directors or officers liability insurance which may cover liability incurred by officers in, or arising out of, the conduct of the business of MDA, or in or arising out of, the discharge of the duties of the officer.

30. Funds - source

- (1) The funds of MDA are to be derived from Annual Fees, donations, grants, contracts, service level agreements and such other sources as the Board determines.
- (2) All money received by MDA must be deposited as soon as practicable and without deduction to the credit of MDA’s bank or other authorised deposit-taking institution account.
- (3) MDA must, as soon as practicable after receiving any money, issue an appropriate receipt.

31. Funds - management

The funds of MDA are to be used in pursuance of the objects of MDA in such manner as the Board determines.

32. Change of name, objects and constitution

An application to the Director-General for registration of a change in MDA’s name, objects or constitution in accordance with section 10 of the Act is to be made by the public officer or a Board member.

33. Custody of books etc

Except as otherwise provided by this Constitution, the public officer must keep in his or her custody or under his or her control all records, books and other documents relating to MDA.

34. Service of notices

- (1) For the purpose of this Constitution, a notice may be served on or given to a person:
 - (a) by delivering it to the person personally, or
 - (b) by sending it by pre-paid post to the address of the person, or
 - (c) by sending it by facsimile transmission or some other form of electronic transmission to an address specified by the person for giving or serving the notice.

- (2) For the purpose of this Constitution, a notice is taken, unless the contrary is proved, to have been given or served:
- (a) in the case of a notice given or served personally, on the date on which it is received by the addressee, and
 - (b) in the case of a notice sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post, and
 - (c) in the case of a notice sent by facsimile transmission or some other form of electronic transmission, on the date it was sent or, if the machine from which the transmission was sent produces a report indicating that the notice was sent on a later date, on that date.

35. Financial year

The financial year of MDA is:

- (a) the period of time commencing on the date of incorporation of MDA and ending on the following 30 June, and
- (b) each period of 12 months after the expiration of the previous financial year of MDA, commencing on 1 July and ending on the following 30 June.

36. Not-for-profit clause

- (1) The assets and income of MDA are to be applied solely in the furtherance of its objects. No portion of the MDA's assets and income are to be distributed directly or indirectly to its Members by way of fee, salary, dividend, bonus or otherwise.
- (2) The Members of the Board will not be entitled to pay fees for their service on the Board (eg sitting fees).
- (3) Nothing in subclauses (1) and (2) prevents the payment in good faith to a Board member or Member:
 - (a) of remuneration for any services to MDA in the ordinary and usual course of business,
 - (b) for goods supplied in the ordinary and usual course of business,provided that any such payment, or any other payment permitted by this Constitution, made or proposed to be made to a Board member, has been approved by the Board (in any generic or specific case).
- (4) Nothing in subclauses (1) and (2) prevents the reimbursement for out-of-pocket expenses incurred in carrying out the duties of a Board member where payment does not exceed any amount approved by the Board (in any generic or specific case).

37. Dissolution clause

- (1) Subject to this Constitution, upon MDA being dissolved or wound up, any surplus that remains (after such dissolution and the payment of all debts and liabilities) is to be transferred to another fund authority or institution.
 - (a) having objects similar to the objects of MDA and which are charitable at law;
 - (b) whose rules prohibit the distribution of its or their income and property among its or their Members to an extent at least as great as is imposed on MDA under this Constitution; and
 - (c) if MDA is endorsed by the Commissioner for Taxation as income tax exempt — those other institutions are also currently endorsed as income tax exempt on the same basis.
- (2) The fund, authority or institution will be determined by a vote of Delegates before the time of dissolution or winding up.

38. Amendment of constitution

- (1) MDA may amend this Constitution and its objects by special resolution of Delegates at an MDA Meeting, subject to following subclauses.
- (2) Any amendment to this Constitution, including this subclause (2), will not take effect unless a majority of Council Members are in favour of the proposed amendment.

39. Government grants and assets

An asset or part of an asset of MDA consisting of property supplied by a government department, public authority or council, including the unexpended portion of a grant, must be returned to:

- (a) the department, authority or council that supplied the property, or
- (b) a body nominated by that department, authority or council.

40. Confidentiality and intellectual property

In the furtherance of MDA's activities, MDA may provide Board members (and any organisation they represent under this Constitution) and Members (and their officers, employees, agents, contractors), access to sensitive, commercial-in-confidence or confidential information ("information"). Each Board member and Member must ensure that a recipient from them of such information:

- (a) will keep the information confidential, and will not disclose the information to any other person unless:
 - (1) the person is a permitted recipient with a need to know,
 - (2) disclosure is required by law or government policy,
 - (3) disclosure is with MDA's prior written consent, or
 - (4) the information is already in the public domain other than by a breach of any confidentiality obligation,
- (b) will only be used for the purposes of preventing or controlling diseases, and the information must not be copied, modified, adapted or exploited for any commercial purposes, and
- (c) will comply with MDA's information disclosure policies as published from time to time by the Board.

Schedule 1 Regions of the Murray Darling Association Incorporated

Applicable as at adoption of the Constitution.

Note Regions may vary as provided in the Constitution, without the need to amend this Constitution.

Region One

Albury City Council	Urana Shire Council	East Gippsland Shire Council
Corowa Shire Council	Wodonga City Council	Mansfield Shire Council
Greater Hume Shire Council	Alpine Shire Council	Snowy River Shire Council
Indigo Shire Council	Baw Baw Shire Council	Wangaratta Rural City Council
Towong Shire Council	Benalla Rural City Council	
Tumbarumba Shire Council		

Region Two

Berrigan Shire Council	Jerilderie Shire Council	Mitchell Shire Council
Campaspe Shire Council	Moira Shire Council	Murrindindi Shire Council
Congaro Shire Council	Murray Shire Council	Strathbogie Shire Council
Deniliquin Shire Council	Greater Bendigo City Council	Whittlesea City Council
Greater Shepparton City Council	Macedon Ranges Shire Council	Yarra Ranges Shire Council

Region Three

Balranald Shire Council	Ballarat City Council	Moorabool Shire Council
Gannawarra Shire Council	Buloke Shire Council	Mount Alexander Shire Council
Loddon Shire Council	Central Goldfields Shire Council	Northern Grampians Shire Council
Swan Hill Rural City Council	Hepburn Shire Council	Pyrenees Shire Council
Wakool Shire Council	Horsham Rural City Council	
Ararat Rural City Council		

Region Four

Broken Hill City Council	Mildura Shire Council	West Wimmera Shire Council
Central Darling Shire Council	Wentworth Shire Council	Yarriambiack Shire Council

Region Five

Berri Baramba Council	District Council of Loxton Waikerie	District Council of Karoonda East Murray
Renmark Paringa Council		
Mid Murray Council		

Region Six

Alexandrina Council Coorong District Council	Tatiara District Council Southern Mallee District Council The Rural City of Murray Bridge	Kingston District Council City of Victor Harbour
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Region Seven

Adelaide City Council Campbelltown City Council City of Burnside City of Holdfast Bay City of Mitcham City of Norwood Payneham & St. Peters City of Onkaparinga	City of Playford City of Port Adelaide Enfield City of Unley City of West Torrens Northern Areas Council Town of Walkerville City of Charles Sturt	City of Marion City of Salisbury City of Prospect City of Tea Tree Gully District Council of Yankalilla Town of Gawler The District Council of Mount Barker
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Region Eight

District Council of Barunga West District Council of Orroroo/Carrieton District Council of Yorke Peninsula Light Regional Council The Barossa Council	The District Council of Mallala The District of Mount Remarkable District Council of Peterborough Port Pirie Regional Council The Regional Council of Goyder	Whyalla City Council Wakefield Regional Council Adelaide Hills Council Clair and Gilbert Valleys Council District Council of the Cooper Coast
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Region Nine

Carrathool Shire Council Griffith City Council Gundagai Shire Council Hay Shire Council Leeton Shire Council Lockhart Shire Council Murrumbidgee Shire Council Narrandera Shire Council Tumut Shire Council	Wagga Wagga City Council Australian Capital Territory Government Bega Valley Coolamin Shire Council Cooma-Monaro Shire Council Cootamundra Shire Council Eurobodalla Shire Council	Harden Shire Council Junee Shire Council Palerang Council Queenbeyan City Council Temora Shire Council Weddin Shire Council Yass Valley Council Young Shire Council
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Region Ten

Bathurst Regional Council Bogan Shire Council Bourke Shire Council Cobar Shire Council Dubbo City Council Forbes Shire Council Lachlan Shire Council Mid-Western Regional Council Narromine Shire Council	Warren Shire Council Wellington Shire Bland Shire Council Blayney Shire Council Boorowa Council Cabonne Council City of Lithgow Council Corowa Shire Council Gilgandra Shire Council	Goulburn Mulwaree Council Muswellbrook Shire Council Oberon Council Orange City Council Parkes Shire Council Singelton Shire Council Upper Hunter Shire Council Upper Lachlan Shire Council Warrumbungle Shire Council
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Region Eleven

Brewarrina Shire Council	Armidale Dumaresq Council	Inverell Shire Council
Coonamble Shire Council	Glen Innes Severn Council	Liverpool Plains Shire
Gwydir Shire Council	Goondiwindi Regional Council	Narrabri Shire Council
Moree Plains Shire Council	Gunnedah Shire Council	Tamworth Regional Council
Tenterfield Shire Council	Guyra Shire Council	Uralla Shire Council
Walgett Shire		Walcha Council

Region Twelve

Balonne Shire Council	Western Downs Regional Council	Goondiwindi Regional Council
Maranoa Regional Council	Blackall Tambo Regional Council	Lockyer Valley Regional Council
Paroo Shire Council	Bulloo Shire Council	Murweh Shire Council
Southern Downs Regional Council	Central Highlands Regional Council	Quilpie Shire Council
Toowoomba Regional Council		Scenic Rim Regional Council
		South Burnett Regional Council

**Schedule 2
Life Members**

[Client to advise]

DRAFT 19/5/16

Placeholder for Attachment 2
Fit for the Future Reassessment
FFTF Reassessment Proposal
0 Pages

Placeholder for Attachment 1
Long Term Financial Plan 2017-2026
Long Term Financial Plan 2017-2026
0 Pages



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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



Application Form

APPLICANTS DETAILS

Name of Organisation	Bungaba Progress Association Inc.
Contact Person	Trevor Byfield
Address	1772 Blue Springs Rd, Bungaba, NSW, 2852
Phone	02 6375 9240
Email	byftw@outlook.com.au
ABN	n/a
Bank Account Name	Bungaba Progress Association Inc.
BSB	032653
Account Number	15-8418

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Electrically wire Bungaba Progress Association Inc. Hall.
Amount of funding requested	\$ 8,000.00
Start and finish date	Start: on successful application of grant money Finish: by end 2016
Briefly describe Project / Activity	<p>Scope of Work/Request for funding assistance:</p> <ol style="list-style-type: none"> 1. Install electrical wiring to Neville Williams Hall as per Australian Standards and Stand alone power requirements. Quote provided by Gordon Burke, Licensed Electrician. 2. Purchase generator with remote start to run 240 Volt power to Neville Williams Hall to provide 5,500 Watts.

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<p>It is Bungaba Progress Association Inc. intention to be able to provide Neville Williams Hall for community hire (ref; Mid Western Regional Council website Hire of Halls), and to provide an adequate meeting place not only for community events but also for emergency services if/when the need arises. An adequate power supply will enhance a near to completed community hall project which our members consider in this day and age to be a very basic human necessity. This power/utility addition will make our community hall comparable to other Mid Western Regional Council Rural Halls.</p>
<p>What is the expected amount of resident participation?</p>	<p>Bungaba Progress Association Inc. holds its monthly meetings and the hall is available for use as required by community members such as when Ulan Coal presented their West expansion mine proposal to the Bungaba community on three separate occasions. The hall had an average of 30 community members on each occasion.</p> <p>The hall is used as a base for Clean Up Australia Day events and we are currently in the process of implementing a Community Rural Watch Program. This is in the first stages of implementation.</p> <p>The hall is also for the use of emergency services and we are planning to make the hall available for hire.</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<p>Bungaba Progress Association Inc. members have visited Cooks Gap Progress Association hall and exchanged different ideas for future community events.</p> <p>Initial consultation with Mudgee Police for the implementation of the Community Rural Watch Program.</p>
<p>Outline your organisation capacity to deliver the Project / Activity <u>OR</u> describe previous experiences.</p>	<p>Bungaba Progress Association Inc. (Neville Williams Hall) is the result of a Community/Mid Western Regional Council partnership originating in 2002.</p> <p>Over the years, the community, with funding provided by Mid Western Regional Council, Stronger Community and Families Federal Funding, FRRR funding and community involvement (i.e. street stalls and in — kind support, labor, etc) have built up our community place to its current stage.</p> <p>Each year we have improved our Community Hall and we are now nearing completion to have a fully functioning venue. We are hoping Mid Western Regional Council continues to assist us as a partner for what we strongly believe to be a very reasonable request.</p>

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$ 8,000.00
	Club / Organisation / Individual cash towards the project	\$ 5,340
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	
	Other Income:	
	TOTAL INCOME	\$ 13,340

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)	
		\$ 8,315
		\$ 2,199
		\$ 2,826
	TOTAL EXPENDITURE	\$ 13,340

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you registered for Goods & Services Tax (GST) purposes?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Do you have an ABN?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	ABN	n/a
	<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' form</i>	
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Year	
	Amount	
<small>** Applicable for grants after 1 July 2016</small>	Did your group return the acquittal form?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION CHECKLIST

A copy of the groups / organisations public liability insurance	<input type="checkbox"/>	Supplied
Where the group intends to purchase equipment, a copy of the quote/s obtained	<input type="checkbox"/>	Supplied
Where the groups / organisations does not have an ABN, 'Statement by Supplier' form is required	<input type="checkbox"/>	Supplied
If your group is not incorporated, please supply a letter from your auspicing body	<input type="checkbox"/>	Supplied

AUTHORISATION OF APPLICANT

Name	Trevor Byfield
Position	Treasurer/Project Coordinator
Date	06/19/2016
<input type="checkbox"/>	I confirm that the information contained in the application form and within the attachments are true and correct.
<input type="checkbox"/>	I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

@ **EMAIL:** After you complete this digital form, please save it to your computer and email to: council@midwestern.nsw.gov.au

CUSTOMER SERVICE LOCATIONS:

86 Market Street
MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
RYLSTONE

✉ **POSTAL ADDRESS:**
 Attn: Finance Department
 PO Box 156
 MUDGEE NSW 2850

Email My Application

Community Grants Policy

Print My Application

From: [Wendy Byfield](#)
To: [Alison Cameron](#)
Subject: Re: Request for financial assistance - Community Grants - Bungaba Progress Association Inc
Date: Sunday, 19 June 2016 11:05:19 AM
Attachments: [Community Grants - Application Form.pdf](#)

Hi Alison,

Please find attached completed Community Grants application form.

We found this format a little difficult especially trying to cut and paste from our hard copy information.

In the Project Expenditure section where it asks for a brief explanation of quotes the field would only accept numerical figures not letters.

As this is an overall project, I hope it has not created confusion and any disadvantage to our \$8,000.00 grant request as this is the full amount required to complete the overall project cost of \$13,340.00. You have our quotes from our initial application.

Thanking you.

Regards

Trevor Byfield

From: Alison Cameron <Alison.Cameron@midwestern.nsw.gov.au>
Sent: Friday, 17 June 2016 2:17:20 AM
To: byftw@outlook.com.au
Subject: Request for financial assistance - Community Grants - Bungaba Progress Association Inc

Good Afternoon Trevor

Thank you for your patience!

Further to our previous discussions, I have now completed the new Community Grants Program application form (please find attached). Included in the application form is a button which will also link to the policy, this may also assist with your application. I know that this time will be a quick turnaround, so where possible could you please aim to have your application back to me by 30/06/2016 (please use the submit application button located on the bottom of the form).

<http://www.midwestern.nsw.gov.au/council/council-documents/Policies--Strategies-2/community-grants-program-policy/>

As mentioned beforehand this is our first run at the new policy and application form – I would love to hear your feedback!

If you require any further information, please do not hesitate to contact me.

Kindest Regards,

Ali

Alison Cameron
Graduate Accountant - Grants & Contributions
Mid-Western Regional Council

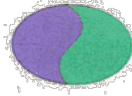
t 02 6378 2833 |
f 02 6378 2815 | e Alison.cameron@midwestern.nsw.gov.au
a 86 Market Street | PO Box 156 Mudgee NSW 2850
w www.midwestern.nsw.gov.au
[facebook](#) | [twitter](#) | [youtube](#)



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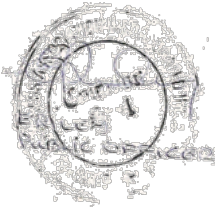
DEPARTMENT OF FAIR TRADING
NSW Consumer Protection Agency

Certificate of Incorporation as an Association

THIS IS TO CERTIFY that the undermentioned Association is incorporated in New South Wales under the Associations Incorporation Act, 1984.

Association Name: **BUNGABA PROGRESS ASSOCIATION INCORPORATED**
Incorporation No: **INC9879130**
Date of Incorporation: **21 January 2003**

Issued and given under my hand this twenty first day of January, 2003.



D.B O'Connor
Director-General

In Association with Mid-Western Regional Council.



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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



Application Form

APPLICANTS DETAILS

Name of Organisation	Concierge Enterprises
Contact Person	Howard Smith
Address	PO Box 1020 Menai Central NSW 2234
Phone	02 9532 1982
Email	howard.smith@thebusinessconcierge.com.au
ABN	82109635243
Bank Account Name	Concierge Enterprises PTY LTD
BSB	032112
Account Number	151475

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Survivor Life Skills
Amount of funding requested	\$2500.00
Start and finish date	February 2017 to June 2017
Briefly describe Project / Activity	<p>We provide programs to High Schools and Primary Schools in order to teach Students Finance Literacy Skills, Interview Employment and Career Skills and other Life skills not covered in the School curriculum. We have 60 subjects Schools can choose from based on the needs of the school and students,</p> <p>We have been running our program for schools in the Mudgee Region for 10 years.</p> <p>The aim of the program is to allow all young people an opportunity to make well educated choices when they enter the world outside of school regardless of age, gender, race or social economic status.</p>

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<p>The program will allow for better trained and better educated young people as they venture beyond the protective walls of the Schooling system. They will be given the confidence to sit an Interview whether this is for a job or University placement. They will be trained to understand the world of work and what the expectations will be of their employers but also what their rights and expectations should be as employees. They will be trained on how to Budget and control their spending and therefore not be a burden on society and be able to support the economics in the region. They will be taught how Credit Cards and Debt work and how not to get caught up living a life in debt just to have the latest of everything. Most importantly they will be young people who can contribute to the Mid Western region</p>
<p>What is the expected amount of resident participation?</p>	<p>Based on previous years we would expect between 500 to 800 Year 5/6 Primary students and 9/10/11 High School Students will participate in the program. We would also have 15 to 20 Teachers also participate in the days we spend at the schools.</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<p>We have worked closely with Maureen Hutchison at Club Mudgee since 2013 and they also support our program with a contribution from Clubgrants of \$2500.00. We also work very closely with the Principals and Staff from all the Schools to organise and design the programs to fit with their needs.</p>
<p>Outline your organisation capacity to deliver the Project / Activity OR describe previous experiences.</p>	<p>We have been running this program throughout NSW for 16 years and have been recognised by the Department of Education for 8 consecutive years as bringing excellent programs to Schools that are needed by young people but not covered for in the Schools Curriculum. We have a history in the Mid Western Region of providing our annual reporting and feedback from all schools that take part to both Club Mudgee and the Mid Western Regional Council and this has always been very positive regarding achieving what we set out to achieve. We currently deal with over 460 Schools in NSW, attend numerous Careers Advisers regional meetings and deal with Principals, Teachers and Students on a daily basis. Therefore we have a vast network of contacts, and a keen understanding of exact where our program fits and who to target the information to.</p>

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$2500.00
	Club / Organisation / Individual cash towards the project	\$2500.00
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	
	Other Income:	
	TOTAL INCOME	\$5000.00

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)	
	All money will be used to provide each Sch	\$5000.00
	TOTAL EXPENDITURE	\$5000.00

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you registered for Goods & Services Tax (GST) purposes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have an ABN?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	ABN	82109635243
	<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' form</i>	
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Year	2014, 2015
	Amount	\$2500.00
** Applicable for grants after 1 July 2016	Did your group return the acquittal form?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION CHECKLIST

A copy of the groups / organisations public liability insurance	<input type="checkbox"/>	Supplied
Where the group intends to purchase equipment, a copy of the quote/s obtained	<input type="checkbox"/>	Supplied
Where the groups / organisations does not have an ABN, 'Statement by Supplier' form is required	<input type="checkbox"/>	Supplied
If your group is not incorporated, please supply a letter from your auspicing body	<input type="checkbox"/>	Supplied

AUTHORISATION OF APPLICANT

Name	Howard Smith
Position	Managing Director
Date	22nd June 2016
<input type="checkbox"/>	I confirm that the information contained in the application form and within the attachments are true and correct.
<input type="checkbox"/>	I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

@ **EMAIL:** After you complete this digital form, please save it to your computer and email to: council@midwestern.nsw.gov.au



CUSTOMER SERVICE LOCATIONS:

86 Market Street
MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
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POSTAL ADDRESS:

Attn: Finance Department
 PO Box 156
 MUDGEE NSW 2850

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QBE Insurance (Australia) Ltd
Head Office
Level 5, 2 Park Street
Sydney NSW 2000
ABN: 78 003 191 035
AFS Licence No: 239545



Page 1 of 1

BUSINESS PACK INSURANCE / CERTIFICATE OF CURRENCY Policy Number: 30A545488BPK

This certificate acknowledges that the policy referred to is in force for the period shown.

Details of the cover are listed below.

Policy Number: 30A545488BPK
Period of Insurance: From 31/10/2015 to 31/10/2016 at 4.00pm
Insured Name: CONCIERGE ENTERPRISES PTY LTD

Liability Section		Sum Insured	Excess
Location:	4 TUPELO GROVE MENAI NSW 2234	Public Liability: \$10,000,000 Products Liability: \$10,000,000	
Type of Business:	EDUCATION & TRAINING COURSES	Property Owner: No	
		Property Damage Excess:	\$500

Interested Party: None Noted

Issued by: QBE Australia
Date Issued: 30. October 2015

End of Certificate.



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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

 TOWARDS 2030



Application Form

APPLICANTS DETAILS

Name of Organisation	Ilford Public School
Contact Person	Ian Stewart
Address	6943 Castlereagh Highway Ilford NSW 2850
Phone	02 63588507
Email	ilford-p.school@det.nsw.edu.au
ABN	79700965685
Bank Account Name	Ilford Public School
BSB	032001
Account Number	141805

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Music room upgrade
Amount of funding requested	\$ 9,300.00
Start and finish date	Works would commence subject to successful grant application. It would be anticipated that work could commence shortly after funds were received.
Briefly describe Project / Activity	At Ilford Public School, we have a long tradition of having a strong arts program, one that has included a music program, with a specialist music teacher coming to the school to teach the students. In late 2013 we had a demountable building removed that used to accommodate our music room. This meant the program had to move to another, much smaller room which is not adequate to serve the programs needs, requiring us to run smaller groups fortnightly instead of weekly. It is our desire to line and refurbish what is currently our sports store room. This would provide more space in a better area of the school and return the program to its prior format.

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<p>Iford Public School is an integral part of a small village. Whilst other organisation and services have ceased operation over the years, our remains. We provide a hub for the local community and welcome and encourage community involvement. Whilst this program directly benefits our students through the learning of music, this spreads to community. We have concerts in the year for our families and the extended local community to showcase our students abilities including music presentations.</p>
<p>What is the expected amount of resident participation?</p>	<p>Our current student enrollment is 32 students who would benefit from the program.</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<p>As a school, we work very closely with our parent body and local school community. Every aspect of this project has been done in partnership with our school Parents and Citizens group who work hard to support our school.</p>
<p>Outline your organisation capacity to deliver the Project / Activity <u>OR</u> describe previous experiences.</p>	<p>The school has been running the music program for many years. This will continue to occur.</p> <p>Through the hiring of a contractor we will be able to complete the refurbishment of the room in a timely fashion.</p>

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$ 9,300.00
	Club / Organisation / Individual cash towards the project	\$ 3,400
	Expected Sales Revenue i.e. Entry Fee, Membership Sales: 0	
	Other Income:	
	TOTAL INCOME	\$ 12,700

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)	
	9,300	\$ 3,400
	TOTAL EXPENDITURE	\$ 3,400

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you registered for Goods & Services Tax (GST) purposes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have an ABN?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	ABN	79700965685
	<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' form</i>	
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Year	
	Amount	
** Applicable for grants after 1 July 2016	Did your group return the acquittal form?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION CHECKLIST

A copy of the groups / organisations public liability insurance	<input type="checkbox"/>	Supplied
Where the group intends to purchase equipment, a copy of the quote/s obtained	<input type="checkbox"/>	Supplied
Where the groups / organisations does not have an ABN, 'Statement by Supplier' form is required	<input type="checkbox"/>	Supplied
If your group is not incorporated, please supply a letter from your auspicing body	<input type="checkbox"/>	Supplied

AUTHORISATION OF APPLICANT

Name	Ian Stewart
Position	Principal
Date	06/30/2016
<input type="checkbox"/>	I confirm that the information contained in the application form and within the attachments are true and correct.
<input type="checkbox"/>	I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

@ **EMAIL:** After you complete this digital form, please save it to your computer and email to: council@midwestern.nsw.gov.au



CUSTOMER SERVICE LOCATIONS:

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MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
RYLSTONE



POSTAL ADDRESS:

Attn: Finance Department
 PO Box 156
 MUDGEE NSW 2850

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Community Grants Policy

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**QUOTATION FOR LINING & CONVERSION OF ILFORD PUBLIC SCHOOL
STOREROOM TO BECOME A MUSIC & MULTI FUNCTION ROOM**

1. The existing room has a footprint of 3400 wide by 6100 long. The roof purlins are exposed internally although there is sarking under the corrugated roof. The roof tapers from 2500 above the floor to 3000 at the back (southern) wall. There is a door (820 x 2030), one small sliding window (1170 x 1170) & one larger double sliding window (1170 x 2400) in the Northern wall.
2. Only the Northern internal wall is lined. South, East & West wall have no sarking, insulation or lining. There are numerous fixed storage racks which will require removal prior to lining. The existing purlins and wall studs are at 600mm centres and are eucalypt hardwood in good condition. Miscellaneous stored sports items & school activity assets will need to be removed to alternate storage prior to the commencement of any work. The small sliding window has a broken pane which will also be replaced.
3. The proposed work would involve adding R2 Earthwool batts and sarking to the unlined walls & lining those walls with 10mm plasterboard which would then be set-off, undercoated & finish painted in an off-white satin low VOC interior paint (Wattyl ID). The walls to be covered total approximately 36 square metres. Additional timber studwork and noggins will be installed prior to the lining task.
4. New H2 pine ceiling joists and hangers will be installed to achieve a ceiling height of approximately 2400mm from the existing floor. The ceiling will be 10mm plasterboard with R3.5 Earthwool insulation above. A 600mm wide manhole will be installed near the centre of the southern wall side of the ceiling.
5. A licensed electrician will be contracted to install 2 double power outlets in the East and West walls and 4 double outlets in the western wall. Two standard ceiling batten holders, low wattage LED globes and a single light switch adjacent to the entry door will be installed. Dedicated

circuitry may be required from the main school room subject to inspection of existing wiring. Potential exists to utilise circuits which remain from the defunct demountable building.

6. Work will be conducted subject to instruction from the principal with a preference for school holidays and/or weekends where possible. The work would need to be undertaken after an alternate storage area becomes available. Completion could be expected within approximately sixteen working days of commencement. There is potential for the existing shelving to be relocated and reused.
7. Estimated costs for the work are as follows:

LABOUR	\$4000
ELECTRICIAN	\$2500
HIRE EQUIPMENT	\$ 250
MATERIALS	\$ 2250
DELIVERY	\$ 300

TOTAL **\$ 9,300**

Note \$4000 LABOUR component is GST exempt.

THIS QUOTATION IS CONSIDERED COMMERCIAL-IN-CONFIDENCE AND IS VALID FOR 90 DAYS. A DEPOSIT OF \$ 2600 WOULD BE REQUIRED PRIOR TO COMMENCEMENT TO COVER COST & DELIVERY OF MATERIALS.

Contact for enquiries Gaven McDonald 0428 635885
ABN 22 706 260 065



CERTIFICATE OF CURRENCY

The Department of Education is self-insured. It contributes to the NSW Treasury Managed Fund (TMF) which provides coverage for its activities.

TMF has issued a Statement of Cover and Scheme Structure which took effect from 10 September 2012.

In the preamble to the Statement of Cover TMF has noted:

“The Statement of Cover is a document that states Government policy only, and may be departed from in its absolute discretion. The Statement of Cover is not intended to give rise to legally enforceable rights on the part of participating TMF agencies or individuals. The Statement of Cover is not intended to be, and is not, a contract of insurance or other type of legally binding contract or agreement.” (pg12)

Additionally in the Statement of Cover TMF has noted at paragraph 2(d) page 16, “The Statement of Cover is not intended to, and does not give rise to, any legally enforceable rights on the part of TMF agencies or individuals. The Statement of Cover is not intended to be, and is not, a contract of insurance or other type of legally binding contract or agreement.”

Attached is the Certificate of Currency of that Cover provided by TMF.





18 Jamison Street
Sydney NSW 2000

1 July 2015
Reference: TMF 081 1516

Department of Education,

CERTIFICATE OF CURRENCY – NSW TREASURY MANAGED FUND

The NSW Self Insurance Corporation was established by the *NSW Self Insurance Corporation Act 2004*. The main function of SICorp is the administration of the Treasury Managed Fund (TMF), which provides cover for all asset and liability exposures (other than compulsory third party insurance) faced by general government sector budget dependent agencies and participating non budget dependent public sector agencies.

This certificate of currency confirms that from 1/07/2015 to 30/06/2016 Department of Education is a member of the TMF which provides broad protection for all assets and liability exposures in accordance with the TMF Statement of Cover. Department of Education, its employees and volunteers are fully covered for their legal liability to any third party arising out of their operations, worldwide.

Cover includes, but is not limited to:

- Legal liability inclusive of;
 - Public Liability for an amount of \$20Million
 - Professional Indemnity for an amount of \$20 Million
 - Directors & Officers for an amount of \$20 Million and
 - Product Liability for an amount of \$20 MillionIdentifier No: MF100001
- Personal Accident coverage for Voluntary Workers whilst actively engaged in voluntary work for Department of Education. Also, NSW public school students while engaged in approved educational work experience programs.
Identifier No: MF100003
- Comprehensive Motor Vehicle coverage in respect of vehicles owned or leased by Department of Education
Identifier No: MF100660
- Property coverage (including plate glass) on a full replacement (new for old) basis, including consequential loss, worldwide, for loss and/or damage to all real and personal property either owned by, or the responsibility of Department of Education
Identifier No: MF100661

Inception Date: 30/06/1989

NOTE: 1: GIO hereby agrees that should such coverage be cancelled or withdrawn for any reason, 30 days notice will be provided.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Frank Farhart', is written over a circular stamp that is partially obscured by the signature.

Frank Farhart
Client Services Manager and Reinsurance Specialist
NSW TREASURY MANAGED FUND
Phone No: (02) 8121 3683
Email: Frank.Farhart@suncorp.com.au



ABN Lookup

Current details for ABN 79 700 965 685

ABN details

Entity name: ILFORD PUBLIC SCHOOL

ABN status: Active from 01 Nov 1999

Entity type: State Government Entity

Goods & Services Tax (GST): Registered from 01 Jul 2000

Main business location: NSW 2850

Trading name(s)

Trading name	From
ILFORD PUBLIC SCHOOL	17 Apr 2000

Deductible gift recipient status

Not entitled to receive tax deductible gifts

ABN last updated: 22 Oct 2002

Record extracted: 05 Jul 2016

Disclaimer

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see [disclaimer](#).



*Good
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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

 TOWARDS 2030



Application Form

APPLICANTS DETAILS

Name of Organisation	Mudgee High Centenary 2016 Committee
Contact Person	Genevieve Palmer
Address	C/- The Property Shop 58 Market Street Mudgee NSW 2850
Phone	0417722166
Email	genevieve@thepropertyshop.com.au
ABN	25074408459
Bank Account Name	Mudgee High School Administration Account
BSB	032001
Account Number	153881

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Mudgee High Centenary Celebration
Amount of funding requested	\$2,000.00
Start and finish date	Saturday 15th October 2016
Briefly describe Project / Activity	<p>Mudgee High School was opened in August 1916 and we are celebrating our centenary with a range of activities on Friday 14th - Saturday 15th October this year. This is a significant milestone, especially when it is realised that Mudgee High was one of the first 20 dedicated government secondary schools built in the state.</p> <p>Our celebrations will include a range of activities for the residents of the Mudgee Region as well as visitors who were previous students and teachers of Mudgee High School. Activities include the following:</p>

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<p>We believe that the Mudgee High School Centenary celebrations will provide all local residents the opportunity to be part of this significant milestone, and appreciate what Mudgee High has achieved in it's 100 years of providing quality schooling for local students. Mudgee High School has grown to cater for the needs of high school education in our region for locals , and this has been recognised with the confirmation that Troy Grant, Deputy Premier will be attending the Open Day on Saturday 15th.</p> <p>In addition, with the large number of of visitors attending the celebrations, this will boost the local economy in particular accommodation, cafes and restaurants, retail shops and cellar doors.</p>
<p>What is the expected amount of resident participation?</p>	<p>For the Open Day on Saturday 15th October at Mudgee High School, we are expecting around 400 local residents to visit, with a futher 300 visitors.</p> <p>For the Celebration Cocktail Dinner we are expecting around 250 local residents to attend, with a further 150 visitors.</p> <p>We have a facebook page, Mudgee High School Centenary, and already have over 3,100 people who have registered to keep informed of the celebrations.</p> <p>It is also anticipated that we will have a large percent of the centenary book sales purchased by local residents.</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<ul style="list-style-type: none"> * We met with the Mudgee Region Tourism Centre to understand what other events were being held in September - October, and chose the 15th October as at the time, it did not clash with another major event. * We are working with John Broadley, President of the Mudgee Historical Society, to compile information and photos for the Centenary Celebration Book. * We have involved Mudgee High School very closely to produce a celebration for current and previous students and teachers, and to recognise this significant milestone, as well as accessing their records and photo library etc. * We are also working with the Mudgee Guardian to produce a wrap around feature of the Centenary Celebrations the week commencing 11th October.
<p>Outline your organisation capacity to deliver the Project / Activity <u>OR</u> describe previous experiences.</p>	<p>We have a committee of 12 individuals who bring a wealth of experience and skills to ensure we produce a celebration event for previous teachers and students, as well as the local community. The committee includes:</p> <p>Wayne Eade - Principal, Mudgee High School Ronya Maynard - Library Assistant, Mudgee High School Michelle McGuiggan - former Mudgee High School teacher Errol Grieve - former Mudgee High School teacher John Broadley - President of Mudgee Historical Society and former Mudgee High School teacher Steve Jones - former Mudgee High School teacher Heather Rushton - former Mudgee High School teacher and former President of Mudgee Performing Arts</p>

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$2,000.00
	Club / Organisation / Individual cash towards the project	N/A
	Expected Sales Revenue i.e. Entry Fee, Membership Sales: Dinner tickets @ \$55 p/p, Centenary book	\$22,000 + \$8,000
	Other Income:	
	TOTAL INCOME	\$32,000

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)	
	Rachael McCarthy catering @ \$41 p/p. We	Ogdens Coaches transport \$10 p/p
	Security Lanyards \$2.00 p/p. We are still w	* We have not received a quote as yet for g
	Print Storm - print run of 400 Centenary Bc	* Please note that we will have to pay for th
	TOTAL EXPENDITURE	\$29,160

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you registered for Goods & Services Tax (GST) purposes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have an ABN?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	ABN	25074408459
	<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' form</i>	
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Year	
	Amount	
** Applicable for grants after 1 July 2016	Did your group return the acquittal form?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION CHECKLIST

A copy of the groups / organisations public liability insurance	<input type="checkbox"/>	Supplied
Where the group intends to purchase equipment, a copy of the quote/s obtained	<input type="checkbox"/>	Supplied
Where the groups / organisations does not have an ABN, 'Statement by Supplier' form is required	<input type="checkbox"/>	Supplied
If your group is not incorporated, please supply a letter from your auspicing body	<input type="checkbox"/>	Supplied

AUTHORISATION OF APPLICANT

Name	Genevieve Palmer
Position	Consultant, The Property Shop
Date	Thursday 30 June 2016
<input type="checkbox"/>	I confirm that the information contained in the application form and within the attachments are true and correct.
<input type="checkbox"/>	I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

@ **EMAIL:** After you complete this digital form, please save it to your computer and email to: council@midwestern.nsw.gov.au

CUSTOMER SERVICE LOCATIONS:

86 Market Street
MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
RYLSTONE



POSTAL ADDRESS:

Attn: Finance Department
 PO Box 156
 MUDGEE NSW 2850

Email My Application

Community Grants Policy

Print My Application



print storm
design, print & web

FROM
Paul Cavalier
Print Storm
Unit 7, 13 Sydney Road
Mudgee NSW 2850
www.printstorm.com.au

PHONE
(02) 6372 7599

ABN
62 109 230 515

FOR
Mudgee High School

TO
Genevieve Palmer

EMAIL
veeva@icloud.com

QUOTE NUMBER
97957

DATE
9 May 2016

VALID UNTIL
8 July 2016 at 12:32pm

[Download PDF](#)

High School Year Books 2016 (Centenary Edition)

Print 100x 120pp A4 Perfect Bound Books

Cover Printed in Full Colour on 250gsm (Matt Cello Front Only)
Inside Pages Printed in Full Colour Throughout on 130gsm Gloss
Trimmed to Size and PUR Perfect Bound

2,870.00
Not selected

Print 200x 120pp A4 Perfect Bound Books

Cover Printed in Full Colour on 250gsm (Matt Cello Front Only)
Inside Pages Printed in Full Colour Throughout on 130gsm Gloss
Trimmed to Size and PUR Perfect Bound

5,023.00
Not selected

Print 300x 120pp A4 Perfect Bound Books

Cover Printed in Full Colour on 250gsm (Matt Cello Front Only)
 Inside Pages Printed in Full Colour Throughout on 130gsm Gloss
 Trimmed to Size and PUR Perfect Bound

5,974.00
 Not selected

Print 400x 120pp A4 Perfect Bound Books

Cover Printed in Full Colour on 250gsm (Matt Cello Front Only)
 Inside Pages Printed in Full Colour Throughout on 130gsm Gloss
 Trimmed to Size and PUR Perfect Bound

7,960.00
 Not selected

Print 500x 120pp A4 Perfect Bound Books

Cover Printed in Full Colour on 250gsm (Matt Cello Front Only)
 Inside Pages Printed in Full Colour Throughout on 130gsm Gloss
 Trimmed to Size and PUR Perfect Bound

9,090.00

Options selected
 GST 10%
Total AUD including GST

1 of 5
 826.36
\$9,090.00

Design, Layout, Proofs & Colours

Any design component included in this quote is an estimate only. Additional revisions or work carried out that incurs extra design time will be charged at the standard hourly rate for design and layout. At the time of this quote, the standard rate for design and layout is \$90 per hour, inc GST.

Proofs provided by Print Storm are an indication of the final printed product only. PDF proofs provided by us are not colour accurate. If you are concerned about the reproduction of colours on this job, you may wish to request a hard copy proof. Please note that an additional fee applies for all hard copy proofs.

When accepting artwork proofs, you are solely responsible for the content of that proof. This includes all design, spelling, grammar, numbers, layout and all associated content. We will print or supply exactly what is accepted in the final proof. Reprints at Print Storm's expense will not be done unless the issue with your final product is related to a printing error that we have made.

Turnaround & Delivery

Printing turnaround will vary from job to job. Our average turnaround time for most digitally printed products is 3-5 working days from artwork approval, and 5-7 working days from artwork approval for offset printed jobs. This is not a guarantee, and should only be treated as a guide.

Unless otherwise agreed upon in writing, Print Storm does not guarantee delivery of your jobs by a specific date. If you have a critical deadline to meet, please discuss this with your Account Manager prior to accepting this quote so we can make every effort to meet your target date for you.

Print Storm will not be held liable for printing products that are lost, damaged or delayed when delivered by post or courier. It is your responsibility to provide a suitable address or PO Box to ensure the safe arrival of your printed goods. If an incorrect address is provided to us, a re-delivery fee may apply with some couriers, and this will be on-billed to you.

All printing products must be paid for in full before they are sent to print, unless a specific arrangement has been made or you are a 30 day commercial account holder. Payments by electronic funds transfer (EFT) or cheque must be fully processed and received before printing commences.

In the event where your overdue account is referred to a collection agency and/or law firm, you will be liable for all costs which would be incurred as if the debt is collected in full, including legal demand costs.

[Ask a question...](#)

High School Year Books 2016 (Centenary Edition)

Total AUD including GST \$9,090.00 (1 of 5 options selected)

Additional comments

Optional

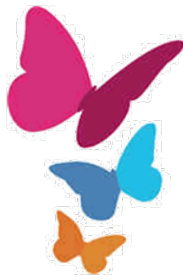
Your order/reference number

Optional

Yes, I Genevieve Palmer agree to and accept this quote, on 30 June 2016 at 3:56pm.

Accept quote

Decline



print storm
design, print & web

FROM
Paul Cavalier
Print Storm
Unit 7, 13 Sydney Road
Mudgee NSW 2850
www.printstorm.com.au

PHONE
(02) 6372 7599

ABN
62 109 230 515

FOR
Mudgee High School

TO
Ronya Maynard

EMAIL
ronya.maynard@det.nsw.edu.au

QUOTE NUMBER
98253

DATE
16 June 2016

VALID UNTIL
15 August 2016 at 9:17am

[Download PDF](#)

Lanyards

Supply 100x Printed Lanyards

Printed in 1 Colour, One Side Only
 Navy Blue



2.90
 x 100
290.00
 Not selected

Supply 100x Clear Plastic Card Holders

Suitable for all lanyard types.



0.60
 x 100
60.00
 Not selected

Supply 250x Printed Lanyards

Printed in 1 Colour, One Side Only
 Navy Blue



1.84
 x 250
460.00
 Not selected

Supply 250x Clear Plastic Card Holders

Suitable for all lanyard types.



0.55
 x 250
137.50
 Not selected

Got a better price somewhere else?

Print Storm will make every effort to beat a competitor's price on a comparable product. If you have received a better price, please email us at sales@printstorm.com.au and we will get back to you as soon as possible.

Supply 500x Printed Lanyards

Printed in 1 Colour, One Side Only
 Navy Blue



1.39
 x 500
 695.00

Supply 500x Clear Plastic Card Holders

Suitable for all lanyard types.



0.50
 x 500
 250.00

Options selected
 GST 10%
Total AUD including GST

2 of 6
 85.91
\$945.00

Design, Layout, Proofs & Colours

Any design component included in this quote is an estimate only. Additional revisions or work carried out that incurs extra design time will be charged at the standard hourly rate for design and layout. At the time of this quote, the standard rate for design and layout is \$90 per hour, inc GST.

Proofs provided by Print Storm are an indication of the final printed product only. PDF proofs provided by us are not colour accurate. If you are concerned about the reproduction of colours on this job, you may wish to request a hard copy proof. Please note that an additional fee applies for all hard copy proofs.

When accepting artwork proofs, you are solely responsible for the content of that proof. This includes all design, spelling, grammar, numbers, layout and all associated content. We will print or supply exactly what is accepted in the final proof. Reprints at Print Storm's expense will not be done unless the issue with your final product is related to a printing error that we have made.

Turnaround & Delivery

Printing turnaround will vary from job to job. Our average turnaround time for most digitally printed products is 3-5 working days from artwork approval, and 5-7 working days from artwork approval for offset printed jobs. This is not a guarantee, and should only be treated as a guide.

Unless otherwise agreed upon in writing, Print Storm does not guarantee delivery of your jobs by a specific date. If you have a critical deadline to meet, please discuss this with your Account Manager prior to accepting this quote so we can make every effort to meet your target date for you.

Print Storm will not be held liable for printing products that are lost, damaged or delayed when delivered by post or courier. It is your responsibility to provide a suitable address or PO Box to ensure the safe arrival of your printed goods. If an incorrect address is provided to us, a re-delivery fee may apply with some couriers, and this will be on-billed to you.

All printing products must be paid for in full before they are sent to print, unless a specific arrangement has been made or you are a 30 day commercial account holder. Payments by electronic funds transfer (EFT) or cheque must be fully processed and received before printing commences.

Overdue accounts will incur a monthly administration fee of \$25 and/or interest charges of 10% p.a. (per annum), calculated monthly.

In the event where your overdue account is referred to a collection agency and/or law firm, you will be liable for all costs which would be incurred as if the debt is collected in full, including legal demand costs.

[Ask a question...](#)

Lanyards

Total AUD including GST \$945.00 (2 of 6 options selected)

Additional comments

Optional

Your order/reference number

Optional

Yes, I Ronya Maynard agree to and accept this quote, on 30 June 2016 at 4:02pm.

Accept quote

Decline



Wednesday, 29 June 2016

To Whom It May Concern

This letter hereby authorises Mid Western Regional Council to deposit into Mudjee High School administration account as per details below on behalf of The Mudjee High School Centenary 2016 committee should the application for additional community funds be successful;

MHS bank account details and ABN as follows:

Account Name: Mudjee High School Administration account
Bank: Westpac
Branch: 275 Kent St Sydney
BSB: 032 001
Account Number: 15 3881
ABN: 25 074 408 459

All cheques to be made out to Mudjee High School

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Gina Kalazias', is written over a horizontal line.

Gina Kalazias
School Administration Manager
Mudjee High School on behalf of

Wayne Eade
Principal
Mudjee High School



ABN Lookup

Current details for ABN 25 074 408 459

ABN details

Entity name:	MUDGEES HIGH SCHOOL
ABN status:	Active from 01 Nov 1999
Entity type:	State Government Entity
Goods & Services Tax (GST):	Registered from 01 Jul 2000
Main business location:	NSW 2850

Trading name(s)

Trading name	From
MUDGEES HIGH SCHOOL	19 Apr 2000

Deductible gift recipient status

MUDGEES HIGH SCHOOL operates the following funds, authorities or institutions. Gifts to these funds, authorities or institutions may be deductible.

Fund, authority or institution name	DGR Item	From
MUDGEES HIGH SCHOOL BUILDING FUND	Item 1	31 May 2006
MUDGEES HIGH SCHOOL LIBRARY	Items 1 & 4	31 May 2006



Important

Please read [Deductible Gift Recipient \(DGR\)](#) information before making a gift.

ABN last updated: 20 Jun 2014

Record extracted: 05 Jul 2016

Disclaimer

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see [disclaimer](#).



*Good
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COMMUNITY GRANTS
PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



Application Form

APPLICANTS DETAILS

Name of Organisation	Mudgee Lions Club
Contact Person	Lesley Halpin
Address	PO Box 165 Mudgee 2850
Phone	0263733374
Email	redelstone@gmail.com
ABN	88447571504
Bank Account Name	Mudgee Lions Club Project Account
BSB	082726
Account Number	631002002

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Lions Twilight Market/ Festival
Amount of funding requested	\$ 2,500.00
Start and finish date	Saturday 17 December 2016 (to be confirmed)

Briefly describe Project / Activity

The market/festival was introduced by the Lions Club in 2014 to provide a fun event at very little costs for the whole community around Christmas - to replace the discontinued Mudgee Street Festival. The event sought and received the involvement of a great range of community groups and the community in general. The event was expanded in 2015 after Council provided a grant of \$2,500 which allowed the Lions Club to better market and present the market/festival. The objective is to provide a fun event for the community, particularly families, at as low a cost possible. The first event in 2014 was successful and the popularity of the 2015 market (with Council support) showed that the community had embraced the market and taken ownership.

ESS CRITERIA

will your project benefit the Western Region community?

The event is intended to provide a lot of fun and enjoyment to the whole community at the lowest possible cost to residents - it is not expected to provide any significant economic benefits to the region. Based on previous years however, there will be some positive economic benefits when a large crowd is drawn into town on an evening where there probably again be no competing attractions.

The involvement of as many other community groups and causes as possible (usually support one major cause each year - Rhiannon's Wheels in 2015) provides a real community feel to the event last year. All Mudgee Lions Club activities bring significant benefits to the community at large with over 85% of all income raised each year being donated back to the local community.

With Council's continued financial support in 2016 Mudgee Lions are keen to again provide a great Christmas market/festival for the community

What is the expected amount of event participation?

Estimates of the attendance (by local press and others) in 2015 were generally over 5,000 during the market. It is difficult to estimate the number of visitors but the market stallholders (many of whom were visitors themselves) reported a lot of visitors to the market.

Apart from the Lions Club other community organisations benefitting from the market/festival will again include the Scouts, the Venturers, Junior Rugby League and Union, NALAG, Relay for Life, the Hospital Auxilliary, Parkinsons Support Group, Ride for the Disabled, the Masonic Lodge and several of the local Church groups. It is expected that over 100 local volunteers will again lend their help on the day and many will be involved in providing information and services at their respective stalls.

What level of consultation and collaboration with other local groups has your organisation undertaken?

Consultations with the types of organisations noted above have not yet been undertaken for the 2016 event. After the success of two previous festivals many have let us know their keen desire to participate in all similar future events. We will shortly need to liaise with the organisers of the Carols Night to ensure the dates of these events do not conflict and when the date has been confirmed will be consulting more formally.

While the Lions provide almost all of the organisation for the event and most of these community groups only need to focus on their own stall or display etc., some will again be invited to assist in operating some of the attractions at the festival - for example the Lions will need assistance operating the Giant Jumping Castle and the inflatable Obstacle Course this year.

Does your organisation have the capacity to deliver the Project / Activity OR describe previous experiences.

As noted earlier, this will be the third market/festival of its kind being organised by the Mudgee Lions. The acknowledged success of the two previous events testify to the capability of the Lions to organise and deliver this type of event. Moreover our reputation as a leading community service group in the region and the number of different projects that we organise and operate is one of which we are proud and determined to maintain.

The 2014 event was funded by the Lions Club itself and was successful but the 2015 festival and market with Council financial assistance and more local business support was a much better event both in its promotion/advertising, provision of facilities (see under cover etc), and attractions and giveaways for the kids.

PROJECT BUDGET	
Project Income	Community Grant (amount sought from Council) \$ 2,500.00
	Club / Organisation / Individual cash towards the project \$ 1,000
	Expected Sales Revenue i.e. Entry Fee, Membership Sales: \$ 1,200
	Other Income:
TOTAL INCOME \$ 4,700	

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)
	\$ 4,700
	TOTAL EXPENDITURE \$ 4,700

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Have you registered for Goods & Services Tax (GST) purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have an ABN?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
ABN	88447571504	
<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' for</i>		
Has your organisation / group previously received a community grant from Council?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Year	09/2015	
Amount	\$ 2,500	
Did your group return the acquittal form?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

* Applicable for grants after 1 July 2016

APPLICATION CHECKLIST

copy of the groups / organisations public liability insurance	<input checked="" type="checkbox"/>	Supplied
Where the group intends to purchase equipment, a copy of the quote/s obtained	<input type="checkbox"/>	Supplied
Where the groups / organisations does not have an ABN, 'Statement by Supplier' form required	<input type="checkbox"/>	Supplied
If your group is not incorporated, please supply a letter from your auspicing body	<input type="checkbox"/>	Supplied

AUTHORISATION OF APPLICANT

Name	Lesley Halpin
Position	Secretary
Date	06/20/2016

- I confirm that the information contained in the application form and within the attachments are true and correct.
- I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

EMAIL: After you complete this digital form, please save it to your computer and email to: council@midwestern.nsw.gov.au

CUSTOMER SERVICE LOCATIONS:

86 Market Street
 MUDGEE

109 Herbert Street
 GULGONG

77 Louee Street
 RYLSTONE

POSTAL ADDRESS:

Attn: Finance Department
 PO Box 156
 MUDGEE NSW 2850

CERTIFICATE OF CURRENCY

Public and Products Liability

Date of Issue: 20 August 2015 **Issuing Office:** Sydney

To Whom It May Concern

Insured: The International Association of Lions Club

Policy Number: 01CL440489

Class: Public and Products Liability

Policy Period: From: 1st September 2015 at 4.00pm local standard time
To: 1st September 2016 at 4.00pm standard time, subject to annual renewal

Cover: Subject to the terms, exclusions, definitions, conditions and limitations of this Policy ACE shall indemnify the Insured for all sums which the Insured shall be legally liable to pay compensation in respect of Personal Injury, or Property Damage, occurring within the Policy Territory during the Policy Period as a result of an Occurrence happening in connection with the business of the Insured

Limit of Liability: AUD 1,000,000 Any One Occurrence and AUD 1,000,000 in the Aggregate

Participation: ACE Insurance – 100%

Signed for and on behalf of ACE Insurance Limited:



Authorised Officer
ACE Insurance Limited ABN 23 001 642 020

This is a Policy summary only.
Full details of this Insurance appear on the Policy Document

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insured.[™]



JUA Underwriting Agency Pty Limited

AEX081 501405
AFN 70081 606425
AFSL 228411

R. N. (Bob) Korotcoff – Authorised Representative
P O Box 454
BRIGHTON SA 5048

Telephone: 08 8298 1599
Mobile: 0418 831 426
Facsimile: 08 8377 0798

E-mail: insurance@lions.org.au
Web: www.lionsclubs.org.au/insurance

20 August 2015

CERTIFICATE of CURRENCY

TO WHOM IT MAY CONCERN

This is to confirm that cover has been arranged as set out below and the Insurance is current to the date detailed.

INSURED: MULTIPLE DISTRICT 201 COUNCIL of LIONS CLUBS INTERNATIONAL Inc. on behalf of ALL LIONS CLUBS, LIONESS CLUBS and LEO CLUBS in AUSTRALIA, PAPUA NEW GUINEA and NORFOLK ISLAND. (This includes bona fide Voluntary Workers of the Club.)

INSURER: Lloyds of London

CLASS: PUBLIC & PRODUCTS LIABILITY.

SITUATION: ANYWHERE in AUSTRALIA, PAPUA NEW GUINEA & NORFOLK ISLAND.

SUM INSURED: \$ AUS 19,000,000 in EXCESS of \$ AUD 1,000,000 provided by Policy # ACE Insurance – 01CL440469 issued by the ACE Insurance Limited, Melbourne.

POLICY No.: 110962703 **EXPIRY DATE:** 1st SEPTEMBER, 2016.

This Certificate is issued as a matter of information only and does not amend, extend or alter the coverage afforded by the Policy. This Certificate is also issued subject to the terms, conditions, exclusions and endorsements of the Policy.

With Kind Regards

Bob Korotcoff

R. N. (Bob) Korotcoff, Dip.Fin.Serv.
AFSL # 278958
LIONS Australia Insurance Programme Consultant.



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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



Application Form

APPLICANTS DETAILS

Name of Organisation	Red Hill Environmental Education Centre
Contact Person	Michele McFarlane
Address	PO Box 185/Tom Saunders Ave Gulgong 2852
Phone	63742558 or 0457727682
Email	michele.mcfarlane@det.nsw.edu.au
ABN	40899667054
Bank Account Name	Red Hill Environmental Education Centre
BSB	032001
Account Number	157786

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Connection of non-potable water
Amount of funding requested	\$ 5,000.00
Start and finish date	To be advised
Briefly describe Project / Activity	Request for financial support to connect non-potable water to Red Hill Environmental Education site. This will allow for the ongoing maintenance of the school grounds at a greatly reduced cost. In addition, it would facilitate the development of a Community Garden. We have had enquiries about the establishment of a garden from members of the community, but would not be able to assist if we have to pay full price for watering and irrigation requirements.

CORPORATE: FINANCE / COMMUNITY GRANTS PROGRAM

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<p>Funds that are not required to pay for water useage at Red Hill are then available to support teaching and learning programs at the centre relating to our three main areas of History, Environmental Education and Aboriginal Cultural learning.</p> <p>The benefits of community gardens are well established and supported by a range of research.</p> <p>http://communitygarden.org.au/ http://soac.fbe.unsw.edu.au/2007/SOAC/theroleofcommunitygardens.pdf http://communitygardenswa.org.au/media/articles/Resources---Resources-To-Download/Benefits-of-CGs.pdf http://www.foodwise.com.au/the-community-gardening-movement/</p>
<p>What is the expected amount of resident participation?</p>	<p>Interest from the local community for the proposed Community Garden appears to be growing. Local residents would be responsible for the day to day operation of the proposed garden, with an organising committee run by the Presbyterian Church. Gulgong resident's already utilise the centre for a range of purposes, including the Gulgong Craft Group, Mudgee Disability Support Services, Barnardos, local martial arts club, cultural events such as Clay Gulgong, Heritage Festival and Folk Festival. Maintenance and upkeep of the grounds are relevant to all these activities. Local school students utilise the grounds for school visits to undertake programs. They also utilise the grounds for other events including cross country, birdwatching and sensory garden activities.</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<p>At the end of 2015, the Principal established the Red Hill Community Consultative Group. This consists of representatives from the Holtermann Museum, Gulgong Gold Experience, Gulgong Pioneers Museum, Gulgong Heritage Festival, Gulgong Folk Festival, Henry Lawson Centre, Gulgong Historical Society and MADS. There are also representatives from the local Aboriginal community, schools and community members.</p> <p>Specifically regarding the Community Garden, the local Presbyterian Church have been in consultation, along with interested students from Gulgong High School.</p>
<p>Outline your organisation capacity to deliver the Project / Activity <u>OR</u> describe previous experiences.</p>	<p>As a Department of Education school, the centre is well positioned to deliver the project and support the local community.</p> <p>The establishment of the Nganngira Aboriginal Outdoor Learning area is an example of a previous project, and also an area would benefit from the availability of affordable irrigation. This would specifically assist the existing Bush Tucker Garden to be enlarged and help in the ongoing development of our wetland/dam area.</p> <p>Ownership of the land: Land is crown land, managed by MWRC. Currently waiting on advice from Dept of Lands as per advice that application needs to come from the owner of the property.</p>

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$ 5,000.00
	Club / Organisation / Individual cash towards the project	
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	
	Other Income:	
	TOTAL INCOME	\$ 5,000

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)	
	TOTAL EXPENDITURE	\$ 0

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you registered for Goods & Services Tax (GST) purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have an ABN?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	ABN	40899667054
	<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' form</i>	
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Year	
	Amount	
** Applicable for grants after 1 July 2016	Did your group return the acquittal form?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION CHECKLIST

A copy of the groups / organisations public liability insurance	<input type="checkbox"/>	Supplied
Where the group intends to purchase equipment, a copy of the quote/s obtained	<input type="checkbox"/>	Supplied
Where the groups / organisations does not have an ABN, 'Statement by Supplier' form is required	<input type="checkbox"/>	Supplied
If your group is not incorporated, please supply a letter from your auspicing body	<input type="checkbox"/>	Supplied

AUTHORISATION OF APPLICANT

Name	
Position	
Date	
<input type="checkbox"/> I confirm that the information contained in the application form and within the attachments are true and correct.	
<input type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant.	

SUBMIT YOUR APPLICATION

@ **EMAIL:** After you complete this digital form, please save it to your computer and email to: council@midwestern.nsw.gov.au

CUSTOMER SERVICE LOCATIONS:

86 Market Street MUDGEE	109 Herbert Street GULGONG	77 Louee Street RYLSTONE
----------------------------	-------------------------------	-----------------------------

POSTAL ADDRESS:
 Attn: Finance Department
 PO Box 156
 MUDGEE NSW 2850

Email My Application

Community Grants Policy

Print My Application

From: Enrique Castillo
To: Alison Cameron
Subject: RE: Request for assistance to connect non-potable water supply to Red Hill Environmental Education Centre - RE: Community Grant Application [ELOREPLY: 250514]
Date: Monday, 27 June 2016 2:05:19 PM
Attachments: [image002.png](#)
[image003.png](#)

Hi Ali,

The cost of a 40mm water meter is \$3370 as per the 2016-2017 Fees and Charges. The meter will be located at Fitzroy St (as can be seen below). It is the responsibility of Red Hill PS to extend the proposed water main to their property. Michele mentioned in her letter that the cost was \$3093, this was based on the 2015-2016 Fees and Charges.



Enrique Castillo
Water and Waste Water Engineer
Mid-Western Regional Council
t 02 6378 2500 |
f 02 6378 2815 | e Enrique.castillo@midwestern.nsw.gov.au
a 86 Market Street | PO Box 156 Mudgee NSW 2850
w www.midwestern.nsw.gov.au
facebook | twitter | youtube
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From: Alison Cameron
Sent: Friday, 17 June 2016 12:07 PM
To: michele.mcfarlane@det.nsw.edu.au
Cc: Enrique Castillo <Enrique.Castillo@midwestern.nsw.gov.au>
Subject: Request for assistance to connect non-potable water supply to Red Hill Environmental Education Centre - RE: Community Grant Application [ELOREPLY: 250514]

Good Morning Michele,

Thank you for your patience!

Further to our previous discussions, I have now completed the new Community Grants Program application form (please find attached). Included in the application form is a button which will also link to the policy, this may also assist with your application. I know that this time will be a quick turnaround, so where possible could you please aim to have your application back to me by 30/06/2016 (please use the submit application button located on the bottom of the form).

<http://www.midwestern.nsw.gov.au/council/council-documents/Policies-Strategies-2/community-grants-program-policy/>

On a side note I am attempting to contact Enrique at Council's Operations department, to obtain a cost estimate for the installation of this water service –

as he is away at the moment, I am hopeful to obtain this information to enable my report submission in the July meeting. I will keep you posted!

As mentioned beforehand this is our first run at the new policy and application form – I would love to hear your feedback!

If you require any further information, please do not hesitate to contact me.

Kindest Regards,
Ali

Alison Cameron
Graduate Accountant - Grants & Contributions
Mid-Western Regional Council
t 02 6378 2833 |
f 02 6378 2815 | e alison.cameron@midwestern.nsw.gov.au
a B6 Market Street | PO Box 156 Mudgee NSW 2850
www.midwestern.nsw.gov.au
[facebook](#) | [twitter](#) | [youtube](#)



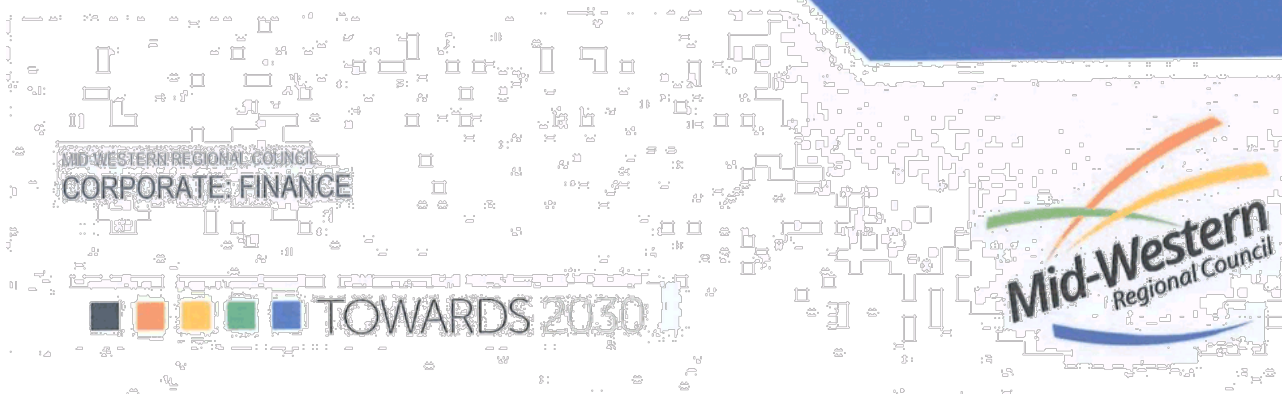
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*Good
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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016



Application Form

APPLICANTS DETAILS

Name of Organisation	Rotary Club of Mudgee Sunrise
Contact Person	Carole Southgate
Address	PO Box 643 Mudgee NSW 2850
Phone	0429484422
Email	southgate@exemail.com.au
ABN	81 995 982 086
Bank Account Name	Rotary Club of Mudgee Sunrise
BSB	82-726
Account Number	74.446.7332

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Mudgee Clock Awards
Amount of funding requested	\$3,000.00 (sponsorship Packages attached)
Start and finish date	Entry into the awards by local businesses commenced 23/5/2016 closing 1/7/2016, Peoples Choice nominations commencing 24/6/2016 closing 29/7/2016. Gala Dinner to be held 19/8/2016.

Briefly describe Project / Activity

The object of the event is to provide Mudgee business, both small and large operating within the operate within the 2850 postcode, recognition for their contributions to the wider Mid-western Region residents. The aim is to raise the profile of these businesses not only locally, but regionally and statewide. All category winners will be selected by judges from outside the area. These winners then have the ability to progress to regional, state and national business awards. Businesses can enter more than one category with the categories now also being aligned with the NSW Business Chamber categories.

ADDRESS CRITERIA

How will your project benefit the Mid-Western Region community?

Each year that the awards are run we select a local organisation to be the beneficiary of any funds raised. In past years we have assisted with funding to the value of \$25,000 to various local charities/not for profit groups. Last awards the beneficiary was the local scouts group receiving \$5,000 from our club. On the night of the gala dinner additional funds totalling \$3,500 from Mudgee Guardian (\$1,500) and Wilpinjong Coal Mine (\$2,000) together with in kind labour arranged by AK Constructions. Proving the generous community we live in. This year our beneficiary will be Lifeskills with a promised \$5,000 from our club to assist with their sensory garden.

What is the expected amount of resident participation?

In the past the participation of local residents in nominating and voting for the most popular business has seen votes totalling up to 10,000, this being done on a paper based system with residents having to purchase the local Guardian Newspaper to vote. This year we have undergone a major change with businesses completing an electronic entry directly to the awards by business owners and operators. Local residents can nominate electronically or via paper for the Most popular business. We have 25 categories in which owners/operators can enter in. We are anticipating 300+ at our Gala Dinner again this year.

What level of consultation and collaboration with other local groups has your organisation undertaken?

This year we are running the event with the Mudgee Chamber of Commerce. This opens the door to business category winners to move straight through to the regional awards without having to complete further entries. Businesses need to participate in regional awards to be able to move into the State awards. This has also enabled us to move to an electronic entry and utilising judges from out of the area to maintain impartiality. We have a dedicated Mudgee Clock Awards website as well as a face book page which are kept up to date with progress of the awards.

Outline your organisation capacity to deliver the Project / Activity OR describe previous experiences.

Rotary Club of Mudgee Sunrise has been hosting the Mudgee Clock Awards since its inception in 1996. Originally they were held annually however in 2012 a decision was made to hold them bi-annually. In 2014 we had record numbers of participants, with the Gala Dinner seating over 330 guests.

CORPORATE FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET	
Project Income	Community Grant (amount sought from Council) \$ 3,000.00
	Club / Organisation / Individual cash towards the project
	Expected Sales Revenue i.e. Entry Fee, Membership Sales: \$ 28,500
	Other Income:
TOTAL INCOME \$ 31,500	

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)
	<i>Budget attached</i>
TOTAL EXPENDITURE \$ 29,100 29,381	

FINANCIAL DETAILS

Is your group/organisation incorporated? Yes No

Have you registered for Goods & Services Tax (GST) purposes? Yes No

Do you have an ABN? Yes No

ABN: _____

Note – if you do not have an ABN please attach a 'Statement by Supplier' form

Has your organisation / group previously received a community grant from Council? Yes No

Year: *2014*

Amount: *\$250*

Did your group return the acquittal form? Yes *N/A* No

** Applicable for grants after 1 July 2016

APPLICATION CHECKLIST

A copy of the groups / organisations public liability insurance	<input checked="" type="checkbox"/>	Supplied
Where the group intends to purchase equipment, a copy of the quote/s obtained	<input type="checkbox"/>	Supplied
Where the groups / organisations does not have an ABN, Statement by Supplier form is required	<input type="checkbox"/>	Supplied
If your group is not incorporated, please supply a letter from your auspicng body	<input type="checkbox"/>	Supplied

AUTHORISATION OF APPLICANT

Name: CAROLE SOUTHGATE
Position: VOLUNTARY DIRECTOR
Date: 28.6.16

I confirm that the information contained in the application form and within the attachments are true and correct.

I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

@ EMAIL: After you complete this digital form, please save it to your computer and email to: council@midwestern.nsw.gov.au

📍 CUSTOMER SERVICE LOCATIONS:

86 Market Street MUDGEE	109 Herbert Street GULGONG	77 Louee Street RYLSTONE
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✉️ POSTAL ADDRESS:
Attn: Finance Department
PO Box 156
MUDGEE NSW 2850

Email My Application Community Grants Policy Print My Application



Clock Awards

RECOGNISING OUTSTANDING BUSINESS IN MUDGEE

Shiraz, Merlot, Chardonnay, Cabernet & Rosé Sponsorship Proposal

The Clock Awards, recognising outstanding business in Mudgee, has become one of Mudgee's most prestigious events. This year, the Mudgee Chamber of Commerce will join with the Rotary Club of Mudgee Sunrise to ensure that the Clock Awards remain the wonderful event it has grown to become.

Although businesses entering this year's Awards do not need to be a member of the Mudgee Chamber of Commerce, winners who are Chamber members will automatically progress through to the NSW Business Chamber Regional Awards. From there, the state and national Awards await those successful. The people of Mudgee will be able to nominate a business for this year's People's Choice Award. The category awards will be judged by an independent panel from outside the region and these judges must declare any conflict of interest.

Since the Clock Awards began in 2006, \$25,000 has been directly donated to local charities, with 2009 and 2010 proceeds being matched by the Mudgee Guardian and The Weekly. In 2010, our donation of \$5,000 and its matching Mudgee Guardian and The Weekly donation went a long way towards the purchase of a new humidicrib for Mudgee District Hospital.

In 2014, Mudgee Scouts benefited from the Awards with a Clock Awards donation of \$5,000; further donations to the Scouts emanated from the 2014 awards with \$1,500 from the Mudgee Guardian, \$2,000 from Wilpinjong Coal Mine and a commitment from AK Constructions for four weeks' labour towards work on the Scout Hall. Additionally, AK Constructions arranged assistance from many local tradespeople to continue refurbishment work on the Scout Hall. This work is continuing.

It is intended that the event will always be a fundraiser for the Mudgee community.



SPONSORSHIP PACKAGES

All sponsorship packages will include:

- Your company's name printed in a 'thank you' ad in the Mudgee Guardian or The Weekly
- Your company's name will be included in the Awards night program

Rosé Sponsor

A Rosé Sponsor of Mudgee's Clock Awards entitles the sponsor to the benefits listed below –

- 1 Complimentary tickets at the Clock Awards Gala Presentation Dinner

**Sponsorship Cost - \$250 cash
Plus in-kind, if desired**

Cabernet Sponsor

A Cabernet Sponsor of Mudgee's Clock Awards entitles the sponsor to the benefits listed above.

- 2 Complimentary tickets at the Clock Awards Gala Presentation Dinner
- Your company's signage at the Clock Awards Gala Presentation dinner

**Sponsorship Cost - \$750 cash
Plus in-kind, if desired**

Chardonnay Sponsor

In addition to the above benefits, **a Chardonnay Sponsor of Mudgee's Clock Awards** entitles the sponsor to

- 4 Complimentary tickets at the Clock Awards Gala Presentation Dinner
- Your company's signage at the Clock Awards Gala Presentation dinner
- Recognition in electronic presentation at 2016 Clock Awards Gala Presentation Dinner
- Your representative may be invited to present a category award

**Sponsorship Cost - \$1,500 cash
Plus in-kind, if desired**

Merlot Sponsor

In addition to the above benefits, **a Merlot Sponsor of Mudgee's Clock Awards** entitles the sponsor to

- 4 Complimentary tickets at the Clock Awards Gala Presentation Dinner
- Your company's signage at the Clock Awards Gala Presentation dinner
- Naming rights to one of the category awards
- Recognition in electronic presentation at 2016 Clock Awards Gala Presentation Dinner
- Your representative will be invited to present a category award

**Sponsorship Cost - \$3,000 cash
Plus in-kind, if desired**

Shiraz Sponsor

This sponsorship will be individually negotiated with interested sponsor/s.

Income

Tickets	300	\$	95.00	\$	28,500.00
Sponsorship				\$	3,000.00
Wilpinjong		\$	3,000.00		

Total Income **\$ 31,500.00**

Expenditure

Parklands - food and decorating	300	\$	70.00	\$	21,000.00
Band				\$	2,700.00
Flash dancers				\$	561.00
Advertising - 2MG					
Advertising - Mudgee Guardian					
Program printing					
Finalist framed certificates				\$	120.00
Trophies				\$	4,750.00
Gift for Speaker/MC				\$	250.00
Entertainment					

Total Expenditure **\$ 29,381.00**

WIN TV

Cathy Fitzsimmons

6391 1600



Broker:

QBE INSURANCE (AUSTRALIA) LIMITED
 ABN 78 003 191 035

International Brokers
 100 Edward Street
 Brisbane QLD 4000

Postal Address & Enquiries care of:
Mr Alex Dimitrijevic
 Aon Risk Solutions Australia Limited
 GPO Box 65
 Brisbane Qld 4001

Telephone: (07) 3223 7456
 Facsimile: (07) 3223 7529

Certificate of Currency

Policy Number	AQ R008958 PLB		
Name of Insured	The Rotary Club of Mudgee Inc with Mid-West Regional Council as an interested party for their respective rights and interests but only in respect of their vicarious liability for any negligent acts, errors or omissions of the Insured		
Type of Insurance	Public and Products Liability		
Cover	QBE will pay in respect of Personal Injury or Property Damage first happening during the Period of Insurance and caused by an Occurrence within the Territorial Limits in connection with Your Business.		
Limit of Liability	Public:	\$50,000,000	any one Occurrence
	Products:	\$50,000,000	any one Occurrence & in the aggregate for all injury or damage occurring during the Period of Insurance.
Territorial Limits	Anywhere in Australia		
Period of Insurance	From: 4.00pm on 30 th June 2015 to: 4.00pm on 30 th June 2016		
Special Conditions	Subject to the existing Terms, Conditions and Exceptions of the Policy		

Brisbane this 30th day of June 2015 Signed

QBE INSURANCE (AUSTRALIA) LIMITED
 ABN: 78 003 191 035
 AFS Licence No. 239545

**ABN Lookup****Current details for ABN 81 995 982 086****ABN details**

Entity name:	ROTARY CLUB OF MUDGEESUNRISE
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ABN status:	Active from 01 Nov 1999
-------------	-------------------------

Entity type:	Other Incorporated Entity
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Goods & Services Tax (GST):	Not currently registered for GST
-----------------------------	----------------------------------

Main business location:	NSW 2850
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Deductible gift recipient status

Not entitled to receive tax deductible gifts

ABN last updated: 05 May 2006

Record extracted: 28 Jun 2016

Disclaimer

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in certain circumstances you will be protected from liability. For more information see [disclaimer](#).



*Good
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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



Application Form

APPLICANTS DETAILS

Name of Organisation	Rotary Club of Mudgee Inc and Rotary Club of Mudgee Sunrise Inc (combined project)
Contact Person	Margaret Barnes
Address	PO Box 643 MUDGEE NSW 2850
Phone	0417 086 248
Email	treasurer@mudgeesunriserotary.org.au
ABN	81995982086
Bank Account Name	National Australia Bank
BSB	082726
Account Number	74446733295

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Mudgee Showground Carols
Amount of funding requested	\$ 7,000.00
Start and finish date	Saturday, 17th December, 2016 - although setting up the previous day and final cleaning the following day would be advantageous
Briefly describe Project / Activity	<p>Project/activity is annual celebration of Christmas for Mudgee community. The event gives Mudgee families and others the opportunity to come together to celebrate Christmas in an alcohol-free family environment. Vendors are on hand to sell food and drinks and Santa lands on Showground in a Commercial Helicopter sponsored helicopter. The event comes to a conclusion with a fantastic fireworks spectacular. The event is free to enter, although most attendees give a gold coin donation. Each attendee is given a battery-operated candle.</p> <p>Up until 2016, the event has been held in conjunction with the Mudgee Combined Churches. In 2016, Mudgee Combined Churches has elected to hold their own Carol event on Sunday</p>

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<p>The opportunity the member of the Mid-Western Region community to come together to celebrate the Christmas spirit in an alcohol-free environment is very special. The feeling of the evening is one of goodwill and friendship. A bucket-brigade during the evening usually results in a sizable donation to a local charity. In 2015, around \$850 was donated to Barnardos.</p>
<p>What is the expected amount of resident participation?</p>	<p>An audience of around 3,000 is expected and around 100 people, including local bands, school choirs, etc., will be part of those leading the crowd with Christmas Carols. Apart from the 3,000 at the Showground, many cars line the fences to witness the firework finale. Many of these are families with very small children.</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<p>The two Mudgee Rotary clubs work closely together for this event. As mentioned above, this is the first year that the Mudgee Combined Churches have chose to withdraw. Mudgee Lions has checked dates with Rotary to ensure no clash between Mudgee Showground Carols and their Christmas Twilight Markets.</p>
<p>Outline your organisation capacity to deliver the Project / Activity <u>OR</u> describe previous experiences.</p>	<p>The two Mudgee Rotary clubs have run this event very successfully for the past 4-5 years. Although the Mudgee Combined Churches have been co-hosts and have been on the committee, they have contributed minimally to the actual organising of the event. We believe the event will be at least as successful as previous years. It would be appreciated if, as in previous years, Council would also sponsor the Showground hire fee of \$1730 and waive the bond of \$1000.</p>

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$ 7,000.00
	Club / Organisation / Individual cash towards the project	\$ 1,000
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	\$ 4,000
	Other Income: Sponsorship	\$ 28,000
	TOTAL INCOME	\$ 40,000

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)	
		\$ 40,000
	TOTAL EXPENDITURE	\$ 40,000

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you registered for Goods & Services Tax (GST) purposes?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Do you have an ABN?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
ABN	81995982086	
<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' form</i>		
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Year	12/2015	
Amount	\$ 7,000	
<small>** Applicable for grants after 1 July 2016</small>	Did your group return the acquittal form?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION CHECKLIST

A copy of the groups / organisations public liability insurance	<input type="checkbox"/>	Supplied
Where the group intends to purchase equipment, a copy of the quote/s obtained	<input type="checkbox"/>	Supplied
Where the groups / organisations does not have an ABN, 'Statement by Supplier' form is required	<input type="checkbox"/>	Supplied
If your group is not incorporated, please supply a letter from your auspicing body	<input type="checkbox"/>	Supplied

AUTHORISATION OF APPLICANT

Name	Margaret Barnes
Position	Treasurer - Mudgee Showground Carols - Rotary Clubs of Mudgee and Mudgee
Date	06/23/2016
<input type="checkbox"/> I confirm that the information contained in the application form and within the attachments are true and correct.	
<input type="checkbox"/> I confirm that this application has been submitted with the full knowledge and support of the applicant.	

SUBMIT YOUR APPLICATION

@ **EMAIL:** After you complete this digital form, please save it to your computer and email to: council@midwestern.nsw.gov.au

CUSTOMER SERVICE LOCATIONS:

86 Market Street
MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
RYLSTONE



POSTAL ADDRESS:

Attn: Finance Department
 PO Box 156
 MUDGEE NSW 2850

Email My Application

Community Grants Policy

Print My Application



Broker:

QBE INSURANCE (AUSTRALIA) LIMITED
ABN 78 003 191 035

International Brokers
100 Edward Street
Brisbane QLD 4000

Postal Address & Enquiries care of:
Mr Alex Dimitrijevic
Aon Risk Solutions Australia Limited
GPO Box 65
Brisbane Qld 4001

Telephone: (07) 3223 7456
Facsimile: (07) 3223 7529

Certificate of Currency

Policy Number	AQ R008958 PLB		
Name of Insured	The Rotary Club of Mudgee Inc with Mid-West Regional Council as an interested party for their respective rights and interests but only in respect of their vicarious liability for any negligent acts, errors or omissions of the Insured		
Type of Insurance	Public and Products Liability		
Cover	QBE will pay in respect of Personal Injury or Property Damage first happening during the Period of Insurance and caused by an Occurrence within the Territorial Limits in connection with Your Business.		
Limit of Liability	Public:	\$50,000,000	any one Occurrence
	Products:	\$50,000,000	any one Occurrence & in the aggregate for all injury or damage occurring during the Period of Insurance.
Territorial Limits	Anywhere in Australia		
Period of Insurance	From: 4.00pm on 30 th June 2015 to: 4.00pm on 30 th June 2016		
Special Conditions	Subject to the existing Terms, Conditions and Exceptions of the Policy		

Brisbane this 30th day of June 2015 Signed

QBE INSURANCE (AUSTRALIA) LIMITED
ABN: 78 003 191 035
AFS Licence No. 239545

ROTARY CLUBS OF MUDGEES

2015 CAROLS

Income		Expenditure	
Sponsorship (<\$1000)	\$ 2,750.00	Sound & screen equipment hire, etc.	\$ 16,500.00
Sponsorship (\$1000-\$2999)	\$ 9,000.00	Stage	\$ 5,500.00
Sponsorship (\$3000-\$4999)	\$ 3,000.00	Fireworks	\$ 5,500.00
Sponsorship (=>\$5000)	\$ 20,358.55	Candles (3000)	\$ 4,717.10
Total sponsorship	\$ 35,108.55	Projection of stage to screen	\$ 1,100.00
Members' contributions	\$ 700.00	Image Signs - sign updates	\$ 112.20
Sold Coin Donations	\$ 2,408.65	Donation to Barnardos	\$ 900.36
Drinks & popcorn	\$ 871.50	Sponsorship trifolds	\$ 159.00
Donation to Carols	\$ 50.00	Stationery & postage	\$ 185.83
Donation bucket - Barnardos	\$ 862.10	Santa's lollies	\$ 94.18
		Sponsors' breakfast	\$ 255.00
		Thank you ad - Mudgee Guardian	\$ 450.00
		Flowers	\$ 145.09
		Sandwiches for volunteers	\$ 102.96
		Wine & beer & glasses for volunteers	\$ 221.95
		Santa Suit hire - Ironed Out	\$ 80.00
		Juice /water/popcorn for sale	\$ 181.23
		Donation to St John Ambulance	\$ 500.00
		Donation to Mudgee Scouts	\$ 1,500.00
	<u>\$ 40,000.80</u>		<u>\$ 38,204.90</u>
		2014 Donation - St John Ambulance	\$ 250.00
	<u>\$ 40,000.80</u>		<u>\$ 38,454.90</u>



MINUTES

MINUTES OF A MEETING OF THE NOXIOUS WEEDS ADVISORY COMMITTEE HELD AT 1 PM ON MONDAY 6 JUNE 2016 IN THE COMMITTEE ROOM, COUNCIL ADMINISTRATION CENTRE, MARKET STREET, MUDGEE

PRESENT: James Mort (Chair), Cr John Webb, Andrew Blackman, Dusty Ireland, Daryl Colwell, Sean Richardson, Susan Burns

1. Apologies

Mitchell Clapham

Moved Cr Webb/Dusty Ireland that the apologies be accepted
Carried

2. Minutes of the Previous Meeting held on Monday 7 March 2016

Moved Andrew Blackman/Cr Webb that the minutes of the previous meeting be accepted
Carried

3. Matters arising from the previous minutes

3.1 Windamere Dam

The Chief Weeds Officer, Sean Richardson gave an update on the status of the Dam leased blocks. He said that all leases had been inspected. He has been in contact with DPI Water who are looking for funding to carry out further work.

4. Inspection Program - Strategic/Statistics

4.1 2016 Report to date (*Attachment 1*)

4.2 Inspection statistics – 5 year comparison (*Attachment 2*)

5. Correspondence

5.1 Stakeholder feedback from initial consultation – Biosecurity Act 2015 (Subordinate Legislation) (*Attachment 3*)

5.2 Supplementary Information Paper: Weeds – Biosecurity Act 2015 (*Attachment 4*)

6. General Business

6.1 CT LLS Regional Weeds Committee

The Chief Weeds Officer gave an update on the progress of the Committee.

He advised that meeting three was coming up and that there were 18 representatives on the committee. He said that one of the hurdles the committee was currently working through was the methodology on nominated weeds for the proposed regional weed strategy and this list now contains approximately 30 weeds. Cr Webb asked that the

Chief Weeds Officer take back to the Committee the importance of supporting some of the Class 4 weeds currently being enforced. The Chief Weeds officer advised that African Lovegrass will be noted under the proposed RSWMP (Regionally Strategy Weed), above general weeds listed as GBD (general biosecurity duty) candidate list.

6.2 Macquarie Valley Weeds Advisory Committee

The Chief Weeds Officer and Chairman James Mort gave an update on the last meeting held at Nyngan and the questions they had in relation to the Committee's role in the future. This has still to be determined however they did note that we have almost completed year 1 under the current WAP and after year 2 the coordination of this funding would move to the LLS.

6.3 Event update

The Chief Weeds Officer advised on a recent event where MWRC Weed Services hosted the Greater Sydney Weeds Officers for a training day.

There was also a Serrated Tussock Field Day held at the Showground in conjunction with the LLS where there were a number of specialists speaking to an audience of approximately 40.

7. Meeting Close

The meeting closed at 2.20 p.m. to enable the Committee to discuss topics to be raised in a meeting with Minister Troy Grant to be held at 3 p.m.

NOXIOUS WEED MANAGEMENT - ANNUAL REPORT 2016																														
Month	*Proposed inspections & reinspections	COMPLETED INSPECTIONS/REINSPECTIONS													COMPLETED INSPECTIONS BY PROPERTY TYPE										NOTICES ISSUED					
		New Inspections		Reinspections		Notices		MP Notices		TOTAL	By Size of Property				Private New Inspections	Private Reinspections	TSRs	Nurseries	Saleyards	Pet Shops	Council Land	Crown Land	Total Hectares Inspected	Roadside kms treated	Notices Issued	Management Plan Notices	Show Cause issued	s20 Action taken		
		Completed	Complied	Completed	Complied	Completed	Closed	Completed	Closed		Inspected < 40 Ha	Complied < 40 Ha	Inspected > 40 Ha	Complied > 40 Ha																
Jul	167	105	86	47	24	19	9			171	50	40	121	79	104	66	0	0	0	1	1	0	33788	0.0	12		0	0		
Aug	117	107	81	17	12	8	8			132	28	26	106	77	102	25	1	0	0	0	0	4	35797	0.0	6		1	0		
Sep	201	151	127	22	19	10	5			183	86	70	97	81	151	32	0	0	0	0	0	0	37494	0.0	2		3	0		
Oct	189	214	168	29	13	5	1			248	156	123	92	59	214	34	0	0	0	0	0	0	33187	6.3	7		1	0		
Nov	166	116	93	28	10	3	0			147	97	78	50	22	115	31	0	0	1	0	0	0	13782.8	146.4	11		0	2		
Dec	64	39	17	29	16	13	6			81	20	10	61	23	31	41	1	0	0	0	2	4	33395	40.6	13		2	0		
Jan	68	66	53	19	16	3	2	2	0	90	49	39	42	30	48	22	14	5	0	0	0	4	16632.45	740.0	0	4	2	0		
Feb	109	25	17	55	44	4	3	15	6	99	7	4	18	12	25	74	0	0	0	0	0	0	18966.89	720.2	7	7	6	0		
Mar	115	20	14	87	68	8	8	20	10	135	16	12	4	2	19	114	0	0	0	0	1	23004.61	494.0	11	8	6	0			
Apr	180	72	53	46	39	2	1	12	8	132	40	31	32	22	71	60	0	0	0	0	0	1	20726.92	0.0	1	7	0	0		
May	148	73	67	39	30	2	0	9	3	123	61	59	12	8	72	39	0	0	0	0	0	1	15618.42	0.0	5	7	0	0		
Jun	59																													
Totals	1583	988	776	418	291	77	43	58	27	1541	610	492	635	415	952	538	16	5	1	1	3	15	282393	2147.5	75	33	21	2		
Compliance %			79%		70%		56%		47%																					
	1000	Council Targets for New Inspections									WAP TARGETS				800	250	12	4	0	1	10	15			500					
	-12	Outstanding/Over									Outstanding/Over				152	288	4	1	0	0	7	0			1648					
															Council Target Kms										1500					
															Outstanding/Over										647.5					

*Proposed new inspections are not scheduled until the month prior. Those listed are reinspections already scheduled from previous inspections

WAP targets increased for Private New Inspections to 800 was 620; Roadside Kms 500;

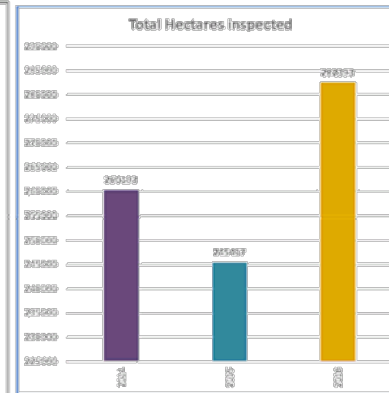
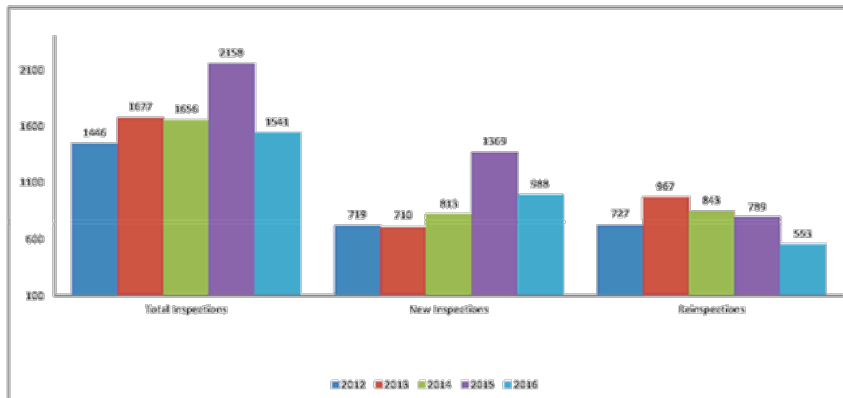
NOTE: From 1/1/16 s18 Weed Control Notices changes to "Notice" or "MP Notice" (Management Plan Notice) As per the LWCMP and Enforcement Policy adopted by Council.

Attachment 2

Mid-Western Regional Council - Noxious Weed Control Statistics as at 24/05/2016

	Financial Year							
	2010	2011	2012	2013	2014	2015	2016	Totals
Total Inspections	381	806	1446	1677	1656	2158	1541	9665
New Inspections	376	646	719	710	813	1369	988	5621
Reinspections	5	160	727	967	843	789	553	4044
Total Hectares inspected					260193	245417	282393	
Weed Control Notices issued	0	61	215	201	174	147	108	906
Show Cause Notices Issued	0	0	45	42	44	19	21	171
Section 29 Action	0	0	2	4	1	7	2	16

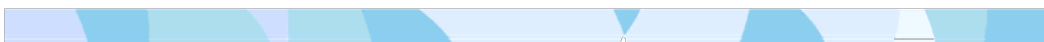
NOTE: Average size properly inspected 2016 Ytd = 191 Hectares compared to complete year 2015 = 113 Hectares





BIOSECURITY ACT 2015 | SUBORDINATE LEGISLATION

Stakeholder feedback from initial consultation



www.dpi.nsw.gov.au

Background

The *Biosecurity Act 2015* provides an opportunity to better manage biosecurity risks into the future through the development of the regulations, policies and procedures. Before the Act comes into effect, the Department of Primary Industries is seeking input from the community, industry and government on how these risks can most effectively be managed.

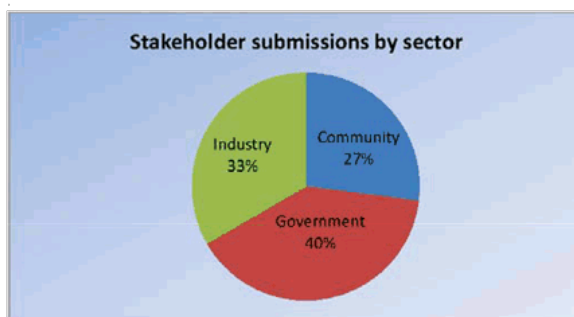
As part of the comprehensive consultation program, in December 2015, 28 discussion papers were released for public consultation on a range of biosecurity risks. The consultation period ended on 12 February 2016 and the feedback received will be used to help inform how we will manage those risks under the Act.

Over 250 submissions were received from our industry, government and community stakeholders in this round of consultation. A consistent theme was the need for ongoing consultation and additional detail about future management arrangements as it becomes available. Training and education to support the new legislation was also a high priority for stakeholders.

The issues covered in this report are a summary of the comments received from stakeholders and do not necessarily reflect the views of the Department of Primary Industries.

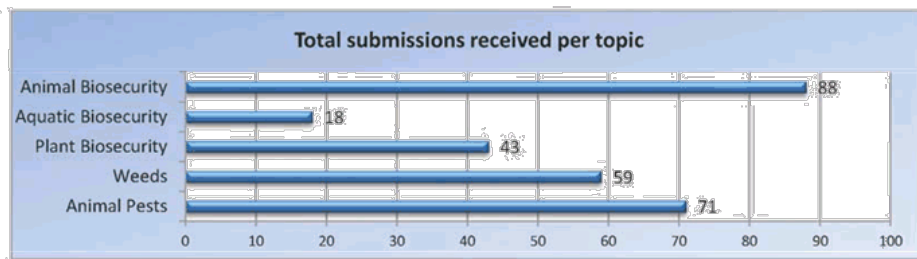
Overview of consultation

- 250 individual responses were received (late responses are still being accepted) on the 28 discussion papers. A number of these responses addressed multiple issues.
- The key themes across all papers related to:
 - further consultation required on the subordinate legislation
 - education and training for authorised officers
 - detail regarding implementation of the management tools
 - explanation of terminology
- Submissions were received from all sectors. The greatest number of responses was from government.



- Animal biosecurity received the highest number of submissions (88) as a topic.
- Weeds received the highest number of submissions (59) to a single discussion paper.

Feedback from initial consultation



Summary of Submissions

General

Overall there was strong stakeholder support for the *Biosecurity Act 2015* and the proposed management arrangements. Stakeholders supported the principle of shared responsibility and agreed biosecurity does not recognise borders. However, many submissions qualified their support on the proviso that additional detail should be provided about how the Act and supporting regulation will operate in practice.

Submissions sought additional detail on how a risk-based approach will be implemented and further information on the management tools. Stakeholders generally supported the focus on preventing incursions of pests, diseases and weeds but sought clarification around the management of existing pests and diseases. A call for further consultation was common across all topics.

Additional detail was also sought on the General Biosecurity Duty (GBD), particularly regarding the concept of what people 'ought to know'. Concerns were also raised as to the potential implications of the GBD and the possibility of additional burden on landowners and land managers.

Training and education of authorised officers, industry and the community was identified across all topics as an area for attention.

The issues listed below are a summary of the comments received from stakeholders and *do not* necessarily reflect the views of the Department of Primary Industries.

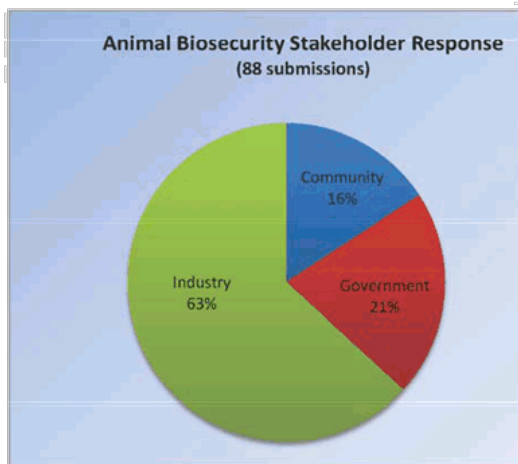
Discussion Papers

Animal Biosecurity

The following are a list of key issues raised by stakeholders in their submissions:

- a call for the management approach for cattle tick to be broadened to include additional tick species and associated diseases
- suggestions that the existing restriction on importation of fodder should be modified
- comments from some that Sheep Health Statements should be mandatory
- concern from some regarding the threat feral pigs pose to the livestock industry
- requests to improve traceability of goats, sheep, camels and horses through the new Act

There was widespread support for the proposed management approach for buffalo, notifiable



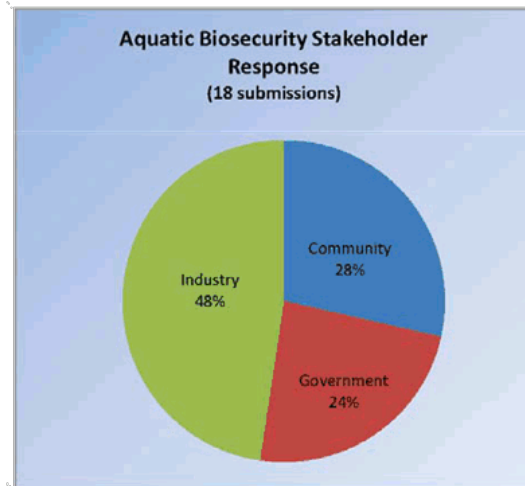
poultry diseases and controls on prohibited pig feed (swill).

Submissions received regarding individual properties are outside the scope of the report.

Aquatic Biosecurity

The following are a list of key issues raised by stakeholders in their submissions:

- queries as to whether the proposed approach for carp is appropriate with one submission indicating the approach should align with that taken for agricultural or terrestrial pests
- a call to maintain a consistent approach in dealing with carriers
- comments around whether the proposed approach has adequate controls for movement of oysters
- suggestions for additional testing and inspections of oysters that are relocated
- recommendation that additional animal aquatic diseases (such as chytrid fungus and ranavirus) be included in Schedule 2 of the Act
- some comments questioning whether the management approach for existing aquatic pests and exotic fish is appropriate.



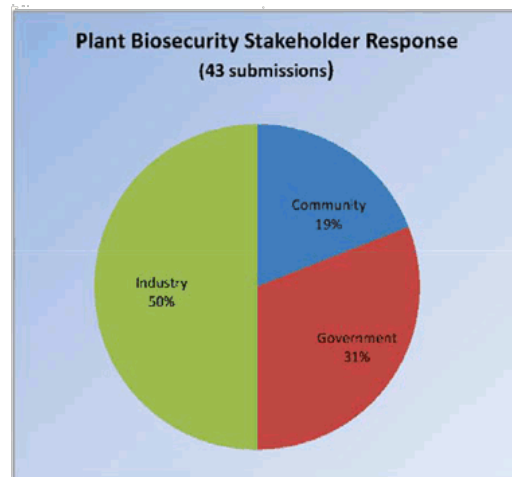
There was general support for the proposed management approach for new incursions of aquatic pests.

Suggestions on ways to improve the viability of businesses are outside the scope of this report.

Plant Biosecurity

The following are a list of key issues raised by stakeholders in their submissions:

- comments on the need to improve the management of small hobby farms and absentee land owners
- a call for further consideration on the proposed approach to managing risks in the banana industry
- some concerns as to whether the proposed approach for managing citrus red mite is adequate
- comments as to the negative impact surrounding properties may have on horticultural enterprises
- suggestions that there is a need for strong tools to manage abandoned and neglected enterprises
- concerns as to whether the proposed approach to managing Queensland fruit fly is adequate



- request for further detail on how the management tools will be implemented
- a call for additional detail on how the proposed approach will manage the movement of carriers.

There was general support for self-certification arrangements.

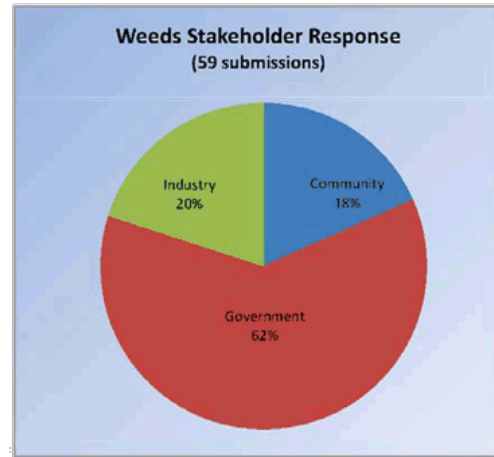
Weeds:

The weeds discussion paper received the greatest number of responses to any discussion paper.

The following are a list of key issues raised by stakeholders in their submissions:

- some concern as to whether the proposed approach adequately addresses existing weeds
- clarification of the role of Regional Weeds Committees and associated strategies and plans
- requests for additional detail on risk assessment mechanisms and prioritisation of weeds
- queries around cost recovery mechanisms
- questions on how the proposed approach will impact landowners and occupiers
- clarification around how differing priorities at regional boundaries will be managed
- a call for additional funding for weed management
- some concern as to the impact of weeds on cultural heritage
- queries around whether there is overlap in legislation (such as *Protection of the Environment Operations Act*)
- clarification regarding the inclusion of aquatic and terrestrial weeds
- clarification on who will be accountable for weed management.

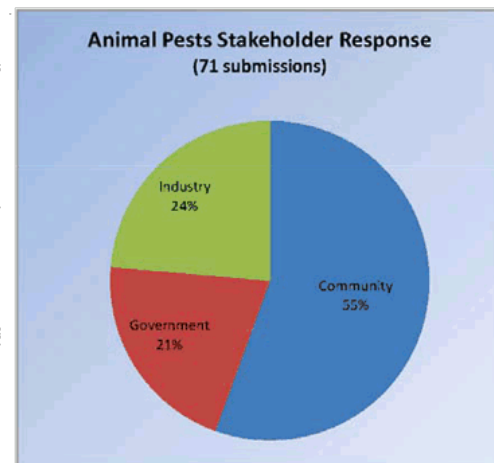
There was broad support for the proposed tenure neutral approach to weed management.



Animal Pests:

The following are a list of key issues raised by stakeholders in their submissions:

- some comments regarding the appropriateness of baiting as a control mechanism
- a call for dingoes to be protected
- a call for protection of biodiversity to be considered in any management approach
- suggestions regarding the use of hunters to assist in managing pest animals
- clarification regarding the management of deer
- suggestion that cane toads, feral cats, feral goats, feral horses are included as pest animals
- clarification as to how exotic pets will be managed
- comments as to whether it is feasible to expect landowners and occupiers to manage pest animals



4 NSW Department of Primary Industries, April 2016

- concerns around the impact of feral animals on cultural heritage
- requests for further detail on the implementation of the management tools.

There was general support for the management approach for water buffalo, bison and banteng cattle.

Response to the feedback and future consultation

In response to feedback, the management approach outlined in the following discussion papers is being further considered and further consultation will occur with relevant stakeholders;

- NSW banana industry
- citrus red mite
- Queensland fruit fly
- abandoned and neglected horticultural enterprises
- some invasive pest animals.

In response to the feedback on the weeds paper, a series of regional presentations focusing on additional detail about weeds are planned regarding the proposed management approach.

The drafting of the subordinate legislation will commence in areas where there was general agreement with the proposed approach during the consultation.

A clear message from stakeholders is the need for further consultation. The Department of Primary Industries is committed to consultation and further opportunities will be held across the state, in conjunction with Local Land Services.

During April to June, Community Advisory Groups in Local Land Services regions will be consulted in order to capture views specific to regions and engage more stakeholders in the management of biosecurity risks.

We will continue to seek stakeholder input into the process and provide further details as they are developed.

A further opportunity for input from industry, government and the community is with the release of the Regulatory Impact Statement, which is currently scheduled to occur in November. We look forward to continuing to work with our stakeholders to develop a regulatory framework that will protect NSW's strong economy, safe healthy food supply and unique natural environment.

Feedback from initial consultation

Attachment 1 - Discussion Papers

Animal Biosecurity Discussion Papers		
Cattle tick	Cysticercus bovis	Enzootic Bovine Leucosis
Livestock Identification and traceability	Notifiable poultry diseases	Ovine Johne's Disease
Prohibited pig feed and notifiable pig diseases	Sheep infected with footrot	Sheep lice
Transmissible Spongiform Encephalopathies (TSE)		

Aquatic Biosecurity Discussion Papers		
Aquatic Pests and Diseases	Bonamia and Winter Mortality in Oysters	Carp and Eastern Gambusia
Pacific Oysters	Pacific Oyster Mortality Syndrome	QX Disease in Oysters

Plant Biosecurity Discussion Papers		
Citrus Red Mite	Grapevine Phylloxera	NSW Banana Industry
NSW Potato Industry Fertilisers	NSW Rice Industry	Queensland Fruit Fly
Beekeeping in NSW	Abandoned and neglected horticultural enterprises	

Weeds Discussion Papers
Weeds

Animal Pests Discussion Papers		
Management of widespread pest animals	Non indigenous animals	Wild Dogs



BIOSECURITY ACT 2015

Supplementary Information Paper: Weeds

April 2016



Published April 2016

Cover image - aerial property inspections

Terry Inkson Great lakes council

For more information

See: www.dpi.nsw.gov.au/biosecurityact

Email: submissions.biosecuritylegislation@dpi.nsw.gov.au

Ref: INT16/35894

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Disclaimer: The information contained in this publication is based on knowledge and understanding at the time of writing (April 2016). However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of the Department of Primary Industries or the user's independent adviser.

Summary

The *Biosecurity Act 2015* (the Biosecurity Act) will repeal the *Noxious Weeds Act 1993* (NW Act), which provides regulatory controls and powers to manage noxious weeds in NSW.

This paper follows on from the previous *Discussion paper: Weeds* published in December 2015 and provides further detail about how weeds will be managed in NSW when the Biosecurity Act commences in 2017. Following the principle that biosecurity is a shared responsibility, these developments have been informed by submissions received from various stakeholder groups and discussions with newly formed Regional Weeds Committees.

There has been significant progress in developing a prioritisation process for weeds to be considered under the General Biosecurity Duty using the established NSW Weed Risk management system, NSW Invasive Species Plan (ISP) and the Biosecurity Threat Decision Tree. Changes from the previous discussion paper include a revision of species to be managed under Biosecurity Zones and Control Orders.

The Biosecurity Act includes several new tools that can be used to manage weeds. Broadly they can be categorised as below.

Outcome category	Biosecurity toolset
Weeds excluded from entering state	Prohibited Matter: Declaration and management of significant weeds not present in NSW, or part of NSW.
Weeds to be eradicated	Control Order: Management of weeds that are the targets of approved eradication programs. Although a Control Order is for a five year period, this can be renewed for longer term eradication programs.
Weeds to be effectively managed to reduce spread on a regional basis.	Biosecurity Zone: Weeds subject to ongoing 'strategic' regional management.
All weeds	General Biosecurity Duty: Requires any person dealing with biosecurity matter or a carrier of biosecurity matter and who knows or ought to know of the biosecurity risks associated with that activity to take measures to <u>prevent, minimise or eliminate</u> the risk as far as is reasonably practicable. Specific measures to reduce the risk will be detailed in regional weeds plans for priority weeds. Note, however that the General Biosecurity Duty exists for all weeds that present a biosecurity risk.
Other Biosecurity tools	<p>Mandatory Measures Regulation: May require persons to take specific actions with respect to weeds or carriers of weeds.</p> <p>Emergency Order: To respond to a current or imminent biosecurity risk that may have a significant impact.</p> <p>Biosecurity Direction: An enforceable instruction to a person or class of persons to take action to:</p> <ul style="list-style-type: none"> - prevent, eliminate, minimise a biosecurity risk, - prevent, manage or control a biosecurity impact, - enforce any instrument under this Act. <p>Biosecurity Undertaking: An authorised officer may accept in writing an undertaking given by a person that sets out the measures a person has agreed to implement to remedy a contravention, a likely contravention, or</p>

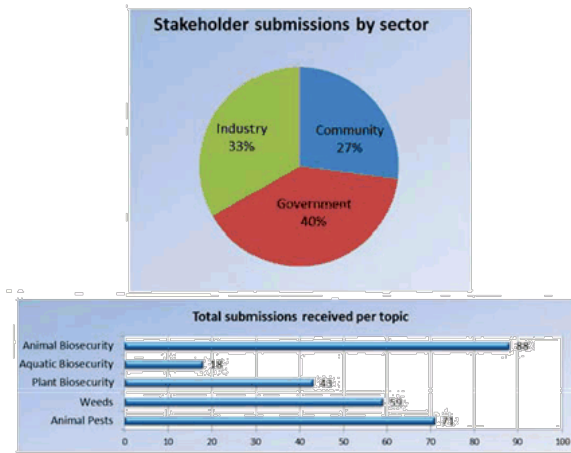
Outcome category Biosecurity toolset

suspected contravention of the Act.

Background Information

Consultation

Consultation on discussion papers across a range of biosecurity issues concluded on 12 February 2016. The weeds consultation paper received the highest number of submissions on a single consultation paper (59).



In addition to this consultation, NSW DPI has been meeting with Regional Weed Committees, and other key stakeholders to discuss different options for weed management under the new legislation. A common theme from the stakeholder feedback on the weeds paper was that stakeholders would like to see greater detail about the practical application of the Act. This paper aims to provide further detail on the proposed changes.

Proposed management under the NSW Biosecurity Act

As previously discussed, the tools used to manage weed species will be determined according to the biosecurity risk posed by the weed, the desired management outcome and the cost of achieving that outcome.

While management requirements for a few weeds will be determined at the State level simply because they are targets for eradication, or are part of a broad containment strategy &/or are under a national management agreement (e.g. Weeds of National Significance (WonS)), the management requirements for most weeds will be decided locally using the expertise and local knowledge of Regional Weed Committees. The NSW State Weed Committee will play a complementary role in providing consistent policy advice on which locally significant weeds are technically feasible to eradicate or control.

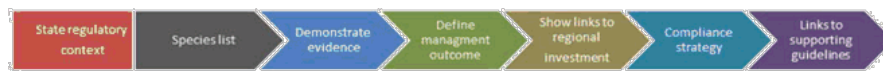
Regional planning for weed management

A critical part of the implementation of the Biosecurity Act will be the development of Regional Strategic Weed Management Plans (RSWMP).

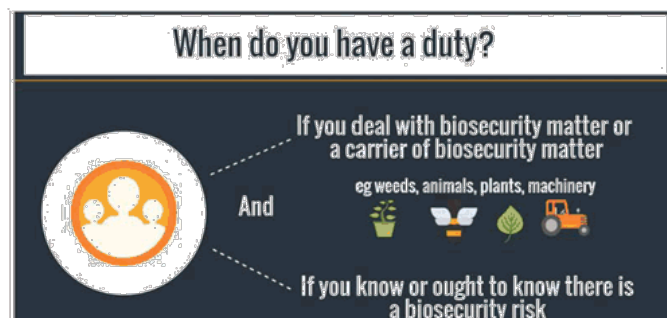
⁴ NSW Department of Primary Industries, April 2016

An important function of the RSWMP is to clearly explain the weed management responsibilities and obligations of land managers. It is critical that this information is clear and easy to understand. While the RSWMP is a broad document providing strategic direction for a variety of weed management activities at the regional level, the RSWMP should clearly articulate land manager requirements and consequently inform the relevant section of the community (i.e. "People who know or ought reasonably to know") of their General Biosecurity Duty. These duties could be expressed as outcomes sought leaving the land manager flexibility to determine the best way to achieve that outcome or, there could be specific actions that the land manager must undertake that are prescribed in regulation.

The actions that are regulatory in nature will be detailed separately in the RSWMP and may be presented as a supplement to the larger plan. Doing this would allow for the supplement to be mailed out to land managers or ratepayers as a smaller separate document if required. The RSWMP may include the following content:



The RSWMP will outline the state context for weed management and then drill down into the regional context. It is important that land managers are aware of their duty and outcomes they must achieve or actions they must take to discharge their duty. **Although there are a variety of regulatory tools available under the Biosecurity Act the majority of regional weed regulation will be subject to the General Biosecurity Duty.**



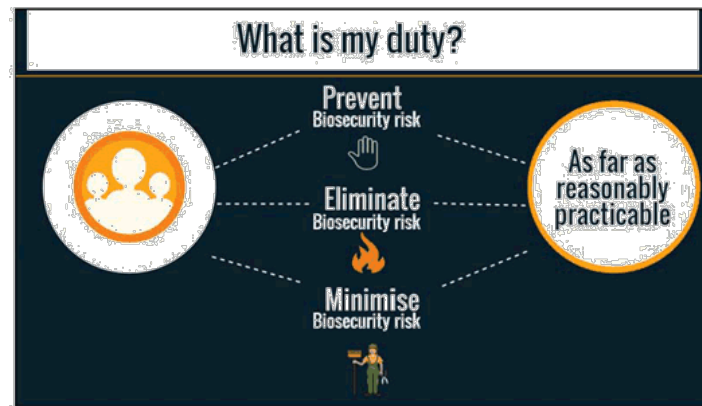
The General Biosecurity Duty can be found in Part 3 of the Act. Specifically, section 22 of the Act provides:

'Any person who deals with biosecurity matter or a carrier and who knows, or ought reasonably to know, the biosecurity risk posed or likely to be posed by the biosecurity matter, carrier or dealing has a biosecurity duty to ensure that, so far as is reasonably practicable, the biosecurity risk is prevented, eliminated or minimised.'

Who knows or ought to reasonably know will generally include people who routinely deal with (or may deal with) biosecurity matter or carriers as part of a commercial activity (e.g. grazier, horticulturist, fodder contractor, landscape gardener), volunteer activity (e.g. Landcare group member), lifestyle (hobby farmer), or recreational activity (e.g. bushwalkers), and people who work professionally with a particular type of biosecurity matter or carrier (e.g. scientists). For

⁵ NSW Department of Primary Industries, April 2016

these people their general knowledge and expertise would in most cases be sufficient to indicate they know the risks.



Some weeds may also be subject to other legislative requirements such as a Duty to Notify, Biosecurity Zones or Control Orders. In these cases, the specific actions a person must take (or not take) will be prescribed in the Order or Regulation. For example, a person may be required to notify NSW DPI of the presence or suspected presence of a specific weed.

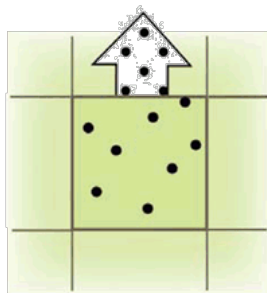
A fundamental goal of the General Biosecurity Duty is to reduce the impact of weeds on neighbouring lands - primarily through stopping weed spread.

Where there is no discernible difference between the extent of weed on neighbouring lands the General Biosecurity Duty is not triggered.

GENERAL BIOSECURITY DUTY application scenarios

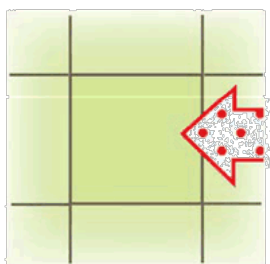
GENERAL BIOSECURITY DUTY - Scenario 1

In many cases a land manager will discharge their General Biosecurity Duty by simply stopping the spread of weeds from their land by creating a weed free buffer zone. In other cases, it may be expected that land managers suppress and destroy a particular weed species. The requirements to suppress and destroy will apply where there is an adverse impact and that the mere existence of the weed will result in measurable degradation of land in the region if it is not managed appropriately.



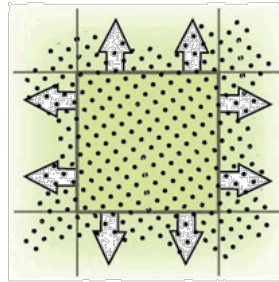
GENERAL BIOSECURITY DUTY – Scenario 2

Land managers also have a responsibility to exercise due diligence when, for example, they are allowing contractors onto their property or accepting equipment or fodder so that weed risks are mitigated. As an added precaution, they could check whether the contractor abides by a biosecurity plan or seek a declaration that the equipment has been cleaned to a certain standard or the fodder is weed free.



GENERAL BIOSECURITY DUTY - Scenario 3

While the prioritisation of weed compliance, monitoring and enforcement should focus on addressing scenarios 1 and 2, in some instances a land manager might create a situation where normally innocuous established weeds are allowed to grow to the extent that they have an adverse impact on the region. This would most likely be addressed by providing education material to assist the landholder to ensure that the landholder knows the biosecurity risk posed by that weed and that the General Biosecurity Duty applies; if the person still fails to address the problem a Biosecurity Direction can be issued that will provide more detail about the actions the land manager must take to manage the weed. In this situation, weed control is still enforceable regardless of whether there is a direct reference to the weed in the RSWMP.



Although all weeds that create a biosecurity risk can be managed under the General Biosecurity Duty, the RSWMP will describe what weeds will be prioritised for management action, investment and compliance effort within each region. It is important that the RSWMP can clearly demonstrate the rationale for prioritising certain weeds for specific management actions.

Note - While some land managers have very high standards of weed control and can be adversely impacted by the presence of weeds on neighbouring land, it is critical that control obligations match community expectations at the regional scale and are reasonable and practicable.

Determining priorities for regulation

RSWMP's will also outline legislative obligations, including higher level strategies determined at a national or state level. Examples of this would include where there are weed containment lines which extend across several Local Land Services (LLS) regions.

The assessment of weeds for regulatory management will be undertaken by the Regional Weed Committees with advice from NSW DPI. Consideration must be given to 3 key guiding principles:

1. **Consistency with the NSW Weed Risk Management System – Based on a nationally adopted standard of risk assessment, this system is well established within the existing weed management framework.**
2. **Testing against the Biosecurity Threat Decision Tree (externality test) – This process is effectively an externality test and should be used to determine if the weed warrants specific regulatory intervention under normal circumstances. The Decision Tree is included in Appendix 6.**
3. **Program Rationale – This should demonstrate the link to other planning documents, resourcing capacity and other investment preferences in the region and existing management programs.**

NSW Weed Risk Management System

The New South Wales Weed Risk Management System is a tool developed to assist weed managers in NSW to determine priorities for weed management at state, regional and local levels. The system is currently used to evaluate noxious weed declarations in NSW.

The system uses a series of questions to arrive at a score for weed risk (invasiveness, impacts, potential distribution) and feasibility of coordinated control (control costs, persistence, current distribution). Once scores are determined, a table comparing the scores directs the assessor to what management priorities may be needed for the weed.

The NSW Weed Risk Management System is based on the Australian and New Zealand Standard that is the National Post-Border Weed Risk Management Protocol. It was developed by NSW DPI in consultation with stakeholders to meet the needs of NSW weed managers.

The following model demonstrates how the system will be integrated into the assessment process for priority weeds under the Biosecurity Act.

Weed risk	Feasibility of coordinated control				
	Negligible (113+)	Low (56-113)	Medium (31-55)	High (14-30)	Very high (<14)
Negligible (<13)	Stop regional introduction	Stop regional introduction	Stop regional introduction	Stop regional introduction	Reduce spread
Low (13-38)	Stop regional introduction	Stop regional introduction	Stop regional introduction	Reduce spread	Regional extirpation ^a or containment
Medium (39-100)	Stop regional introduction	Stop regional introduction	Reduce spread	Regional extirpation ^a or containment	Regional extirpation ^a or containment
High (101-192)	Stop regional introduction	Reduce spread	Regional extirpation ^a or containment	Regional extirpation ^a or containment	State scale eradication or containment
Very high (192+)	Reduce spread	Regional extirpation ^a or containment	Regional extirpation ^a or containment	State scale eradication or containment	State scale eradication or containment

^a Extirpation is the condition of a species (or other taxon) that ceases to exist in the defined geographic area, though it still exists elsewhere.

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	Tool	Examples of how regulatory obligation might be discharged	
Regional scale regulation	GENERAL BIOSECURITY DUTY	<ul style="list-style-type: none"> Land managers have an obligation to mitigate the risk of new weeds being introduced to their land. Weed may be subject to mandatory measures such as ban from sale. 	Weeds to be effectively managed to reduce impacts on a regional basis
	GENERAL BIOSECURITY DUTY - Weed listed in RSWMP. - control obligations detailed within RSWMP	<ul style="list-style-type: none"> Land managers have an obligation to mitigate the risk of new weeds being introduced to their land. 20m buffer must be in place around extremity of property. Density of weeds must be maintained within 25% ground cover to minimise risk of wind and animal spread. Best practice measures that inhibit spread Weed may be subject to mandatory measures such as ban from sale. 	
	GENERAL BIOSECURITY DUTY -Weed listed in RSWMP - control requirements detailed in published Weed Management Plan	<ul style="list-style-type: none"> Land managers have an obligation to mitigate the risk of new weeds being introduced to their land. Land must be managed in accordance with a published weed management plan. In the absence of a plan GENERAL BIOSECURITY DUTY obligations still apply. Weed may be subject to mandatory measures such as ban from sale. 	
State scale regulation	Regulations & Control Orders	Biosecurity Zone	Weeds excluded from entering the State. Weeds to be eradicated.
		<ul style="list-style-type: none"> Land managers have an obligation to mitigate the risk of new weeds being introduced to their land. Weed must be within a prescribed area and managed as required by the Regulation. 	
		Control Order	
		<ul style="list-style-type: none"> Land managers have an obligation to mitigate the risk of new weeds being introduced to their land. Weed must be suppressed as required by the Control Order. 	
		Prohibited Matter	
		<ul style="list-style-type: none"> Notification obligations apply with respect to Prohibited Matter. It is also an offence to deal with Prohibited Matter. Weed is notifiable according to a Mandatory Measure. 	

Appendices

The attached appendices mirror the lists provided in the December 2015 *Discussion Paper: Weeds*; however several changes have been made to reflect stakeholder consultation. These changes include:

Appendix 2 - weeds subject to Control Orders have been amended to only include species subject to State-scale eradication programs with defined outcomes achieved within the five year life of the Control Order.

Appendix 3 – the Biosecurity Zones have been amended to include only State-scale management zones. Lord Howe Island has now been included as a proposed Biosecurity Zone instead of multiple Control Orders for eradication targets.

Appendix 4 - candidate list for weeds appropriate for consideration for regional regulation under the GENERAL BIOSECURITY DUTY. While this list does not preclude the addition of other plants, Regional Weed Committees are encouraged to consider the practicality of enforcing unnecessarily large lists.

Appendix 5 - Regional Weed Committees will also have to determine whether a Weed Management Plan is required for particular weeds. A draft template has been prepared for this situation.

Further feedback

We value your feedback. If you would like to provide feedback on this ongoing process please contact us through the following:

submissions.biosecuritylegislation@dpi.nsw.gov.au

or:

Biosecurity Act 2015
NSW Department of Primary Industries
Locked Bag 21
Orange NSW 2800

For more information about the *Biosecurity Act 2015* and regulatory framework, please visit www.dpi.nsw.gov.au/biosecurityact.

Appendix 1

This listed matter is biosecurity matter that could have significant adverse consequences to the economy, environment or community and is typically not presently in the State. Notification obligations apply with respect to Prohibited Matter. It is also an offence to deal with Prohibited Matter.

Prohibited Matter	
<i>Andropogon gayanus</i>	Gamba grass
<i>Annona glabra</i>	Pond apple
<i>Asparagus declinatus</i>	Bridal veil creeper
<i>Bassia scoparia</i> (excluding subsp. <i>trichophylla</i>)	Kochia
<i>Centaurea stoebe</i> subsp. <i>micranthos</i>	Spotted knapweed
<i>Centaurea xmoncktonii</i>	Black knapweed
<i>Chromolaena odorata</i>	Siam weed
<i>Clidemia hirta</i>	Koster's curse
<i>Cryptostegia grandiflora</i>	Rubber vine
<i>Didymosphenia geminate</i>	Didymo
<i>Eichhornia azurea</i>	Anchored water hyacinth
<i>Hieracium</i> spp. (all species)	Hawkweed
<i>Hydrocotyle ranunculoides</i>	Hydrocotyl / Water pennywort
<i>Lagarosiphon major</i>	Lagarosiphon
<i>Limnobium</i> spp. (all species)	Frogbit / Spongeplant
<i>Limnocharis flava</i>	Yellow burrhead
<i>Miconia</i> spp. (all species)	Miconia
<i>Mikania micrantha</i>	Mikania vine
<i>Mimosa pigra</i>	Mimosa
<i>Myriophyllum spicatum</i>	Eurasian water milfoil
<i>Nassella tenuissima</i> (syn. <i>Stipa tenuissima</i>)	Mexican feather grass
<i>Orobanche</i> spp. (all species except the native <i>O. cernua</i> var. <i>australiana</i> and <i>O. minor</i>)	Broomrape
<i>Parthenium hysterophorus</i>	Parthenium weed
<i>Stratiotes aloides</i>	Water soldier
<i>Striga</i> spp. (except the native <i>S. parviflora</i>)	Witchweed
<i>Trapa</i> spp.	Water caltrop
<i>Vachellia karroo</i> (syn. <i>Acacia karroo</i>)	Karoo thorn

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Vachellia nilotica (syn. *Acacia nilotica*)

Prickly acacia

Appendix 2

The following weeds will be subject to Control Orders which complement State-scale eradication programs with 5 years outcome-based targets.

Proposed Control Orders	
<i>Chrysanthemoides monilifera subsp. monilifera</i>	Boneseed
<i>Parkinsonia aculeata</i>	Parkinsonia
<i>Solanum viarum</i>	Tropical soda apple
<i>Hieracium aurantiacum</i> & <i>H. pilosella</i>	Hawkweed

Appendix 3

The following weeds have been identified because they require disparate management outcomes in different parts of the NSW. Each zone will be subject to specific control requirements tailored for the relevant region.

Proposed Biosecurity Zones

Alligator Weed Containment and Eradication Zone

NSW Bitou Bush Containment Line

Water hyacinth management zone

Lord Howe Island

Appendix 4 Proposed GENERAL BIOSECURITY DUTY Candidate list

Below is an example list for weeds appropriate for consideration for regional regulation under the GBD.

Regional Weeds Committees should ensure that the lists they actually develop reflect the priorities for their region, including only appropriate weeds from this list as well as other regionally important weeds.

Botanic name	Common name
<i>*Alhagi maurorum</i>	Camel thorn
<i>Ambrosia confertiflora</i>	Burr ragweed
<i>Amelichloa brachychaeta</i> ; <i>A. caudata</i>	Espartillo
<i>#Anredera cordifolia</i>	Madeira vine
<i>Argemone mexicana</i>	Mexican poppy
<i>#*Asparagus aethiopicus</i>	Ground asparagus
<i>#*Asparagus africanus</i>	Climbing asparagus
<i>#Asparagus asparagoides</i>	Bridal creeper
<i>#*Asparagus falcatus</i>	Sicklethorn
<i>#*Asparagus macowanii</i> var. <i>zuluensis</i> Ming (Pompom/Zig zag) asparagus fern	Asparagus fern
<i>#*Asparagus</i> spp (excl. <i>A. officinalis</i> & <i>A. racemosus</i>) Asparagus	Asparagus
<i>#Asparagus plumosus</i>	Climbing Asparagus-fern
<i>#Asparagus scandens</i>	Asparagus Fern, Climbing Asparagus Fern
<i>#*Asparagus virgatus</i>	Asparagus fern
<i>*Asystasia gangetica</i> subsp. <i>micrantha</i>	Chinese violet
<i># Austrocylindropuntia</i> spp.	Prickly Pears
<i>Baccharis halimifolia</i>	Groundsel bush
<i>Berberis lomariifolia</i>	Mahonia / Chinese holly
<i>Brassica barrelieri</i> subsp. <i>oxyrrhina</i>	Smooth-stemmed turnip
<i>*Broussonetia papyrifera</i>	Paper mulberry
<i>#*Cabomba</i> spp (except <i>C. furcata</i>)	Cabomba
<i>Caesalpinia decapetala</i>	Mysore thorn
<i>Carthamus leucocaulos</i> (<i>glaucus</i>)	Glaucous star thistle
<i>*Cecropia</i> spp	Cecropia
<i>Cenchrus biflorus</i>	Gallon's curse

Botanic name	Common name
<i>Cenchrus brownii</i>	Fine-bristled burr grass
<i>Cenchrus macrourus</i>	African feathergrass
<i>Cenchrus setaceus</i>	Fountain grass
<i>Celtis sinensis</i>	Chinese celtis
<i>Cortaderia</i> spp	Pampas grass
* <i>Crotalaria lunata</i>	Rattlepod
* <i>Cynoglossum creticum</i>	Blue hound's tongue
# <i>Cylindropuntia</i> spp.	Prickly Pears
# <i>Cytisus scoparius</i> subsp. <i>scoparius</i>	Scotch broom / English broom
<i>Dipogon lignosus</i>	Dolichos pea
# <i>Dolichandra unguiscati</i>	Cat's claw creeper
* <i>Echinochloa polystachya</i>	Aleman grass
* <i>Equisetum</i> species	Horsetails
* <i>Erythrina crista-galli</i>	Cockspur coral tree
<i>Festuca gautieri</i>	Bear-skin fescue
<i>Galenia pubescens</i>	Galenia
# <i>Genista linifolia</i>	Flax-leaf broom, Mediterranean Broom
# <i>Genista monspessulana</i>	Montpellier Broom
<i>Gleditsia triacanthos</i>	Honey locust
* <i>Gymnocoronis spilanthoides</i>	Senegal tea plant
<i>Hedychium gardnerianum</i>	Ginger lily
<i>Heliotropium amplexicaule</i>	Blue heliotrope
* <i>Heteranthera reniformis</i>	Heteranthera / Kidneyleaf mud plantain
<i>Heteranthera zosterifolia</i>	Water star grass
<i>Hygrophila costata</i>	Hygrophila
* <i>Hygrophila polysperma</i>	East Indian hygrophila
#* <i>Hymenachne amplexicaulis</i> and hybrids	Hymenachne
<i>Hyparrhenia hirta</i>	Coolatai grass
<i>Hypericum androsaemum</i> & <i>H. koutchense</i>	Goldflower Tutsan
<i>Hypericum perforatum</i>	St. John's wort
* <i>Jatropha gossypifolia</i>	Bellyache bush

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Botanic name	Common name
<i>Lantana</i> spp	Lantana
<i>Ludwigia longifolia</i>	Long-leaf willow primrose
* <i>Ludwigia peruviana</i>	Ludwigia
# <i>Lycium ferocissimum</i>	African boxthorn
# <i>Nassella neesiana</i>	Chilean needlegrass
# <i>Nassella trichotoma</i>	Serrated tussock
<i>Olea europaea</i> subsp. <i>cuspidata</i>	African olive
# <i>Opuntia</i> spp.	Prickly Pears
<i>Oryza rufipogon</i>	Red rice
<i>Passiflora suberosa</i>	Corky passionfruit
<i>Picnemon acarna</i>	Soldier thistle
* <i>Pistia stratiotes</i>	Water lettuce
#* <i>Prosopis</i> species	Mesquite
* <i>Pueraria lobata</i>	Kudzu
<i>Rhaponticum repens</i>	Creeping knapweed /Hardhead Thistle
# <i>Rubus fruticosus</i> aggregate species except cultivars	Blackberry
# <i>Rubus niveus</i>	White blackberry / Mysore raspberry
<i>Sagittaria calycina</i> var. <i>calycina</i>	Arrowhead
<i>Sagittaria platyphylla</i>	Sagittaria
#* <i>Salix cinerea</i>	Grey sallow
# <i>Salix nigra</i>	Black willow
# <i>Salix</i> spp with exception of <i>S. babylonica</i> , <i>S. Xreichardtii</i> , <i>S. xcalodendron</i> , <i>S. cinerea</i> & <i>S. nigra</i>	Willows
#* <i>Salvinia molesta</i>	Salvinia
<i>Schinus terebinthifolius</i>	Broad-leaf peppertree
<i>Scolymus hispanicus</i>	Golden thistle
# <i>Senecio madagascariensis</i>	Fireweed
<i>Sisymbrium runcinatum</i> & <i>S. thellungii</i>	African turnip weed
<i>Solanum chrysotrichum</i>	Giant devil's fig
# <i>Solanum elaeagnifolium</i>	Silver-leaf nightshade

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Botanic name	Common name
<i>Solanum rostratum</i>	Buffalo burr
* <i>Solanum viarum</i>	Tropical soda apple
<i>Sonchus arvensis</i>	Corn sowthistle
<i>Spartium junceum</i>	Spanish broom
<i>Sporobolus fertilis</i>	Giant Parramatta grass
* <i>Sporobolus pyramidalis</i>	Giant rat's tail grass
<i>Stachytarpheta cayennensis</i>	Cayenne snakeweed
# <i>Tamarix aphylla</i>	Athel tree / Athel pine
<i>Tecoma stans</i>	Yellow bells
<i>Triadica sebifera</i>	Chinese tallow tree
# <i>Ulex europaeus</i>	Gorse
<i>Vinca major</i>	Blue / Greater periwinkle

* Mandatory measures may apply. For example, a duty to notify.

Mandatory measure not to sell or knowingly distribute.

Appendix 5 Biosecurity Threat Decision Tree (NSW Biosecurity Strategy -2013 Appendix A p40)

