



2016

COUNCIL BUSINESS PAPERS

Ordinary Meeting WEDNESDAY 19 OCTOBER 2016



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MUDGEES NSW 2850

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77 Louee Street RYLSTONE

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12 October 2016

Dear Councillor

MEETING NOTICE
Ordinary Meeting
19 OCTOBER 2016
Open Day at 5.30pm

Council Meeting commencing at conclusion of Open day

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

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

Yours faithfully

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

BRAD CAM
GENERAL MANAGER

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Item 1: Apologies

Item 2: Disclosure of Interest

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

Item 3: Confirmation of Minutes

3.1 Minutes of Ordinary Meeting held on 28 September 2016

Council Decision:

That the Minutes of the Ordinary Meeting held on 28 September 2016 be taken as read and confirmed.

The Minutes of the Ordinary Meeting are separately attached.

Item 4: Matters in Progress

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
Quarry Road – Kandos	Res. 64/12 Ordinary Mtg 15/2/2012	That consideration of this matter be deferred until discussions with Cement Australia have been completed.	No determination as yet.
Saleyards Subdivision	Res 228/14 Ordinary Mtg 4/6/14	<p>That Council:</p> <ol style="list-style-type: none"> 2. Council advertise state-wide a tender to sell the former Saleyards site, known as Lot 2 DP534336, Lot 399 DP132580, and Lot 532 DP1132581 which has recently been approved for a 48 lot residential subdivision; 3. all tenders be forwarded to Council for determination as to whether or not Council will sell the site; 4. the tender process to last 60 days, and the tender notice clearly indicate that Council may not necessarily accept all or any tenders; 5. Council demolish the old SES building prior to the public tender of this subdivision and remove all demolished waste from site. 	<p>Council has completed the demolition of the old SES building, and the survey of the subdivision is also complete.</p> <p>Further discussion with Council to decide the best timing to call for a tender of this subdivision.</p>
Negotiation with Mudgee Golf Club regarding road realignment and Fairways Estate acoustic barrier/buggy corridor maintenance	447/15 Ordinary Mtg 16/12/15	<p>That:</p> <ol style="list-style-type: none"> 1. The General Manager be authorised to be negotiate with the Mudgee Golf Club regarding land acquisition for a road realignment and footpath construction; and 2. The General Manager be authorised to negotiate the agreement for the ongoing maintenance of the buggy corridors within the Fairways Estate. 	Continued discussions with the General Manager of Mudgee Golf Club.
Cudgegong River – Lawson Park	70/16 Ordinary Mtg 20/4/16	That Council dredge Cudgegong River at Lawson Park from the weir back.	That Council apply for a Part 7 Fisheries

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
			Management Act permit with supporting documentation for the application, for the purpose of clearing the Cudgegong River at Lawson Park from the weir back.
Rylstone Kandos Preschool	138/16 Ordinary Mtg 1/6/16	That Council commence immediate discussions with the Rylstone Kandos Preschool with the view to increase child placements for the greater Rylstone/Kandos area.	Staff will prepare a report to Council. Recommend completion.

Item 5: Mayoral Minute

Nil

Item 6: Notices of Motion or Rescission

6.1 Establishment of a Youth Forum

NOTICE OF MOTION LISTED BY CR RUSSELL HOLDEN
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, GOV400054

MOTION

Council convene a regional Youth Forum with an independent facilitator with an aim of producing a Youth Strategy.

Background

The Youth Strategy should include:

- Youth activities
- Youth education beyond High School
- Youth employment
- General strategies for retaining our youth within our community and any other initiatives that come forward.

Council invite:

- Outgoing School Captains from all High Schools within the region
- Incoming School Captains from all High Schools within the region
- MWRC Youth Council
- Previous student from the Max Potential Program
- Principals and appropriate staff from schools within the region, interested youth representatives and any other interested parties.

The forum should be convened as soon as practicable so as to capture leaving past students prior to their commencement at university or other education and employment pursuits.

There has been much discussion over many years over the lack of facilities for youth and the retention rates of our youth after leaving High School. This was highlighted in the recent Local Government election with MWRC LGA.

This motion seeks to capture the opinions of those most affected by these concerns and use this information to establish a long term Youth Strategy.

Outcomes and suggestions of the developed Youth Strategy that are directly related to Council can then be costed and if Council has a will, budgeted for in coming years. For recommendations of other elements that are not under Council's direct control, Council can assist in pursuing these through economic development of supporting businesses or community liaison or other areas.

Officer's comments

Council staff are supportive of developing a ten year youth strategy. The General Manager has spoken to Fiona Brown, the recently retired Max Potential facilitator and Fiona is happy to be the facilitator for the Youth Forum if Council support this Notice of Motion.

6.2 Paintball Facility

NOTICE OF MOTION LISTED BY CR ALEX KARAVAS
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, GOV

MOTION

That Council support the construction of a Paintball Facility at Glen Willow.

Background

I feel that the youth need this type of facility close to town and therefore the Glen Willow Sporting area which is owned by Mid-Western Regional Council is the perfect location for this type of facility.

Officer's comments

If Council support this Notice of Motion then the Glen Willow Master Plan will need to be updated and go out on public consultation for 28 days.

6.3 Re-establishment of Fitness Classes for Rylstone/Kandos under the Healthy Communities Program 2016/2017

NOTICE OF MOTION LISTED BY CR PETER SHELLEY
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, COS300021

MOTION

That Council:

- 1. re-establish fitness classes for Rylstone and Kandos under the Healthy Communities Program 2016/17; and**
- 2. increase funding by \$12,000 to re-establish this initiative.**

Background

Initially this program was funded by \$50,000 from the Federal Government. Once funding ceased Council determined by resolution of Council to continue this program with a budget of \$25,000.

This year submissions were called for providers to supply the initiatives designed and approved by Council for the Healthy Communities Program. The fitness classes previously run for Rylstone and Kandos were removed from the program due to cost.

After representation from the community and users of this program, I approached the service provider and they have agreed to reduce the cost of this service. The cost is now cheaper than Mudgee and comparable to Gulgong.

Re-establishing this program for Rylstone and Kandos will once more bring fairness and balance to the region with Council supporting the whole region and not specific areas. This program is fully utilised and should be encouraged. It would involve 2 classes per week for our senior members of the community for a period of 12 months and would be run by the only fully qualified service provider that submitted an application.

Officer's comments

Of the nine expressions of interest to provide classes for the Mid-Western Regional Council Healthy Communities 2016/17 program, only two providers specifically offered classes in the Kandos Rylstone area. One of the providers (Mudgee Health Services offering Aqua Fitness classes) was successful with the selection based primarily on cost per participant, estimated participant numbers and location of the class, together with a proven track record. Whilst the unsuccessful expression of interest scored relatively high, the provider was not selected primarily having regard to the potential cost per class, maximum participant numbers and the limited Healthy Communities budget.

Item 7: Office of the General Manager

7.1 MRTI Quarterly Report April to June 2016

REPORT BY THE GENERAL MANAGER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, F0770077

RECOMMENDATION

That Council receive the report by the General Manager on the MRTI Quarterly Report April to June 2016.

Executive summary

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

Disclosure of Interest

Nil.

Detailed report

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

Community Plan implications

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

Financial implications

Nil.

BRAD CAM
GENERAL MANAGER

5 October 2016

Attachments: 1. MRTI Quarterly Report 2015-16 Quarter 4.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Q4: April – June 2016
Tourism Quarterly Report

prepared for

MID-WESTERN REGIONAL COUNCIL

Introduction

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

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

Executive Summary

Visitor Information Centre Statistics Summary

Comparing quarter 4 against last year's quarter, visitation to all Visitor Information Centres across the region was down 2%. Note: figures are based on manual recording of visitor activity and MRTI team members have limited control over Rylstone figures which are manually recorded by Coffee Concrete

Kandos Visitor Centre

Agreement finalised with Kandos Museum to provide Visitor Information Services in Kandos from 8th July, agreement to be reviewed in 12 months time.

Mudgee Region Tourism Memberships

Total = 303 members, Acting CEO attended 35 meetings/site visits. In partnership with Destination NSW coordinated the 101 Export Ready Workshop – 19 Members in total attended. Introduced Destination NSW new Sector Specialist, Food & Wine – Gabby Fittler to key stakeholders. Held a tourism presentation in Rylstone for Kandos Rylstone Business + Tourism members.

Pyrmont Festival – 14th + 15th May 2016

For the sixth year Mudgee Region Tourism returned to Pirrama Park - Pyrmont, for the annual two day outdoor food, drink and art festival. Over 30 pop up cellar doors, food and drink stalls attended from Mudgee Region. Overall the event was a huge success with increase destination awareness and strong engagement with our target audience.



Social Media

Continues to see strong engagement across all social media channels. A significant increase of 39% of followers compared to same period last year. At the end of May we exceeded Taste Orange's Facebook and total social media followings, we have also exceeded Destination NSW KPI of 7,500 followers.

Mudgee Region Tourism PR

64 positive news articles about the Mudgee Region were published in the quarter. In partnership with Klick Communications, Mudgee Region Tourism hosted the Mudgee Smugglers - six media from both print and digital outlets, over a 4 day famil itinerary, incorporating 21 members.

Regional Tourism Awards + Mudgee Clock Awards

Mudgee Region Tourism completed an awards submission for the 2016 Regional Tourism Awards – Destination Marketing category + Mudgee Clock Awards – Innovation category. The submissions were based on our 'Reset your senses in Mudgee Region' campaign with the objective to drive increase in overnight visitors, expenditure and destination awareness of Mudgee Region.

Let's Skip Town Together

Over the quarter Mudgee Region Tourism in partnership with Destination Marketing Store, Klick Communication, Ambe Creative and Destination NSW developed the campaign creative + marketing assets. At the end of June the campaign was in market for 6 weeks with paid media, performance was strong, with call to action direct to our website visitmudgeeregion.com.au. Twenty members were promoted with short break accommodation, food + drink offers. The new tourism video for the Region has been a hit with over 36,000 people reached at the end of May.

Financial Summary

The Treasurers report demonstrates the trading result for the end of financial year to 30th June 2016. The overall result is \$47k above the deficit of \$115k that was predicted. This is due to the reallocation of the grant funding to cover the roll out of the Let's Skip Town Together Campaign over the two financial years.

Key Performance Indicators met June 2016 Quarter

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

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

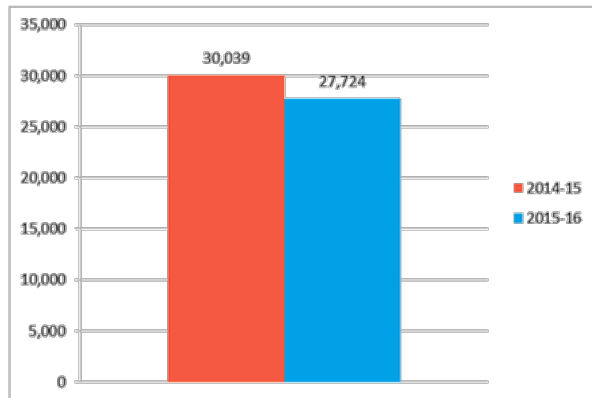
Date	Size	Location
April - June 2016	7,907	AVIC stats – postcode only (Mudgee, Gulgong & Rylstone VICs)

Total visitation across all three VICs in Q4 decreased by 2% on same quarter last year. The decrease is primarily due to revised operating hours of Rylstone VIC with new partnership in place from May 2015.

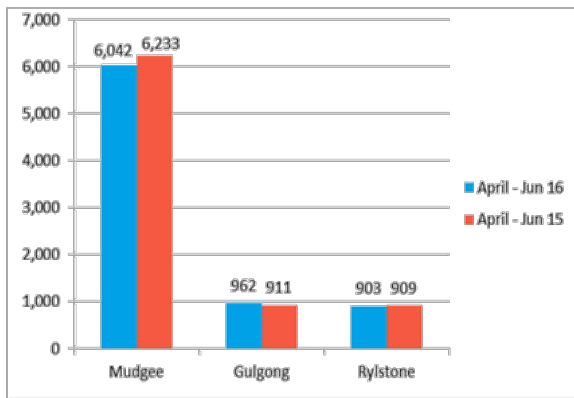
Note: figures are based on manual recording of visitor activity and MRTI team members have limited control over Rylstone figures which are manually recorded by Coffee Concrete (offering visitor services in partnership with MRTI).

FY2015	Mudgee	Gulgong	Rylstone	Total	FY2014	Mudgee	Gulgong	Rylstone	Total
April - Jun16	6,042	962	903	7,907	April - Jun16	4,862	588	1,405	8,053
		FYTD	2015-16	27,724			FYTD	2014-15	30,039

Total Region Visitation – FYTD



Total Visitors: Q4 2015-16 vs Q4 2014-15

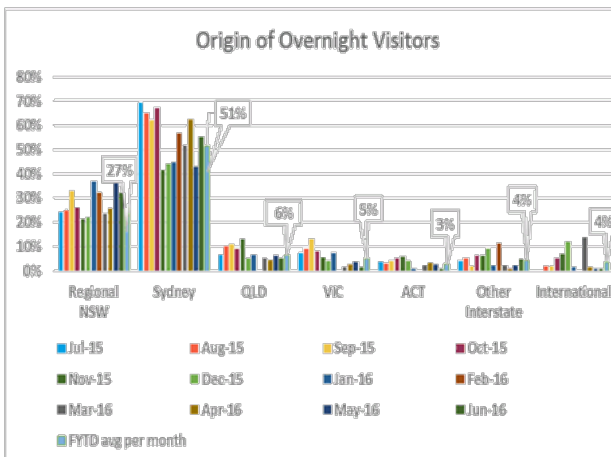
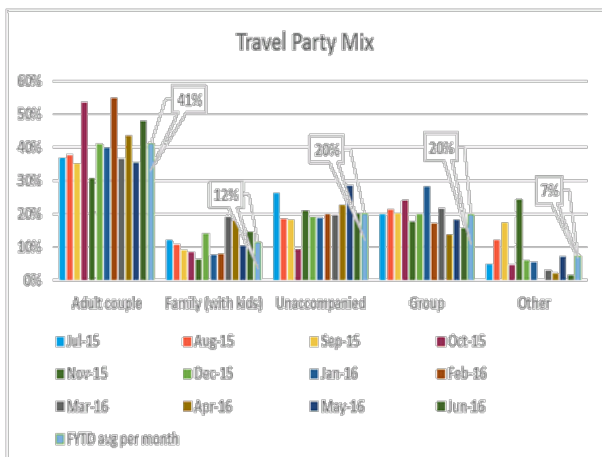
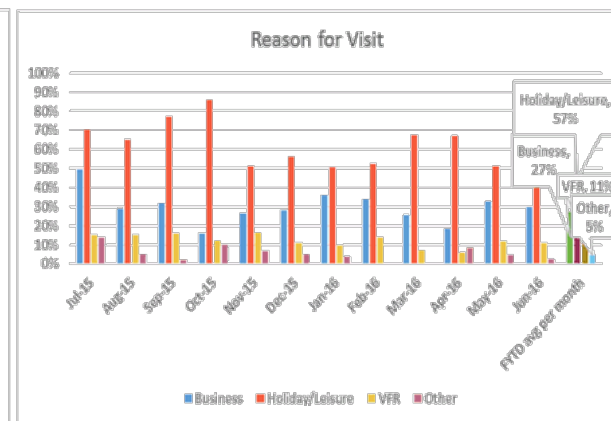
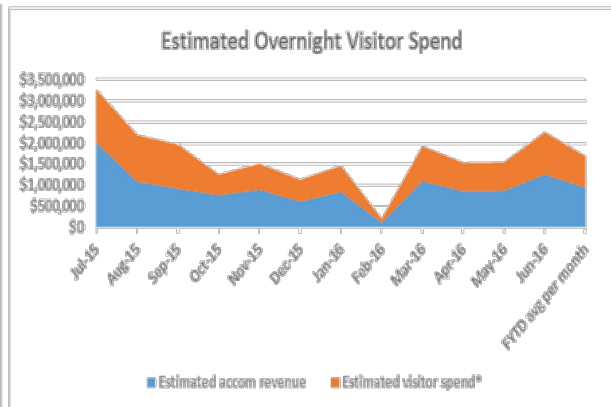
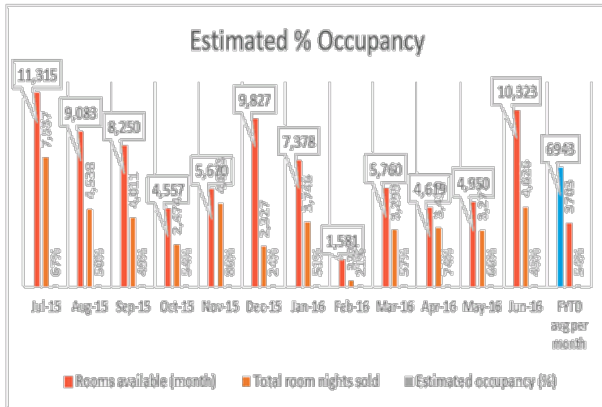


Telephone Enquiries	April - Jun 2016	April - Jun 2015
VICs	2,240	1,753

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

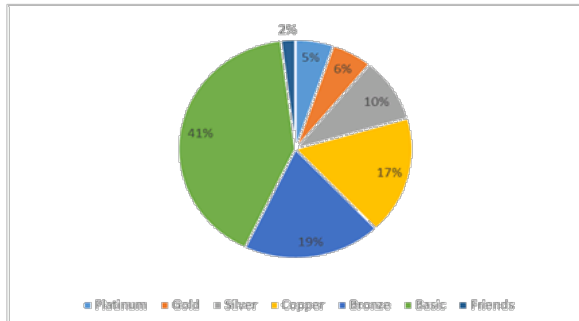
- Survey response rate = 22%
- Average occupancy based on survey responses = 54%
- Average length of stay = 2 nights
- Average nightly rate = \$265
- Estimated visitor spend of survey respondents = \$8.8M

FYTD Graphs –



2	Provide all tourism related businesses in the LGA with the opportunity for promotion	<ol style="list-style-type: none"> Maintain or increase total number of MRTI memberships Provide a business listings page on website (for all tourism members and non-members) at no cost. Web page to be visually sponsored by MWRC (logo)
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2.1. 2015-16 Membership year in Q4. Total = 303 members



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

3	Attend and promote the region at events outside the region	<p>Identify at least 4 key trade and/or consumer shows annually (within specified target markets) to promote the Region. For example (these may vary year to year):</p> <ol style="list-style-type: none"> <i>Sydney Cellar Door, NSW Food & Wine Festival (Feb)</i> <i>Pyrmont Food & Wine Festival (May)</i> <i>Balmoral Mudgee Food & Wine Festival (Aug)</i> <i>Vino Paradiso (Nov)</i>
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Date	Event	Description of Activities	Identified Target Market?	How this will lead to increase in tourism to LGA?
May16	Pyrmont Wine + Food + Art Festival	Major annual event, specifically for Mudgee Region	Yes	Promote awareness of our Region and 'reset your senses in Mudgee Region' campaign.

4	Provide monthly marketing communication to subscriber database, report on social media reach and website visitation statistics	<ol style="list-style-type: none"> Annual subscriber database health check Increase subscribers year on year Distribute monthly subscriber emails (maintain brand integrity) Distribute weekly member newsletters Prepare monthly digital media statistics (social media, website & app), track trends, increase engagement
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- 4.1. Subscriber database strategy continued in Q4 with member opportunities presented to promote in Region Events, these events included - Polo at Parklands Resort, Logan's 20th Vintage Lunch with Ormeeggio, Henry Lawson Festival, Mudgee Wine + Food Festival, Campfire + Wine at SHORTSHEEP, Mudgee Small Farm Field Days
- 4.2. Current subscriber total of **11,049** at the end of Q4
- 4.3. Monthly subscriber emails distributed throughout the quarter – 14th + 29th April, 12th + 26th May and 9th + 23rd June
- 4.4. Weekly member newsletter distributed each Friday.
- 4.5. Monthly digital media statistics recorded in CEO's report, see below:

Website	April - Jun 2016	April - Jun 2015
Unique Visitors	34,131	37,197
Page Views	197,483	147,472

Social Media Channels	April - Jun 2016	April - Jun 2015
Facebook followers	8,171	5,355
Instagram followers	5,126	2,605
Twitter followers	1,503	1,149

Social Media followers continue to significantly increase (39%) during Q4 compared to same period last year. This is contributed to a consistent strategic social media strategy of our current Let's Skip Town Together campaign, paid Facebook advertising, user content, engaging members, key tourism stakeholders and highly influential bloggers reaching our target audiences.

Highlights included:

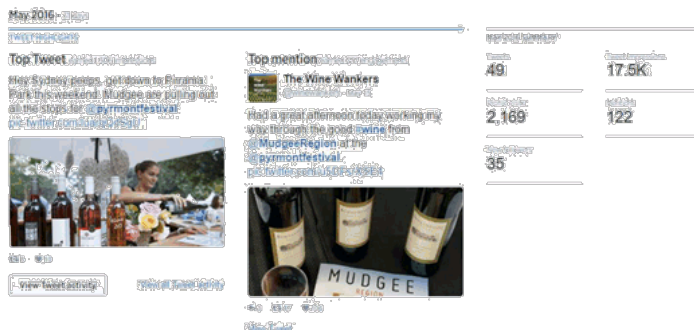
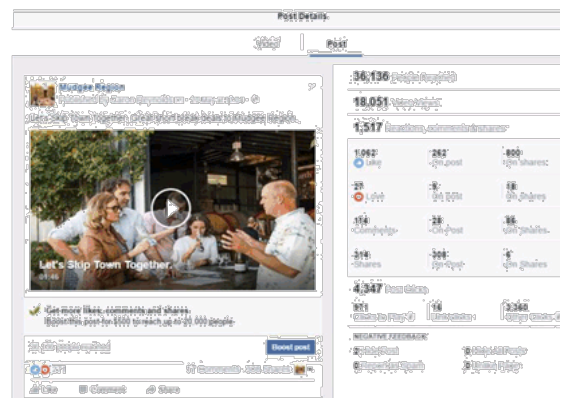
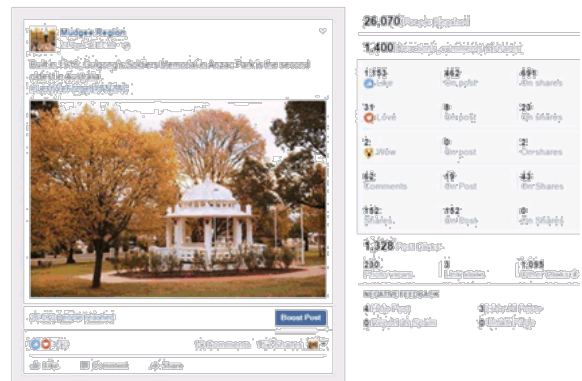
Informative post on the history of Gulgong's Soldiers Memorial. Will research more historic points of interest and implement in our social media strategy.

Most popular post: New Let's Skip Town video. All organic reach of 36,136, 18,051 views and over 308 shares

At the end of May we exceeded Taste Orange's Facebook and total social media followings. We have reached over 14,000 social media followers across Facebook, Twitter and Instagram.

On 4th May we reached Destination NSW KPI of 7,500 followers

Instagram continues to be the highest growth rate for our digital platforms. Reached milestone of 5K followers



Google Analytics – Mudgee Region Website

- 34,131 visitors
- 197,483 total page views

Top Referral Websites

- Facebook
- Visit NSW
- A Day On the Green
- Mudgee Wine Tours

5	Promote all tourism-related council and major regional events	Promote MWRC and major events through Visitor Guide, subscriber database, digital channels, MRTI stalls (e.g. Flavours of Mudgee) and other promotional channels (e.g. radio, Mudgee Guardian articles, etc)
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The following Council events and activities were promoted via our print and digital 'What's On' calendar, social media, individual posters + flyers distributed actively to visitors across VICs: Crushed the Film, Red Hill Mine Official Opening, Town Hall Cinemas

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

Marketing + Promotions Results Q4**Mudgee Smuggler Campaign**

Twenty one members represented in 4 day famil itinerary Thursday 21st to Sunday 24th April 2016.. Six media from both print and digital outlets secured - Yahoo 7 - Trevor Treharne, OK! Magazine - Jane Flood, Latte Life - Toni Whitelaw , City Hub - Lawrence Gibbons , Selector Magazine - Keren Lavelle , News Local - Heather McNab Hosted by MRTI and Klick.

Pyrmont Festival – 14th + 15th May 2016

For the sixth year Mudgee Region Tourism returned to Pirrama Park - Pyrmont, for the annual two day out door food, drink and art festival. Over 30 pop up cellar doors, food and drink stalls attended from Mudgee Region.

Participating from Mudgee Region include Baker Williams Distillery, Blue Wren Wines, Botobolar Vineyard, Bunnamagoo Estate, Burnbrae Wines, Burrundulla Wines ,De Beaurepaire Wines, di Lusso Estate, Farmers Daughter Wines, Gooree Park Wines, Heslop Wines, Huntington Estate, Moothi Estate, Mudgee Brewing Co, Mudgee Ridge Estate, Petersons Wines, Pieter Van Gent Winery, Queens Pinch, Quilty Wines, Robert Stein Winery, Rosby Wines, , Slowfox Wines, Vinifera Wines, Walter Wines and Yeates Wines. Local producers supporting the event are High Valley Cheese Co, Linda's Chilli Relish, Milnes of Mudgee, Mudgee Honey Haven, Murrungundy Pistachios, Spencer Cocoa and Wellstead Shrubs.

- Attended event launch in Sydney with Russell Holden + Kylie Barber (03 May)
- Attended festival weekend with Tourism stall Leianne Murphy, Kylie Barber + Caron Reynolds (14+ 15 May)
- Hosted 28 media throughout weekend, with Klick Communications
- Active social media strategy received extremely positive feedback from both Mike O'Malley and Margot Natoli
- Facebook Reach 730K, Views 33K , Engagement 12K
- Twitter Start of festival 140 follower's, end of festival 225 follower's - 49 tweets
- Instagram Start of festival 297 followers, end of festival 693 followers -133% growth
- 2,439 entries for competition / subscriber database, an increase of 144% on last year of 1,044.

Regional Tourism Awards + Mudgee Clock Awards

Mudgee Region Tourism completed an awards submission for the 2016 Regional Tourism Awards – Destination Marketing category + the Mudgee Clock Awards – Innovation category. The submission is based on our 'Reset your senses in Mudgee Region' campaign with the objective to drive increase in overnight visitors, expenditure and destination awareness of Mudgee Region. The campaign consistently communicated the region's food + drink travel benefits, to increase appeal and convert target audiences to engage in regular short breaks. Our focus is to promote a refreshed tourism offering, working collaboratively with key stakeholders.

Let's Skip Town Together – Campaign planning, strategy + digital assets

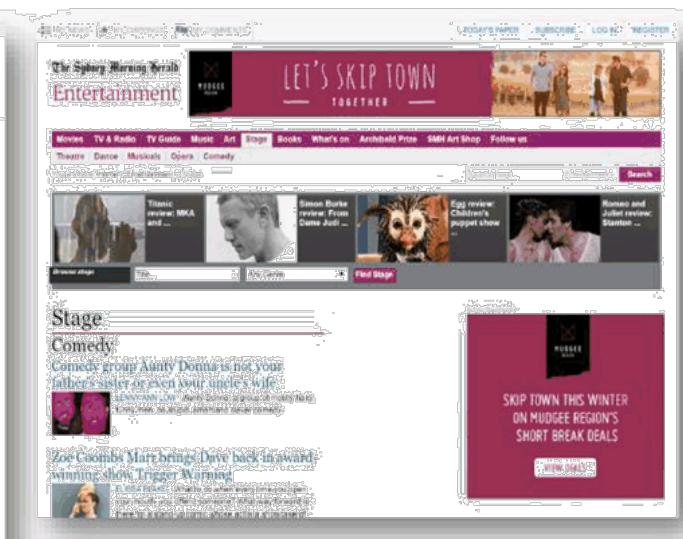
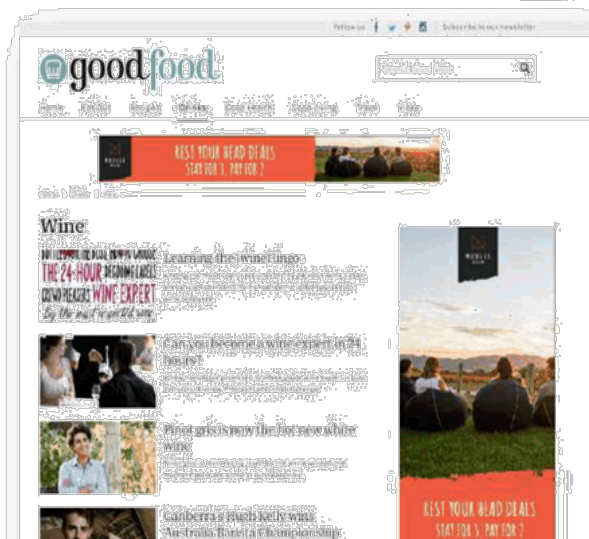
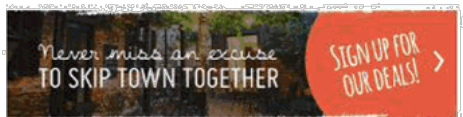
The campaign – Let's Skip Town Together, will consistently communicate the region's Food + Drink travel benefits, to increase appeal and convert target audiences to engage in regular short breaks. Our focus is to promote a refreshed tourism offering as supported by our Destination Management Plan, working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

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

Over the quarter Mudgee Region Tourism in partnership with Destination Marketing Store, Klick Communication, Ambe Creative and Destination NSW have been working on the campaign creative + marketing assets, including a new Tourism video for the Region. At the end of June the campaign was in market for 6 weeks with paid media. Performance was strong, with call to action direct to our website – visitmudgeeregion.com.au. Twenty members were promoted with short break accommodation, food + drink offers via the website new "offers" page, campaign eDMs emailed to subscriber database, online digital media ads, see below. The new tourism video for the Region has been a hit with over 36,000 people reached at the end of May, this demonstrates that the campaign is resonating with consumers.



LET'S SKIP TOWN TOGETHER
great short break deals



PR Report (Klick Communications)

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

Tactic	Activity
Journalist Programme	
Mudgee Smuggler Visit Yahoo 7 - Trevor Treharne OK! Magazine - Jane Flood Latte Life - Toni Whitelaw City Hub - Lawrence Gibbons Selector Magazine - Keren Lavelle News Local - Heather McNab	Klick (Alex and Jason) attended the Mudgee Smugglers famil in Mudgee and hosted media for 4 days in conjunction with Mudgee Region Tourism
Pymont Festival Launch Event	Klick managed all media invites, RSVP's and media hosting for the Pymont Festival Launch Event at The Star
Pymont Festival	Klick managed media invites, RSVP's and attended the festival on both the Saturday and Sunday to greet and host media
Urban List	Klick has confirmed famil trip for 5 - 8 August. Klick to share itinerary for the weekend
The Searching Cyclist	Klick is liaising with The Searching Cyclist for possible filming in Mudgee
Media Releases + Publicity	
Let's Skip Town Together Media release	Klick has distributed media release announcing the campaign
Pymont Festival Master Media Release	Klick created Pymont Festival 2016 master media release and distributed to media after the launch event
Deals & Offers Pitching	Klick has commenced outreach for deal and offers publicity for Cobb + Co and Horizon Mudgee. Received media interest from Australian Women's Weekly (October issue), News Corp supplement - Escape and Dubbo Weekender
TOADY Show	Klick has been in discussion with TODAY show to confirm live weather cross opportunity on Friday 5 August. Klick confirming details before proceeding
Yahoo 7!	Travel feature ran as a result of the Mudgee Smugglers trip
Southern Cross Austereo - Radio	Klick supplied details and tag line for the Mothers Day competition. Klick also liaised with Mudgee Region Tourism in order to get the station all of the information they needed
Mudgee Food + Drink Trail	Media release, 'Lets Skip Town Together' approved and distributed

COUNTRY COLOURS IN NSW

COUNTRY COLOURS IN NSW

Country Colours

By Lana Bogunovich

AS THE DAYS get shorter and the weather turns autumn, it's time to head out to the country to enjoy the best of both worlds. The Hunter Valley is a beautiful region with rolling hills, vineyards, and historic towns. It's a perfect spot to enjoy the sun and the view.



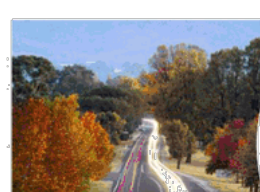
HUNTER VALLEY: From its beautiful scenery and historic towns to its world-class wine and food, the Hunter Valley is a perfect spot to enjoy the sun and the view. The region is known for its rolling hills, vineyards, and historic towns.

JUST A SHORT drive north of Sydney, the Hunter Valley is a beautiful region with rolling hills, vineyards, and historic towns. It's a perfect spot to enjoy the sun and the view. The region is known for its rolling hills, vineyards, and historic towns.



AS AUSTRALIA'S oldest and largest inland wine region, the Hunter Valley is a beautiful region with rolling hills, vineyards, and historic towns. It's a perfect spot to enjoy the sun and the view. The region is known for its rolling hills, vineyards, and historic towns.

ORANGE: With its rolling hills and historic towns, Orange is a beautiful region with rolling hills, vineyards, and historic towns. It's a perfect spot to enjoy the sun and the view. The region is known for its rolling hills, vineyards, and historic towns.



Ashurst House, Hunter Valley, NSW



Historic villages of Central NSW

Tourists with a soul find comfort in small-town places with a heart.

Global unrest is making its presence felt in the tiny towns of Central NSW. No, seriously. Security concerns and economic uncertainty have conspired to make people everywhere reassess their lives. What they are finding is that most of their happy personal associations seem to belong in the past. Increasingly, city dwellers are yearning for the values and blessings that small-town residents never lost. Sepia memories of a simpler life trigger nostalgia for the small, the real, the comfortable, the leisurely pace and the charm of villages, which now also showcase great produce and services.

The tiny towns of Central NSW are hosting increasing numbers of tourists with a soul in search of villages with a heart. How lucky are we? Head for America's Midwest from New York and it could take you 2 1/2 days to get there. Head to our Central West from Sydney and you're there in 2 1/2 hours.

MUDGEEE REGION



The Bridge View Hotel in Rylstone.

RYLSTONE
Stroll along Louisa Street to the old Bridge View Hotel with its imposing sandstone facade and two-story verandah and you'll find the chic-est little eating place in the west. Chinese artist Na Lan runs a delightful yum cha and tea house specialising in Shaanxi-style dumplings and exotic teas, plus fashion, interior design, gift and oriental food lines. The town's 19th-century streetscape blends attractive heritage architecture, largely constructed of local sandstone, with a sophisticated cafe culture, pubs, second-hand stores and outlets for locally-produced artisan gourmet lines such as breads, olives and oils. Check out the artisan and produce markets and the November 5 Street Feast festival and Long Lunch.

GULGONG
Gold put Gulgong on the map almost 150 years ago. When first gazetted as a goldfield in 1866, it was a flyspeck in the Central Tablelands, but six years later it had a population of more than 20,000, 40 hotels and an opera house and billed itself as "The Hub of the World". It's a little quieter these days, with a population of less than 3000, but 180 buildings are heritage-listed by the National Trust and you can still catch a show at the Prince of Wales Opera House. There's a genuine frontier town feel here – little slab stores with verandahs and hitching posts squeezed in between ornate pubs and civic buildings. Once gold-rich, Gulgong is now history-rich and its great Pioneers Museum displays an extraordinary array of artefacts and ephemera that capture the character of the early days. And the banjos, squeeze boxes and violins of December's Folk Festival seem right at home here.



Get Outta Town | Sydney's Best Winter-Weekend Escapes

Horizon Mudgee

Mudgee: The Mudgee region is a beautiful area with rolling hills, vineyards, and historic towns. It's a perfect spot to enjoy the sun and the view. The region is known for its rolling hills, vineyards, and historic towns.

What's on



FESTIVAL FUN GRAPE WAY TO TRY MUDGEEE FINE WINE

Experience the country charm of the Mudgee region without having to leave the city. The sixth annual Pymont Festival returns with a giant 10-day program featuring wine dinners and tastings, photographic exhibitions and art displays. A two-day free headline event for the whole family will be held at Pirrama Park in Pymont on Saturday, May 14 and Sunday, May 15. There will be live music, local artists, rides and children's entertainment and about 100 stalls where guests can meet winemakers, participate in tastings and sample a broad range of fine foods. The Mudgee region is a 3.5-hour drive from Sydney in Central NSW and is one of the state's oldest wine regions known for its fine food, excellent art, music, nature and history experiences. The festival is an industry collaboration with Mudgee Region Tourism, Mid Western Regional Council and Mudgee Wine Grape Growers Association Inc.

The 10-day Pymont Festival runs from Friday, May 13 until Sunday, May 22, from 11am to 5pm daily. See: pymontfestival.com.au

TALKING
TRAVEL with Sandra T.



Pymont Festival brings country to city

The Pymont Festival, showcasing the best of Pymont and the Mudgee Region, returns for its sixth year on Friday 13 May 2016, with a ten day programme of wine and food alongside art displays and photographic exhibitions.

Visitors to Pymont, just two kilometres from the Sydney CBD and one of Sydney's fastest growing tourist, creative, cultural and dining precincts, will have the chance to experience both the country charm of the Mudgee Region, coupled with the best of the city.

Participating Mudgee Wineries include Burrundulla Wines, Robert Stein Vineyard, Huntington Estate and Petersen's, Mudgee Ridge, Moothi Estate, Walter Wines, Burnbrae Wines and Manners Wines.

Pymont eateries Blue Eye Dragon, Café Morso, Flying Fish, Bar Zini, The Apprentice, Brio, The Persian Room, Zebra Lounge, Le Trader, Quarryman Hotel, Dunkirk Hotel, Ovolo 1888, Gourmandise de Paris and Pymont Point Hotel will feature the best of their dining experiences, with Mudgee wines to match, at dinners and tastings across the ten days.

The selection of dining experiences include The Persian Room serving an authentic Persian three course dinner with matching wines from Robert Stein Winery on 15 May and The Apprentice at TAFE NSW Wine Dinner on 19 May, where menus are designed, prepared and served at five-star level by the rising stars of Sydney's hospitality industry, with wines from Vinifera Wines.

Flying Fish Restaurant and Bar Chef, Stephen Seckold, will deliver an innovative four course degustation

dinner, matched with Mudgee's Manners Wines on 20 May and on 21 May, Blue Eye

Dragon's award winning restaurateur Muriel Chen will host a ten course banquet at the heritage St. Bede's Church Hall matched to wines from Mudgee's Bunnamagoo Estate Wines. Also on 21 May the Pymont Point Hotel will be offering a taste of the freshest Mudgee produce with two glasses of Burnbrae Mudgee Wine.

The highlight of the Festival will be a two day event for the whole family in Pirrama Park on Saturday 14 and Sunday 15 May. Visitors will be able to meet winemakers, participate

in tastings and sample a broad range of fine foods while listening to live music. Additional family entertainment includes a Hi-5 Live! show on Saturday 14 May, from 11am.

With the Festival becoming more successful with each passing year, Lord Mayor of Sydney, Clover Moore, said "Pymont Festival is an outstanding example of a community focused business and industry collaboration and the City is proud to continue its support of this event and its growing popularity.

The Mudgee region in Central NSW is one of the State's oldest wine regions, known for its fine food, excellent art, music, nature

and history experiences. It's a region perfectly matched with Pymont, an inner city precinct that's one of Sydney's fastest growing tourist, creative, cultural and dining destinations."

The Mudgee Region is the third largest grape growing region in New South Wales and one of the oldest wine regions in the State. Mudgee can be reached by road as well as daily 50 minute flights from Sydney Airport.

The Pymont Festival runs until Sunday 22 May 2016. www.pymontfestival.com.au



Mudgee
The Mudgee region in Central NSW is one of the State's oldest wine regions, known for its fine food, excellent art, music, nature and history experiences. It's a region perfectly matched with Pymont, an inner city precinct that's one of Sydney's fastest growing tourist, creative, cultural and dining destinations."

Travel Support a real corker

The loving community in Mudgee is the secret to success behind the booming winery region, writes Heather McNab

Mudgee is a beautiful town with a rich history and a thriving wine industry. The community's passion for wine and food is what makes it a special place to visit. The Mudgee Region is the third largest grape growing region in New South Wales and one of the oldest wine regions in the State. Mudgee can be reached by road as well as daily 50 minute flights from Sydney Airport.

The Mudgee Region is the third largest grape growing region in New South Wales and one of the oldest wine regions in the State. Mudgee can be reached by road as well as daily 50 minute flights from Sydney Airport.



What's in our diary...

Arts Exposed

Pymont Festival 2016

Pirrama Park, Saturday May 14 – Sunday May 15 and venues around Pymont until Sunday May 22

The Mudgee Region's finest arts, wine, and food talents are making their temporary home again at this year's Pymont Festival. Running from Friday May 13 to Sunday May 22, this ten-day festival will also showcase live music, a sculpture park, and a mini pop-up produce market. At the peak of festivities, Pirrama Park will host a two-day, family-friendly event this weekend, starting with a live Hi-5 show on Saturday at 11am, and including local art, music, rides, and other free entertainment. Wine tasting packages are available at the festival, starting at \$20 and including a perusal of approximately 100 stalls of local wines and fine foods.

For more info and a detailed programme, visit pymontfestival.com.au.

Finance

Mudgee Region Tourism Inc - Treasurer's Report – Q4 June 2016

1. Nature of Report

- a. This is the financial report for the forth + final quarter of the MRTI 2015-16 financial year, given to Mid-Western Region Council (MWRC) under the reporting format as agreed under the contract executed between MWRC and MRTI.
- b. The report demonstrates the trading result for the financial quarter ended June 30th 2016.

2. Accounting Conventions

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

Overall Result

- a. Operating Profit is \$47k above the deficit of \$115k that was predicted. This is due to the reallocation of the grant funding to cover the roll out of the Let's Skip Town Together Campaign over the two financial years.

3. Trading Income

Retail trading income YTD indicates a \$11,579 shortfall to budget (-14.5%). Ticket Sales Commission is \$12,452 greater than budget (+116.3%), MRTI continues to engage more significant events through the new online ticket sales system. Membership income is also up on YTD budget \$10,789 (+3.7%)

4. Total Income

Overall income indicates a shortfall to budget of \$11,685, this is due to the reallocation of the grant funding to cover the roll out of the Let's Skip Town Together Campaign over the two financial years.

5. Total Expenses

Total expenses are \$55,599 (-6%) below budget mainly due to the reallocation of the grant funding to cover the roll out of the Let's Skip Town Together Campaign over the two financial years.

- a. The organisation continues to be under financial control.

6. Cash Funds

At the end of Q4 of the 2015-16 Financial Year the majority of the current assets is cash \$312,685

7. Balance Sheet

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

Mudgee Region Tourism Inc84 Market Street
MUDGEE NSW 2850**Balance Sheet****As of June 2016**15/08/20
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1-0000 Assets			
1-1001	Current Assets		
1-1002	Cash on Hand	\$312,885	
1-1179	Visa Debit Cards	\$299	
1-1300	Undeposited Funds	\$4,748	
1-1550	Float	\$350	
1-1600	ING Management Account	\$7	
1-1999	Debtors	\$42,967	
1-2200	Stock on Hand	\$5,280	
1-3500	Prepayments	\$40,981	
	Total Current Assets		\$407,318
1-4000	Non-Current Assets		
1-5000	Motor Vehicle (Nett)	\$42,363	
1-7000	Office Furn & Equip (Nett)	\$12,679	
1-9000	Intangible Assets	\$849	
	Total Non-Current Assets		\$55,890
	Total Assets		\$463,207
2-0000 Liabilities			
2-0001	Current Liabilities		
2-2000	Trade Creditors	\$22,881	
2-2050	Sundry Creditors	\$11	
2-2210	Accruals	\$18,688	
2-2220	Deferred income (DNSW)	\$27,450	
2-2300	Hire Purchase	\$28,993	
2-3000	GST Liabilities	\$20,613	
2-5000	Payroll Liabilities	\$13,175	
	Total Current Liabilities		\$131,813
2-6000	Prepaid Income		
2-6301	Membership Income - 2016/17	\$299,522	
2-6800	Ticket Sales		
2-6810	Seat Advisor EFT	\$27,587	
	Total Ticket Sales		\$27,587
2-9000	Old Accounts		
	Total Liabilities		\$458,922
	Net Assets		\$4,285
3-0000 Equity			
3-8000	Retained Earnings	\$71,987	
3-9000	Current Earnings	-\$67,702	
	Total Equity		\$4,285

Mudgee Region Tourism Inc

84 Market Street
 MUDGEE NSW 2850

Profit & Loss [Budget Analysis]

July 2015 through June 2016

15/08/20
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	Selected Period	Budgeted	\$ Difference	% Difference
Income				
Retail Sales	\$68,051	\$79,630	-\$11,579	(14.5%)
Ticket Sales Income	\$23,160	\$10,708	\$12,452	116.3%
Membership Income	\$305,789	\$295,000	\$10,789	3.7%
Grants - DNSW (round 2)	\$70,550	\$98,000	-\$27,450	(28.0%)
Booking Agency Fees	\$5,488	\$103	\$5,385	5,210.2%
MWRC Contract	\$377,119	\$376,965	\$153	0.0%
Interest Received	\$3,148	\$4,583	-\$1,435	(31.3%)
Total Income	\$853,305	\$864,990	-\$11,685	(1.4%)
Cost Of Sales				
COGS Retail	\$44,150	\$49,257	-\$5,107	(10.4%)
COGS Ticketing	\$4,687	\$3,115	\$1,572	50.5%
Total Cost Of Sales	\$48,837	\$52,372	-\$3,536	(6.8%)
Gross Profit	\$804,469	\$812,618	-\$8,149	(1.0%)
Expenses				
Advertising	\$2,702	\$4,500	-\$1,798	(40.0%)
Audit Fees	\$4,500	\$4,500	\$0	0.0%
Bank Charges	\$29	\$67	-\$38	(56.3%)
Bank Charges - Merchant	\$3,757	\$3,165	\$592	18.7%
Cleaning	\$2,114	\$3,258	-\$1,144	(35.1%)
Computer Expenses	\$5,701	\$4,258	\$1,444	33.9%
Depreciation	\$10,600	\$10,600	\$0	0.0%
Electricity	\$2,528	\$2,200	\$328	14.9%
Visitors Centre Costs	\$0	\$2,125	-\$2,125	(100.0%)
Insurance	\$2,647	\$3,000	-\$353	(11.8%)
Insurance - Workers Comp	\$2,452	\$2,221	\$231	10.4%
Motor Vehicle Running	\$7,387	\$6,789	\$598	8.8%
MV Interest	\$2,281	\$2,308	-\$27	(1.2%)
Office Supplies	\$471	\$1,183	-\$712	(60.2%)
General Postage	-\$89	\$300	-\$389	(129.6%)
Member Expenses	\$1,077	\$2,250	-\$1,173	(52.1%)
Printing & Stationery	\$3,779	\$2,374	\$1,404	59.1%
Professional Fees	\$26,061	\$24,064	\$1,997	8.3%
Rent Mudgee Visitors Centre	\$464	\$460	\$4	0.9%
Gulgong Visitors Centre	\$963	\$1,417	-\$453	(32.0%)
Rylstone/Kandos running costs	\$467	\$1,417	-\$950	(67.0%)
Repairs & Maintenance	\$1,883	\$745	\$1,137	152.6%
Staff Amenities & Ent	\$2,645	\$3,351	-\$706	(21.1%)
Seminars & Training	\$113	\$3,519	-\$3,406	(96.8%)
Subscriptions & Memberships	\$19,028	\$18,023	\$1,005	5.6%
Security	\$769	\$600	\$169	28.2%
Telephone, Fax & Internet	\$7,167	\$8,767	-\$1,600	(18.3%)
Travel Expenses	\$210	\$1,229	-\$1,019	(82.9%)
Website Expenses	\$5,130	\$7,782	-\$2,652	(34.1%)
Visitor Guide Exp	\$122,590	\$121,296	\$1,294	1.1%
Wages and Salaries	\$327,612	\$320,508	\$7,105	2.2%
Fringe Benefits Tax	\$5,473	\$3,500	\$1,973	56.4%
Regional Marketing Expenditure	\$299,659	\$355,997	-\$56,338	(15.8%)
Total Expenses	\$872,171	\$927,770	-\$55,599	(6.0%)
Operating Profit	-\$67,702	-\$115,152	\$47,450	41.2%
Other Income				
Other Expenses				

7.2 Delegation of Authority for the General Manager

REPORT BY THE GOVERNANCE COORDINATOR

TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, GOV400054

RECOMMENDATION

That Council receive and note the report by the Governance Coordinator on the Delegation of Authority for the General Manager.

Executive summary

The General Manager delegation was adopted at Councils 23 July 2014 meeting for review in July 2016. This review has been delayed to provide a report to the new Council following the 10 September 2016 election.

This report provides background information for the consideration of councillors and proposes other options on how the Council can delegate authority to the General Manager maintaining compliance of the statutory provisions of the Local Government Act 1993.

A report will be presented to Council detailing a proposed new Delegation of Authority for the General Manager after further discussion as well as consideration of any advice for the Office of Local Government arising from the Local Government Amendment Act 2016.

Disclosure of Interest

Nil.

Detailed report

Much of the content of this report is taken from the Office of Local Government Guidelines for the appointment and oversight of General Managers.

Council must review its delegation of functions during the first 12 months of each term of office (s.380). To assist with this review, it is recommended that, within the first 6 months of the new term, the Council reviews what functions have been delegated and to whom they have been delegated to determine if the delegation and the policies guiding those delegated decisions have been working effectively. It should be noted that the general manager may sub-delegate a function delegated to him by the Council (s378). However, the General Manager still retains responsibility to ensure that any sub-delegated function is carried out appropriately.

Where functions are delegated to the General Manager to perform on behalf of a governing body of Council, it is important for the governing body of Council to ensure there are policies in place to guide the decision making. The governing body of Council should keep policies guiding the delegated decisions under regular review.

Where authority to make a decision is delegated this does not remove a Council's authority to make a decision, and matters that fall outside the terms of a Council policy, delegation, or day to day management (section 335), should be referred to the governing body of Council for a decision.

The General Manager is generally responsible for the effective and efficient operation of the Council's organisation and for ensuring the implementation of the council's decisions without undue delay. The General Manager carries out all their functions within the guidelines and policy framework approved by the council. The General Manager also has a role to play in assisting the Council develop its strategic direction. The general manager is responsible for guiding the preparation of the Community Strategic Plan and the Council's response to it via the Delivery Program. The General Manager is responsible for implementing the Delivery Program and will report to the Council on its progress and conduct regular updates and reviews.

The General Manager is also responsible for ensuring Councillors are provided with information and the advice they require in order to make informed decisions and to carry out their civic duties.

Over the recent past years Council has adopted a framework of Policies that guide Council's management decision making and supports the delegation Council provides to the General Manager. The Policy framework should not be duplicated in the General Manager's delegations, the delegation requires the General Manager to apply their delegation in accordance with legislation, guidelines and policies adopted by Council.

Attached is the current instrument of Delegation of Authority for the General Manager for your information.

Community Plan implications

Theme	Good Governance
Goal	Strong civic leadership
Strategy	Provide accountable and transparent decision making for the community

Financial implications

Nil.

TIM JOHNSTON
GOVERNANCE COORDINATOR


SIMON JONES
DIRECTOR, COMMUNITY

15 August 2016

Attachments: 1. Delegation of Authority for the General Manager.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

	DELEGATION OF AUTHORITY FOR THE GENERAL MANAGER	ADOPTED C/M 23/7/14 Min No 297/14 LAST REVIEW: Jul 14 NEXT REVIEW: Jul 16 FILE No. A0230005
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Pursuant to the powers conferred on it by Section 377 of the Local Government Act 1993, the Council hereby authorises BRADLEY ALLAN CAM as General Manager to exercise the under mentioned powers, in addition to those powers conferred and imposed upon general managers by Section 335 of the Local Government Act 1993.

The General Manager has the delegated authority of Council for the following:

1. To carry on the regular services and operations of the Council within the sums voted by the Council for expenditure thereon, and in accordance with the resolutions of Council, and within the guidelines of relevant legislation.
2. To perform all the necessary activities, to serve any notices or orders, undertake inspections, issue or refuse license and permits, to exercise the power of entry, to appoint appropriate staff as an authorised officer, authorised person, authorised Council employee, or impounding officer as the case may be, to exercise the functions of those positions under the Local Government Act 1993, Environmental Planning and Assessment Act 1979 and any other Act which may impact on the business of Council.
3. To authorise any work, which in the General Manager's opinion is urgent, at a cost not exceeding \$50,000, and shall ensure that the account for any work so authorised is submitted for payment by the Council in the same way as other accounts for goods and services against the Council.
4. To determine the matters which are to be included in the business papers in accordance with relevant legislation and regulations.
5. To reply to all routine correspondence not involving a monetary vote by Council, not affecting Council policy or not in the General Manager's opinion specifically requiring the consideration of Council.
6. To invest surplus funds.
7. To determine and write-off rates, fees, charges and other debts up to and including \$2,500.00 per annum per debt.
8. To determine applications for donations in accordance with the budgetary limits set by Council and in accordance with Council's relevant policies.
9. To affix, witness and sign under the Common Seal of Council any necessary documents following a Council resolution that the seal may be applied as provided by the Local Government (General) Regulation 2005.
10. To approve minor variations to accepted tenders.
11. To approve the submission of tenders and quotations for private works.
12. To arrange to carry out private works requested by individuals, firms and organisations, as far as possible in conjunction with Council's Works Program.

-
13. To close roads or bridges temporarily or impose load limits when necessary.
 14. To manage Council's facilities, including determining terms of use and means to provide access to facilities for organisations and members of the community. Exemption: the setting of fees for the use of facilities.
 15. To sign any Contract for Sale of land and complete any other documents in relation thereto, where such land is sold in accordance with Council's resolution.
 16. To forfeit on behalf of Council, any deposit paid for purchase of any parcel of land should such sale not proceed to completion.
 17. To negotiate (including receipt of options), up to final acceptance, for the purchase of land including broadacres within the local government area and for this purpose to engage such Valuers, Agents etc as necessary.
 18. To execute Contracts of Purchase where the purchase of the property has been approved by Council.
 19. To negotiate the acquisition of strategic properties.
 20. To negotiate and enter into short-term leases and agistment agreements on behalf of Council.
 21. To enter into pipeline/access agreements with the State Rail Authority.
 22. To sign necessary legal agreements on behalf of Council in cases where sewer mains pass under buildings.
 23. To consider and determine requests and assess responses to emergency authorities, such as the NSW Police Force, State Emergency Services, NSW Bush Fire Brigade etc., for requested assistance required to reduce, eliminate or contain an emergency for its duration.
 24. To accept on Council's behalf grants and financial assistance.
 25. To dispose of surplus plant and equipment by sale, exchange or trade-in.
 26. To authorise the removal of trees.
 27. To declare the Public Water Supplies unfit for consumption if testing proves it necessary subject to:
 - The Mayor being informed.
 - Hospitals and doctors and schools in the area being informed direct.
 - Every effort being made to advise the public as quickly as possible.
 28. To impose water supply restrictions as appropriate where:
 - (a) the available stored water or the available capacity of supply, is not sufficient for the time being to allow the unrestricted consumption of water for purposes other than domestic purposes, or
 - (b) available stored water or available capacity of supply is so restricted as to render extraordinary measures necessary in the interest of consumers of water and such restrictions may be applied upon the use of water for any purposes, including
-

domestic purposes. Water restrictions be made by order published in a newspaper advising the purpose, time, amount or method for which water may be used within areas to which the Council's reticulated water supply system extend and such restriction shall not be limited to a portion of the supply area except where the shortage of water or capacity of supply is peculiar to that portion or except where the restriction of supply in the different portions of an area in rotation.

29. To accept the delegation of the functions of the Director-General pursuant to the Environmental Planning & Assessment Act 1979 to the Council, and other Acts.
30. To determine applications under the Environmental Planning and Assessment Act 1979, and other relevant Acts, which do not include:
- Applications made where the Senior Officer of Council or Councillors are the owner or applicant of the land subject to the development application.
 - Residential subdivisions creating more than 20 allotments within the town boundaries of Mudgee, Gulgong, Rylstone and Kandos.
 - Rural residential subdivisions creating more than 20 allotments.
 - Development applications for the erection, alteration and/or additions to buildings exceeding a building value of \$1,000,000.
 - Variations to contributions required pursuant to the Section 94 Developers Contribution Plans.
 - Variations on the conditions and standards as determined in Council policies, Development Control Plans, standards and administration instructions.
Except:
 - Where the variation is less than 10% to the standard.
 - Where there is no public submission and the staff support the variation and it exceeds 10%, then the Council is to be notified of the application and given 3 working days to request the application to be reported to Council for consideration.
 - Objection(s) lodged by the public to a proposal. Except:
 - where the objections are unsubstantiated, are not a matter for consideration under the Environmental Planning and Assessment Act or can be adequately addressed through a condition of consent.
 - Where there are less than 5 objections and the staff support the application then the Council is to be notified of the application and given 3 working days to request the application to be reported to Council for consideration.
31. In relation to the relevant provisions of the Food Act 2003 to:
- To appoint, authorised officer/s for the purpose of enabling those officers to carry out the functions nominated in the Food Act 2003.
 - To issue Prohibition Orders and Certificates of Clearance where there are reasonable grounds for the issue of a Prohibition Order and subsequent Certificate of Clearance.
32. To negotiate and review gravel royalty up to a maximum value of \$100,000 in any financial year.
33. To determine under Section 525 of the Local Government Act 1993, reviews by ratepayers to change the categorisation of their properties for rating purposes.

Pursuant to Section 68 of the Noxious Weeds Act 1993 and pursuant to every other power hereunto enabling, the Council hereby delegates to BRADLEY ALLAN CAM as General Manager all of the functions conferred or imposed on Council pursuant to the Noxious Weeds Act 1993 and the Noxious Weeds Regulation 2008.

Item 8: Development

8.1 Temporary Suspension of Alcohol Free Zones for Sections of Cudgegong and Louee Streets, Rylstone

REPORT BY THE MANAGER, HEALTH AND BUILDING
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, GOV400043, A0100009

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Health and Building on the Temporary Suspension of Alcohol Free Zones for Sections of Cudgegong and Louee Streets, Rylstone; and**
 2. **suspend the alcohol free zones located in Cudgegong and Louee Streets, Rylstone between the hours of 10am to 5pm on Saturday 5 November for the purposes of Rylstone StreetFeast 2016.**
-

Executive summary

The purpose of this report is to seek the temporary suspension of the Alcohol Free Zone in the nominated sections of Cudgegong and Louee Streets Rylstone in order to host the annual Rylstone StreetFeast.

It is proposed that this temporary suspension will occur on Saturday 5 November 2016 between the hours of 10am to 5pm. These hours are within the requested street closure times of 9am to 6pm which allow for setup and removal of street stalls.

Disclosure of Interest

Nil.

Detailed report

StreetFeast is one of Rylstone-Kandos District's premier annual events allowing patrons to enjoy the scenic beauty of the district and sample the diverse range of local foods, produce, wines, art and craftwork.

Mid-Western Regional Council will be closing sections of Cudgegong and Louee Streets between the hours of 9am to 6pm on the 5 November 2016. The area will be closed to vehicles only, with pedestrian access not affected. The event will commence at 10am and run until approximately 4pm. It is expected that Cudgegong and Louee Streets will be re-opened by 6pm.

In order for this event to occur, the Alcohol Free Zones located in the nominated pedestrian areas (see attachment 1) are required to be temporarily suspended, between 10am and 5pm.

Council staff have discussed this suspension with Senior Constable Jason Turnbull of Mudgee Police who has no objections.

It is also proposed to provide security staff to ensure that the consumption of alcohol is restricted to within the nominated areas identified in this report.

Community Plan implications

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

Financial implications

Not applicable.

JOSH BAKER
MANAGER, HEALTH AND BUILDING

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

21 September 2016

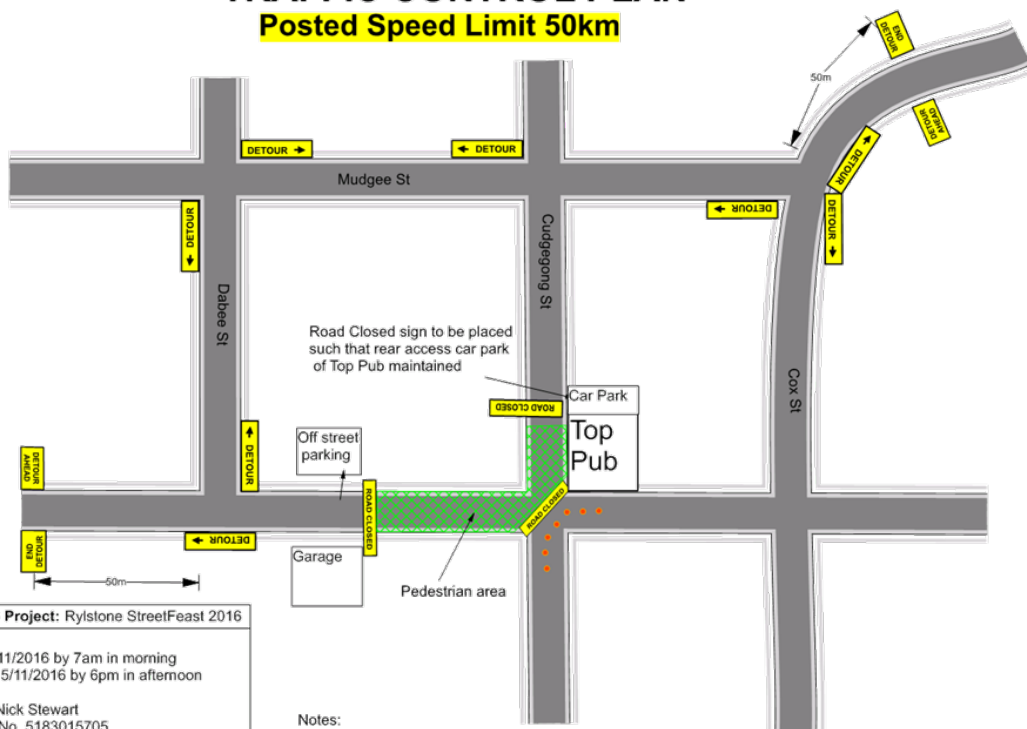
Attachments: 1. Map of proposed alcohol suspension areas.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

MID-WESTERN OPERATIONS TRAFFIC CONTROL PLAN

Posted Speed Limit 50km



Date: 1/08/16 **Project:** Rylstone StreetFeast 2016
Comments:
Install TCP 5/11/2016 by 7am in morning
Remove TCP 5/11/2016 by 6pm in afternoon

Designed by Nick Stewart
Accreditation No. 5183015705.
Exp 11/10/16.

Notes:
Signage install/uninstall by MWRC staff

8.2 Local Heritage Grants 2016 - 17 Allocation

REPORT BY THE MANAGER, STRATEGIC PLANNING
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, GRA600030

RECOMMENDATION

That Council:

1. receive the report by the Manager, Strategic Planning on the Local Heritage Grants 2016 - 17 Allocation; and
2. provide a Local Heritage Grant to the following projects:
 - a) \$5,000 grant for a new galvanised roof and guttering at 99 Market Street, Mudgee;
 - b) \$3,000 grant for the removal of unsympathetic items and painting at 70-80 Church Street, Mudgee;
 - c) \$3,500 grant for an awning replacement at 131-133 Mayne Street, Gulgong;
 - d) \$2,250 grant for painting at 42-44 Market Street, Mudgee;
 - e) \$2,250 grant for painting and balustrade work, at 63-65 Market Street, Mudgee;
 - f) \$3,000 grant for repair of original features and painting, at 83-85 Herbert Street, Gulgong;
 - g) \$1,500 grant for a front fence, at 4 McFarlane Lane, Mudgee;
 - h) \$1,500 grant for painting, at 32 Market Street, Mudgee;
 - i) \$2,000 grant for the purchase of timber to repair water damage, at 103-105 Mortimer Street, Mudgee; and
 - j) \$1,500 grant for the restoration of timber entry doors and windows, at 28 Mudgee Street, Rylstone.

Executive summary

The purpose of this report is to advise Council of the applications received and the recommended allocation of funds under the 2016 - 17 Local Heritage Grants program.

Ten applications were received in total, with all applications recommended for funding. A summary of the applications received and the proposed allocation is detailed in the table provided as Attachment 1.

NSW Council's enter into Local Heritage Grant programs with The Heritage Division of the Office of Environment and Heritage. The funding for the Local Heritage Grants is on the basis that Council provide \$2 for every \$1 provided by the Heritage Division. This financial year sees an increase from \$12,250 to \$25,500 for allocation.

Council recently exhibited and adopted the Local Heritage Grants Policy that provides criteria and funding priorities for consideration in the allocation of the grant funding.

Disclosure of Interest

Nil.

Detailed report

Applications for funding under the Local Heritage Grants Program closed on 2 September 2016. Ten applications were received and have been summarised in the table provided as Attachment 1. The projects have been ordered from the highest to lowest total project cost. Those project sites that are both heritage listed and located within a Heritage Conservation Area have been highlighted in yellow.

In addition to the funding priorities outlined in Council's Local Heritage Grants Policy, the total project cost has been considered in the allocation of funding.

Council's Local Heritage Grants Policy identifies the following funding priorities:

- Heritage item(s) in a well maintained heritage streetscape or landscape setting.
- Heritage item(s) with public access and visibility (note – all projects are visible from the public domain).
- Urgent maintenance works to avert management risks eg. severe deterioration, demolition or demolition by neglect.
- Item(s) that are part of a heritage group or precinct.
- Upgrades to fire, service and access to achieve compliance with the Building Code of Australia.
- Ongoing or adaptive reuse of heritage item(s).
- Items that have not received Council funding support in the last five years.

All of the projects have met the above criteria.

Two of the projects have received funding within the last 5 years, however the applications have been considered due to the significantly increased budget and worthwhile nature of the projects. The reduced recommended amount to be allocated reflects the previously received funding.

Taking into account the \$25,500 budget available, Councils Local Heritage Grants Policy, and project costs, Attachment 1 details the recommended amount to be allocated between the ten projects for which an application was received.

Community Plan implications

Theme	Looking After Our Community
Goal	Vibrant towns and villages
Strategy	Respect and enhance the historic character of our Region and heritage value of our towns

Financial implications

The 2016/17 Operational Plan has an approved budget of \$25,500 for Local Heritage Grants, funded partially by the Heritage Division of the Office of Environment and Heritage at \$1 for every \$2 of Council contributed funding. The total budget for this financial year of \$25,500 has been allocated and therefore Council will receive \$8,500 from the Heritage Division towards these grants.

SARAH ARMSTRONG
MANAGER, STRATEGIC PLANNING

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

23 September 2016

Attachments: 1. Summary of Projects and Recommended Allocation.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Project Address	Project Description	Heritage Item?	Heritage Conservation Area?	Within a maintained streetscape?	Accessible by the public?	Adaptive reuse?	Received funding in last 5 years?	Total Project cost	Amount sought from Council	Amount Recommended
99 Market Street, Mudgee <i>The Parkview Hotel</i> (Commercial)	New roof and guttering	Y	Y	Significant corner site	Y	Y	N	\$100,000	\$5,000	\$5,000
70-80 Church Street, Mudgee <i>Former Criterion / 3 shops</i> (Commercial)	Removal of unsympathetic items and paint	N	Y	Y	Y	N	N	\$21,360	\$5,000	\$3,000
131-133 Mayne Street, Gulgong <i>Former Millers Barber Shop / 2 shops</i> (Commercial)	Awning replacement	Y	Y	Y	Y	N	N	\$20,652	\$5,000	\$3,500
42-44 Market Street, Mudgee <i>Shop and Residence above</i> (Commercial)	Painting	Y	Y	Y	Y	N	N	\$9,625	\$4,812.5	\$2,250
63-65 Market Street, Mudgee <i>Shop and office space above</i> (Commercial)	Painting and new sympathetic balustrade	N	Y	Y	Y	N	N	\$8,888	\$4,444	\$2,250
83-85 Herbert Street, Gulgong <i>Single story shop</i> (Commercial)	Repair original features and painting	Y	Y	Y	Y	N	N	\$8,046	\$3,650	\$3,000
4 McFarlane Lane, Mudgee <i>Dwelling</i> (Residential)	Front fence	N	Y	N	N	N	N	\$6,000	\$3,000	\$1,500
32 Market Street, Mudgee <i>Former Alhambra / shop</i> (Commercial)	Painting	N	Y	Y	Y	N	N	\$5,450	\$2,725	\$1,500
103 - 105 Mortimer Street, Mudgee <i>St Pauls Presbyterian Church</i> (Community)	Water damage repair	Y	Y	N	Y	N	Y	\$4,939	\$2,469.5	\$2,000
28 Mudgee Street, Rylstone <i>Former Dry Goods Store / dwelling</i> (Residential)	Restoration of timber entry doors and windows	N	Y	N	N	N	Y	\$3,190	\$1,595	\$1,500
										\$25,500

8.3 Proposed Boundaries for Joint Organisations

REPORT BY THE DIRECTOR DEVELOPMENT
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, A0170031

RECOMMENDATION

That Council:

1. **receive the report by the Director Development on the Proposed Boundaries for Joint Organisations; and**
2. **make a submission to the NSW Government stating support for Mid-Western Regional Council being part of the Orana Joint Organisation.**

Executive summary

The Office of Local Government has released a consultation paper “Joint Organisations: Getting the Boundaries Right”. The consultation paper maps the proposed boundaries for the formation of Joint Organisations (JOs) across NSW.

The Mid-Western Region Local Government Area has been included as part of the Orana JO. The NSW Government is seeking feedback on the proposed boundaries and Council has the opportunity to make a submission in relation to the proposed boundary if it wishes to do so.

Disclosure of Interest

Nil.

Detailed report

The Office of Local Government has released a consultation paper “Joint Organisations: Getting the Boundaries Right”. Under the local government reform process, councils in regional and rural NSW will be required to form joint organisations (JOs) to undertake regional strategic planning, intergovernmental collaboration and regional leadership and advocacy.

The consultation paper maps the proposed boundaries for the formation of JOs across NSW, as attached to this report.

The Mid-Western Region Local Government Area has been included as part of the Orana JO. This includes immediate neighbouring areas of Dubbo Regional and Warrumbungle Councils, as well as Gilgandra, Coonamble, Warren, Narromine and Bogan Councils.

The consultation paper discusses the boundary criteria that has been developed through consultation since 2014. This criteria includes:

- Alignment within strategic growth planning boundaries
- Demonstrated community of interest between member councils and regions
- Being based around a strong regional centre, where possible

The Mid-Western Region lies in a central geographical area which means that it could belong to a number of JOs.

Most recently, Mid-Western Regional Council has participated in the JO Central West, which is based in the regional centre of Orange. Given the geographic distance between Mid-Western Regional Council and other member councils in this JO group, there have been some significant differences in what are considered as local and regional priorities for future infrastructure investment and strategic projects.

Many of the projects and investment priorities for the Mid-Western Region have links with the Hunter Region due to the similar economic interests or with the Orana Region due to the common transport networks, tourism routes and adjoining facilities and service centres.

A key consideration in determining an appropriate boundary is that Mid-Western Regional Council is part of the Regional Development Australia Orana area (which is the federal government's strategic regional boundary) and predominantly within the State Government Electorate of Dubbo with Troy Grant as our local member. Both of which are aligned with the current proposed JO boundary of Orana.

While 15 JOs were originally considered by the NSW Government, a final decision about the number of JOs and their boundaries is yet to be made. The NSW Government is seeking feedback and Council has the opportunity to make a submission in relation to the proposed boundary if it wishes to do so.

It is the recommendation of staff that Council makes a submission stating that Council is in support of Mid-Western Regional Council being part of the Orana JO.

Community Plan implications

Theme	Good Governance
Goal	Strong civic leadership
Strategy	Provide strong representation for the community at Regional, State and Federal levels

Financial implications

Not applicable.

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

23 September 2016

Attachments: 1. Joint Organisations Proposed Boundaries Paper 2016.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Fit for the Future

Joint Organisations:

Getting the boundaries right



SEPTEMBER 2016

Why are we building Joint Organisations?

Joint Organisations are a vital part of the NSW Government's plan to strengthen councils and communities.

A network of robust, connected Joint Organisations (JOs) will provide a forum for councils, State agencies and others to come together at a regional level to work on shared priorities. This will help to deliver important regional projects, delivering better outcomes for communities.

We are working with councils to develop a shared model for JOs. This model has been built through consultation and the experiences of five Pilot regions, which trialled options for the model during 2015.

JOs will work with local councils and State agencies to develop new ways of working together and with others, and a real commitment to change from everyone involved.

What will they do?

JOs will undertake three core functions:

- regional strategic planning and priority setting
- intergovernmental collaboration
- regional leadership and advocacy

The Office of Local Government recently consulted on a proposed model through the paper, *Joint Organisations: Towards a new model for regional collaboration*. That paper in turn reflected feedback in response to an initial paper, *Joint Organisations: Emerging Directions*, released in October 2015.

There has been positive feedback and strong support to date. An independent evaluation has confirmed that JOs can enhance regional strategic planning and intergovernmental collaboration to benefit regions.



Why are boundaries important?

Regional and rural councils will each be a voting member of a JO, providing a stronger voice for their local community at a regional level. In light of their unique circumstances, separate regional arrangements are being developed for Far West councils as part of the Far West Initiative.

Building a robust, reliable body for councils at a regional level will help to connect member councils' local plans and priorities with planning by other levels of government. It will also promote the active participation and commitment of all councils and agencies in each region. Clear boundaries will provide everyone with certainty and provide a basis to build the strongest possible relationships over time.

How big should Joint Organisations be?

While fifteen JOs were originally considered, the Government has yet to make a decision about the number of JOs or their final boundaries.

Our most recent feedback indicates that councils are open to considering forming part of a larger JO, perhaps with sub-regional arrangements. This would help to reduce resourcing costs for member councils and help to accommodate existing council relationships.

Which councils should work together?

Each JO will focus on delivering its three core functions through a shared model, helping to strengthen collaboration to deliver better community outcomes. As such, the boundaries will need to bring together members to fulfil those core functions for a specific region.

Importantly, councils will still be able to work with other councils outside their JO. This could be achieved by becoming an Associate (non-voting) member of another JO or simply continuing existing initiatives to deliver shared services, procurement, etc.

What are the boundary criteria?

The NSW Government has consulted councils on criteria for setting JO boundaries several times since releasing *Fit for the Future* in 2014. The final criteria, which are set out in the box below, have been generally supported by councils.

Each JO should

- ✓ align or 'nest' within strategic growth planning boundaries
- ✓ demonstrate clear *community of interest* between member councils and regions
- ✓ not adversely impact on other councils or JOs, for example, leaving too few councils to form a JO
- ✓ be based around a strong regional centre, where possible
- ✓ be of appropriate *scale and capacity* to partner with the NSW Government, Commonwealth Government and other partners.

What is a *community of interest*?

For the purposes of determining JO boundaries, a community of interest may exist where member councils and the local communities they serve share common or closely related interests and goals, are geographically connected, share similar social and cultural identities and the sense that they 'belong together' as part of a cohesive region. Community of interest also relates to the ways that councils are bound together by common planning and growth interests.

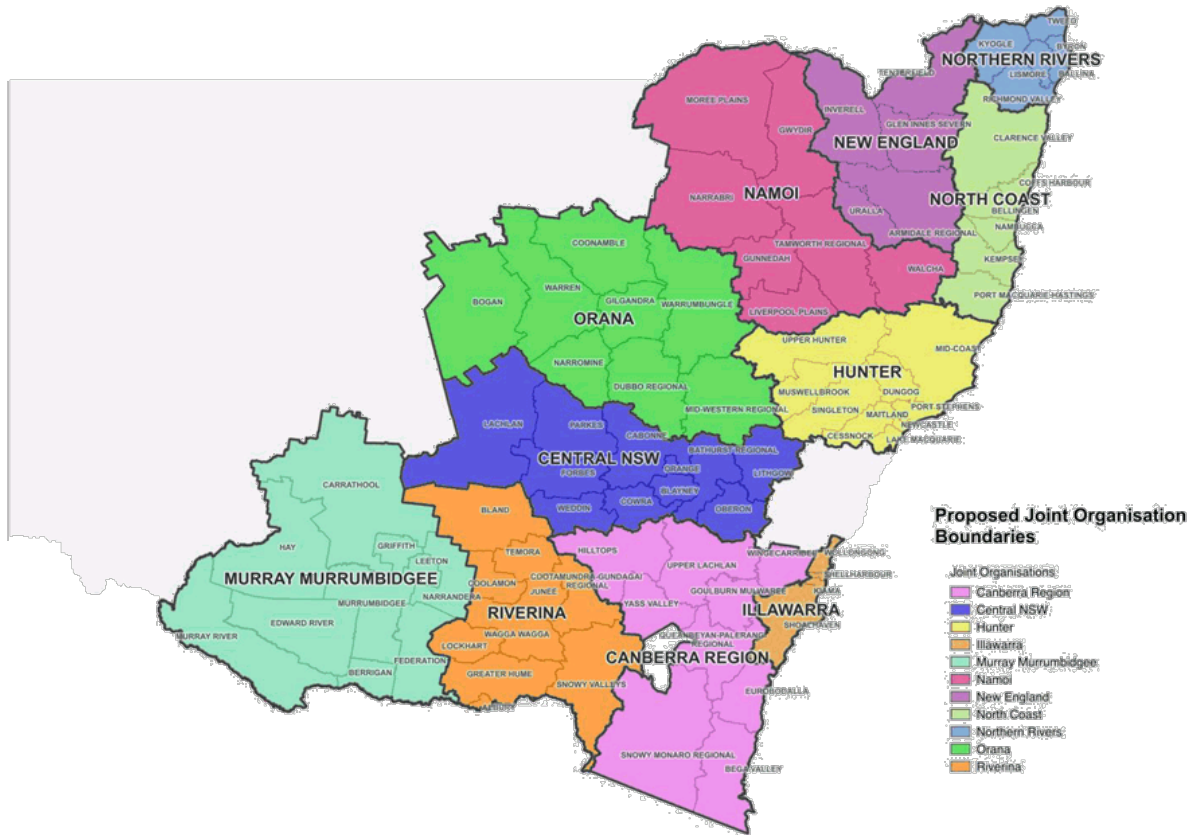
Why do JOs need *scale and capacity*?

Feedback received to date has emphasised that JOs need to be both viable and workable. They will need to promote consistent regional strategic planning, priority setting and collaboration.

JOs will also need to be capable of supporting member councils through coordinating optional functions such as sharing data, systems, staff, services, tools and expertise.

What are the proposed boundaries?

The proposed map below is based on the final boundary criteria and feedback to date. This is designed to be a basis for further discussion and consideration.



Have your say

All councils in regional and rural NSW are invited to provide feedback on the proposed map of JO boundaries by **5pm on Thursday 27 October 2016** via email to jointorganisations@olg.nsw.gov.au.

A decision on boundaries will then be made and the final members of each JO announced. It is intended that each JO will be proclaimed under the *Local Government Act 1993* to begin operation in early 2017.

Further information

Please contact the Joint Organisations Team at the Office of Local Government on 02 4428 4100 or via email at jointorganisations@olg.nsw.gov.au.

8.4 Rylstone Street Feast 2016 Events Assistance

REPORT BY THE DIRECTOR DEVELOPMENT
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, A0820020

RECOMMENDATION

That Council:

1. **receive the report by the Director Development on the Rylstone Street Feast 2016 Events Assistance; and**
2. **provide \$1,342 as additional events assistance to the Rylstone Street Feast 2016.**

Executive summary

The purpose of this report is to consider the provision of additional Events Assistance to the Rylstone Street Feast 2016.

Disclosure of Interest

Nil.

Detailed report

Rylstone Street Feast 2016 will be held in Rylstone on Saturday 5 November. The event is one of the key highlights of the Annual Events Calendar for the Mid-Western Region and it attracts a large number of visitors each year.

Rylstone Street Feast 2016 applied for and received \$2,500 towards Rylstone Street Feast 2016 as part of the last round of Events Assistance earlier this year. This was to cover costs associated with the event related management and promotional costs as well as in-kind contingency hall hire.

The organisers of Rylstone Street Feast 2016 have requested Council to consider providing additional Events Assistance for the 2016 event. This is to cover costs which were not included in the original application, but which Council has in the past supported.

The total amount requested is \$1,342, which includes \$1,122 as a direct payment for the hire of additional portaloos and \$220 of in-kind assistance for Council's preparation of a traffic control plan for the event.

As Rylstone Street Feast is one of the region's premier events and there is a budget available, the recommendation of staff is to support this request.

Community Plan implications

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

Financial implications

Council has an Events Assistance Program to assist local events such as the Rylstone Street Feast 2016. The current budget available is \$26,930. If Council agrees to this request for Events Assistance, the remaining Events Assistance balance will be \$25,588.

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

28 September 2016

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

8.5 Monthly Development Applications Processing and Determined

REPORT BY THE DIRECTOR DEVELOPMENT

TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, GOV400043, A100055, A100056

RECOMMENDATION

That Council receive the report by the Director Development on the Monthly Development Applications Processing and Determined.

Executive summary

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

Disclosure of Interest

Nil.

Detailed report

Included in this report is an update for the month ending 31 August 2016 of Development Applications determined and Development Applications processing. The report will detail:

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

Community Plan implications

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

Financial implications

Not applicable.

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

4 October 2016

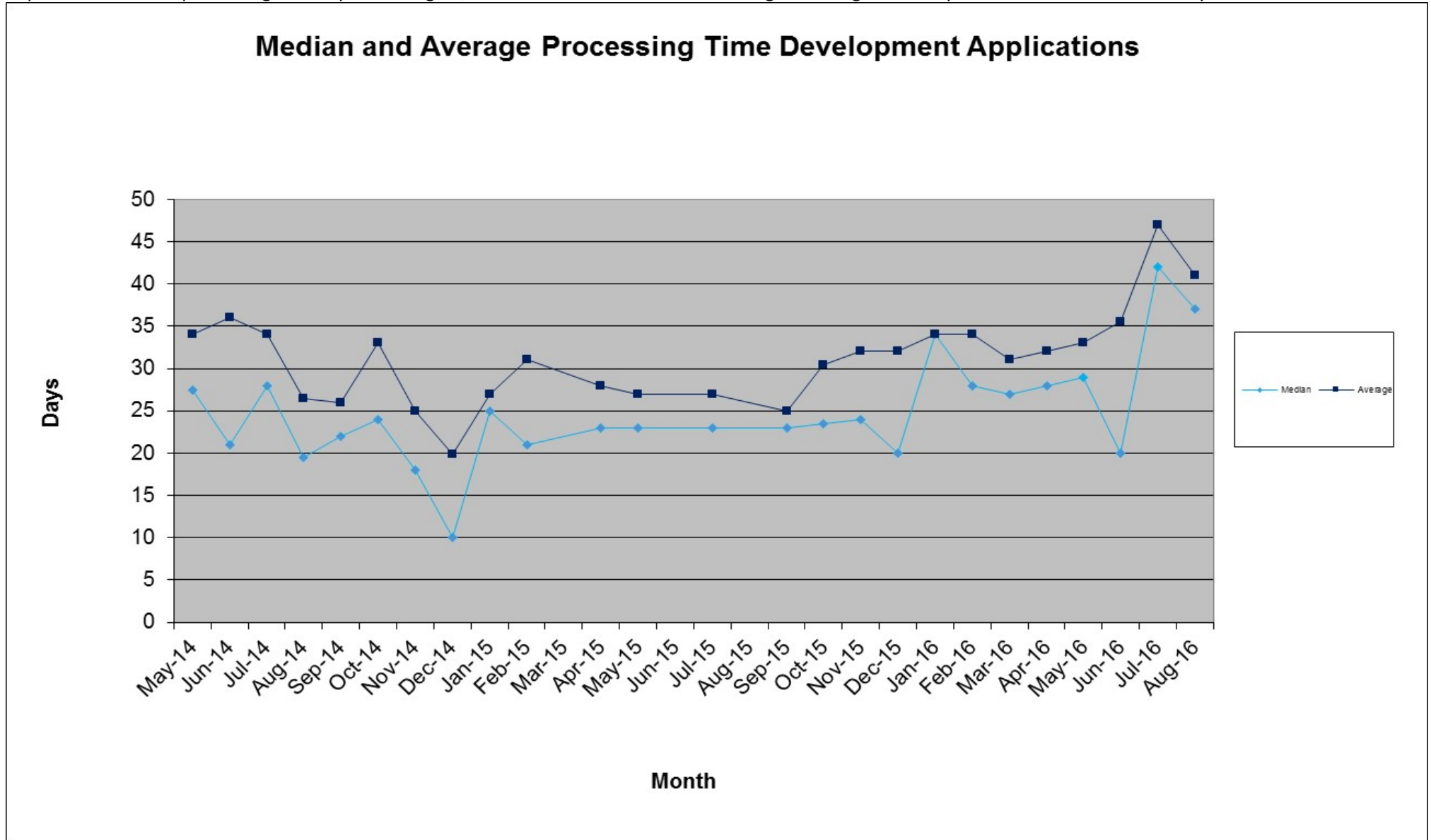
Attachments: 1. Monthly Development Applications Processing & Determined - August 2016.

APPROVED FOR SUBMISSION:

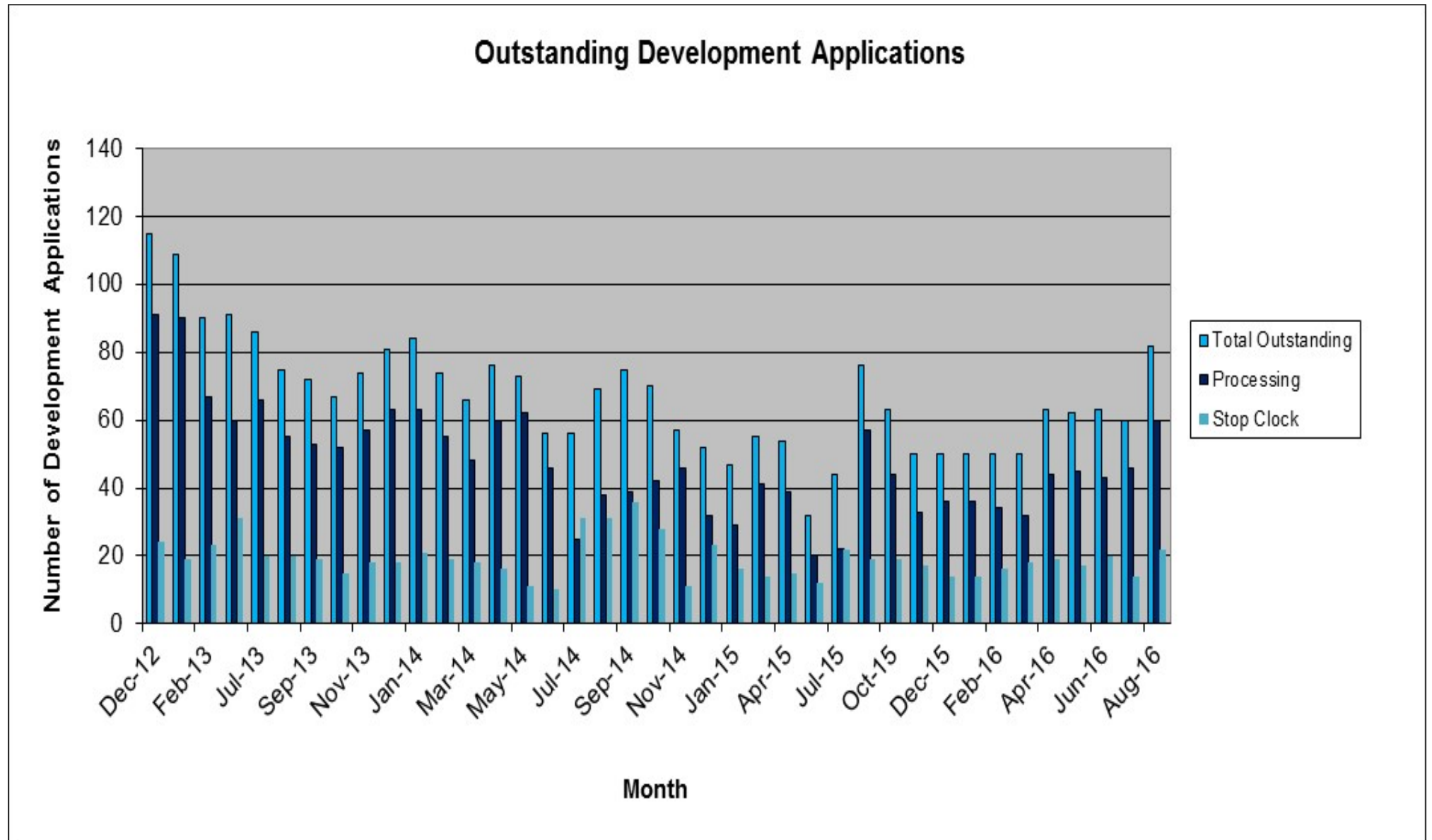
BRAD CAM
GENERAL MANAGER

This report covers the period for the month of August, 2016

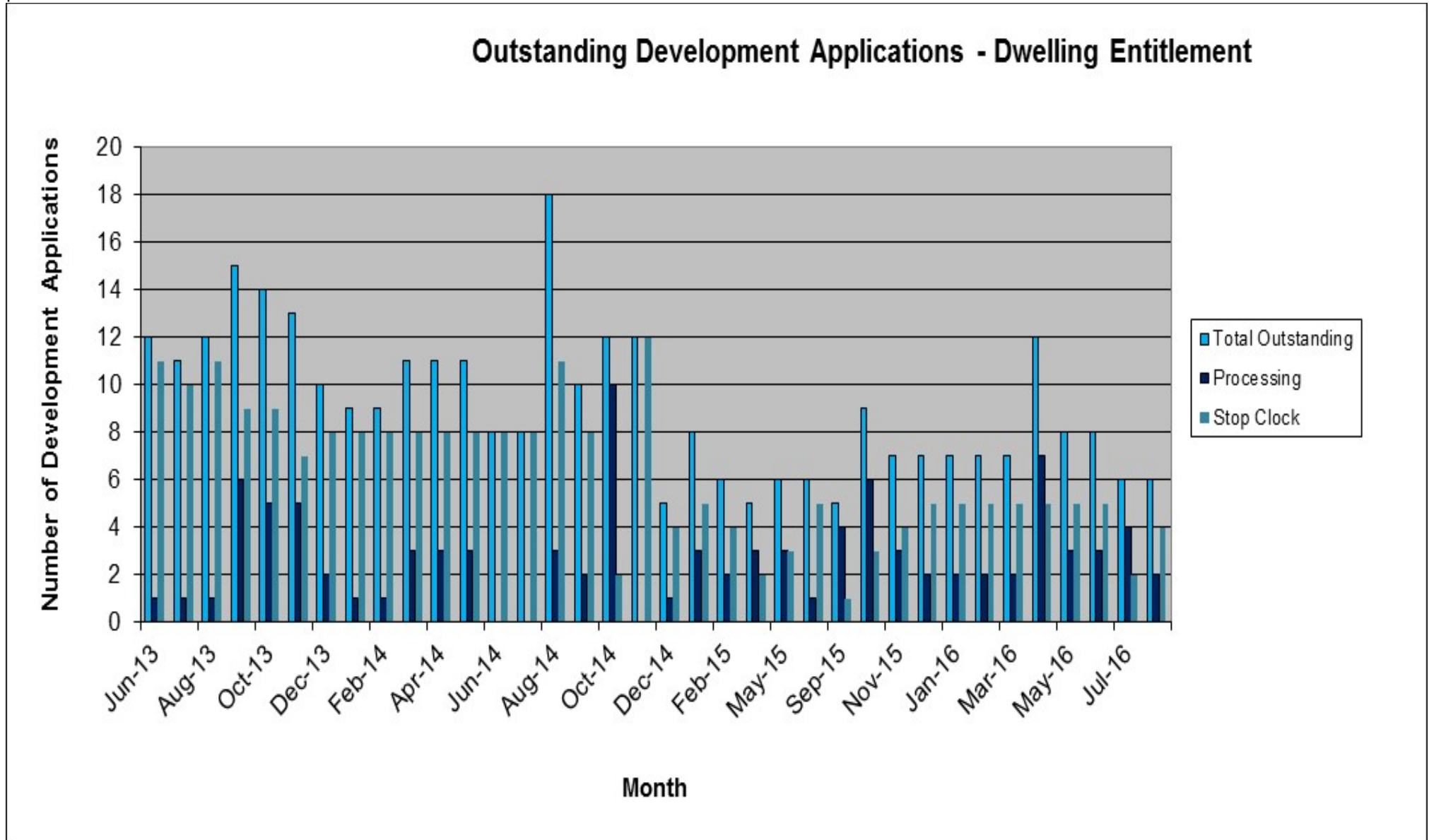
Graph 1 indicates the processing times up to 31 August, 2016 with the month of June having an average of 41 days and a median time of 37 days.



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



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



The Planning and Development Department determined 17 Development Applications either by Council or under delegation during August, 2016.

Development Applications Determined – August, 2016.

Appl/Proc ID	Description	House No	Street Name	Locality
DA0257/2016	Alterations & Additions	22	Cainbil Street	GULGONG
DA0310/2016	Industrial Building	80	Depot Road	MUDGEE
DA0318/2016	Dwelling House	6	Avisford Court	MUDGEE
DA0337/2016	Change of use	34	Perry Street	MUDGEE
DA0341/2016	Awning	111	Mount Pleasant Lane	BUCKAROO
DA0346/2016	Animal boarding or training establishment	25	Robert Hoddle Grove	BOMBIRA
DA0349/2016	Residential Shed	143	Robertson Street	MUDGEE
DA0357/2016	Dwelling House	324	Gundowda Road	HARGRAVES
DA0001/2017	Change of use	79	Market Street	MUDGEE
DA0003/2017	Residential Shed	15	Ilford Road	RYLSTONE
DA0007/2017	Residential Shed	7	Hughson Avenue	MUDGEE
DA0011/2017	Dwelling House	21	Nashs Flat Place	MUDGEE
DA0012/2017	Dwelling House	29	Robert Hoddle Grove	BOMBIRA
DA0013/2017	Dwelling House	5	Hughson Avenue	MUDGEE
DA0023/2017	Residential Shed	58	Winter Street	MUDGEE
DA0027/2017	Garage	52	Lue Road	MONTAZA
DA0032/2017	Residential Shed	6	Lowana Close	MUDGEE

Development Applications currently being processed – August, 2016

1.	Appl/Proc ID	2.	Description	3.	H ouse No	4.	Street Name	5.	Locality
	DA0077/2017		Alterations & Additions		30		Norlenbah Road		ST FILLANS
	DA0093/2017		Residential Shed		74		Calderwood Roa		RYLSTONE
	DA0068/2017		Alterations & Additions		203		Gorries Lane		GOOLMA
	DA0081/2017		Alterations & Additions		30		White Circle		MUDGEE
	DA0138/2016		Alterations & Additions		1541		Henry Lawson Drive		ST FILLANS
	DA0073/2016		Alterations & Additions		71		Lions Drive		MUDGEE
	DA0046/2016		Alterations & Additions		1581		Yarrabin Road		YARRABIN
	DA0060/2017		Awning		25		Oxley Street		KANDOS
	DA0046/2017		Boundary Adjustment		6		Henry Lawson Drive		BOMBIRA
	DA0047/2017		Boundary Adjustment		39		Swanston Street		LUE
	DA0083/2017		Boundary Adjustment		347		Ulan Road		BOMBIRA
	DA0145/2016		Change of use - Occupation		8		Wilkins Crescent		MUDGEE
	DA0278/2014		Change of use – Shed to Dwelling		2012		Aarons Pass Road		AARONS PASS
	DA0026/2017		Change of use – Shed to Dwelling		409		Botobolar Road		BOTOBOLAR
	DA0325/2016		Change of use – Garage to Bedroom		179		Denison Street		MUDGEE
	DA0079/2017		Change of use – Bus Depot		10		Snelsons Lane		GULGONG
	DA0055/2016		Change of use – Agricultural shed to industry		1199		Ulan Road		BUDGEE BUDGEE
	DA0347/2016		Change of use – Garage to Cellar Door		196		Black Springs Road		BUDGEE BUDGEE
	DA0080/2017		Change of use – Shed to Dwelling		31		Strikes Lane		EURUNDEREE
	DA0027/2016		Commercial Alterations/Additions		8		Bell Street		MUDGEE
	DA0041/2017		Industrial Activity		10		Toole Road		ULAN
	DA0102/2016		Dwelling House		705		Windeyer Road		GRATTAI
	DA0036/2017		Dwelling House		2352		Lue Road		HAVILAH
	DA0327/2016		Dwelling House		37		Snelsons Lane		GULGONG
	DA0024/2017		Dwelling House		151		Stubbo Road		STUBBO
	DA0039/2017		Dwelling House		11		Campbell Street		KANDOS
	DA0097/2017		Dwelling House		16		Tennant Close		MUDGEE
	DA0052/2017		Dwelling House		36		Hughson Avenue		MUDGEE

DA0061/2017	Dwelling House	57	Beragoo Road	GRATTAI
DA0214/2011	Dwelling House	663	Castlereagh Highway	BURRUNDULLA
DA0056/2017	Dwelling House	90	Spring View Lane	BUDGEE BUDGE
DA0238/2016	Dwelling House	14	Dunphy Crescent	MUDGE
DA0335/2016	Dwelling House	346	Powells Road	PYANGLE
DA0016/2017	Dwelling House	155	Black Lead Lane	GULGONG
DA0045/2017	Alterations & Additions	10	Hill End Road	CAERLEON
DA0078/2017	Alterations & Additions	502	Black Springs Road	BUDGEE BUDGE
DA0094/2017	Dwelling House	5269	Castlereagh Highway	RUNNING STREAM
DA0267/2014	Signage	33	Sydney Road	MUDGE
DA0086/2017	Residential Shed	1321	Castlereagh Highway	APPLE TREE FLAT
DA0087/2017	Residential Shed	189	Church Street	MUDGE
DA0344/2016	Residential Shed	23	Ferris Street	CLANDULLA
DA0069/2017	Residential Shed	242	Mortimer Street	MUDGE
DA0082/2017	Residential Shed	37	Kellett Drive	MUDGE
DA0084/2017	Residential Shed	7	Clarendon Place	MUDGE
DA0038/2017	Residential Shed	8	Lloyd Avenue	KANDOS
DA0090/2017	Residential Shed	829	Kaludabah Road	PIAMBONG
DA0299/2016	Residential Flat Building	2	Smith Street	MUDGE
DA0033/2017	Dual Occupancy	136	Market Street	MUDGE
DA0033/2017	secondary dwelling	136	Market Street	MUDGE
DA0327/2011	Shed >150m2	23	Horatio Street	MUDGE
DA0054/2017	Shed >150m2	3013	Ulan Road	COOKS GAP
DA0067/2017	Shed >150m2	1719	Hill End Road	GRATTAI
DA0088/2017	Shed >150m2	833	Goolma Road	GUNTAWANG
DA0058/2017	Pergola	9	Strikes Lane	EURUNDEREE
DA0334/2016	Dwelling House	109	Tinja Lane	EURUNDEREE
DA0267/2016	Dwelling House	82	Nugget Lane	GULGONG
DA0014/2017	Shed >150m2	155	Bruce Road	MUDGE
DA0191/2015	Subdivision - Torrens Title	196	Robertson Road	MUDGE
DA0071/2017	Subdivision - Torrens Title	218	Castlereagh Highway	GULGONG
DA0340/2016	Subdivision - Torrens Title	28	Melton Road	MUDGE

DA0051/2017	Subdivision - Torrens Title	31	Robert Hoddle Grove	BOMBIRA
DA0261/2016	Subdivision - Torrens Title	986	Crudine Road	CRUDINE
DA0178/2014	Subdivision - Torrens Title	7291	Castlereagh Highway	ILFORD
DA0021/2017	Subdivision - Torrens Title	69	Barneys Reef Road	GULGONG
DA0073/2017	Subdivision - Torrens Title	12	Panorama Court	RYLSTONE
DA0034/2017	Subdivision - Torrens Title	38	Hill End Road	CAERLEON
DA0006/2017	Multi Dwelling Housing	239	Gladstone Street	MUDGEE
DA0343/2016	Commercial Alterations/Additions	137	Ulan Road	PUTTA BUCCA
DA0315/2016	Tourist and Visitor Accommodation	345	Bylong Valley Way	ILFORD
DA0076/2017	Dwelling House	351	Upper Piambong Road	PIAMBONG
DA0092/2017	Moveable Dwelling	352	Iron Bark Road	KAINS FLAT
DA0244/2016	Dwelling House	18	Mudgee Street	RYLSTONE
DA0022/2017	Dwelling House	2672	Lue Road	RYLSTONE
DA0050/2015	Dwelling House	3634	Bylong Valley Way	RYLSTONE
DA0184/2016	Dwelling House	99	Merinda Street	HARGRAVES
DA0134/2015	Dwelling House	4156	Lue Road	CAMBOON
DA0135/2015	Dwelling House	4156	Lue Road	CAMBOON

Heritage Development Applications currently being processed – August, 2016.

6.	Appl/Proc ID	7.	Description	8.	H ouse No	9.	Street Name	10.	Locality
	DA0043/2017		Alterations & Additions		44		Louee Street		RYLSTONE
	DA0020/2017		Alterations & Additions		28		Louee Street		RYLSTONE
	DA0271/2011		Alterations & Additions		87		Short Street		MUDGEE
	DA0066/2017		Alterations & Additions		94		Herbert Street		GULGONG
	DA0057/2017		Change of use - Retail to Icecream shop		34		Church Street		MUDGEE
	DA0085/2017		Commercial Premises		122		Mayne Street		GULGONG
	DA0096/2017		Commercial Premises		62		Louee Street		RYLSTONE
	DA0089/2017		Alterations & Additions		81		Medley Street		GULGONG
	DA0095/2017		Garage		3		Barrington Court		MUDGEE
	DA0075/2017		Residential Shed		2		Robertson Street		MUDGEE
	DA0091/2017		Residential Shed		42		Louee Street		RYLSTONE

8.6 Heritage Committee September 2016

REPORT BY THE MANAGER, STRATEGIC PLANNING
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, DEV700020

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Strategic Planning on the Heritage Committee September 2016; and**
2. **note the minutes of the September 2016 Heritage Committee Meeting.**

Executive summary

The purpose of this report is to advise Council of the considerations of the Heritage Committee meeting held on 15 September 2016.

Disclosure of Interest

Nil.

Detailed report

There were no recommendations from the September Heritage Committee.

The committee drafted a 'matters in progress' within the minutes to better track projects and those responsible. It should be noted these projects will also, where applicable, form part of Council's Strategic Planning Program.

Community Plan implications

Theme	Looking After Our Community
Goal	Vibrant towns and villages
Strategy	Respect and enhance the historic character of our Region and heritage value of our towns

Financial implications

Nil.

SARAH ARMSTRONG
MANAGER, STRATEGIC PLANNING

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

4 October 2016

Attachments: 1. Minutes.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

**MINUTES OF THE HERITAGE COMMITTEE MEETING HELD AT 3PM ON
15 SEPTEMBER 2016 AT THE COMMITTEE MEETING ROOM, MUDGEE**

1. WELCOME & PRESENT:

David Warner, Barbara Hickson, David Mort, John Bentley, Peter Monaghan, Virginia Hollister, Council Staff - Sarah Armstrong and Krystie Baker.

2. APOLOGIES:

Chris Pearson & Maurice Gaudry

3. MATTERS IN PROGRESS:

Matter	Responsible	Date Commenced / Matter Raised	Progress
Local Heritage Grants.	Development Directorate Committee consideration	October 2016	Time extended – we received an additional 4 applications. Virginia Hollister asked for clarification of how funds are spent. Sarah Armstrong responded directly to Virginia Hollister.

Matter	Responsible	Date Commenced / Matter Raised	Progress
Heritage Conservation Fact Sheet.	Development Directorate	September 2016	<p>Sarah Armstrong asked for input from the committee – Krystie Baker to email a copy of the fact sheet to all committee members when draft is complete.</p> <p>Sarah Armstrong requested a variety of photos be sent in for consideration for the fact Sheet – committee members to provide images by 25/9/16.</p> <p>It was requested that Fact Sheets (once complete) to be distributed to Real Estate Agents.</p>
Heritage Advisor.	Development Directorate	Expression of interest advertised 16 September, close 30 September 2016	Sarah Armstrong advised that expression of interest closes 30 September 2016.
Presentation from the Governance Coordinator on the Footpath Dining Policy and the role of Council's Rangers.	Development Directorate	September 2016	<p>Sarah Armstrong advised Governance will be presenting at the October meeting. Sarah also clarified if it was Governance or Operations that was preferred first.</p> <p>Committee requested that Operations come and speak on road signs/traffic/street furniture.</p>

Matter	Responsible	Date Commenced / Matter Raised	Progress
John Bentley suggested a Review of the Community Based Heritage Study (specifically to include sites not presently listed).		September 2016	
Barbara Hickson suggested to sample one block of a street (Rylstone or Gulgong) with a panel.	Committee Members Operations Directorate	September 2016	Sarah Armstrong suggested that a representative from the Operations Directorate come and speak and discuss their obligation under applicable legislation, then may do a sample. Sarah Armstrong briefly discussed how Development handle compliance with signage.
DCP Reivew – inclusion of Heritage Conservation provisions.	Development Directorate Committee Members	September 2016	Committee to go through and provide examples of other Council’s development control plans heritage conservation provisions.

4. GENERAL BUSINESS

- 4.1 John Bentley questioned Sarah Armstrong on, 1 Lewis Street Mudgee (up for Auction) stating that it is a listed property. Sarah Armstrong advised Council is very aware of the sites significance, was contacted by the Office of Environment and Heritage and was providing appropriate advice and handing out information provided by John Broadly.
- 4.2 Updating the Statements of Significance within the Community Based Heritage Study and Office of Environment and Heritage Shire Database. Barbara Hickson suggested exploring the option of funding through the Heritage Near Me – send request through to Stuart Waters.

5. CORRESPONDENCE

Nil

Date of next meeting: Thursday 20 October 2016

Mudgee Committee Meeting Room

8.7 Events Assistance for January to June 2017 Events

REPORT BY THE EVENTS OFFICER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, ECO800009, FIN300052

RECOMMENDATION**That Council:**

1. receive the report by the Events Officer on the Events Assistance for January to June 2017 Events;
2. provides Events Assistance to (includes cash and in-kind):

Unearthed 2017	\$776
Mudgee Bike Muster	\$2,500
Gulgong Prince of Wales Eisteddfod	\$1,500
Mudgee Farm Gate Trail	\$500
Cementa17	\$2,500
Mudgee Mixed Weekend Golf Tournament	\$500
Eurunderee School Open Day	\$500
Windeyer Mouse Races	\$500
NSW Branch Dairy Goat Society Autumn Show	\$300
National Trust Mudgee Open Houses Weekend	\$1,000
95 th Annual Open Prize Meeting	\$500
Mudgee Swap Meet	\$1,500
Rylstone Kandos Street Machine	\$2,500
Gulgong Folk Festival	\$2,000
Mudgee Rugby Sub-Junior Gala Day	\$534
Mudgee Ray Gooley Endurance Ride	\$1,000
Henry Lawson Festival	\$2,500

3. will not collect a facility hire bond from the following applicants:

UnEarthed 2017
Cementa17
NSW Branch Dairy Goat Society Autumn Show
Mudgee Swap Meet
Rylstone Kandos Street Machine
Mudgee Rugby Sub-Junior Gala Day

Executive summary

This report considers applications for Events Assistance under Council's Financial Assistance Policy. It relates to events to be held between January to June 2017.

Disclosure of Interest

Nil.

Detailed report

Council's Events Assistance Program is designed to assist local community events which benefit the local economy and attract visitors to the Region. A maximum of \$2,500 per event per year is recommended. Under this program, the highest priority should be for events which:

- Attract the largest number of visitors to the Region
- Extend the duration of visitation to the Region (i.e. occur over a number of days)

Applications were recently open for the next round of Events Assistance funding which is for events to be held between January to June 2017. A total of 17 applications were received.

Based on the applications received and given the priorities for funding identified above, it is recommended that Events Assistance be allocated as outlined in the attachment.

Community Plan implications

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

Financial implications

Funding of \$60,000 is provided in the Operational Plan for Events Assistance, with \$25,588 available for allocation for the January to June 2017 period. Should Council approve these requests for events assistance, the remaining balance will be \$4,478.

JOANNA LINDSAY
EVENTS OFFICER

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

5 October 2016

Attachments: 1. Events Assistance January - June 2017.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

MWRC EVENTS ASSISTANCE APPLICATIONS - JANUARY - JUNE 2017

Event	Event Date	In-kind Support Requested/Approved	Total In-kind	Cash Support Requested	Total Cash	Total Requested (Cash + In-Kind)	Total Recommended
UnEarthed 2017	10th - 11th June 2017	Gulgong Memorial Hall Hire - \$226 Bond waived	\$226	Social media advertising - \$50 Professional printing of promotional material - \$500 Prize money - \$500	\$ 1,050.00	\$ 1,276.00	\$ 776.00
Mudgee Bike Muster	14th-17th April, 2017	N/A		Facebook/social media advertising - \$1000 Targeted search advertising - \$500	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
The 37th Gulgong Price of Wales Eisteddfod	30th April - 1st May 2017	N/A		Printing of programs - \$200 Trophies & prizes - \$1500 Volunteer equipment - \$200	\$ 1,900.00	\$ 1,900.00	\$ 1,500.00
Mudgee Farm Gate Trail	2016	N/A		Event costs	\$ 2,500.00	\$ 2,500.00	\$ 500.00
cementa17	6th - 9th April 2017	Kandos Community Hall Weekly Hire - \$336 Bond waived	\$ 336.00	Marketing & promotional material - \$2100	\$ 2,100.00	\$ 2,436.00	\$ 2,500.00
Mudgee Mixed Weekend Golf Tournament	11th - 12th June 2017	N/A		Prizes of local produce baskets - \$1,400 Presentation gift - \$500 Flyer production & postage - \$600	\$ 2,500.00	\$ 2,500.00	\$ 500.00
Eurunderee School Open Day	10th - 12th June 2017	N/A		Print advertising - \$500 Wages & food expenses - \$400 Chair/marquee hire - \$300	\$ 1,200.00	\$ 1,200.00	\$ 500.00
Windeyer Mouse Races	1st March 2017	Mudgee Tourist Information Support		TV Advertising - \$1500 Promotional flyers - \$500 Expenses of race - \$500	\$ 2,500.00	\$ 2,500.00	\$ 500.00
NSW Branch Dairy Goat Society Autumn Show	4th April 2017	Sheep Pavilion Hire (Showground) - \$300 Bond waived	\$ 300.00	Event costs	\$ 1,000.00	\$ 1,300.00	\$ 300.00
National Trust Mudgee Open Houses Weekend	25th -26th March 2017			Printing of guide booklet - \$700 Presentation plaques - \$140 Signage - \$950	\$ 1,970.00	\$ 1,970.00	\$ 1,000.00
95th Annual Open Prize Meeting	15th - 16th April 2017	N/A		Target manufacture & range maintenance - \$1000 Administration - \$500	\$ 1,500.00	\$ 1,500.00	\$ 500.00
Mudgee Swap Meet	14th - 15th January 2017	Show Ground Hire - \$300 Bond waived	\$ 300.00	Advertising - \$1200 Update signage - \$250 Event insurance - \$900	\$ 2,350.00	\$ 2,650.00	\$ 1,500.00
Rylstone Kandos Street Machine Club	28th - 29th January 2017	Kandos Sports Complex Ground Hire - \$308 Bond waived Traffic Control - Plan - \$220.00 - Road opening - \$187 - Road closing \$84	\$ 799.00	Balance after traffic management plan	\$ 1,701.00	\$ 2,500.00	\$ 2,500.00
Gulgong Folk Festival	1st - 3rd January	N/A		Program printing - \$1000 Posters & flyers - \$1000 Ticketing - \$500	\$ 2,500.00	\$ 2,500.00	\$ 2,000.00
Mudgee Rugby Sub-Junior Gala Day	May-17	Glen Willow Hire (Fields 3/4/5/6 - \$452 Bond waived Soccer & Touch Clubhouse - \$82	\$ 534.00	Event costs	\$ 1,416.00	\$ 1,950.00	\$ 534.00
Mudgee Ray Gooley Endurance Ride	13th - 14th May	N/A		Ground hire fee - \$500 Toilet hire - \$500	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Henry Lawson Festival	10th - 12th June 2017			Event publicity	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
TOTAL			\$2,495		\$ 32,187.00	\$ 34,682.00	\$ 21,110.00

Item 9: Finance

9.1 Transfer of Land for Razorback Quarry

REPORT BY THE PROPERTY OFFICER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, P022150

RECOMMENDATION

That Council:

1. **receive the report by the Property Officer on the Transfer of Land for Razorback Quarry;**
2. **authorise the General Manager and Mayor to sign all documentation necessary in relation to the transfer of Lot 6 DP 1015845 to Council ownership;**
3. **authorise the Common Seal of Council to be affixed to all documentation necessary in relation to the transfer of Lot 6 DP 1015845 to Council ownership; and**
4. **notify the public of its intention to classify Lot 6 DP 1015845 as Operational land by exhibiting the proposal for 28 days and should there be no submissions from the public the land be so classified as Operational.**

Executive summary

This report seeks to finalise conditions of consent stipulated in the approval for Development Application 84/1996 issued by the former Rylstone Shire Council whereby the applicant (property owner) in lieu of Section 94 developer contributions, was to dedicate Lot 6 DP 1015845 to Council for the continued operations as a Council quarry, now known as Razorback Quarry.

Disclosure of Interest

Nil.

Detailed report

In 1997 the property owner lodged Development Application 84/1996 for subdivision of their land which included an area of land utilised at that time as a quarry by the former Rylstone Shire Council. Council records indicate the quarry, identified as Lot 6 DP 1015845, had been utilised by Rylstone Shire Council as a quarry for nearly 30 years prior to the property owner's subdivision application.

Throughout the application process the property owner offered Council the quarry site in lieu of monetary contributions under section 94 of the development consent. Council identified that it would

be beneficial to secure this site for the continued and future operations as a quarry and agreed to the transfer of land as a condition of consent.

To date the transfer of land has never been enacted due to various delays but more recently due to the death of the property owner. Council is now in contact with the beneficiary and their solicitors to resolve the matter and facilitate transfer of Lot 6 DP1015845 to Council's ownership as the quarry is still in use today by Mid-Western Regional Council.

The quarry is located off Razorback Road Running Stream and is comprised of a total area of 2.93 hectares. Please refer to attached map.

To finalise this matter, Council now requires authorisation for use of the Common Seal of Council on all associated transfer documents.

Community Plan implications

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

Financial implications

Not applicable.

KELLY BARNES
PROPERTY OFFICER

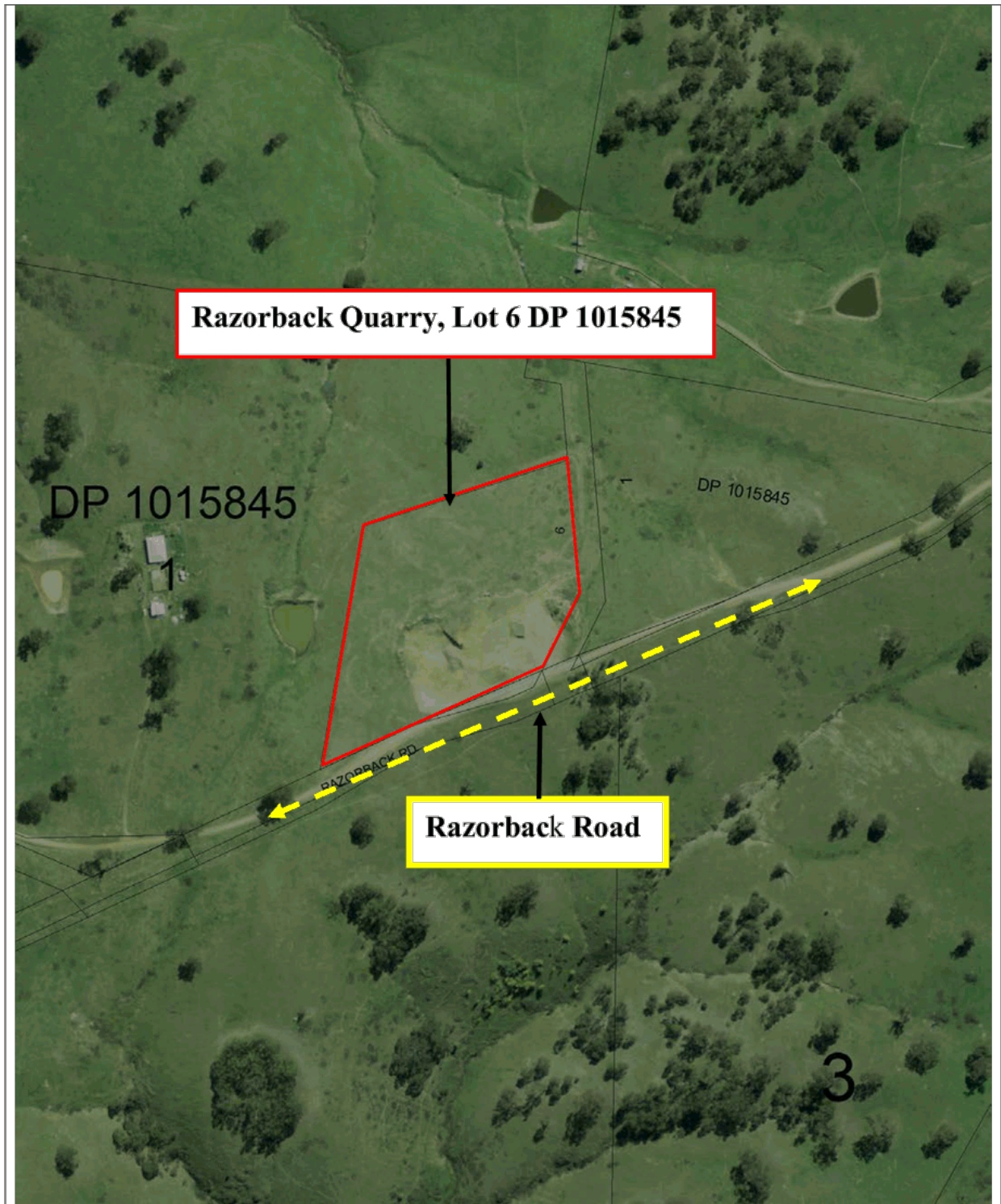
LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

15 September 2016

Attachments: 1. Razorback Quarry Map.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Map Scale: 1:4,157

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

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

 NORTH



Printed on Thursday, 15 September 2016

9.2 Classification of Land - Drainage Reserves at 31 Knox Crescent Caerleon & 1 Hone Creek Drive Caerleon

REPORT BY THE REVENUE AND PROPERTY MANAGER

TO 19 OCTOBER 2016 ORDINARY MEETING

GOV400054, P2402211, P2404811

RECOMMENDATION

That Council:

1. **receive the report by the Revenue and Property Manager on the Classification of Land - Drainage Reserves at 31 Knox Crescent Caerleon & 1 Hone Creek Drive Caerleon; and**
2. **classify allotment 156 DP 1219918, being 31 Knox Crescent Caerleon and allotment 158 DP 1219918, being 1 Hone Creek Drive Caerleon as Operational lands in accordance with Section 31 of the Local Government Act 1993.**

Executive summary

Council is required to classify all land held by it and this report seeks Council's resolution to classify Lot 156 DP 1219918 and Lot 158 DP 1219918, being land vested in the ownership of Mid-Western Regional Council for the purposes of drainage reserves, as Operational.

Disclosure of Interest

Nil.

Detailed report

In accordance with Sections 26 and 31 of the Local Government Act 1993 (LGA), all public land must be classified as either "Community" or "Operational" land.

The purpose of classification is to identify clearly that land which should be kept for use by the general public (community land) and that land which need not (operational land). Community land would ordinarily incorporate land such as a public park. Land that is classified Operational would include land held as an asset, land which facilitates a council carrying out its functions or is land that may not be open to the public, such as in this case, where the land parcels are required for drainage purposes.

Allotment 156 DP 1219918, located at 31 Knox Crescent Caerleon and allotment 158 DP 1219918, located at 1 Hone Creek Drive Caerleon were dedicated to Council as drainage reserves upon the registration of the plan of subdivision for Stage 1a of the Caerleon development on 15 August 2016.

Prior to resolving to classify the land parcels, Council was required to publish a notice of its intention to classify the lands. Such a notice was published in the Mudgee Guardian on 2 September 2016 and on Council's website.

The notice provided a submission period of 28 days, which expired on 29 September 2016 and no submissions were received.

It is recommended that Council approve the classification of the subject lands as Operational in pursuance of its obligations under the LGA.

Community Plan implications

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

Financial implications

Not applicable.

DIANE SAWYERS
REVENUE AND PROPERTY MANAGER

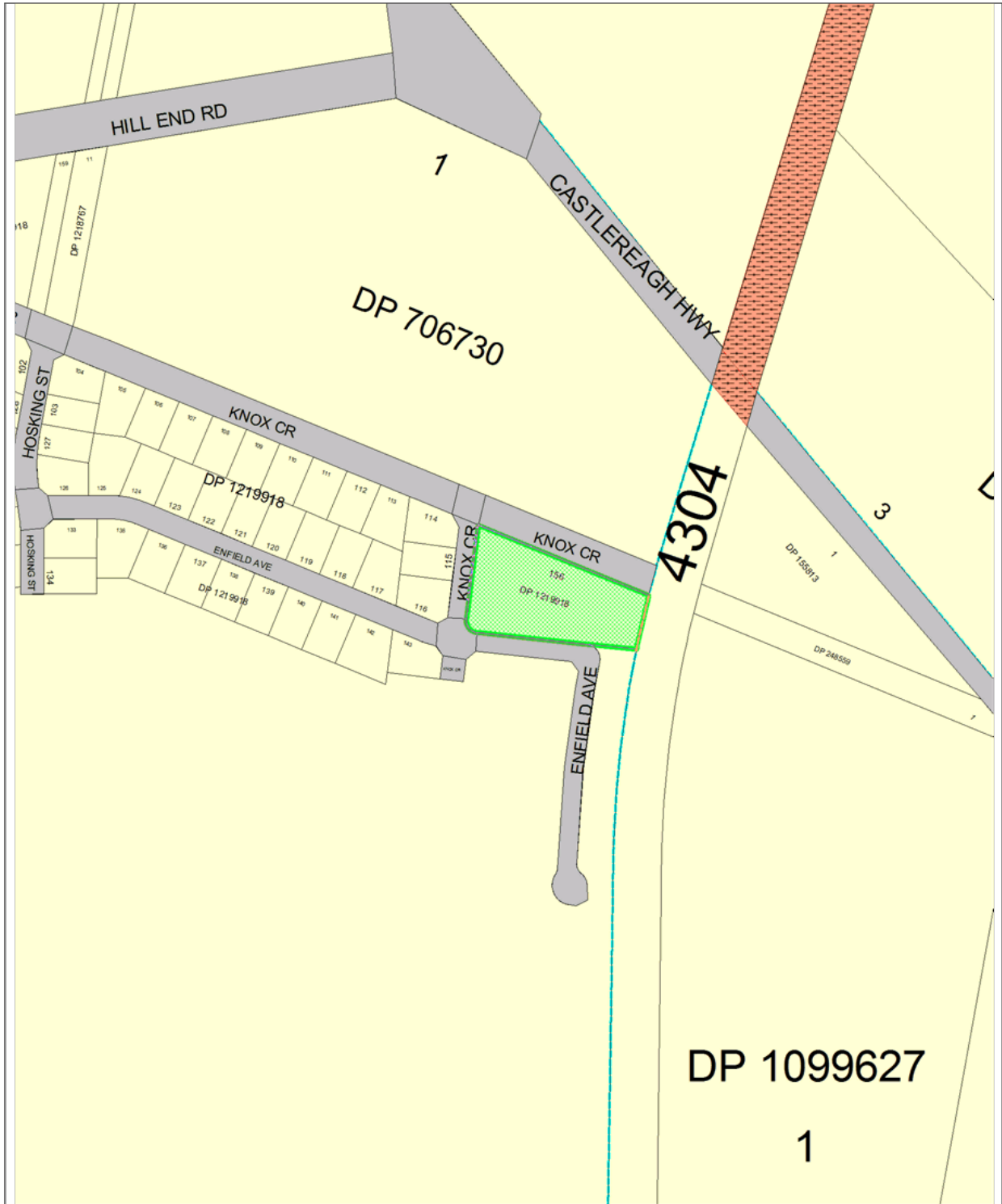
LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

6 September 2016

Attachments: 1. Map - 31 Knox Crescent Caerleon.
2. Map - 1 Hone Creek Drive Caerleon.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Map Scale: 1:3,527

Disclaimer

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Legend

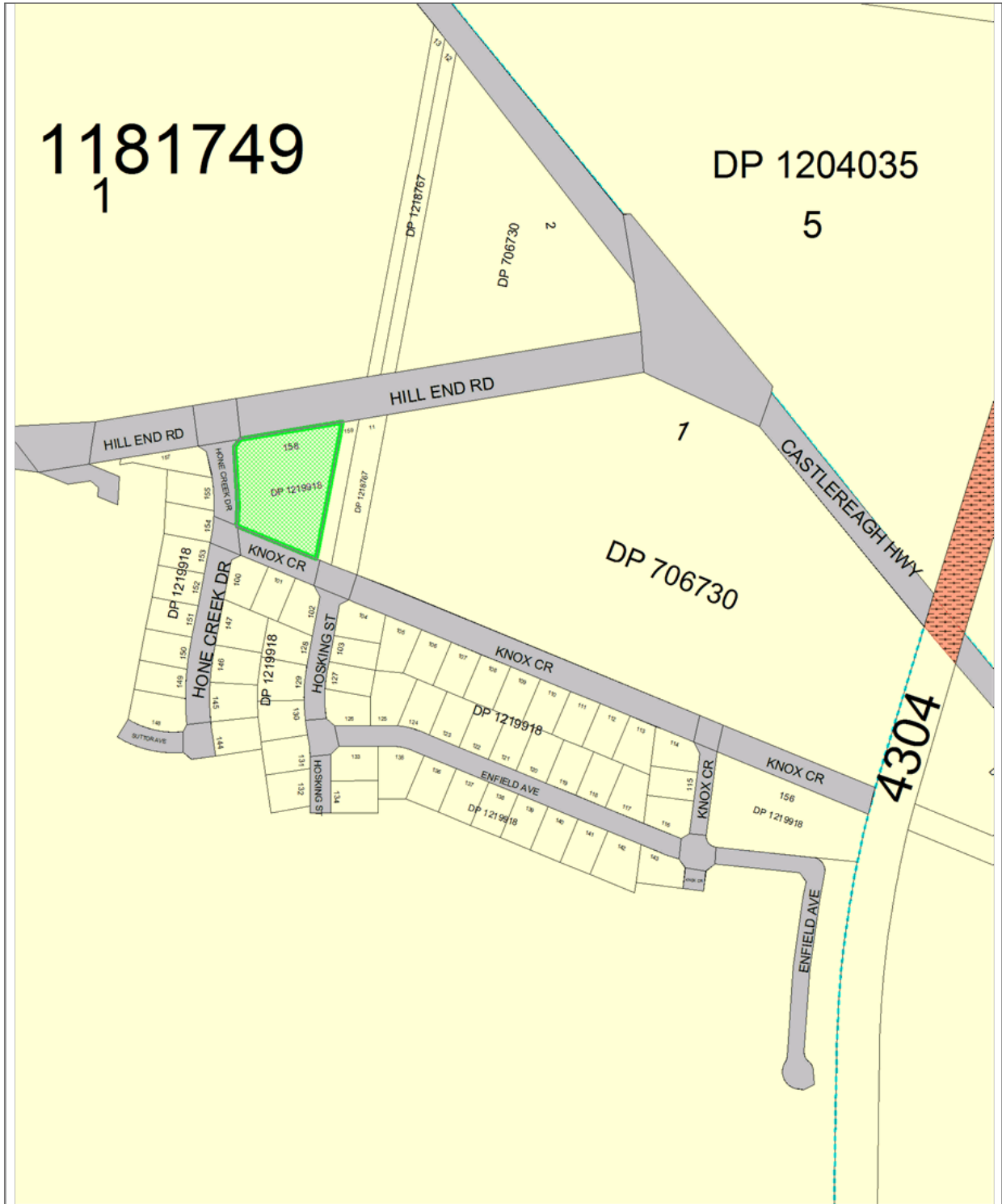
NORTH



31 Knox Crescent Caerleon



Printed on Tuesday, 6 September 2016



Map Scale: 1:3,970

<p>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.</p> <p>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.</p>	<p style="text-align: center;">Legend</p> <p style="text-align: center;">1 Hone Creek Drive Caerleon</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border: none;"> <p>NORTH</p> </td> <td style="width: 33%; border: none;"> <p> Parcel</p> <p> Crown Land</p> <p> Railway</p> </td> <td style="width: 33%; border: none;"> <p> Parish</p> <p> Localities</p> <p> LGA Boundary</p> </td> <td style="width: 33%; border: none;"> <p> Road</p> <p> State Forest</p> <p> Waferway</p> </td> </tr> </table>	<p>NORTH</p>	<p> Parcel</p> <p> Crown Land</p> <p> Railway</p>	<p> Parish</p> <p> Localities</p> <p> LGA Boundary</p>	<p> Road</p> <p> State Forest</p> <p> Waferway</p>	<p>Printed on Tuesday, 6 September 2016</p>
<p>NORTH</p>	<p> Parcel</p> <p> Crown Land</p> <p> Railway</p>	<p> Parish</p> <p> Localities</p> <p> LGA Boundary</p>	<p> Road</p> <p> State Forest</p> <p> Waferway</p>			

9.3 Classification of Land as Operational - Allotments 7-12 DP 705353 937 Crudine Road, Crudine

REPORT BY THE REVENUE AND PROPERTY MANAGER

TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, P2099411

RECOMMENDATION

That Council:

1. **receive the report by the Revenue and Property Manager on the Classification of Land as Operational - Allotments 7-12 DP 705353 937 Crudine Road, Crudine; and**
2. **classify allotments 7-12 DP 705353, being 937 Crudine Road, Crudine as Operational lands in accordance with Section 31 of the Local Government Act 1993.**

Executive summary

Council is required to classify all land held by it and this report seeks Council's resolution to classify Lot 7-12 DP 705353 (the Allotments), being lands intended to be vested in the ownership of Mid-Western Regional Council as a result of road closures, as *Operational*.

Disclosure of Interest

Nil.

Detailed report

On 16 March 2016, Council resolved to approve the transfer of the Allotments, being closed road sections at Crudine, from Crown to Council and also resolved to approve the subsequent transfer of these allotments from Council to the adjoining property owners. A copy of the 16 March 2016 Report, Council Minute and plan of the Allotments are appended to this report.

The transfer documents necessary to convey the Allotments from Crown to Council are currently being processed by Land & Property Information and should be completed within the near future.

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

The purpose of classification is to identify clearly that land which should be kept for use by the general public (Community land) and that land which need not (Operational land). Land which is classified *Operational* would include land which facilitates a council carrying out its functions or such as in this case, where the Allotments are to be transferred by Council to the adjoining owner, that is; the Allotments are required to be classified as *Operational* before their transfer to the adjoining owner can be facilitated.

Notwithstanding that Council will not own the Allotments until settlement occurs within the near future, the Act, at Section 31, allows councils to classify land before ownership has been completed:

31 Classification of land acquired after 1 July 1993

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

Prior to resolving to classify the land parcels, Council was required to publish a notice of its intention to classify the Allotments. Such a notice was published in the Mudgee Guardian on 2 September 2016 and on Council's website.

The notice provided a submission period of 28 days, which expired on 29 September 2016 and no submissions were received.

It is recommended that Council approve the classification of the Allotments as *Operational* in pursuance of its obligations under the Act.

Community Plan implications

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

Financial implications

Not applicable.

DIANE SAWYERS
REVENUE AND PROPERTY MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

30 September 2016

- Attachments:*
1. Report to Council 16 March 2016.
 2. Attachment & Plan of Allotments to Council Report 16 March 2016.
 3. Minute to Report to Council 16 March 2016.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.3 Transfer of Sections of Closed Road at Crudine to Adjoining Owners - Lots 7-12 DP 705353

REPORT BY THE REVENUE AND PROPERTY MANAGER
TO 16 MARCH 2016 ORDINARY MEETING
GOV400054, P2099411

RECOMMENDATION

That:

1. Council receive the report by the Revenue and Property Manager on the Transfer of Sections of Closed Road at Crudine to Adjoining Owners - Lots 7-12 DP 705353;
2. Council approve the transfer of Allotments 7-12 DP 705353 from the Crown to Council and approve the subsequent transfer of Allotments 7-12 DP 705353 from Council to the adjoining owners;
3. Council requires all costs in relation to the transfer of Allotments 7-12 DP 705353 from the Crown to Council and the subsequent transfer of Allotments 7-12 DP 705353 from Council to the adjoining owners, be borne by the adjoining owners;
4. Council authorises the General Manager to sign all documents necessary to transfer Allotments 7-12 DP 705353 from the Crown to Council and all documents necessary to transfer Allotments 7-12 DP 705353 from Council to the adjoining owners;
5. Council authorises the affixing of the Common Seal to all documents necessary to transfer Allotments 7-12 DP 705353 from the Crown to Council and all documents necessary to transfer Allotments 7-12 DP 705353 from Council to the adjoining owners.

Executive summary

The purpose of this report is to seek Council's approval to transfer Allotments 7-12 DP 705353 (the Closed Road allotments) from the State of New South Wales (the Crown) to Council and approve the subsequent transfer of the Closed Road allotments from Council to the current adjoining owners to enable the intent of the former Rylstone Shire Council's undertaking and resolution of 20 June 1985 to be exercised.

Disclosure of Interest

Nil.

Detailed report

On 20 June 1985 the former Rylstone Shire Council resolved to acquire land and close sections of the Crudine Road for road widening and realignment purposes.

2

The Council Minute and Application under the then Public Roads Act 1902, confirms that the Closed Road allotments were to be transferred to the owner of the surrounding land at the time, Mr Harvey Pearce, as part compensation for the land resumed for the road openings.

It appears that Crown documentation authorising First Title creation and setting out Rylstone Shire Council as the registered proprietor never occurred and that neither Mr Pearce or the Crown pursued the matter at the time.

Mr Pearce subsequently sold the surrounding land to Deon, Ian and Fay Moore. The Closed Road allotments were not included in the sale and remained in the ownership of the Crown.

Recently, the Moore family have had cause to investigate and confirm the ownership of all the land parcels within the property purchased from Mr Pearce in order to submit an application to Council to subdivide the property.

The ownership of the Closed Road allotments is now impeding the progress of the proposed subdivision and Mr Deon Moore has requested that the Crown and Council resolve the matter expeditiously and transfer the Closed Road allotments into their ownership.

The Crown has advised it will agree to issue the title to the Closed Road allotments to Council, and then Council will be able to transfer these to the Moore family.

The former Rylstone Shire Council's Resolution and Application under the Public Roads Act 1902 of 20 June 1985 are now considered to be deficient in relation to the specific Council directions and information which must be addressed in order to transfer the Closed Road allotments from the Crown to Council and, then from Council to the Moore family. The recommendations to this Report will rectify the previous inadequacies.

The Council minute, the application under the Public Roads Act 1902 and plan of the area are appended to this Report.

Community Plan implications

Theme	Connecting Our Region
Goal	High quality road network that is safe and efficient
Strategy	Provide traffic management solutions that promote safer local roads and minimise traffic congestion

Financial implications

The Crown proposed 2 options in order to resolve this situation;

1. Include the Closed Road allotments in the process initiated by the Moore family occurring for the closure of Crown roads within the property; or
2. The Crown issues the title to the Closed Road allotments directly to Council, and then Council transfers these to the Moore family.

Members of the Moore family have indicated that they would prefer not to include the Closed Road allotments with the procedures being undertaken by the Crown for the closing of Crown roads within the property.

Given this preference, it is considered reasonable that all costs in relation to the transfer of the Closed Road allotments from the Crown to Council and, then from Council to the Moore family, are to be borne by the Moore family.

DIANE SAWYERS
REVENUE AND PROPERTY MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

1 March 2016

Attachments: 1. Council Minute, Application under the Public Roads Act 1902 dated 20/6/1985, Government Gazette notification dated 20/6/1986 and Plan of the area.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

6 Crudine Road - Road Opening (R10.20b)

20 JUN 1985

The plan of survey of the land involved with the widening and reconstruction of the Crudine Road at Giles Hill has now been prepared, together with the required application under the Public Roads Act.

The land to be acquired under the road opening application is as follows:

<u>Name</u>	<u>Property description</u>	<u>Rate</u>	<u>Area</u>	<u>Compensation</u>
Mr H Pearce	Portions 19 & 40	\$350/ha	1.989	\$716.04

Recommended that application, under Seal of Council, be made to the Lands Department for the necessary acquisition of part of Portions 19 and 40 Parish of Crudine and dedication as a Public Road.

Crudine Road - Road Opening (R10.20b)

20 JUN 1985

470 Resolved that application, under Seal of Council, be made to the Lands Department for the necessary acquisition of part of ~~Portions 19 and 40~~ Parish of Crudine and dedication as a Public Road.

FILE 20/6/85

PUBLIC ROADS ACT, 1902
APPLICATION FOR THE OPENING OR DEVIATION OF A ROAD
OR FOR A ROAD EXCHANGE

A.506
79-447

PARISH OF CRUDINE COUNTY OF ROXBURGH

The Council of SHIRE OF RYLSTONE hereby
applies for the opening of a road. P.O. Box 42

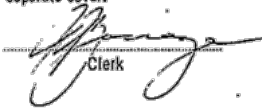
Attached is a copy of the plan of survey showing: -

- (a) by red colour the land required for road;
- (b) by blue colour roads proposed to be closed (see paragraph 4) to which Council consents to the closing;
- (c) by brown colour existing non-public roads proposed to be dedicated to preserve continuity (see paragraph 6) (shown on a separate diagram if necessary);
- (d) by yellow colour reserved land proposed to be resumed (see paragraph 3);
- (e) names of affected owners (see paragraph 1).

Strike out whichever does not apply

Linen plan of survey and two additional copies have been forwarded under separate cover.

Council's Reference No. 16-208


Clerk

The Under Secretary,
Department of Lands,
Box 39, G.P.O.,
SYDNEY 2001

UNDERTAKING

The Council of the SHIRE of RYLSTONE hereby.

- (i) undertakes to deposit with the Department of Lands when called upon so to do the amount required by the Department to meet the cost to the Department (including the cost of office action and surveys) of opening the road referred to above and of paying costs incidental to the appropriation exchange or resumption and dedication of land for the provision of the road;
- (ii) authorises the Department to apply for any such purpose the sum so deposited;
- (iii) undertakes to pay to the Department when called upon so to do any amount required by it for any such purpose in excess of the sum so deposited.
- (iv) undertakes to expend funds on the formation of any existing unformed road dedicated as public road as part of this proposal within 12 months of the date of dedication.

A resolution to make this application and to furnish the above undertakings and authority was passed by the Council at a meeting held on the 20th day of June 19 85.

THE COMMON SEAL of the Council)
of the Shire of)
Rylstone was hereto)
affixed on the 21st)
day of June 19 85)
in pursuance of a resolution passed)
by the Council on the 20th)
day of June 19 85)


Mayor
President


Town Clerk
Shire

was hereto)

ADDITIONAL INFORMATION REQUIRED

2. LAND REQUIRED FOR ROAD

The Department is able to proceed with an application for road opening despite the lack of consents of affected landowners. Council's assurances that the road is required in the public interest are sufficient to enable preliminary gazettal of the proposal and the later consideration of any objections lodged.

Resumption of the land required for road may be effected by one gazettal, i.e. without preliminary gazettal, provided that :-

- (a) the consents of the affected landowner(s) have been received, or
- (b) the road to be opened has been established by the expenditure of public funds and is in use.

A preliminary gazettal must be effected in all other cases and whenever road closings are proposed.

The following questions are included with a view to expediting this application in that way.

consents of land-owners is not required.	Has the proposed road been formed by expenditure of public funds ?	YES
	Is the proposed road in use in the location shown on the diagram accompanying the application ?	YES
	(A) Have the written consents of affected landowners been obtained ? If so, please attach.	YES No. of consents attached 1
	If some consents have not been obtained, have landowners concerned expressed definite objection to the proposal ? Give details by letter setting out Council's attitude to objections.	NA
	* Does the proposal constitute a widening or deviation of or a junction with a main road under the Main Roads Act ?	NO
	* Does the road to be opened or any road to be closed (see 4) traverse or adjoin Railway Land ?	NO
	* If so, the specific consent of the D.M.R. and P.T.C., to the proposal as surveyed must be obtained and forwarded with the application. Are copies of the consents attached ? IF CONSENTS ARE NOT ATTACHED PLAN AND APPLICATION WILL BE RETURNED	NA

3. SEVERED LAND

Where a road opening proposal severs part of a property so that Council and the landowner agree that the severed part is rendered of little or no use to the owner and should also be resumed, a written consent to resumption of such severed land must be obtained.

Lands	(A) Is Council of the opinion that lands severed by the proposal should be resumed ? Please attach consents. (Unless consents are attached action may not be taken by the Department to resume severed land).	Shown on diagram by yellow colour No. of consents attached NA
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4. ROADS TO BE CLOSED

Roads rendered unnecessary by this proposal may be closed and could be used in connection with compensation provided they are not required to be retained for conservation and environmental reasons (See L.G. circular No.79/387, 17th April, 1979).

Do any of the following apply ?

(a) will they continue to be required by persons other than the proposed grantees ?	NO
(b) do they form part of a road system which should not be broken ?	NO
(c) do they provide legal access to lands not yet alienated from the Crown (Council may not be able to give this information).	NO

(Continued Overleaf)

ADDITIONAL INFORMATION REQUIRED

5. COMPENSATION

The Department does not now undertake the payment of compensation in connection with road opening applications by Councils. Councils are now entirely responsible in this regard.

Compensation is payable in three (3) ways: – in money; in land and money; in land only. Land comprises the unnecessary roads closed in connection with the road opening and lands severed by the new road. (See severed land)

When a Council has settled compensation which includes land, it should instruct the Department as to the granting (or addition as the case may be) of such land, indicating to whom it should be granted. However, if Council at the time the application is lodged has already come to agreement regarding disposal of roads to be closed and of severed land, this information would materially assist the Department in completing the application, but instructions as to when grant is to be made will still be required.

Council desires that those sections of road to be closed be granted to Mr Harvey Pearce

6. DEDICATION OF EXISTING ROADS

In some cases dedication of existing Crown subdivision roads is required so that the whole of a road system constructed or being constructed is under Council's control.

Are there any such roads? (Please show by brown colour on an appropriate diagram).	YES
Is the road formed and/or in use?	YES
Has the Shire Engineer satisfied himself that the existing Crown subdivision road proposed to be dedicated as public road embraces the road as in use or as proposed to be formed?	YES
If the existing Crown subdivision road proposed to be dedicated is in excess of 20.115 metres width, does Council desire dedication for a width in excess of 20.115 metres?	Yes/No: NO
	Width desired: NA
If foregoing answer is "Yes", please state reasons.	
What is the extent of timber cover on the existing Crown subdivision road proposed to be dedicated?	Very light

20 JUNE, 1986]

NEW SOUTH WALES GOVERNMENT GAZETTE No. 97

2879

(1309) Sydney, 20th June, 1986.
NOTIFICATION UNDER THE PUBLIC ROADS ACT 1902, OF RESUMPTIONS AND WITHDRAWALS OF LANDS FOR ROADS, RESUMPTIONS AND WITHDRAWALS OF SEVERED LANDS, OF DECLARATION OF ROADS TO BE PUBLIC ROADS AND OF CLOSING OF ROADS

IN pursuance of the provisions of the Public Roads Act 1902, the lands hereunder described, are resumed or withdrawn for road; such roads and the additional roads particularized hereunder are hereby declared to be public roads and dedicated to the public accordingly (except where otherwise stated); the lands hereunder described are resumed or withdrawn as severed lands; and the roads specified are hereby closed.

JOHN AQUILINA, Minister for Natural Resources.

Descriptions

Parish Buckra Bendinni, County Raleigh, Land District Bellingen, Shire Nambucca

Widening of North Arm Road within portions 105, 79, 76, 69, 63, 88, 82 and 87—D.P. 47857. (Council's reference: R 31/107.) GF86 H 67.

Lands resumed for road: Lots 40 to 58.

Titles affected and areas resumed: C.T. 14481-156 (3 749 square metres), C.G. 2219-222 (1 547 square metres), C.T. 10082-3 (7 478 square metres), C.G. 2777-232 (611.9 square metres), C.G. 2777-233 (2 700 square metres) and C.T. 5740-160 (2 927 square metres).

Parish Crudine, County Roxburgh, Land District and Shire Rylstone

Widening and deviation of the road within portions 19, 40 and 161—D.P. 705353. (Council's reference: R10 20 B EEM md.) OE85 H 291.

Lands resumed for road: Lots 1 to 6.

Titles affected and areas resumed: C.T. 10505-236 (1.924 hectares (in six parts)).

Roads closed: Lots 7 to 12.

Additional roads dedicated: Lots 13 and 14.

Parish Tabrubucca, County Roxburgh, Land District and Shire Rylstone

Widening of Trunk Road No. 55 within portion 10—D.P. 705352. (Council's reference: S14 5 158 JJG mb). OE85 H 292.

Land resumed for road: Lot 1.

Title affected and area resumed: Old System Title (1 835 square metres).

Road closed: Lot 2.

Parish, Land District and Shire Cowra, County Bathurst

Deviation and widening of the Cowra-Canowindra Road within portions 28 and 67—D.P. 720563. (Council's reference: R.3.4.) OE85 H 484.

Land resumed for road: Lot 2.

Title affected and area resumed: C.T. 10507—85 (8 860 square metres).

Land withdrawn for road: Lot 1.

Reserve affected and area resumed: R.36406 for Experimental Farm, notified 24th October, 1914.

Road closed: Lot 3.

Parish Yarratt, County Macquarie, Land District Taree, City of Greater Taree

Opening of road within portion 156, D.P. 41521 (Council's reference: R2/5.) TE84 H 468.

Land resumed for road: Lot 1.

Title affected and area resumed: C.T. 14366-119 (6 148 square metres).

(1307) Sydney, 20th June, 1986.

NOTIFICATION OF CLOSING OF ROADS

IN pursuance of the provisions of the Public Roads Act 1902, the roads hereunder specified are closed and the lands comprised therein are freed and discharged from any rights of the public or any person to the same as highways.

JOHN AQUILINA, Minister for Natural Resources.

Descriptions

Land District—Metropolitan; City—Liverpool

Leslie Nagy and Dolores Lorraine Nagy, Lot 1 in D.P. 721487 at Liverpool, Parish St Luke (Town Liverpool), County Cumberland, MN85 H 252.

Land District—Metropolitan; Municipality—Wollahra

Road (part Gap Road, Watsons Bay), being lot 1 in D.P. 48230, Parish Alexandria (Sheet 2), County Cumberland. MN85 H 568.

(1314) Sydney, 20th June, 1986.

RESERVES FROM SALE

IN pursuance of the provisions of section 28, Crown Lands Consolidation Act 1913, I declare that the Crown lands described hereunder shall be reserved from sale for the public purposes specified and such lands are reserved accordingly.

JOHN AQUILINA, Minister for Natural Resources.

FOR RUBBISH DEPOT

Land District—Nyngan; Shire—Bogan

No. 120008, Parish Nyngan, County Oxley, 12.3 hectares, being lot 116, D.P. 721258. DB80 R 205.

FOR FUTURE PUBLIC REQUIREMENTS

Land District—Queanbeyan; Shire—Gunning

No. 130000, Parish Gundaroo, County Murray, 1.664 hectares, being allotments 1 to 5, section 5, Village of Gundaroo. GB80 H 1994.

FOR CHARITABLE ORGANIZATIONS

Land District—Newcastle; City—Lake Macquarie

No. 170001, Parish Teralba, County Northumberland, 3.086 hectares at Edgeworth, being lot 143, D.P. 720670. MD85 H 145.

FOR LOCAL GOVERNMENT PURPOSES

Land District and Shire—Parkes

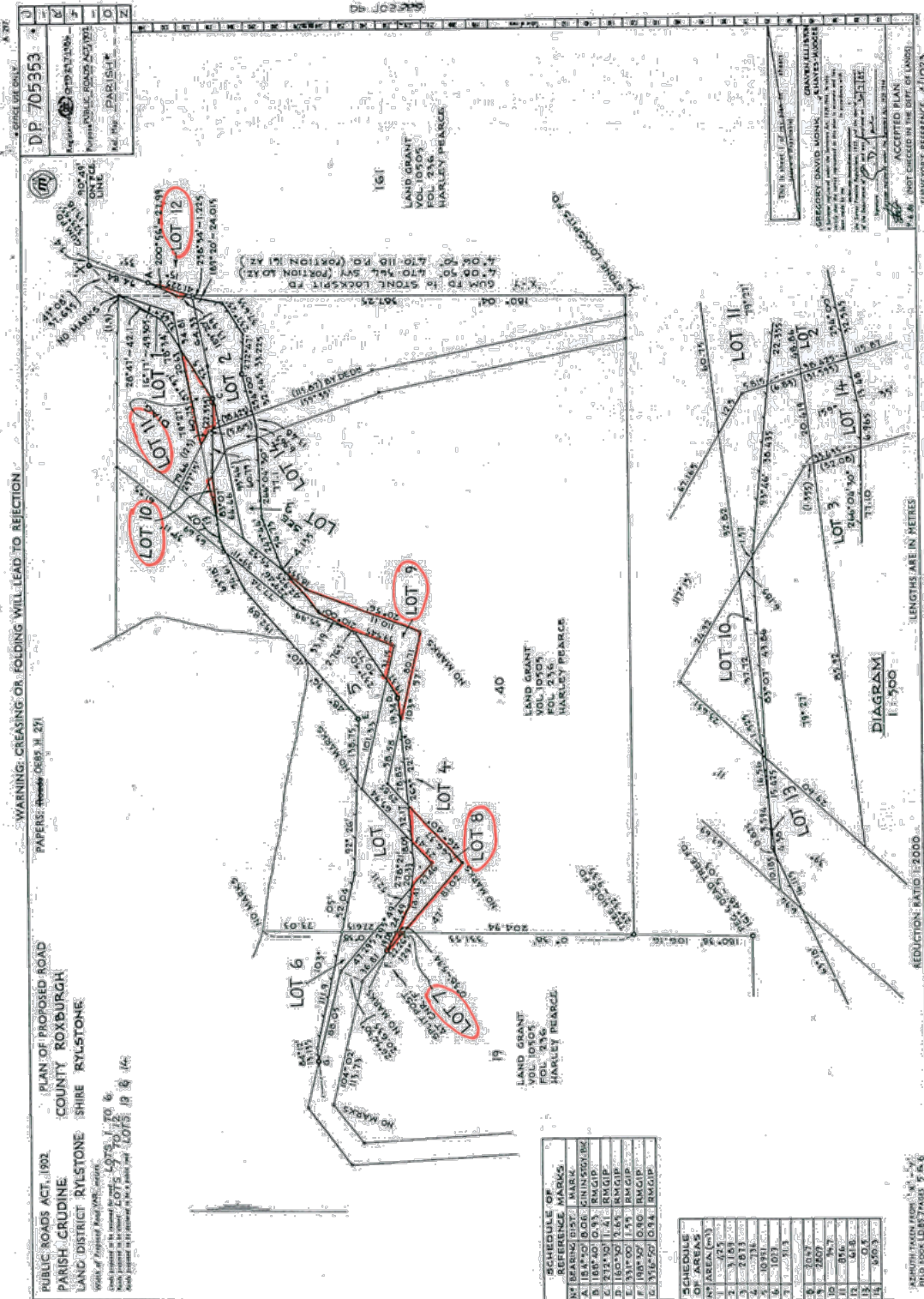
No. 190002, at Parkes, Parish Parkes, County Ashburnham, 2 hectares, being lot 714, D.P. 720616. OE83 H 747.

NOTE: Affected part R. 84847 for Public Recreation notified 17th April, 1964 (added 27th March, 1975), is revoked.

FOR PRESERVATION OF NATIVE FLORA AND FAUNA

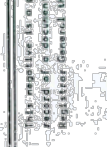
Land District and Shire—Parkes

No. 190003, Parish Mickibri, County Kennedy, 10.91 hectares, being lots 1 and 2, D.P. 707543. OE83 H 1401.



Closed road proposed to be transferred to adjoining owners

This replicate is a photograph of a page of a registered document in the custody of the Registrar General, Queensland.





MID-WESTERN REGIONAL COUNCIL

COUNCIL MEETING EXTRACT
COUNCIL MEETING: 16 MARCH 2016

9.3 TRANSFER OF SECTIONS OF CLOSED ROAD AT CRUDINE TO ADJOINING OWNERS - LOTS 7-12 DP 705353 GOV400054, P2099411

56/16

MOTION: Martens / Weatherley

That:

1. **Council receive the report by the Revenue and Property Manager on the Transfer of Sections of Closed Road at Crudine to Adjoining Owners - Lots 7-12 DP 705353;**
2. **Council approve the transfer of Allotments 7-12 DP 705353 from the Crown to Council and approve the subsequent transfer of Allotments 7-12 DP 705353 from Council to the adjoining owners;**
3. **Council requires all costs in relation to the transfer of Allotments 7-12 DP 705353 from the Crown to Council and the subsequent transfer of Allotments 7-12 DP 705353 from Council to the adjoining owners, be borne by the adjoining owners;**
4. **Council authorises the General Manager to sign all documents necessary to transfer Allotments 7-12 DP 705353 from the Crown to Council and all documents necessary to transfer Allotments 7-12 DP 705353 from Council to the adjoining owners;**
5. **Council authorises the affixing of the Common Seal to all documents necessary to transfer Allotments 7-12 DP 705353 from the Crown to Council and all documents necessary to transfer Allotments 7-12 DP 705353 from Council to the adjoining owners.**

The motion was carried with the Councillors voting unanimously.

9.4 Renaming Goree Lane to Gooree Lane

REPORT BY THE PROPERTY SUPPORT OFFICER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, R0790041 R0098001

RECOMMENDATION

That Council:

1. **receive the report by the Property Support Officer on the Renaming Goree Lane to Gooree Lane; and**
2. **approve the renaming of Goree Lane to Gooree Lane**

Executive summary

As part of the continuing review of rural addressing within the Mid-Western Regional Council area, a question has been raised over the spelling of Goree Lane with the assumption that it should be Gooree Lane. This is logical in light of the lane leading to the Gooree property.

Disclosure of Interest

Nil.

Detailed report

An investigation of Council's records has been unable to find documentation to confirm if the name Goree was intentional or the result of a spelling error at some point over the years. Council has looked at amending/correcting the spelling unless there was a majority objection from the affected property owners.

Letters were sent to the two affected property owners and one neighbouring property owner on 8 August 2016 requesting they complete a survey form and return it to Council by or before 31 August 2016. Of the three forms sent out only one was returned. The returned survey was in favour of correcting the lane name from Goree Lane to Gooree Lane.

Should Council decide to correct the lane name, letters will be sent to the two affected property owners advising their new rural address and offering Council's services in sending out their change of address notification, if required.

Community Plan implications

Theme	Connecting Our Region
Goal	High quality road network that is safe and efficient
Strategy	Provide traffic management solutions that promote safer local roads and minimise traffic congestion

Financial implications

Cost of Gazettal Notice at approx. \$60. Cost of staff time to compile and send out change of address notifications at approx. \$100.

CAROLYN ATKINS
PROPERTY SUPPORT OFFICER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

9 September 2016

Attachments: 1. Returned Survey Form.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

MID-WESTERN REGIONAL COUNCIL

2

Survey of Property Owners and Residents of Goree Lane in relation to the possible renaming of the lane to Gooree Lane

Full Name/s: Jeanette Tioseco, Business Manager , Gooree Park Group of Companies.

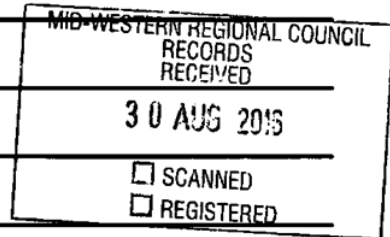
I/We manage, or own/reside at Gooree 147 Goree Lane WILBETREE NSW 2850 (part of Gooree Park 1544 Castlereagh Highway MENAH NSW 2850
Please cross out whichever does not apply

Please tick one of the boxes below:

I am in favour of amending the name of the lane from Goree Lane to Gooree Lane. I am aware this would mean my current property/residential address would be changed as a result.

I object to amending the name of the lane and would prefer it remain Goree Lane.

Please use the space below to include additional information in support of your choice:



Please return this form to any of Council's Administration Offices in Gulgong, Mudgee or Rylstone; mail to PO Box 156 MUDGEE NSW 2850, or email to council@midwestern.nsw.gov.au

R0790041
R0098001
Carolyn Atkins

9.5 CRALLEN Pty Ltd request to co-locate an antenna at Mt Misery

REPORT BY THE REVENUE AND PROPERTY MANAGER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, P2042211

RECOMMENDATION

That Council:

1. **receive the report by the Revenue and Property Manager on the CRALLEN Pty Ltd Request to Co-locate an Antenna at Mt Misery;**
2. **enter into a Licence agreement with CRALLEN Pty Ltd to allow CRALLEN Pty Ltd to co-locate an antenna on Council's communications tower facility at Mt Misery, Mudgee as specified in Attachment 2 of this Report;**
3. **approve an annual Licence fee of \$1,250 (plus GST), which is to be increased annually by the Consumer Price Index, for the placement of the equipment on Council's communications tower facility at Mt Misery, Mudgee;**
4. **approve a Licence term of 5 years for the placement of the equipment on Council's communications tower facility at Mt Misery, Mudgee;**
5. **authorise the General Manager to negotiate all other terms of the Licence agreement;**
6. **requires all costs associated with the installation and maintenance of CRALLEN Pty Ltd's equipment and connection to Council's equipment and Council's reasonable legal costs incurred in preparing the Licence agreement be borne by CRALLEN Pty Ltd;**
7. **authorise the General Manager and Mayor to sign necessary documentation in relation to the Licence agreement; and**
8. **authorise the Common Seal of Council to be affixed to all documentation necessary in relation to the Licence agreement.**

Executive summary

The purpose of this report is to obtain a resolution to enter into a Licence agreement with CRALLEN Pty Ltd (Trading as Classic Gold FM 87.6), (Classic Gold), to co-locate Classic Gold's antenna on Council's communications tower at Mt Misery, Mudgee.

Disclosure of Interest

Nil.

Detailed report

Classic Gold has been operating for a number of years within the Mid-Western Regional Council area and, for the past 12 months from various sites including Council's Communications tower at Mt

Misery, Mudgee. A short- term agreement for the co-location of equipment on the tower expired on 21 June 2016 and recently, the Classic Gold business was purchased by Mr Craig Allen.

Mr Allen has now requested Council consider a proposal for the co-location of Classic Gold's antenna on the tower at Mt Misery for a period of 5 years.

The site and facility at Mt Misery (Lot 332 DP 1141487) is owned by Council and the land is classified as Operational.

Classic Gold has provided a number of documents which set out the organisations background, licencing information and equipment specifications applicable to the co-location. The equipment specifications, as well as the term of the proposed agreement have subsequently been approved by staff as acceptable for co-location at Mt Misery.

Classic Gold has been informed that the site is considered a high security network site and access is restricted to authorised Council staff, NSW Police and Essential Energy Radio technicians. This means that access/permission to service and maintain the antenna would have to be made through Council and may not be available to Classic Gold on a 24/7 basis. The proposed Licence agreement would reflect this restriction.

It is proposed that the General Manager be authorised to negotiate and endorse the final Licence agreement documentation.

Community Plan implications

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

Financial implications

Classic Gold will be responsible for all costs associated with the installation and maintenance of its equipment and connection to Council's equipment and Council's reasonable legal costs incurred in preparing the agreement.

It is proposed that Classic Gold will pay Council a licence fee of \$1,250 p.a. (plus GST) which is to be increased annually by the Consumer Price Index, for the placement of the equipment. This fee is based upon a market rent assessment valuation conducted in June 2016. A copy of this valuation is appended to this Report.

DIANE SAWYERS
REVENUE AND PROPERTY MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

23 September 2016

Attachments:

1. Request & supporting documentation from CRALLEN. (separately attached)
2. Equipment proposed to be located on tower. (separately attached)
3. Market Rent Assessment Valuation June 2016. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.6 Naming of a new street off Hone Creek Drive

REPORT BY THE PROPERTY SUPPORT OFFICER

TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, R0790141, R0790041, P2353611

RECOMMENDATION

That Council:

1. **receive the report by the Property Support Officer on the Naming of a new street off Hone Creek Drive; and**
2. **formally approve the name of Meramie Street for the new street off Hone Creek Drive.**

Executive summary

Formal approval is requested to name the new street in a subdivision off Hone Creek Drive, Meramie Street.

Disclosure of Interest

Nil.

Detailed report

Following the approval of a subdivision off Hone Creek Drive in the Caerleon locality, the Developer requested a name be allocated to a new street in this subdivision. Meramie Street was chosen from a list of names, historically significant to the area, submitted by the Mudgee Historical Society.

Meramie Street was provisionally approved by Council at their 17/8/16 Council Meeting.

The Geographical Names Board has been advised of this street name and has no objection.

Meramie Street was advertised in the 2/9/16 issue of the Mudgee Guardian and on Council's website with no additional submissions received.

Notices of the new street name were served on Australia Post, the Registrar General, the Surveyor General, the NSW Ambulance Service, NSW Fire Service, NSW Rural Fire Brigades, NSW Police Force, NSW SES and NSW VRA via the Online Road Naming System with no objections received.

Street naming is legislated under the Roads Act 1993. This Act empowers the authority in charge of the road with the rights to name it. The naming of this street will allow the completion of street addressing within the new subdivision. Section 162 of the Roads Act (1993) states that "a road authority may name and number all public roads for which it is the authority. A roads authority may not alter the name of a public road unless it has given the Geographical Names Board (GNB) at least two months notice of the proposed name."

In accordance with Council's Road Naming Policy, should Council formally endorse the naming of this new street, notice of the approved name will be:

1. published in the Government Gazette and the Mudgee Guardian.
2. concurrently, notice of the new names will be sent to Australia Post, the Registrar General, the Surveyor General, the Chief Executive of the Ambulance Service of NSW, New South Wales Fire Brigades, the NSW Rural Fire Service, the NSW Police Force, the State Emergency Service, The New South Wales Volunteer Rescue Association Inc, and, in the case of a classified road - the RMS.

Community Plan implications

Theme	Connecting Our Region
Goal	High quality road network that is safe and efficient
Strategy	Provide traffic management solutions that promote safer local roads and minimise traffic congestion

Financial implications

Cost of and installation of street signs will be met by the Developer.
Gazettal costs will be paid by Land & Property Information as part of the Online Road Naming System.

CAROLYN ATKINS
PROPERTY SUPPORT OFFICER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

6 October 2016

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.7 New and Amended 2016-17 Fees and Charges

REPORT BY THE FINANCIAL ACCOUNTANT

TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, FIN300065

RECOMMENDATION

That Council:

1. receive the report by the Financial Accountant on the New and Amended 2016-17 Fees and Charges;
2. add the following new fees and charges, as written, and placed on public exhibition for 28 days;

Fee/Charge Area	New Fee	New Fee Amount
COMMUNITY SERVICES – Meals on Wheels	Frozen Meals – Egg Bake	\$2.20
PARKS – ACTIVE & PASSIVE – Mudgee Showground – Hire Fees - Facility	Main Pavilion – Kitchen area only – per day	\$308.00
PARKS – ACTIVE & PASSIVE – Mudgee Showground – Horse Accommodation	Yards only – per day	\$10.60
PLANNING & DEVELOPMENT – Planning Enquiries & Documents - Enquiries	Dwelling Entitlement Research/Investigation Fee	\$284.00
SERVICES – OTHER – Ironed Out - Ironing	Clothing – per item	\$2.50
	Clothing – Basket – per item (greater than 4 items)	\$1.70
	Suits	\$10.00
	Dresses	POA
	Linen – Sheets - Single	\$6.00
	Linen – Sheets - Double	\$8.00
	Linen – Sheets - Queen	\$10.00
	Linen – Sheets - King	\$15.00
	Linen – Pillow Slips	\$1.10
	Linen - Serviettes	\$0.50
	Doona Covers - Single	\$8.00
	Doona Covers - Double	\$10.00
	Doona Covers - Queen	\$12.00
	Doona Covers - King	\$15.00
	Table Cloths - Small	\$3.00
	Table Cloths - Medium	\$4.00
	Table Cloths - Large	\$6.00
SERVICES – OTHER – Ironed Out – Dry Cleaning - Clothing	Trousers	\$10.00
	Trousers – Press Only	\$5.00

	Cardigan/Jumper	\$10.00
	Cardigan/Jumper – Press Only	\$5.00
	Suit	\$24.00
	3 Piece Suit	\$30.00
	Suit Coat/Short Coat	\$14.00
	¾ Coat	\$16.00
	Over Coat	\$18.00
	Dress - Plain	\$18.00
	Skirt	\$9.00
	Silk or Linen Shirt	\$12.00
	Silk or Linen Shirt – Press Only	\$3.00
	Skirt Plain	\$12.00
	Skirt Plain – Press Only	\$5.00
	Skirt Pleated	\$12.00
	Skirt Pleated – Press Only	\$6.50
	Vest	\$10.00
	Tie/Scarf	\$7.00
	Evening Dress	Price on Application – Price Range \$25.00 - \$50.00
SERVICES – OTHER – Ironed Out – Dry Cleaning - Bedding	Blankets - Single	\$20.00
	Blankets - Double	\$25.00
	Blankets - Queen	\$25.00
	Blankets - Mink	\$25.00
	Doona - Single	\$25.00
	Doona - Double	\$28.00
	Doona - Queen	\$30.00
	Doona - King	\$32.00
	Underlay - Single	\$28.00
	Underlay - Double	\$32.00
	Underlay - Queen	\$32.00
	Underlay - King	\$32.00
	Cushion Covers	\$20.00
	Spa Bed Covers	\$25.00
	Sofa Covers	\$25.00
	Chair Covers	\$20.00
	Curtains per metre	\$15.00
	Table Runner per metre	\$10.00
SERVICES – OTHER – Ironed Out – Dry Cleaning - Repair	New Zip – Trousers, Skirt	\$20.00
	New Zip - Jacket	\$25.00
	Take Up/Let Down – Trousers, Skirts, Dresses	\$20.00
SERVICES – OTHER – Ironed Out – Dry Cleaning – Police Uniforms	Trousers, Jumper, Vest	\$8.00
	Shirt	\$5.00
	Tie	\$4.00

	Jacket	\$12.00
SERVICES – OTHER – Ironed Out – Costume Hire	Costume Hire - Deposit	\$20.00
	Costume Hire – Friday to Monday	Price Range \$25.00 - \$65.00 Per Outfit – Price on Application
SERVICES – OTHER – Labour Intensive Administrative Services	Various	POA
TOURISM & ECONOMIC DEVELOPMENT – Events – Flavours of Mudgee	Stallholder Fee	\$110.00
	Token Package for Tastings	\$10.00
WASTE MANAGEMENT – Recycled Products Available for Sale – Second Hand Items	Various	
WATER SUPPLY – Water Availability & Usage – Non-Potable Water Usage – Residential and Non Residential	Water Usage – Standpipes – Per Kilo Litre	\$1.00
WATER SUPPLY – Water Availability & Usage – Avdata Bulk Water Access	Access Key - Deposit	\$20.00
	Access Key - Payment	\$10.00

3. amend the following fees and charges which have changed in accordance with the regulations that determine the fees;

Fee/Charge Area	Amended Fee	New Fee Amount	GST
ANIMAL & STOCK CONTROL – Companion Animals – Lifetime Registrations	Dog or Cat - Desexed	\$53.00	No
	Dog or Cat – Desexed – Pensioner Concession	\$22.00	No
	Dog or Cat – Desexed – Rehomed from Pound/Shelter	\$26.50	No
	Dog or Cat – Not Desexed	\$195.00	No
	Dog or Cat – Not Desexed – Registered Breeder	\$53.00	No
CEMETERIES – Monumental Cemeteries and Rural Cemeteries – Interment – All Lawn & Monumental Sections	Infant (under 6 months)	\$263.00	Yes
	Child (6 months – 17 years old)	\$533.00	Yes
	Adult (over 18 years old)	\$827.00	Yes

CEMETERIES – Monumental Cemeteries and Rural Cemeteries – Interment – Memorial Tree Beds Mudgee	Interment Fee – Single Bed	\$74.00	Yes
	Interment Fee - Family	\$543.00	Yes
CEMETERIES – Monumental Cemeteries and Rural Cemeteries - Plaques	Purchase of Plaque	At Cost	Yes
FINANCIAL SERVICES – Debt Recovery – Process Filing & Issue Fees	Filing Fee – Statement Liquidated Claim - \$0.01 to \$10,000 - Corp	\$194.00	No
	Filing Fee – Statement Liquidated Claim - \$10,000.01 to \$100,000 - Corp	\$478.00	No
	Filing Fee – Examination Order - \$0.01 to \$100,000	\$168.00	No
	Filing Fee – Write Off Execution - \$0.01 to \$100,000	\$82.00	No
	Filing Fee – Warrant of Apprehension	\$82.00	No
	Service of Documents Fee – Per Defendant	\$65.00	No
FINANCIAL SERVICES – Debt Recovery – professional Costs – Enforcement after Judgement – Amount of Claim \$0.01 to \$100,00	Application to Set Aside Default Judgement	\$165.00	No

4. amend the following fee and charge descriptions, as written;

Fee/Charge Area	New Description	
BUILDING APPROVALS & CERTIFICATES – Other Building Approvals & Certificates – Drainage Diagrams	Drainage Diagram Original	
	Drainage Diagram Amendment	
	Drainage Diagram Copy – Council Sewer Mains	Drainage Diagram Copy – Council Sewer Mains
WATER SUPPLY – Water Availability & Usage		Split into Potable and Not-Potable Water Usage

5. endorse the new fees and charges following the 28 day public exhibition period if no submissions are received.

Executive summary

A number of new fees and charges are recommended to add to the existing list of fees and charges for the 2016/17 Operational Plan. At this time, it is recommended to also note that some existing fees have been amended due to changes in the statutory fee amount and some other alterations are recommended to assist in clarification of fees.

Disclosure of Interest

Nil.

Detailed report

In accordance with Section 608 and 501 of the Local Government Act, Council is required to set fees and charges for any service or annual charge required to be levied. Section 610F of the Local Government Act also states that these fees must be set with the Operational Plan and can only be amended after the date, if:

- (a) a new service is provided, or the nature or extent of an existing service is changed,
or
- (b) the regulations in accordance with which the fee is determined are amended,

Section 610F (1) of the Local Government Act Provides that:

- (1) A council must not determine the amount of a fee until it has given public notice of the fee in accordance with this section and has considered any submissions duly made to it during the period of public notice.

The following fees are new fees for inclusion:

<i>Fee/Charge Area</i>	<i>New Fee</i>	<i>New Fee Amount</i>	<i>Reason for new fee</i>	<i>GST</i>	<i>Price Policy</i>
COMMUNITY SERVICES - Meals on Wheels	Frozen Meals - Egg Bake	\$ 2.20	New meal option	No	SUB
PARKS - ACTIVE & PASSIVE - Mudgee Showground - Hire Fees - Facility	Main Pavillion - Kitchen area only - per day	\$ 308.00	Separate fee required	Yes	SUB
PARKS - ACTIVE & PASSIVE - Mudgee Showground - Horse Accommodation	Yards Only - per day	\$ 10.60	Separate fee required	Yes	SUB
PLANNING & DEVELOPMENT - Planning Enquiries & Documents - Enquires	Dwelling Entitlement Research/Investigation Fee	\$ 284.00	Change to the acceptable format to provide information relating to Dwelling Entitlement	No	FCR
SERVICES - OTHER - Ironed Out - Ironing	Clothing - per item	\$ 2.50	New service	Yes	REF
	Clothing - Basket - per item (greater than 4 items)	\$ 1.70	New service	Yes	REF
	Suits	\$ 10.00	New service	Yes	REF
	Dresses	POA	New service	Yes	REF
	Linen - Sheets - Single	\$ 6.00	New service	Yes	REF
	Linen - Sheets - Double	\$ 8.00	New service	Yes	REF
	Linen - Sheets - Queen	\$ 10.00	New service	Yes	REF
	Linen - Sheets - King	\$ 15.00	New service	Yes	REF
	Linen - Pillow Slips	\$ 1.10	New service	Yes	REF
	Linen - Serviettes	\$ 0.50	New service	Yes	REF
	Doona Covers - Single	\$ 8.00	New service	Yes	REF
	Doona Covers - Double	\$ 10.00	New service	Yes	REF
	Doona Covers - Queen	\$ 12.00	New service	Yes	REF
	Doona Covers - King	\$ 15.00	New service	Yes	REF
	Table Cloths - Small	\$ 3.00	New service	Yes	REF
	Table Cloths - Medium	\$ 4.00	New service	Yes	REF
	Table Cloths - Large	\$ 6.00	New service	Yes	REF
SERVICES - OTHER - Ironed Out - Dry Cleaning - Clothing	Trousers	\$ 10.00	New service	Yes	EXT
	Trousers - Press Only	\$ 5.00	New service	Yes	EXT
	Cardigan/Jumper	\$ 10.00	New service	Yes	EXT
	Cardigan/Jumper - Press Only	\$ 5.00	New service	Yes	EXT
	Suit	\$ 24.00	New service	Yes	EXT
	3 Piece Suit	\$ 30.00	New service	Yes	EXT
	Suit coat/Short Coat	\$ 14.00	New service	Yes	EXT
	3/4 Coat	\$ 16.00	New service	Yes	EXT
	Over Coat	\$ 18.00	New service	Yes	EXT
	Dress - Plain	\$ 18.00	New service	Yes	EXT
	Shirt	\$ 9.00	New service	Yes	EXT
	Silk or Linen Shirt	\$ 12.00	New service	Yes	EXT
	Silk or Linen Shirt - Prese Only	\$ 3.00	New service	Yes	EXT
	Skirt Plain	\$ 12.00	New service	Yes	EXT
	Skirt Plain - Press Only	\$ 5.00	New service	Yes	EXT
	Skirt Pleated	\$ 12.00	New service	Yes	EXT
	Skirt Pleated - Press Only	\$ 6.50	New service	Yes	EXT
	Vest	\$ 10.00	New service	Yes	EXT
	Tie/Scarf	\$ 7.00	New service	Yes	EXT
	Evening Dress	Price on Application - Price range \$25-\$50	New service	Yes	EXT
SERVICES - OTHER - Ironed Out - Dry Cleaning - Bedding	Blankets - Single	\$ 20.00	New service	Yes	EXT
	Blankets - Double	\$ 25.00	New service	Yes	EXT
	Blankets - Queen	\$ 25.00	New service	Yes	EXT
	Blankets - Mink	\$ 25.00	New service	Yes	EXT
	Doona - Single	\$ 25.00	New service	Yes	EXT
	Doona - Double	\$ 28.00	New service	Yes	EXT
	Doona - Queen	\$ 30.00	New service	Yes	EXT
	Doona - King	\$ 32.00	New service	Yes	EXT
	Underlay - Single	\$ 28.00	New service	Yes	EXT
	Underlay - Double	\$ 32.00	New service	Yes	EXT
	Underlay - Queen	\$ 32.00	New service	Yes	EXT
	Underlay - King	\$ 32.00	New service	Yes	EXT
	Cushion Covers	\$ 20.00	New service	Yes	EXT
	Spa Bed Covers	\$ 25.00	New service	Yes	EXT
	Sofa Covers	\$ 25.00	New service	Yes	EXT
	Chair Covers	\$ 20.00	New service	Yes	EXT
	Curtains per metre	\$ 15.00	New service	Yes	EXT
	Table Runner per metre	\$ 10.00	New service	Yes	EXT

Fee/Charge Area	New Fee	New Fee Amount	Reason for new fee	GST	Price Policy
SERVICES - OTHER - Ironed Out - Dry Cleaning - Repair	New Zip: Trousers, Skirt	\$ 20.00	New service	Yes	EXT
	New Zip: Jacket	\$ 25.00	New service	Yes	EXT
	Take Up/Let Down: Trousers, Skirts, Dresses	\$ 20.00	New service	Yes	EXT
SERVICES - OTHER - Ironed Out - Dry Cleaning - Police Uniforms	Trousers, Jumper, Vest	\$ 8.00	New service	Yes	EXT
	Shirt	\$ 5.00	New service	Yes	EXT
	Tie	\$ 4.00	New service	Yes	EXT
	Jacket	\$ 12.00	New service	Yes	EXT
SERVICES - OTHER - Ironed Out - Costume Hire	Costume Hire - Deposit	\$ 20.00	New service	No	EXT
	Costume Hire - Friday to Monday	Price range \$25-\$65 per outfit - Price on Application	New service	Yes	EXT
SERVICES - OTHER - Labour Intensive Administrative Services	Various	POA	New Service - Bulk manual labour service - Price on application	Yes	EXT
TOURISM & ECONOMIC DEVELOPMENT - Events - Flavours of Mudgee	Stallholder Fee	\$ 110.00	New service	Yes	SUB
	Token Package for Tastings	\$ 10.00	New service	Yes	SUB
WASTE MANAGEMENT - Recycled Products Available for Sale - Second Hand Items	Various		New Service - Items sold at the Recycle Shops located at Mudgee, Gulgong and Kandos Waste Transfer Stations	Yes	REF
WATER SUPPLY - Water Availability & Usage - Non-Potable Water Usage - Residential and Non Residential	Water Usage - Standpipes Per Kilo Litre	\$ 1.00	New service	No	FCR
WATER SUPPLY - Water Availability & Usage - Avdata bulk water access	Access Key - Deposit	\$ 20.00	New Service	No	ROR
	Access Key - Payment	\$ 10.00	New Service	Yes	ROR

The following fees and charges have been amended due to changes in the relevant regulation that determine the fee:

Fee/Charge Area	Amended Fee	Old fee amount	New fee amount	Reason for change	GST	Price Policy
ANIMAL & STOCK CONTROL - Companion Animals - Lifetime registrations	Dog or Cat - Desexed	\$ 52.00	\$ 53.00	Change of statutory fee	No	STAT
	Dog or Cat - Desexed - Pensioner Concession	\$ 21.00	\$ 22.00	Change of statutory fee	No	STAT
	Dog or Cat - Desexed - Rehomed from Pound/Shelter	\$ 26.00	\$ 26.50	Change of statutory fee	No	STAT
	Dog or Cat - Not Desexed	\$ 192.00	\$ 195.00	Change of statutory fee	No	STAT
CEMETERIES - Monumental Cemeteries and Rural Cemeteries - Interment - All Lawn & Monumental Sections	Dog or Cat - Not Desexed - Registered Breeder	\$ 52.00	\$ 53.00	Change of statutory fee	No	STAT
	Infant (under 6 months)	\$ 263.00	\$ 263.00	Change in GST treatment - GST is applicable as per CR2013-025	Yes	SUB
	Child (6 months - 17 years old)	\$ 533.00	\$ 533.00	Change in GST treatment - GST is applicable as per CR2013-025	Yes	SUB
CEMETERIES - Monumental Cemeteries and Rural Cemeteries - Interment - Memorial Tree beds Mudgee	Adult (over 18 years old)	\$ 827.00	\$ 827.00	Change in GST treatment - GST is applicable as per CR2013-025	Yes	SUB
	Interment Fee - Single Bed	\$ 74.00	\$ 74.00	Change in GST treatment - GST is applicable as per CR2013-025	Yes	SUB
CEMETERIES - Monumental Cemeteries and Rural Cemeteries - Plaques	Interment Fee - Family	\$ 543.00	\$ 543.00	Change in GST treatment - GST is applicable as per CR2013-025	Yes	SUB
	Purchase of plaque	At Cost	At Cost	Change in GST treatment - GST is applicable as per CR2013-025	Yes	DCR
FINANCIAL SERVICES - Debt Recovery - Process Filing & Issue Fees	Filing Fee - Statement Liquidated Claim - \$0.01 to \$10,000 - Corp	\$ 190.00	\$ 194.00	Change of statutory fee	No	STAT
	Filing Fee - Statement Liquidated Claim - \$10,000.01 to \$100,000- Corp	\$ 468.00	\$ 478.00	Change of statutory fee	No	STAT
	Filing Fee - Examination Order - \$0.01 to \$100,000	\$ 164.00	\$ 168.00	Change of statutory fee	No	STAT
	Filing Fee - Writ of Execution - \$0.01 to \$100,000	\$ 80.00	\$ 82.00	Change of statutory fee	No	STAT
	Filing Fee - Warrant of Apprehension	\$ 80.00	\$ 82.00	Change of statutory fee	No	STAT
	Service of Documents Fee - Per defendant	\$ 64.00	\$ 65.00	Change of statutory fee	No	STAT
FINANCIAL SERVICES - Debt Recovery - Professional Costs - Enforcement after Judgement - Amount of Claim \$0.01 to \$100,000	Application to Set Aside Default Judgment	\$ 150.00	\$ 165.00	Change of statutory fee	No	STAT

The following fee descriptions are recommended for amendment, in order to clarify the fee and charge information for users of the facilities:

Fee/Charge Area		Reason for change	Old Description	New Description
BUILDING APPROVALS & CERTIFICATES - Other Building Approvals & Certificates - Drainage Diagrams	Drainage Diagram Original	Remove Fee - Not utilised		
	Drainage Diagram Amendment	Remove Fee - Not utilised		
	Drainage Diagram Copy - Council Sewer Mains	Amend description	Drainage Diagram Copy	Drainage Diagram Copy - Council Sewer Mains
WATER SUPPLY - Water Availability & Usage		Amend description	Water Usage - Residential and Non Residential	Spilt into Potable and Non-Potable Water Usage

Community Plan implications

Theme	Good Governance
Goal	Good communications and engagement
Strategy	Improve communications between Council and the community and create awareness of Council's roles and responsibilities

Financial implications

Fees and charges are set within the 2016/17 Operation Plan. The report recommends that the fees and charges within the Operation Plan be amended. Revenue captured due to these fees and charges has been allocated within the 2016/17 Operational Plan, and any changes to the anticipated

level of revenue will be reviewed and varied as a part of the next quarterly budget review, if necessary.

TRISH ELSEGOOD
FINANCIAL ACCOUNTANT

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

8 September 2016

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.8 Monthly Budget Review August 2016

REPORT BY THE MANAGER, FINANCIAL PLANNING
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, FIN300065

RECOMMENDATION

That Council receive the report by the Manager, Financial Planning on the Monthly Budget Review August 2016.

Executive summary

This report presents to Council the August Monthly Budget Review of the 2016/17 Operational Plan.

Disclosure of Interest

Nil.

Detailed report

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

Community Plan implications

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

Financial implications

This monthly budget review has no recommended budget variations, and therefore has no impact on the 2016/17 Operational Plan.

NEIL BUNGATE
MANAGER, FINANCIAL PLANNING

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

19 September 2016

Attachments: 1. Monthly Budget Review August 2016.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



*Good
Government*

MONTHLY BUDGET REVIEW

ATTACHMENT 1 – CAPITAL
PROGRAM UPDATE

OPERATIONAL PLAN/ DELIVERY
PROGRAM – 2015/16

AUGUST

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

THIS DOCUMENT HAS BEEN PREPARED BY LEONIE JOHNSON, MANAGER FINANCE FOR MID-WESTERN REGIONAL COUNCIL.

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

DATE OF PUBLICATION:

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
Looking after our Community									
RURAL FIRE SERVICE - CUDGEGONG HERITAGE BUILDING	544	43	587	0	587	0	0%		This project is currently under review.
KANDOS POUND SHADE SAIL	3	0	3	0	3	0	0%		Initial project planning commenced
CCTV CAMERA INSTALLATION	25	0	25	0	25	0	0%		Quote obtained
COMM. TRANSPORT- VEHICLE PURCHASE	72	0	72	0	72	0	0%		One vehicle will be purchased next quarter in order to coincide with the annual registration anniversary of Council fleet.
AGED CARE UNITS - CAP - COOYAL/ANDERSON ST GULGONG	18	0	18	0	18	0	0%		Quotes are currently being sought for external painting and painting of laundry. Expected completion by March 2016.
AGED CARE UNITS - CAP -LOUEE ST UNITS	7	0	7	0	7	0	1%		Work is being scheduled to repair decking and re-fasten loose boards. Expected completion by December 2015.
LG HOUSING - CAP - WALTER STREET UNITS	12	0	12	0	12	0	0%		Capital works have been completed on this property recently and consideration is being given to the need for this budget in this financial year.
GPS CEMETERY SITES	24	18	42	0	42	0	0%		Quotes are currently being sought
GULGONG LAWN CEMETERY EXTENSION	38	0	38	0	38	0	0%		Quotes are currently being sought, works to commence in Sept.
PUBLIC TOILETS - CAPITAL UPGRADES	11	0	11	0	11	0	0%		Reactive works to be undertaken as required.
PUBLIC TOILETS - PERCY NOTT PARK	0	206	206	0	206	53	25%		Works scheduled for September & October
PUBLIC TOILETS - APEX PARK GULGONG	7	0	7	0	7	0	0%		Painting and light fittings to be checked. Work on pathway to be undertaken by December 2015.
PUBLIC TOILETS - BILLY DUNN PARK GULGONG	38	0	38	0	38	0	0%		Project scope is currently being reviewed

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
LIBRARY BOOKS	70	0	70	0	70	49	70%		Library books are continuously purchased, in line with the Collection Management Strategy
KANDOS MUSEUM - CAPITAL	0	0	0	0	0	4	0%		As reported in July Budget Review, funds were required for work on power pole while Council was still the owner of the property.
STABLES COMPLEX - CAPITAL	13	0	13	0	13	0	0%		Improvements to amenities to be undertaken by December 2015.
CAPITAL UPGRADE - RYLSTONE HALL	50	0	50	0	50	0	0%		Condition report being undertaken on the Hall to establish scope of works covering wiring and essential services. This project to be completed by June 2016.
CAP UPGRD-CLANDULLA FACILITIES	5	0	5	0	5	0	0%		This budget is under review as there are currently no works that are required.
CAP UPGRD-COMMUNITY BLD-BUDGET ONLY	31	0	31	0	31	0	0%		Project scope is currently being reviewed
RURAL HALLS UPGRADE	25	0	25	0	25	0	0%		Project scope is currently being reviewed
KANDOS POOL TILING	250	0	250	0	250	0	0%		Tender documentation being finalised. Works will commence at end of pool season 2016
POOL CLEANER REPLACEMENT	14	0	14	0	14	14	106%		Pool cleaner received - completed
MUDGEES POOL LANE ROPES	12	0	12	0	12	13	104%		Lane ropes received - completed
MUDGEES SHOWGROUNDS - REDEVELOPMENT	34	31	65	0	65	0	0%		Program of works to be compiled and presented to next Showgrounds Committee meeting
GLENWILLOW SPORTS GROUND UPGRADES	42	0	42	0	42	0	0%		Lights upgraded, lighting works complete
GLEN WILLOW CARPARK	30	0	30	0	30	0	0%		Speed humps and lighting to be installed. Works to commence in October 2015
BILLY DUNN CARPARK	43	0	43	0	43	0	0%		This project is planned for February 2016
RYLSTONE SKATE PARK	125	0	125	0	125	0	0%		Designs being drafted.
VICTORIA PARK - GRANDSTAND REPAIRS	7	0	7	0	7	0	0%		Painting work and repair work on louvers to be undertaken by March 2016.

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
VICTORIA PARK UPGRADES	40	0	40	0	40	10	25%	\$10,000 allocated to security cameras has been completed. Proposal to transfer \$30,000 for cricket wicket relocation to Glen Willow will be in the September Quarterly Budget Review.	
PASSIVE PARKS - LANDSCAPING IMPROVEMENTS	5	0	5	0	5	0	0%	Percy Nott rest area gardens to be replanted, works to commence in September 2015	
RED HILL RESERVE - TOURISM DEVELOPMENT INVESTIGATION	230	357	587	0	587	0	0%	Construction work has commenced. Completion currently due in December.	
ROBERTSON PARK ROTUNDA	90	0	90	0	90	0	0%	Project scope is currently being reviewed	
PLAYGROUND EQUIPMENT UPGRADE	73	0	73	0	73	0	0%	Budget removed in July Monthly Report, double up of already allocated budget to Gilbey & George parks.	
SCULPTURES ACROSS THE REGION	30	0	30	0	30	0	0%	Plans progressing with both Rosby Sculptures in the Garden and the Rylstone Wood Symposium.	
AVISFORD RESERVE - CAPITAL	37	0	37	0	37	0	0%	On hold until environmental assessment undertaken in September / October	
LAWSON PARK - LIGHTING	50	0	50	0	50	0	0%	Purchase orders raised, works to commence in October 2015	
NEW PARK - MELTON ROAD	0	20	20	0	20	8	38%	Sign to be ordered and landscaping to be finished.	
PLAYGROUND SHADING PROGRAM	15	0	15	0	15	0	0%	Shade sail will be installed at Gilbey park. Installation scheduled for December	
PATH BINS AND BAG DISPENSERS	10	0	10	0	10	0	0%	Purchase order raised, bins to arrive and be installed October	
PLAYGROUND RUBBER SOFTFALL PROGRAM	60	0	60	0	60	0	0%	Quotes being sought	
PLAYGROUND EQUIPMENT - GILBEY PARK	37	0	37	0	37	0	0%	Project awarded, works to be completed end of October 2015	
PLAYGROUND EQUIPMENT - GEORGE CAMPBELL PARK	37	0	37	0	37	0	0%	Project awarded, works to be completed end of October 2015	

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

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PLAYGROUND - BELLEVUE SALINITY RESERVE	200	0	200	0	200	0	0%	Quotes finalised 28 August, works to commence November 2015
ART GALLERY FACILITY	45	0	45	0	45	0	0%	Discussions continuing with the Cultural Development Committee over possible gallery sites
STREET SCAPE CAPITAL IMPROVEMENTS	13	0	13	0	13	0	0%	New street trees being planted in September
STREETSCAPE IMPROVEMENTS - BELLEVUE ESTATE	10	0	10	0	10	0	0%	Trees to be planted in September
STREETSCAPE - BIN REPLACEMENT PROGRAM	12	0	12	0	12	0	0%	Bin replacement program for CBD bins in all towns. Scope of works being finalised.
STREETSCAPE - TREE PLANTING RYLSTONE/KANDOS	5	0	5	0	5	0	0%	Trees to be planted in September
Total	2,547	674	3,221	0	3,221	150	5%	

Protecting our Natural Environment

RURAL WASTE DEPOT UPGRADES	8	8	16	0	16	9	55%	Provision of upgraded signage to rural waste transfer stations completed.
MUDGEES WASTE DEPOT UPGRADES	32	0	32	0	32	0	0%	Provide access to next area of landfill cell, reseal forecourt and drainage improvements. Cell access has commenced with new access road being constructed.
NEW RECYCLING PLANT	500	0	500	0	500	1	0%	Designs and quotes being obtained to upgrade items of plant, provide a new paper press and create a single stream processing plant.

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
WTS - HOME RULE UPGRADE	30	0	30	0	30	0	0%		Scope of works being finalised. This budget is for asset upgrades like pavement, bins and fencing. Works will commence in September 2015
WTS - LUE UPGRADE	20	0	20	0	20	0	0%		Entry road repairs, repairs to failed concrete and pavement renewal to commence in September 2015
WASTE SITE REHAB - MUDGEE	50	0	50	0	50	0	0%		Project to de-silt and redesign stormwater dam to sediment basin as per EPA licence conditions. Further design works for next landfill cell are ongoing.
WASTE SITE REHAB - WINDEYER	0	0	0	0	0	1	0%		Completed in 2014/15
COMMUNITY RECYCLING CENTRE	69	0	69	0	69	0	0%		Grant funded project to build shed that houses problem waste types. Design and approval process commenced. Works to be completed by March 2016 due to delays with EPA approval requirements.
WASTE SITE REHAB - HOME RULE	50	0	50	0	50	0	0%		Budget to provide capping and vegetation layer to old trench area of the site. Staff are negotiating with the EPA to allow reuse of organic materials from the Mudgee Waste Depot that may result in some delays to this project. A start date will be known once EPA approvals are known.
CULVERT INSTALLATIONS	56	0	56	0	56	34	62%		Culverts are identified and replaced throughout the year.

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

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CAUSEWAY IMPROVEMENTS	60	0	60	0	60	0	0%	The causeway on Bruce road has been identified as the causeway improvement project for 2015/16. Currently Environmental assessments are being undertaken for these works prior to installation of the water main. Once completed the causeway works will be undertaken.
RIFLE RANGE ROAD CULVERT UPGRADE	115	0	115	0	115	0	0%	Consultant selected for detailed design. Design to be complete 30/09/15
DENISON ST DRAINAGE UPGRADE	150	0	150	0	150	0	0%	Scope of works being determined - minimal background info. 2008 Mudgee Local Creek flood study consultant approached.
HORATIO ST DETENTION BASIN	321	0	321	0	321	0	0%	Contracts executed. Contractor to commence with preliminary works.
ENV - PUTTA BUCCA WETLANDS CAPITAL	15	12	27	0	27	0	0%	Awaiting proposed works list from community group. Community notice board sign ordered and will be installed October
WATER NEW CONNECTIONS	135	0	135	0	135	21	16%	Water service connections associated with new development as required.
WATER AUGMENTATION - MUDGEE HEADWORKS	2,535	0	2,535	0	2,535	0	0%	Plant upgrade works required in association with Mudgee growth to be programmed associated with development progress.
WATER AUGMENTATION - WEST MUDGEE EXTENSION	470	12	482	485	967	0	0%	Extension of trunk water main to service Caerleon and surrounding future developments. Tender documentation currently being prepared. Works will be tendered in association with development commencement.
WATER AUGMENTATION - ULAN RD EXTENSION	1,600	0	1,600	0	1,600	0	0%	Extension of trunk water main to service future development. Design works will be undertaken this financial year, with construction to be programmed associated with development commencement.

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

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WATER TELEMETRY - BUDGET ONLY	20	0	20	0	20	0	0%		Replacement of analogue RTUs with digital RTUs for Mudgee water supply outstations. Quotations have been sought.
WATER MAINS - CAPITAL BUDGET ONLY	329	0	329	(149)	180	0	0%		Capital budget only. Proposed allocation to projects in September Quarterly Budget Review including water main renewals in Lynne St, Herbert St, Medley St, Mayne St and Rouse St Gulgong; and, service replacement in Church St associated with road works.
WATER MAINS - CHURCH ST	0	0	0	55	55	0	0%		Proposed budget transfer from capital budget only.
WATER MAINS - BRUCE ROAD	0	126	126	94	220	0	0%		New trunk main to increase level of service to existing South Mudgee customers and provide point of connection for new development. Design and environmental assessment currently underway. Awaiting Federal Government approval of environmental assessment of proposed construction works.
WATER MAINS - GULGONG WTP PROCESS MAIN	21	0	21	0	21	0	0%		Replacement of process watermain scheduled to commence September 2015.
WATER MAINS - SALEYARDS LANE MAIN EXTENSION	80	0	80	0	80	18	23%		Watermain extension 90% complete. Scheduled to be completed September 2015.
WATER PUMP STATION - CAPITAL BUDGET ONLY	66	0	66	0	66	0	0%		Capital budget only. Proposed allocation to projects in September QBR including Gulgong High Lift pump impellor upgrade.
WATER RESERVOIR - FLIRTATION HILL MUDGEE	99	0	99	0	99	0	0%		Replacement of roof hatch and installation of lifting davit has been constructed offsite. Installation scheduled for September 2015.
RAW WATER SYSTEMS RENEWALS	15	0	15	0	15	0	0%		System maintenance requirements currently under review with view to advise renewal priorities in September 2015.

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

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WATER TREATMENT PLANT - RENEWALS	85	0	85	0	85	0	85	0%	Mudgee WTP Clarifier structure remediation currently being investigated.
WATER METERS - BULK	115	0	115	0	115	3	115	3%	Replacement of water meters greater than 15 years old. Program has commenced.
SEWER NEW CONNECTIONS	47	0	47	0	47	0	47	1%	Installation of sewerage service connections associated with new development as required.
SLUDGE DEWATERING MOBILE UNIT	0	42	42	0	42	0	42	0%	Dewatering unit was commissioned in June 2015. Staff training completed in September 2015. Contract practically complete.
SEWER AUGMENTATION - RYLSTONE & KANDOS	515	0	515	0	515	0	515	0%	Land matters associated with Rylstone Kandos Sewerage Augmentation. Awaiting response from proposed STP site land owner.
SEWER AUGMENTATION - MUDGEE	0	24	24	0	24	(4)	24	-15%	Defects liability period for STP construction completed in September 2015 with exception of aerator structures which require rebuild. Remaining budget reserved for contract administration activities.
SEWER TELEMETRY	20	0	20	0	20	0	20	0%	Replacement of analogue RTUs with digital RTUs for Mudgee sewerage outstations. Quotations have been sought.
SEWER MAINS - CAPITAL BUDGET ONLY	6	0	6	(6)	0	0	0	0%	Capital budget only. Proposed allocation to Macquarie Drive project as per below.
SEWER MAINS RELINING	330	0	330	0	330	0	330	0%	Sewer main relining works for 2015/16 completed in August 2015. Currently reviewing CCTV data prior to contract completion.
SEWER MAINS - BELLEVUE TO RIFLE RANGE ROAD	47	0	47	0	47	0	47	0%	Budget associated with developer contributed assets. Remaining invoice to be paid on completion of works.

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SEWER MAINS - RISING MAIN CAERLEON	808	13	821	0	821	0	0%		Sewerage rising main to service Caerleon development. Tender documentation currently being prepared. Works will be tendered in association with development commencement.
SEWER MAINS - BOMBIRA RISING MAIN	35	0	35	0	35	0	0%		Renewal of rising main bridge crossing at Holyoake Bridge. Quotations currently being sought.
SEWER MAINS - SALEYARDS LANE EXTENSION	160	0	160	0	160	28	18%		Extension of sewerage services to Saleyards Lane. Sewer main construction approximately 80% complete. Scheduled for completion in September 2015.
SEWER MAINS - MACQUARIE DRIVE	0	0	0	12	12	0	0%		Proposed budget for gravity main extension.
SEWER PUMP STATION - CAPITAL BUDGET ONLY	69	0	69	0	69	0	0%		Capital budget only. Proposed allocation to the following projects in September QBR: Putta Bucca SPS well conditioner and Gulgong Hospital SPS infiltration rectification works. Gulgong STP effluent pump station pump currently undergoing refurbishment.
SEWER PUMP STATION - FLOW METERING	93	0	93	0	93	0	0%		Installation of flow meters and flow monitoring devices for pump stations and reticulation systems to identify infiltration sources. Quotations being sought.
SEWER PUMP STATION - CAERLEON	304	15	319	0	319	0	0%		Sewage pumping station to service Caerleon development. Tender documentation currently being prepared. Works will be tendered in association with development commencement.
DECOMMISSION MUDGEES STP PUTTA BUCCA	183	47	230	0	230	26	11%		Demolition works complete. Consultant currently undertaking assessment to advise works required to decrease ongoing potential contamination management requirements.

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SEWER TREATMENT WORKS - RENEWALS	45	0	45	0	45	0	0%		Plant maintenance requirements currently under review with view to advise renewal priorities in September 2015.
Total	9,708	298	10,007	491	10,497	139	1%		

Building a Strong Local Economy

CUDGEGONG WATERS AMENITIES	140	0	140	0	140	0	0%		Project scope is currently being reviewed
RYLSTONE CARAVAN PARK - CAPITAL	15	0	15	0	15	0	0%		Toilet partitions and lighting to be replaced in the male and female toilets along with other works including ceiling painting. Scheduled for completion by June 2016.
SALEYARDS - POST AND RAIL REPLACEMENT	10	0	10	0	10	0	3%		Ongoing replacement of aging posts and this will continue throughout the year.
SALEYARDS - PARKING AREA ROAD WORKS	0	0	0	0	0	1	0%		Completed 2014/15.
PROPERTY - KANDOS SURPLUS LAND BLOCKS	5	0	5	0	5	0	6%		45 Dunn St a transfer to Kids & Carers Support Group Kandos/Rylstone - settlement took place 4/9/2015 - Matter complete. 1535 Bylong Valley Way - settlement took place 31/7/2015 - proceeds of \$22,000 received - Matter complete.
PROPERTY - EX SALEYARDS STAGE I	0	20	20	0	20	30	149%		Budget allocated to make land ready for sale, however sale will be dependent on an improvement in the market for residential land. A budget variation will be proposed in the September Quarterly Budget Review.
COMMERCIAL PROP - PRESCHOOL FACILITY	162	26	188	0	188	40	21%		Building nearing completion. All internal works now finished. Landscaping and carpark still to be completed. Building

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									scheduled for handover first week in November.
KANDOS POOL COTTAGE CAPITAL	11	0	11	0	11	0	0%		Project scope is currently being reviewed
Total	343	46	389	0	389	72	18%		

Connecting our Region

URBAN RESEALS - HENBURY AVE KANDOS SEG 20	9	0	9	0	9	0	0%		Final seal planned for February 2016
URBAN RESEALS - CHURCH ST MUDGEE SEG 70,80,90	55	0	55	0	55	0	0%		Final seal planned for February 2016
URBAN RESEALS - FITZGERALD ST RYLSTONE SEG 10	12	0	12	0	12	0	0%		Final seal planned for February 2016
URBAN RESEALS - HERBERT STREET	9	0	9	0	9	0	0%		Reseal Planned for February 2016
URBAN RESEALS - DANGAR ST KANDOS SEG 10	16	0	16	0	16	0	0%		Reseal Planned for February 2016
URBAN RESEALS - PERRY ST MUDGEE SEG 60	32	0	32	0	32	0	0%		Reseal Planned for February 2016
URBAN RESEALS - COURT ST MUDGEE SEG 50	17	0	17	0	17	0	0%		Reseal Planned for February 2016
URBAN RESEALS - LAHY CT MUDGEE SEG 10	14	0	14	0	14	0	0%		Reseal Planned for February 2016
URBAN RESEALS - TIP ROAD GULGONG SEG 10	11	0	11	0	11	0	0%		Reseal Planned for February 2016
URBAN RESEALS - GEORGE ST MUDGEE SEG 40	18	0	18	0	18	0	0%		Reseal Planned for February 2016
URBAN RESEALS - DENISON ST MUDGEE SEG 200	6	0	6	0	6	0	0%		Reseal Planned for February 2016
URBAN RESEALS - JULIA CT MUDGEE SEG 10	11	0	11	0	11	0	0%		Reseal Planned for February 2016
URBAN RESEALS - REDBANK ROAD SEG 10, 20, 40	26	0	26	0	26	0	0%		Reseal Planned for February 2016

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URBAN RESEALS - MEDLEY ST GULGONG SEG 10	8	0	8	0	8	0	0%		Reseal Planned for February 2016
URBAN RESEALS - LYNNE ST GULGONG SEG 30,40,50	18	0	18	0	18	0	0%		Reseal Planned for February 2016
URBAN RESEALS - BRAEBURN PL MUDGEES SEG 10	4	0	4	0	4	0	0%		Reseal Planned for February 2016
URBAN RESEALS - MARKET STREET	15	0	15	0	15	0	0%		Reseal Planned for February 2016
URBAN RESEALS - GRATHLYN ST MUDGEES SEG 10	4	0	4	0	4	0	0%		Reseal Planned for February 2016
URBAN RESEALS - HAVILAH TERRACE MUDGEES SEG 10, 20	10	0	10	0	10	3	31%		Kerb and gutter repairs have been carried out in preparation for the reseal Planned for February 2016
URBAN RESEALS - WANDOONA CT MUDGEES SEG 10	8	0	8	0	8	0	0%		Reseal Planned for February 2016
URBAN RESEALS - DAVIDSON ST GULGONG SEG 20	3	0	3	0	3	0	0%		Reseal Planned for February 2016
URBAN RESEALS - BASKERVILLE DR MUDGEES SEG 10	12	0	12	0	12	0	0%		Reseal Planned for February 2016
URBAN RESEALS - DEWHURST DR MUDGEES SEG 10, 20	41	0	41	0	41	0	0%		Reseal Planned for February 2016
RESEAL - HENRY BAYLEY DRIVE SEG 40	5	0	5	0	5	0	0%		Reseal Planned for February 2016
RESEAL - LEWIS STREET SEG 90	17	0	17	0	17	0	0%		Reseal Planned for February 2016
URBAN RESEALS - DENISON STREET	65	0	65	0	65	0	0%		Currently discussing scope of works with residents, prep work will be carried out prior to reseal in February 2016.
URBAN ROADS KERB & GUTTER CAPITAL	23	0	23	0	23	12	50%		Kerb and gutter projects have commenced, Inglis street works are completed. The remaining works will be undertaken throughout the year.

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FAIRY DALE LANE UPGRADE	2,877	301	3,178	0	3,178	365	11%	Works are progressing on Saleyards Lane, the stormwater is almost complete and the pavement works are in progress. The power pole relocations have been completed. Services for the sub division (water, sewer and conduits for power and telecommunications) are in progress, however this has caused some disruption to the pavement works. The buildings have been removed from Fairydale Lane and now soil testing will be undertaken to determine the extent of remediation required.	
REHAB - KELLET DR MUDGEE	80	0	80	0	80	0	0%	This project will be undertaken as part of the heavy patching program planned for January 2016.	
REHAB - CHURCH ST SEG 100	115	0	115	0	115	0	0%	Works are planned for January / February 2016.	
REHAB - DANGAR ST KANDOS	62	0	62	0	62	0	0%	Drainage improvement and kerb and gutter works planned for October 2015.	
REHAB - JACQUES/DANGAR ST KANDOS	2	22	23	0	23	0	0%	These works will be undertaken between October and November 2015	
REHAB - JACQUES/RODGERS ST KANDOS	2	18	19	0	19	0	0%	These works will be undertaken between October and November 2015	
REHAB - FIRST ST MUDGEE SEG 10	0	22	22	0	22	0	0%	Revote proposed to undertake the repairs to the pavement where water is ponding. These works are planned in November 2015.	
REHAB - FITZGERALD ST RYLSTONE SEG 10	0	26	26	0	26	0	0%	Drainage works will commence in September in response to residents' concerns about the steep table drain.	
REHAB - CUDGEGONG RD EVANS CROSSING	0	0	0	0	0	61	0%	The culvert installation and road reconstruction is complete. Modifications to the stream channel, removal of the temporary detour road and site clean-up are underway.	

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RESHEETING - URBAN ROADS	14	0	14	0	14	7	50%		These works will progress throughout the year.
LEWIS & MORTIMER STREET INTERSECTION	186	0	186	0	186	0	0%		The design works and consultation will commence in September with works being undertaken in December 2015 / January 2016 during the school holidays.
SEALING MAINTAINED LANES IN GULGONG CBD	45	0	45	0	45	0	0%		Preparation works will be undertaken prior to sealing in February 2016.
FAIRYDALE LANE LAND MATTERS CAPITAL	0	114	114	0	114	0	0%		Buildings now demolished
URBAN ROADS LAND MATTERS CAPITAL	21	7	28	0	28	0	0%		Industrial Avenue - progression of 2005 matter -purchase of closed road by adjoining owner - updated valuation received.
RURAL RESEAL - MAGPIE LN SEG 30, 40, 10, 20	132	0	132	0	132	13	10%		The preparation works are completed. Reseal planned for October / November 2015.
RURAL RESEAL - SPRING FLAT RD SEG 10	50	0	50	0	50	0	0%		Preparation works will be undertaken prior to reseal in October / November 2015.
RURAL RESEAL - NARRANGO RD SEG 30	30	0	30	0	30	0	0%		Preparation works will be undertaken prior to reseal in October / November 2015.
RURAL RESEAL - TIP ROAD MUDGEES SEG 10	13	0	13	0	13	0	0%		Preparation works will be undertaken prior to reseal in October / November 2015.
RURAL RESEAL - YARRABIN RD SEG 140	40	0	40	0	40	2	6%		Preparation works will be undertaken prior to reseal in October / November 2015.
RURAL RESEAL - YARRABIN RD SEG 20, 30, 40	102	0	102	0	102	1	1%		Preparation works will be undertaken prior to reseal in October / November 2015.
RURAL RESEAL - WINDEYER RD SEG 140, 150	82	0	82	0	82	0	0%		Preparation works will be undertaken prior to reseal in October / November 2015.
RURAL RESEAL - BLACK SPRINGS RD SEG 30, 40, 50	86	0	86	0	86	19	22%		Preparation works will be undertaken prior to reseal in October / November 2015.
RURAL RESEAL - BOCOBLE RD SEG 10, 20	118	0	118	0	118	0	0%		Preparation works currently in progress prior to reseal in October / November 2015.
RURAL RESEAL - LUE ROAD SEG 350	59	0	59	0	59	0	0%		Heavypatching program is planned for early 2016.

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HEAVY PATCHING BUDGET	104	0	104	0	104	2	2%	The heavy patching program is planned for early 2016.
RURAL REHAB - LUE ROAD SEG 80 -90	62	0	62	0	62	4	6%	The final seal will be undertaken in November 2015.
RURAL REHAB - NARRANGO RD SEG 20	300	0	300	0	300	0	0%	The REF for this project is being developed and construction is planned for October 2015.
RURAL REHAB - LUE RD PART SEG 190, 180	524	0	524	0	524	0	0%	The project is currently being scoped for environmental assessments to be carried out. Construction works are planned to commence in December 2015 with completion in March 2016.
FUTURE YRS REFS - BUDGET ONLY	5	0	5	0	5	0	0%	REF's completed as required.
RURAL SEALED ROAD LAND MATTERS	15	5	20	0	20	2	8%	Henry Lawson Drive at Home Rule Bridge matter (2004-2005) - Road closure Application now lodged with Crown
RURAL SEALED REGIONAL ROAD REPAIR PROGRAM	800	0	800	0	800	9	1%	The repair project this year is for the replacement of McDonalds Creek Bridge. A tender is currently in progress for the replacement of four bridges this year which closes in September. Following evaluation a recommendation will be put to Council in October 2015.
REHAB COPE ROAD UPGRADE BUDGET ONLY	2,844	0	2,844	0	2,844	0	0%	Budget Only Item. Budgets need to be allocated to 2015/16 projects.
BLACKSPOT LUE ROAD SHOULDER WIDENING	1,147	0	1,147	0	1,147	7	1%	The REFs are being developed for these projects. The first of the 4 Blackspot funded projects, which is Milroy, will commence in September 2015.
REHAB COPE ROAD UPGRADE - MILESTONE 1	0	0	0	0	0	1	0%	Practically completed in 2014/15. Linemarking outstanding.

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
REHAB COPE ROAD UPGRADE - MILESTONE 2	0	0	0	0	0	3	0	0%	Construction is progressing towards Ulan in accordance with the program. The next 1km section of rehabilitation and widening will be sealed in September.
REHAB COPE ROAD UPGRADE - MILESTONE 3	0	0	0	0	0	211	0	0%	Works in milestone 3 are on program to be completed in Christmas 2015.
REG RESEAL - HILL END RD/CASTLEREAGH HWY INTERSECTION	100	0	100	0	100	0	0	0%	Drainage improvements will be carried out as part of this project. These will commence in September with the heavy patching works planned for October 2015 in conjunction with the state roads heavy patching program.
REG RESEAL - BYLONG VALLEY WAY SEG 2225 TO 2260	351	0	351	0	351	25	7	7%	Reseal will be undertaken in October / November 2015.
RURAL SEALED REGIONAL ROAD LAND MATTERS CAPITAL	17	0	17	0	17	0	0	0%	Submission received for road realignment formalisation on Cope Road at Jos Davis Bridge (that occurred in 1960's) received in July 2015 - investigations to occur and then report to Council in October 2015.
WIDEN AND SEAL MT VINCENT ROAD HILL	100	0	100	0	100	4	4	4%	The scope of works is being confirmed.
RESHEETING - BUDGET ONLY	1,443	0	1,443	0	1,443	255	18	18%	Works have commence and will continue throughout the year in conjunction with the grading program.
MURRAGAMBA RD - REALIGNMENT	0	291	291	0	291	81	28	28%	The Murragamba Road project has been completed and the final claim has been submitted.
UNSEALED ROADS LAND MATTERS CAPITAL	5	0	5	0	5	0	0	0%	Quarry Road - preliminary investigations continuing.
SEAL EXTENSION - WOLLAR ROAD	10,270	0	10,270	0	10,270	1	0	0%	The tender for the design is currently in progress. Following evaluation a recommendation will be put to Council in October 2015.

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
GREEN GULLY BRIDGE	652	0	652	0	652	9	1%	Survey and the geotechnical investigation have been completed. A tender is currently in progress for the replacement of four bridges this year which closes in September. Following evaluation a recommendation will be put to Council in October.	
BUTTER FACTORY BRIDGE	630	0	630	0	630	10	2%	Survey and the geotechnical investigation have been completed. A tender is currently in progress for the replacement of four bridges this year which closes in September. Following evaluation a recommendation will be put to Council in October.	
CORICUDGY ROAD BRIDGE - REPAIR	53	0	53	0	53	0	0%	A design was completed in 2014/15. Bridge repairs are planned for December 2015.	
STONEY CREEK BRIDGE	820	0	820	0	820	0	0%	A tender is currently in progress for the replacement of four bridges this year which closes in September. Following evaluation a recommendation will be put to Council in October.	
ULAN ROAD STRATEGY	792	0	792	0	792	15	2%	This budget is for the maintenance works and will be undertaken throughout the year.	
ULAN ROAD STRATEGY - CAPITAL BUDGET ONLY	4,558	0	4,558	0	4,558	0	0%	This budget will be distributed between the 2015/16 Ulan Road projects.	
ULAN ROAD - MIDBLOCK 19.999 TO 22.215	0	0	0	0	0	2	0%	Works completed in 2014/15	
ULAN ROAD - WOLLAR RD INTERSECTION	0	0	0	0	0	8	0%	The buckaroo intersection was completed in 2014/15. The pavement repairs and asphalt will be undertaken this year. The works to Mt Pleasant / George Campbell are in progress and are planned to be sealed in September	
ULAN ROAD - MT PLEASANT LN TO BUCKAROO LN	0	0	0	0	0	96	0%	Intersection upgrade works are nearing completion, completion programmed for October 2015.	

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	PROPOSED ANNUAL BUDGET	%	COMMENT
ULAN ROAD - WATTLEGROVE LN TO MIDBLOCK 19.999	0	0	0	0	0	3	0%		Design is completed following relocation of the culverts.
ULAN ROAD - WYALDRA LN TO QUARRY ENTRANCE 27.783	0	0	0	0	0	24	0%		Survey works completed in preparation for construction works to commence late 2015/16.
ULAN ROAD - WINCHESTER CRES TO MIDBLOCK 31.106	0	0	0	0	0	242	0%		Works are focused in the section from the overtaking lane to north of Winchester Cres. Earthworks for the widening and pavement reconstruction is well advance in the first km from Winchester Crescent with completion expected in late October.
FOOTWAYS - CAPITAL BUDGET ONLY	120	0	120	0	120	10	8%		This year's footpath project will be determined using the PAMP.
PEDESTRIAN - GLEN WILLOW WALKWAY	50	0	50	0	50	48	97%		Majority of works completed
GULGONG WALKWAY	80	0	80	0	80	0	0%		It is the intention that the footpath be constructed along Herbert Street, however there are environmental and technical constructability challenges in this location.
PEDESTRIAN - RYLSTONE PEDESTRIAN BRIDGE	0	142	142	0	142	0	0%		Project validity subject to sourcing additional funding
ROBERTSON PARK PATHWAY	10	0	10	0	10	0	0%		Works commenced 31 August 2015
AIRPORT - APPROACH LIGHTS	0	49	49	0	49	0	0%		Completed and waiting for CASA approval
AIRPORT - TERMINAL EXTENSION	220	74	294	0	294	0	0%		Building works commenced and expected to be completed in October 2015.
AIRPORT - CAPITAL UPGRADES	0	99	99	0	99	4	4%		Connection of sewer to terminal building to be completed in October 2015.
AIRPORT - REALIGN AIRPORT ENTRY	0	17	17	0	17	13	81%		Completed
Total	30,653	1,184	31,837	0	31,837	1,571	5%		

Good Government

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	% PROPOSED ANNUAL BUDGET	COMMENT
CORPORATE BUILDINGS UPGRADE BUDGET ONLY	12	0	12	0	12	0	0%	Project scope is currently being reviewed
OLD POLICE STATION UPGRADE	10	0	10	0	10	1	6%	Project scope is currently being reviewed
TELEPHONE SYSTEM - VOIP	118	0	118	0	118	0	0%	Planning and requirements sent to Telstra
IT CORPORATE SOFTWARE	230	0	230	0	230	0	0%	Fibre link project underway with under boring works
SERVER RECONFIGURATION	32	0	32	0	32	0	0%	Technical requirements being identified
ASSET MANAGEMENT SYSTEM UPGRADES	0	24	24	0	24	0	0%	Additional modules and support for the AMS to be determined in second quarter to assist in remote data collection
PLANT PURCHASES	3,692	0	3,692	0	3,692	138	4%	Specification and tenders to be released in October and plant purchases below the tender threshold to be quoted throughout the year.
MUDGEES DEPOT CAPITAL WORKS	191	0	191	0	191	0	0%	Project scope is currently being reviewed
RYLSTONE DEPOT CAPITAL WORKS	67	0	67	0	67	0	0%	Plans being drawn up for this work that includes new amenities block attached to the existing lunch room. Work to commence in October with a completion date expected by February 2016.
Total	4,352	24	4,375	0	4,375	139	3%	

Total Capital Works Program

47,603	2,226	49,829	491	50,319	2,070	4%
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9.9 Community Grants Program Applications - Quarter 2

REPORT BY THE FINANCIAL ACCOUNTANT
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, FIN300122

RECOMMENDATION

That Council:

1. receive the report by the Financial Accountant on the Community Grants Program Applications - Quarter 2;
2. provide financial assistance to the following applicants in accordance with the criteria and guidelines of the Community Grants Program Policy, subject to those requirements being met;

Mudgee Chamber of Commerce	\$ 8,000
1st Mudgee Scout Group	\$ 5,075
Mudgee Baptist Church	\$ 8,000
Cudgegong Valley Pioneer Vehicle Club	\$ 1,423
Gulgong Show Society	\$ 3,000
Gulgong High School - Survivor Life Skills	\$ 2,500
Wildlife Carers Network Central West Inc.	\$ 2,000
Henry Lawson Society of NSW Inc.	\$ 1,000
Mudgee PCYC	\$ 850
Mudgee Triathlon Club	\$ 1,600
Sport and Recreation	\$ 1,232

Executive summary

This report considers requests for financial assistance under Council's Community Grants Program Policy.

Disclosure of Interest

Nil.

Detailed report

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

Scoring Matrix



Mudgee Chamber of Commerce

- 3** ★★★★★
Benefits and link to the community plan
- 3** ★★★★★
Amount of resident participation
- 3** ★★★★★
Consultation and collaboration with other local groups
- 2** ★★★
Capacity to deliver the program or project

The Chamber represents and supports the business community of Mudgee by providing timely business information, as well as providing a proactive voice with government and associated corporate agencies.

The Chamber requested \$20,000 in financial assistance to support the ongoing running expenses, including; but not limited to the costs of increased administration support, regular networking events and major functions.

RECOMMENDATION **\$8,000**

Link to Community Plan: Strategy 3.1.1 Support the attraction and retention of a diverse range of businesses and industries.

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

Link to Community Plan: Strategy 3.2.1 Promote the Region as a great place to live, work, invest and visit.

1st Mudgee Scout Group

- 3** ★★★★★
Benefits and link to the community plan
- 2** ★★★
Amount of resident participation
- 3** ★★★★★
Consultation and collaboration with other local groups
- 3** ★★★★★
Capacity to deliver the program or project

1st Mudgee Scout Group strives to assist all young people in our community to develop and achieve well beyond their personal best using leadership and age appropriate programs.

Scouts are about to embark on a yearlong training program for both volunteer adult and youth leaders, this training will enable them to provide a wide variety of activities including certificates in leadership, S10 adventurous activities, specialist electives (disability, bullying campfire, finance & WHS). They requested \$5,075.

RECOMMENDATION **\$5,075**

Link to Community Plan: Strategy 1.4.1 Support programs which strengthen the relationships between the range of community groups.

Link to Community Plan: Strategy 1.1.4 Work with key partners and the community to reduce crime, anti-social behaviours and improve community safety.

Mudgee Baptist Church

3 ★★★★★
Benefits and link to the community plan

2 ★★★
Amount of resident participation

3 ★★★★★
Consultation and collaboration with other local groups

3 ★★★★★
Capacity to deliver the program or project

Mudgee Baptist Church are conducting a Youth and Children's Support program which aims to increase the capacity for the provision of safe, accessible and affordable services to families in the Mid-Western community.

The current services include vacation care to approximately 70-80 children per term, after school programs to approximately 70-80 children and youth activities and events, all of which have been steadily growing in numbers.

Mudgee Baptist Church have requested between \$15,000 and \$25,000 in funding towards the following enhancements; improved outdoor areas, subsidised events and sports equipment.

RECOMMENDATION \$8,000

Link to Community Plan: Strategy 1.1.4 Work with key partners and the community to reduce crime, anti-social behaviour and improve community safety.

Link to Community Plan: Strategy 1.3.1 Provide infrastructure and services to cater for the current and future needs of our Community.

Link to Community Plan: Strategy 1.4.1 Support programs which strengthen the relationships between the range of community groups.

Link to Community Plan: Strategy 1.1.1 Maintain the provision of high quality, accessible community services that meet the needs of our community.

Cudgong Valley Pioneer Vehicle Club

2 ★★★
Benefits and link to the community plan

2 ★★★
Amount of resident participation

3 ★★★★★
Consultation and collaboration with other local groups

3 ★★★★★
Capacity to deliver the program or project

Cudgong Valley Pioneer Vehicle Club was established in 1974 as a club for classic vehicles enthusiasts to encourage the restoration and maintenance of vehicles and promote heritage motoring in the Mid-Western region.

A waiver on Council rates and charges, a total amount of \$1,423, will greatly increase the capacity of the Club to fulfil its aims and activities for the benefit not only of its increasing membership but also in the community.

RECOMMENDATION \$1,423

Link to Community Plan: Strategy 1.4.1 Support programs which strengthen the relationships between the range of community groups.

Gulgong Show Society Inc.

- 3** ★★ ★ *Benefits and link to the community plan*
- 3** ★★ ★ *Amount of resident participation*
- 3** ★★ ★ *Consultation and collaboration with other local groups*
- 2** ★★ *Capacity to deliver the program or project*

The Gulgong Show Society Inc. is requesting \$5,000 in financial assistance for their 2017 annual show. In the past, Council has donated the amount of \$3,000.

RECOMMENDATION \$3,000

Link to Community Plan: Strategy 1.4.3 Provide equitable access to a range of places and spaces for all in the Community.

Link to Community Plan: Strategy 1.4.1 Support programs which strengthen the relationships between the range of community groups.

“Survivor Life Skills” – Auspiced by Gulgong High School

- 2** ★★ *Benefits and link to the community plan*
- 3** ★★ ★ *Amount of resident participation*
- 2** ★★ *Consultation and collaboration with other local groups*
- 3** ★★ ★ *Capacity to deliver the program or project*

“Survivor Life Skills” program is targeted to High Schools and Primary Schools in our local region. This program aims to educate students finance literacy skills, interview employment, career skills and life skills not covered in the school curriculum. Gulgong High School have requested \$2,500 in financial assistance.

RECOMMENDATION \$2,500

Link to Community Plan: Strategy 3.3.2 Build strong linkages with institutions providing education, training and employment pathways in the region.

Link to Community Plan: Strategy 3.1.2 Encourage the development of skilled and flexible workforce to satisfy local industry and business requirements.

Link to Community Plan: Strategy 1.4.1 Support programs which strengthen the relationships between the range of community groups.

Wildlife Carers Network Central West Inc.

- 2 ★★
Benefits and link to the community plan
- 3 ★★★
Amount of resident participation
- 1 ★
Consultation and collaboration with other local groups
- 2 ★★
Capacity to deliver the program or project

Wildlife Carers Network are the only group licenced to rescue, rehabilitate and release wildlife in the Mid-Western region. During the last year, Wildlife Carers Network have received over 700 calls for rescues from residents in our region – resulting in many rescued animals rehabilitated and realised back into the area they were rescued.

Wildlife Carers Network are planning to initiate a project to develop the network for sustainable future. Their request is for \$2,500 financial assistance.

RECOMMENDATION \$2,000

Link to Community Plan: Strategy 2.3.3 Support programs that create environmental awareness and promote sustainable living.

Henry Lawson Society of NSW Inc.

- 3 ★★★
Benefits and link to the community plan
- 2 ★★
Amount of resident participation
- 0
Consultation and collaboration with other local groups
- 2 ★★
Capacity to deliver the program or project

The Henry Lawson Society of NSW runs an annual literary award event which is held over the June long weekend.

The Henry Lawson Society are requesting financial assistance of \$2,000 which will be used towards the expenses occurred throughout this event.

RECOMMENDATION \$1,000

Link to Community Plan: Strategy 1.4.2 Support arts and cultural development across the Region.

Link to Community Plan: Strategy 1.4.1 Support programs which strengthen the relationships between the range of community groups.

Mudgee PCYC

2 ★★*Benefits and link to the community plan***1** ★*Amount of resident participation***3** ★★★*Consultation and collaboration with other local groups***1** ★*Capacity to deliver the program or project*

Mudgee PCYC Youth Moto workshops aim to equip young people in the Mid-Western region with practical, mechanical skills and knowledge to assist in obtaining long term employment or further formal education.

Mudgee PCYC also aims to reduce crime committed by, and against, young people – this will be done by way of local police presence at the youth moto workshops, it is anticipated that local police and youth will be able to establish a good rapport and build trust. Although workshops will only be offered in Kandos initially, an additional workshop in Mudgee is already being considered with further expressions of interest being received from residents of Gulgong and Rylstone. Their request was for \$1,700 - \$7,000.

RECOMMENDATION \$850.00

Link to Community Plan: Strategy 1.1.4 Work with key partners and the community to reduce crime, anti-social behaviour and improve community safety.

Link to Community Plan: Strategy 3.3.1 Support projects that create new jobs in the region and help to build a diverse and multi-skilled workforce.

Mudgee Triathlon Club

2 ★★*Benefits and link to the community plan***2** ★★*Amount of resident participation***2** ★★*Consultation and collaboration with other local groups***3** ★★★*Capacity to deliver the program or project*

Mudgee Triathlon Club are a not-for-profit organisation run entirely by volunteers, they hold seven club races at the Mudgee pool, including hosting a race in the Central West Interclub Triathlon series.

Mudgee Triathlon Club have requested Council's consideration to waive participant pool entry fees which are estimated to be approximately \$800 per season, and pool hire fees at \$1200 (total request \$2,000).

RECOMMENDATION \$1,600

Link to Community Plan: Strategy 1.1.3 Support networks, programs and facilities which promote health and wellbeing and encourage healthy lifestyles.

Sport and Recreation

3 ★★ ★★
Benefits and link to the community plan

Mudgee Cricket Association will deliver Cricket skills and modified games sessions to young people and adults with a disability over an eight week period.

1 ★
Amount of resident participation

3 ★★ ★★
Consultation and collaboration with other local groups

The program aims to provide people with a disability with more opportunities to be physically active. The funding request was for \$1,232.

3 ★★ ★★
Capacity to deliver the program or project

RECOMMENDATION

\$1,232

Link to Community Plan: Strategy 1.1.3 Support networks, programs and facilities which promote health and wellbeing and encourage healthy lifestyles.

Link to Community Plan: Strategy 1.4.1 Support programs which strengthen the relationships between the range of community groups.

Community Plan implications

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

Financial implications

Funding of \$185,165 is provided in the Operational Plan for Financial Assistance. \$79,300 has already been allocated, leaving a balance of \$105,869.

Should Council approve the recommendations provided in this report, totalling \$34,680, a balance of \$71,189 will remain.

TRISH ELSEGOOD
FINANCIAL ACCOUNTANT

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

19 September 2016

- Attachments:*
1. Mudgee Chamber of Commerce. (separately attached)
 2. 1st Mudgee Scout Group. (separately attached)
 3. Mudgee Baptist Church. (separately attached)
 4. Cudgegong Valley Pioneer Vehicle Club. (separately attached)
 5. Gulgong Show Society Inc. (separately attached)
 6. "Survivor Life Skills Program" - Auspiced by Gulgong High School. (separately attached)
 7. Wildlife Carers Network Central West Inc. (separately attached)
 8. Henry Lawson Society of NSW Inc. (separately attached)
 9. Mudgee PCYC. (separately attached)
 10. Mudgee Triathlon Club. (separately attached)

11. Sport and Recreation. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.10 Monthly Statement of Investment and Bank Balances as at 31 August 2016

REPORT BY THE MANAGER, FINANCIAL PLANNING
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, FIN300053

RECOMMENDATION

That Council:

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

Executive summary

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

Disclosure of Interest

Nil.

Detailed report

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

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

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

Community Plan implications

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

Financial implications

Not applicable.

NEIL BUNGATE
MANAGER, FINANCIAL PLANNING

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

28 September 2016

Attachments:

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

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Attachment 1

For the month ended:

31-Aug-16

Bank Account	Opening Balance	Receipts	Payments	Closing Balance	Overdraft Limit
National Australia Bank (Corporate Cheque Account) \$	61,261	\$23,112,064	\$ 22,932,778	\$ 240,546	\$ 700,000

The bank balances have been reconciled to the General Ledger as at 31/08/2016

Investments	Type	Amount \$'000	Yield %	Maturity Date	Term
National Australia Bank	At Call	4,211	1.80%	NA	At Call
National Australia Bank	Term Deposit	1,000	3.00%	15/02/2017	364
National Australia Bank	Term Deposit	2,000	3.00%	5/10/2016	217
National Australia Bank	Term Deposit	1,000	3.15%	26/10/2016	210
National Australia Bank	Term Deposit	1,000	3.15%	16/11/2016	210
National Australia Bank	Term Deposit	2,000	3.00%	23/11/2016	203
National Australia Bank	Term Deposit	1,500	3.03%	21/12/2016	217
National Australia Bank	Term Deposit	1,600	2.92%	5/07/2017	364
St George Bank	Term Deposit	2,000	2.90%	7/09/2016	203
St George Bank	Term Deposit	2,500	2.83%	28/09/2016	212
St George Bank	Term Deposit	1,000	2.95%	12/10/2016	217
St George Bank	Term Deposit	500	2.90%	19/10/2016	217
St George Bank	Term Deposit	1,000	3.05%	26/10/2016	210
St George Bank	Term Deposit	1,300	3.12%	9/11/2016	217
St George Bank	Term Deposit	2,000	3.00%	30/11/2016	210
St George Bank	Term Deposit	1,500	2.85%	25/01/2017	231
St George Bank	Term Deposit	1,000	2.75%	12/04/2017	224
St George Bank	Term Deposit	500	2.75%	12/04/2017	224
Bankwest	Term Deposit	1,500	2.90%	21/09/2016	210
Bankwest	Term Deposit	2,000	2.70%	14/12/2016	210
Bankwest	Term Deposit	1,500	2.54%	29/03/2017	217
Bankwest	Term Deposit	1,000	2.53%	26/04/2017	245
ANZ	Term Deposit	1,000	2.86%	14/09/2016	203
AMP	Term Deposit	1,000	2.90%	4/01/2017	189
AMP	Term Deposit	2,000	2.85%	8/02/2017	189
AMP	Term Deposit	1,000	2.95%	15/03/2017	210
AMP	Term Deposit	1,000	2.95%	5/04/2017	217
Suncorp Metway	Term Deposit	2,000	2.50%	8/03/2017	208
Suncorp Metway	Term Deposit	1,500	2.55%	22/03/2017	209
Bank of Queensland	Term Deposit	1,300	3.10%	19/10/2016	224
Bank of Queensland	Term Deposit	800	3.00%	4/01/2017	224
Bank of Queensland	Term Deposit	2,000	3.00%	1/02/2017	224
Bank of Queensland	Term Deposit	800	2.75%	22/02/2017	203
Bendigo & Adelaide Bank	Term Deposit	1,500	2.85%	2/11/2016	364
ING Bank	Term Deposit	1,500	3.10%	1/03/2017	364
Beyond Bank	Term Deposit	1,500	3.00%	11/01/2017	224
Beyond Bank	Term Deposit	1,500	3.00%	18/01/2017	231
Newcastle Permanent	Term Deposit	1,500	2.80%	22/02/2017	196
Peoples Choice C/Union	Term Deposit	1,500	2.91%	7/12/2016	203
MyState Bank	Term Deposit	1,000	2.70%	29/03/2017	217
Family First Credit Union	Term Deposit	500	3.00%	25/01/2017	224
Total Investments		58,511			

Attachment 2

MWRC Policy Requirements:

Investments by Institution	Long/Short Term Ratings	Amount \$'000	% of Portfolio	
			Actual	Policy Limit
National Australia Bank	AA-/A-1+	14,311	24%	25%
Bankwest	AA-/A-1+	6,000	10%	25%
St George Bank	AA-/A-1+	13,300	23%	25%
ANZ	AA-/A-1+	1,000	2%	25%
AMP	A+/A-1	5,000	9%	15%
Suncorp Metway	A+/A-1	3,500	6%	15%
Bank of Queensland	A-/A-2	4,900	8%	10%
Bendigo & Adelaide Bank	A-/A-2	1,500	3%	10%
ING Bank	A-/A-2	1,500	3%	10%
Beyond Bank	BBB+/A-2	3,000	5%	10%
Members Equity Bank	BBB+/A-2	-	0%	10%
Newcastle Permanent	BBB+/A-2	1,500	3%	10%
Peoples Choice C/Union	BBB+/A-2	1,500	3%	10%
MyState Bank	BBB/A-2	1,000	2%	10%
Family First Credit Union	Unrated	500	1%	10%
		58,511	100%	

Investments by S&P Rating	Short Term Rating	Amount \$'000	% of Portfolio	
			Actual	Limit
Direct Securities	A-1+	34,611	59%	100%
	A-1	8,500	15%	60%
	A-2	14,900	25%	30%
	A-3	-	0%	20%
	Unrated	500	1%	10%
		\$ 58,511	100%	

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

Term to Maturity	Amount \$'000	Actual	% of Portfolio	
			Minimum	Maximum
Less than 1 year	58,511	100%	40%	100%
Between 1 and 3 years	-	0%	0%	60%
Between 3 and 5 years	-	0%	0%	50%
More than 5 years	-	0%	0%	25%
	58,511	100%		

Attachment 3

Monthly Investment Portfolio Activity:

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

Bank Accounts	Opening Balance \$'000	Redeemed Balance \$'000	Re-invested Balance \$'000	Change in interest rate	Change in Term (days)	New Term Rate
National Australia Bank	2,153		4,211	-0.25%	0	1.80%
Bank of Queensland	800		800	-0.35%	0	2.75%
AMP	1,500		2,000	-0.15%	7	2.85%
Members Equity Bank	1,500	1,500		Redeemed		
Newcastle Permanent			1,500	New Deposit		2.80%
Suncorp Metway			2,000	New Deposit		2.50%
Bankwest	1,000	1,000		Redeemed		
AMP	1,000		1,000	-0.05%	21	2.95%
Bankwest	1,500		1,500	-0.36%	21	2.54%
Bankwest			1,000	New Deposit		2.53%
MyState Bank	1,000		1,000	-0.38%	14	2.70%
Suncorp Metway			1,500	New Deposit		2.55%
St George Bank	1,000		1,000	-0.15%	28	2.75%
St George Bank			500	New Deposit		2.75%
AMP			1,000	New Deposit		2.95%
	11,453		19,011			
Investment Portfolio Movement	7,558	Addition				

9.11 Monthly Statement of Investment and Bank Balances as at 30 September 2016

REPORT BY THE MANAGER, FINANCIAL PLANNING
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, FIN300053

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Financial Planning on the Monthly Statement of Investment and Bank Balances as at 30 September 2016; and**
2. **note the certification of the Responsible Accounting Officer.**

Executive summary

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

Disclosure of Interest

Nil.

Detailed report

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

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

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

Community Plan implications

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

Financial implications

Not applicable.

NEIL BUNGATE
MANAGER, FINANCIAL PLANNING

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

5 October 2016

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

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Attachment 1

For the month ended:

30-Sep-16

Bank Account	Opening Balance	Receipts	Payments	Closing Balance	Overdraft Limit
National Australia Bank (Corporate Cheque Account) \$	240,546	\$10,506,727	\$ 10,744,979	\$ 2,294	\$ 700,000

The bank balances have been reconciled to the General Ledger as at 30/09/2016

Investments	Type	Amount \$'000	Yield %	Maturity Date	Term
National Australia Bank	At Call	1,809	1.80%	NA	At Call
National Australia Bank	Term Deposit	1,000	3.00%	15/02/2017	364
National Australia Bank	Term Deposit	2,000	3.00%	5/10/2016	217
National Australia Bank	Term Deposit	1,000	3.15%	26/10/2016	210
National Australia Bank	Term Deposit	1,000	3.15%	16/11/2016	210
National Australia Bank	Term Deposit	2,000	3.00%	23/11/2016	203
National Australia Bank	Term Deposit	1,500	3.03%	21/12/2016	217
National Australia Bank	Term Deposit	1,600	2.92%	5/07/2017	364
St George Bank	Term Deposit	1,000	2.95%	12/10/2016	217
St George Bank	Term Deposit	500	2.90%	19/10/2016	217
St George Bank	Term Deposit	1,000	3.05%	26/10/2016	210
St George Bank	Term Deposit	1,300	3.12%	9/11/2016	217
St George Bank	Term Deposit	2,000	3.00%	30/11/2016	210
St George Bank	Term Deposit	1,500	2.85%	25/01/2017	231
St George Bank	Term Deposit	1,000	2.75%	12/04/2017	224
St George Bank	Term Deposit	500	2.75%	12/04/2017	224
St George Bank	Term Deposit	2,000	2.80%	19/04/2017	224
St George Bank	Term Deposit	500	2.80%	19/04/2017	224
St George Bank	Term Deposit	1,500	2.75%	10/05/2017	224
Bankwest	Term Deposit	2,000	2.70%	14/12/2016	210
Bankwest	Term Deposit	1,500	2.54%	29/03/2017	217
Bankwest	Term Deposit	1,000	2.53%	26/04/2017	245
Bankwest	Term Deposit	1,500	2.52%	17/05/2017	238
AMP	Term Deposit	1,000	2.90%	4/01/2017	189
AMP	Term Deposit	2,000	2.85%	8/02/2017	189
AMP	Term Deposit	1,000	2.95%	15/03/2017	210
AMP	Term Deposit	1,000	2.95%	5/04/2017	217
Suncorp Metway	Term Deposit	2,000	2.50%	8/03/2017	208
Suncorp Metway	Term Deposit	1,500	2.55%	22/03/2017	210
Suncorp Metway	Term Deposit	1,000	2.55%	3/05/2017	231
Bank of Queensland	Term Deposit	1,300	3.10%	19/10/2016	224
Bank of Queensland	Term Deposit	800	3.00%	4/01/2017	224
Bank of Queensland	Term Deposit	2,000	3.00%	1/02/2017	224
Bank of Queensland	Term Deposit	800	2.75%	22/02/2017	203
Bendigo & Adelaide Bank	Term Deposit	1,500	2.85%	2/11/2016	364
ING Bank	Term Deposit	1,500	3.10%	1/03/2017	364
Members Equity Bank	Term Deposit	2,000	2.68%	26/04/2017	231
Beyond Bank	Term Deposit	1,500	3.00%	11/01/2017	224
Beyond Bank	Term Deposit	1,500	3.00%	18/01/2017	231
Newcastle Permanent	Term Deposit	1,500	2.80%	22/02/2017	196
Peoples Choice C/Union	Term Deposit	1,500	2.91%	7/12/2016	203
MyState Bank	Term Deposit	1,000	2.70%	29/03/2017	217
Family First Credit Union	Term Deposit	500	3.00%	25/01/2017	224
Total Investments		57,609			

Attachment 2

MWRC Policy Requirements:

Investments by Institution	Long/Short Term Ratings	Amount \$'000	% of Portfolio	
			Actual	Policy Limit
National Australia Bank	AA-/A-1+	11,909	21%	25%
Bankwest	AA-/A-1+	6,000	10%	25%
St George Bank	AA-/A-1+	12,800	22%	25%
ANZ	AA-/A-1+	-	0%	25%
AMP	A+/A-1	5,000	9%	15%
Suncorp Metway	A+/A-1	4,500	8%	15%
Bank of Queensland	A-/A-2	4,900	9%	10%
Bendigo & Adelaide Bank	A-/A-2	1,500	3%	10%
ING Bank	A-/A-2	1,500	3%	10%
Beyond Bank	BBB+/A-2	3,000	5%	10%
Members Equity Bank	BBB+/A-2	2,000	3%	10%
Newcastle Permanent	BBB+/A-2	1,500	3%	10%
Peoples Choice C/Union	BBB+/A-2	1,500	3%	10%
MyState Bank	BBB/A-2	1,000	2%	10%
Family First Credit Union	Unrated	500	1%	10%
		57,609	100%	

Investments by S&P Rating	Short Term Rating	Amount \$'000	% of Portfolio	
			Actual	Limit
Direct Securities	A-1+	30,709	53%	100%
	A-1	9,500	16%	60%
	A-2	16,900	29%	30%
	A-3	-	0%	20%
	Unrated	500	1%	10%
		\$ 57,609	100%	

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

Term to Maturity	Amount \$'000	Actual	% of Portfolio	
			Minimum	Maximum
Less than 1 year	57,609	100%	40%	100%
Between 1 and 3 years	-	0%	0%	60%
Between 3 and 5 years	-	0%	0%	50%
More than 5 years	-	0%	0%	25%
	57,609	100%		

Attachment 3**Monthly Investment Portfolio Activity:**

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

Bank Accounts	Opening Balance \$'000	Redeemed Balance \$'000	Re-invested Balance \$'000	Change in interest rate	Change in Term (days)	New Term Rate
National Australia Bank	4,211		1,809	-0.25%	0	1.80%
St George Bank	2,000		2,000	-0.10%	21	2.80%
St George Bank			500	New Deposit		2.80%
ME Bank			2,000	New Deposit		2.68%
ANZ	1,000	1,000		Redeemed		
Suncorp Metway			1,000	New Deposit		2.55%
Bankwest	1,500		1,500	-0.38%	28	2.52%
St George Bank	2,500	1,000	1,500	-0.08%	12	2.75%
	11,211		10,309			
Investment Portfolio Movement		(902)		Reduction		

9.12 Revised Local Preference Policy

REPORT BY THE PROCUREMENT MANAGER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, A0140326

RECOMMENDATION

That Council:

1. **receive the report by the Procurement Manager on the Revised Local Preference Policy; and**
2. **adopt the revised Local Preference Policy.**

Executive summary

Alterations have been made to the Local Preference Policy as part of the review process and Councils commitment to support local economy. Council also consulted with service providers in the local community.

Disclosure of Interest

Nil.

Detailed report

The Local Preference Policy has been revised to ensure Council's policy continues to support the preference of engaging local service providers.

Major changes have been made to the policy to ensure clarity and consistency when this policy is applied and the intent of the policy has been redirected to protect local suppliers within our LGA, whereas historically we offered discounts to outside organisations that may employ local people or purchase goods and services locally whilst working on behalf of Council. Due to the complexity of the existing policy and application of the discounts associated with local content, the policy has not been utilised efficiently nor has it been utilised regularly.

The proposed Local Preference Policy is focussed directly on service providers in our Local Government Area. The new policy requires service providers to register (via an application form and provision of supporting documentation) with Council before they are issued with a Local Provider Preference number. This process will be implemented as a stand alone procedure to avoid confusion amongst our service providers. Council will be required to advertise accordingly, make direct contact with our current suppliers and staff training would be required.

On receipt of the Local Provider Preference Number, the onus is then placed on the service provider to state this number on any tender or quote submitted to Council. This number will immediately trigger Council staff to apply the relevant discount from the (whole) nominated price/rate prior to comparing to other quotes.

Once set up, this system is very simple for both the service provider and staff. There are very clear, concise details regarding the entitlement of a Local Preference discount, staff will be able to view a

register to confirm registration and ultimately our local service providers are supported by our Local Preference Policy.

Community Plan implications

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

Financial implications

Not applicable.

KRISTIE WARD
PROCUREMENT MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

26 September 2016

Attachments: 1. Revised Local Preference Policy.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



POLICY

Local Preference Policy

*A prosperous
and progressive
community*

ADOPTED	REFERENCE
COUNCIL MEETING MIN NO	REVIEW DATE
DATE: 7 OCTOBER, 2016	FILE NUMBER A0140326

Objective

Council is committed to supporting the local economy and enhancing business and industry. The objective of this policy is to create a framework that gives due consideration to the actual and potential benefits to the local economy and services locally, where possible, whilst maintaining a value for money. Locally sourced goods and services will be used where price, performance and other evaluation criteria are comparable with non-locally sourced goods and services. Goods and services are those which are procured from local suppliers permanently in the Mid-Western Regional Council area. This policy supports the achievement of the best value for money outcome to Council and the creation of opportunities for local business to compete for Council business.

This policy must be considered when:

- Ordering services, goods or materials or when engaging consultants;
- Tenders;
- Quotations

Legislative requirements

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Competition and Consumer Act 2010
- Fair Trading Act 1987 (NSW)

Related policies and plans

- Tendering Guidelines for NSW Local Government
- Council's Procurement Policy
- Code of Conduct
- Statement of Business Ethics

Policy

POLICY: LOCAL PREFERENCE POLICY | , 7 OCTOBER, 2016

Mid-Western Regional Council acknowledges that it has an important role to play in the local economy and is committed to assisting local industry engage in business with Council. To assist local industry and local economic development, Council will:

- Encourage a 'buy local' culture within the Council;
- Advertise all tenders, contracts and expressions of interest in the Local media and by other means as deemed appropriate;
- Ensure links to all tenders, contracts and expressions of interest are available on Council's website;
- Disseminate contract and tender information to local industry, in a manner deemed appropriate;
- Package requirements in appropriately sized contracts to suit market capacity and encourage competition;
- Ensure that buying practices, procedures and specifications do not disadvantage local service providers and ensure transparency in quotation, tendering and contract management practices;
- Encourage local businesses to promote their goods and services to Council;
- Encourage the use of local distributors within the delivery chain whenever goods, materials or services have to be sourced from outside the local government area; and
- Apply a price preference discount in favour of local service providers, as set out in this policy.

Value for Money Considerations

Value for money is a key objective of Council's Procurement Policy. It ensures that Council achieves the best possible outcome for the amount of money spent. Value for money does not necessarily mean selecting the bid that offers the lowest initial price. It represents the best return and performance from the money spent over the entire life of the product or service.

Purchasing decisions will be assessed on a value for money basis whilst giving full consideration to:

- Open and effective competition, ensuring tenders are evaluated on equal footing;
- Ethical behaviour and fair dealing;
- Compliance with specifications, guidelines and requirements
- The advantages of dealing with local businesses including local knowledge, networks and relationships, administrative and operational efficiencies, availability and access to after sales service and maintenance;
- The service provider's knowledge, experience and ability to fulfill the requirements of Council;
- Meeting the needs of the community;
- Whole-of-life cycle costs;
- Compliance with and capability to satisfy technical specifications, guidelines and other requirements such as financial capacity, industry reputation, and quality and safety systems;

- The service provider's commitment to supporting other local businesses through their subcontracting and service provider arrangements;
- Net benefits to Council including the benefits of maintaining an ongoing, innovative and competitive local business environment, including economic benefits and employment;
- Environmental protection; and
- Job creation potential.

Overall, the value for money assessment must deliver quality outcomes at competitive prices, whilst recognising the impact of procurement decisions by Council on local industry and economic development. Notwithstanding this policy, assessments in the selection criteria must also consider all of the above factors in conjunction with price and locality considerations.

Local Preference

For all quotations and tenders for the supply of goods, materials and/or services for Mid-Western Regional Council a price advantage is given to Local Service Providers. In the process of determining the successful service provider, a percentage will be nominally deducted from the Local Service Provider price for the purpose of price comparison. The following levels of price preference discounts will be applied under this policy;

- Purchases up to \$5,000 with local content given 10% discount
- Purchases from \$5,000 - \$100,000 with local content given 5% discount
- Purchases over \$100,000 with local content given 3% discount

Specifications for the calling of quotations for services, goods or materials will indicate that council has a Local Preference Policy. It will be noted that any service provider that wishes to be considered as a "Local Service Provider" must request and complete appropriate paperwork at least once every 2 years, or for the term of the tender, whichever is the lesser, and nominate on their quotation that this service provider is to be considered a "Local Service Provider", placing the onus of proof on the service provider.

"Local Service Provider" will be defined as:

- An organisation that operates from permanently staffed premises within the boundaries of Mid-Western Regional Council's LGA and has operated from those premises for a minimum period of three (3) months before submitting the quotation or tender.

An organisation that has less than 150 employees and is more than 49.9% owned by an individual (or individuals) that live within the boundaries of Mid-Western Regional Council's LGA and has done so for a minimum period of three (3) months before the organisation submits the quotation or tender. It is assumed that the individual/s reside/s at their address on the electoral role. The appropriate paperwork required to be submitted to be considered a "Local Service Provider" would include:

- (a) The address of the business premises within Mid-Western Regional Council's LGA.
- (b) The number of full time staff that operate from that premises
- (c) The name of the owner (or owners) of the organisation (and how they legally own more than 49% of the organisation submitting a quotation) and their address/es within Mid-Western Regional Council's LGA

POLICY: LOCAL PREFERENCE POLICY | , 7 OCTOBER, 2016

If subsequent investigations by Council prove that false declarations were made and this organisation should not be considered a "Local Service Provider" then the Local Preference Policy will not apply and that service provider will not be able to supply goods, materials and/or services to Mid-Western Regional Council for a period of 12 months.

Any changes to Council's Ordering of Services, Goods or Materials or Engaging Consultants Policy expenditure levels will automatically be reflected in this "Local Preference" policy.

EXAMPLE APPLICATION
Local Preference Application

Full Name

Business Name

Business Address

Postal Address

Australian Business Number (ABN)

(if no ABN exists – Please provide “Statement From Supplier” form NAT 3346 available from www.ato.gov.au)

Account Details

Account Name

BSB

Account No

Contact Details

Contact Name

Phone No

Fax No

Mobile No (1)

Mobile No (2)

Email address

Nature of Business:

No. of Employees:

POLICY: LOCAL PREFERENCE POLICY | , 7 OCTOBER, 2016

I Being the owner/director of the above service provider hereby request that my firm be identified as a 'local service provider' for the purposes of providing quotations and tenders for services, goods or materials to Mid-Western Regional Council.

I hereby certify that;

1. The abovementioned business has operated from a permanently staffed premises (including residentially run businesses) located within the boundaries of Mid-Western Regional Council's LGA for a period not less than three months before submitting this form.
2. The abovementioned business is 49.9% owned by individuals that reside within the Mid-Western Regional Council LGA. The names of the owner/owners of the business and their residential address are:

Owners Name	Residential Address		Ownership Details eg. %

Council reserves the right that if subsequent investigations by Council prove that false declarations were made and this organisation should not be considered a 'Local Service Provider' then the Local Preference Policy will not apply and that supplier will not be able to supply goods, materials and/or services to Mid-Western Regional Council for a period of 12 months.

It will be the suppliers' responsibility to lodge this 'Local Preference Application' form to Council bi-ennially.

I certify that the above information provided to Council for the purpose of becoming identified as a 'Local Service Provider' is correct.

OFFICE USE ONLY	LSP NO:
Date	Compliance Confirmed:
Approved by:	Signature:
Folder No: COR	

9.13 Revised Procurement Policy

REPORT BY THE PROCUREMENT MANAGER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, A0100021

RECOMMENDATION

That Council:

1. **receive the report by the Procurement Manager on the Revised Procurement Policy; and**
2. **adopt the revised Procurement Policy.**

Executive summary

Alterations have been made to the Procurement Policy to allow inclusion of VendorPanel. VendorPanel is an electronic quoting portal assisting both staff and service providers in doing business with Council. VendorPanel provides transparency and probity throughout the quoting process allowing greater security for our service providers and evidence of process for staff.

Minor changes have been made to the WHS obligations.

Disclosure of Interest

Nil.

Detailed report

Alterations have been made to the Procurement Policy to allow inclusion of VendorPanel. VendorPanel is an electronic quoting portal assisting both staff and service providers in doing business with Council.

VendorPanel allows staff to obtain quotes over nominated thresholds from Council's pre-qualification lists created from our tendering process. Selected services have been identified for VendorPanel, creating a platform to obtain greater value for money whilst allowing transparency and probity throughout the process.

VendorPanel also provides an alternative option called 'MarketPlace'. This facility allows Council to obtain greater visibility of local (ad hoc) service providers wishing to do business with Council. The MarketPlace assist staff in obtaining quotes as per Council's Procurement Policy guidelines, again with greater transparency and probity.

The revision of the Procurement Policy directs staff to follow specified procurement and purchasing guidelines and follow 'best practice' options when doing so. The Procurement Policy also provides efficiencies regarding resources and value for money, due to the arrangements with suppliers on the pre-qualification and preferred supplier lists. The revision also highlights nominated thresholds for particular pre-qualification lists.

This revised policy includes minor amendments to purchase values and process with the intension of introducing greater numbers of low value credit (purchase) cards to the organisation. To further roll out the use of credit (purchase) cards creates huge efficiencies to the organisation as a whole, particularly with time management and record keeping. The credit (purchase) cards will also provide more transparency around spending habits and trends. This new process will also encapsulate the monitoring and amendments to staff delegated authority for departmental spend.

Finally, minor amendments have been made in regard to (both Council and our Service Providers) obligations when purchasing goods and services and our commitment to monitoring and maintaining WHS in the work place.

Community Plan implications

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

Financial implications

Not applicable.

KRISTIE WARD
PROCUREMENT MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

26 September 2016

Attachments: 1. Review Procurement Policy.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

	POLICY	ADOPTED C/M 16/11/11 Minute No. 382/11
	Procurement	REF: NOV 2011 FILE No. A0100021

OBJECTIVE

This policy aims to ensure Council's procurement of goods and services is legal, ethical and to Council's best advantage. The outcomes of this policy are:

- Open and fair competition;
- Value for money;
- Enhancement of the capabilities of local business and industry;
- Environmental protection; and
- Ethical behaviour and fair dealing

RELEVANT LEGISLATION

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

RELATED POLICIES

- Local Preference Policy
- Gifts & Benefits Policy
- Code of Conduct
- Statement of Business Ethics
- Risk Management Policy
- Complaints Policy
- Disposal of Assets Policy

AUSTRALIAN STANDARDS

- AS2124 General Conditions of Contract

POLICY

In entering into contracts for the carrying out of work, or the supply of goods and services, Council Officers will have regard to Mid-Western Regional Council's purchasing objectives as set out above.

Every effort should be made to ensure businesses operating within the Mid-Western Regional Council area are given an opportunity to quote.

The general objectives of this policy apply to all purchases regardless of whether payment is made via traditional Accounts Payable processes, petty cash or corporate purchase cards.

Those persons/organisations providing goods and services to Council shall be considered to be agents of Council and shall be required to comply with Council's relevant policies.

Breach of the requirements of this policy may result in disciplinary action.

Training of Staff

Staff involved in the procurement of goods and services will be appropriately trained in the relevant procedures to be followed.

PROCUREMENT POLICY

Delegation of Authority

The General Manager has delegated authority to incur financial expenditure on behalf of Council under the following provisions:

- Where expenditure has been provided for in Council's budget; or
- Genuine emergency or hardship;

The General Manager is authorised to enter into contracts on behalf of Council within the expenditure delegation authorised. Other Council Officers may only incur expenditure on behalf of the Council if:

- The Officer has been granted a financial delegation by the General Manager and such delegation is recorded in the Delegations Register; and
- The expenditure is provided for in Council's budget; or
- In the case of genuine emergency or hardship where the power to incur expenditure in these circumstances has also been delegated.

Council Officers may only receive an expenditure delegation greater than \$1,000 where the Officer has completed appropriate training or has relevant experience which, in the opinion of the General Manager, qualifies the Officer to the delegated level.

Any Officer incurring expenditure may only do so in accordance with any constraints imposed by the Council or the General Manager in respect to a financial delegation.

No Officer may have a procurement delegation exceeding \$150,000.

Splitting of Orders

Council Officers are prohibited from splitting orders for the purposes of acquiring goods or services above their delegated financial and procurement levels, or to avoid the necessity to obtain quotes or call for tenders.

When party to a trade-in on goods, the delegated level of authority will be used for the purchase price of the goods not the purchase value less the trade in price.

Promotions & Incentives

The offering or acceptance of promotional goods, rewards, benefits or any other form of incentive in relation to the purchase of goods and services is strictly prohibited. Refer to Council's Gifts and Benefits Policy.

Allocation of Funds

Apart from delegated authority to purchase, it is essential that funds are made available for a purchase prior to any commitment being entered into. This means that a budget allocation must have been made by Council in the Management Plan or subsequent reviews for the purpose to which the proposed expenditure applies.

For special projects, contribution works, and grant works not specifically detailed in the Management Plan, approval to purchase is dependent upon the funds being available. These funds must either be received or committed in writing by the funding body and accepted by Council.

For any job which exceeds the preliminary estimate by more than an immaterial amount, initial approval for works to commence must be given by the General Manager and reported to Council via the Quarterly Budget Review process.

Budget allocations are provided for a purpose. Expenditure contrary to this purpose, (such as using a budget in one area to cover another, or using a recurrent budget to fund a capital purchase and vice versa), must be approved initially by the General Manager and then reported to Council via the Quarterly Budget Review process.

PROCUREMENT POLICY

Aggregation of Requirements

Council is a member of Regional Procurement (a division of Hunter Councils Inc.). Council Officers are encouraged to seek opportunities to aggregate purchases within this alliance as well as other groups when applicable.

Local suppliers should be encouraged to submit a quotation or tender in these circumstances, and advertising of such tenders or expressions of interest in locally circulated media (Community News, Mudgee Guardian) is essential

Purchase of Goods and Services up to \$100

Purchases may be made via corporate purchase cards or out of petty cash except as defined otherwise by the General Manager. The use of official purchase orders is also available.

Purchase of Goods and Services up to \$500

Purchases may be made via corporate purchase cards except as defined otherwise by the General Manager. The use of official purchase orders is also available. Council staff may either request a specific purchase order or utilise Council's Monthly order process

Purchase of Goods and Services above \$500 and up to \$1,000

Purchases must be made by submitting an official purchase order to the supplier. Exceptions to placing a purchase order will be made for various services involving recurrent payments, such as telephone and electricity accounts, subscriptions, credit card purchases and monthly rentals, where it is impractical to raise orders prior to receipt of the invoice.

Purchase of Goods and Services above \$1,000 and up to \$10,000

Purchases must be made by submitting an official purchase order to the supplier. Exceptions to placing a purchase order will be made for various services involving recurrent payments, such as telephone and electricity accounts, subscriptions, credit card purchases and monthly rentals, where it is impractical to raise orders prior to receipt of the invoice.

Purchases must be undertaken by:

- Accessing a Standing Offer Arrangement (SOA); or
- Accessing a Preferred Supplier Arrangement (PSA) (via Vendor Panel where applicable) or
- Obtaining at least three quotes (sole supplier situations excepted); including consideration for Council's Local Market Place on Vendor Panel; or
- Accessing Government contract pricing.

When utilising SOA or PSA procurement methods, Council must ensure that there is provision for the evaluation of the arrangements, including the removal of a supplier from an arrangement because of poor supplier performance.

An SOA or a PSA may be established if:

- The supply of goods or services is needed in large volumes and or on a frequent basis; and
- Use of an SOA or PSA will obtain better value for money by aggregating demand for the goods or services required.

Purchase of Goods and Services above \$10,000 and up to \$50,000

Purchases must be made by submitting an official purchase order to the supplier. Public advertising for quotations is encouraged but is not essential. If public advertising is used, the responsible Group Manager will assess the coverage of such public advertising.

Purchases must be undertaken by:

- Accessing a Standing Offer Arrangement (SOA); or
- Accessing a Preferred Supplier Arrangement (PSA); (via Vendor Panel where applicable) or
- Obtaining at least three written quotes (sole supplier situations excepted) including consideration for Council's Local Market Place on Vendor Panel;; or

PROCUREMENT POLICY

- Accessing Government contract pricing.

An exemption from obtaining three written quotations may only be issued by the General Manager.

All quotations received are to be given due consideration in accordance with Mid-Western Regional Council's purchasing objectives.

All persons and organisations that provide a quotation must be advised in writing of the outcome.

When utilising SOA or PSA procurement methods, Council must ensure that there is provision for the evaluation of the arrangements, including the removal of a supplier from an arrangement because of poor supplier performance.

An SOA or a PSA may be established if:

- The supply of goods or services is needed in large volumes and or on a frequent basis; and
- Use of an SOA or PSA will obtain better value for money by aggregating demand for the goods or services required.

Purchase of Goods and Services above \$50,000 and up to \$150,000

Public advertising for quotations is essential. The responsible Group Manager will assess the coverage of such public advertising.

An exemption from public advertising for quotations may only be issued by the General Manager. Should such an exemption be issued, a minimum of three written quotations must be obtained or access to Government contract pricing.

All quotations received are to be given due consideration in accordance with Mid-Western Regional Council's purchasing objectives.

All persons and organisations that provide a quotation must be advised in writing of the outcome.

An official purchase order must be raised, and submitted to the supplier.

At the end of major procurements the performance of the contractor or supplier should be assessed. This information can be used in the assessment process for the award of future contracts.

Purchase of Goods and Services above \$150,000

Purchases in this category shall be administered in accordance with the Local Government Act 1993 and the Local Government (General) Regulation 2005.

An official purchase order must be raised, and submitted to the supplier.

At the end of major procurements the performance of the contractor or supplier should be assessed. This information can be used in the assessment process for the award of future contracts.

Tendering

Section 55 of the Local Government Act 1993, in conjunction with the Local Government (General) Regulation 2005, provides the legislative framework that promotes the consistent use of good practice standards in local government tendering in a manner that is clear, consistent and readily accessible to all persons.

Tenders will be called for the provision of goods and or services that exceed \$150,000 in value (including GST). Exceptions may apply in certain circumstances as provided by section 55(3) of the Local Government Act 1993.

PROCUREMENT POLICY

Whenever Council is required by section 55 of the Local Government Act 1993 to invite tenders before entering into a contract, Council must decide the tendering method to be used. The options are:

- The open tendering method by which tenders for the proposed contract are invited by public advertisement;
- The selective tendering method by which invitations to tender for a particular proposed contract are made following a public advertisement asking for Expressions of Interest;
- The selective tendering method by which recognised contractors selected from a list prepared or adopted by Council are invited to tender for proposed contracts of a particular kind.
- Or, Accessing a Standing Offer Arrangement (SOA); or accessing a Preferred Supplier Arrangement (PSA);

Part 7 of the Local Government (General) Regulation 2005 outlines the requirements for tender processes. The legislation and regulations should be complied with in all instances.

Council has a detailed Tendering Toolkit to guide Officers through the tendering process. This toolkit must be used for all tenders conducted by Council.

Tenders should be evaluated based on Council's purchasing objectives as well as but not limited to previous performance of contractors.

Accessing Tenders through External Organisations & Prescribed Entities

Council have many options to access approved tenders from alternative organisation. This practice eliminates the need for Council to tender as an individual when there is demonstrated value for money from our alternatives due to a 'bulk buy' methodology.

Council have the capability to compare pricing and if an alternative is deemed better value for money than we are capable of obtaining as a single organisation we may utilise these alternatives. Considerations must also be given to Contract terms and conditions of the alternative tender to ensure the needs and expectations of Council are met

Council can access current tenders listed with Local Government Procurement (Prescribed Entity), Procurement Australia (Prescribed Entity), Centroc (Central West Region Councils and Regional Procurement (Hunter Region of Councils) by following the relevant participation procedures. Council is not limited to utilising tender arrangements as sought by the abovementioned organisations and is encouraged to utilise the most effective method of Tendering for Council's purchasing objectives.

Due Diligence

Due diligence of suppliers is to be carried out, where appropriate, where a tender is not required.

Due diligence of any supplier must be carried out in all Tender situations.

Receipt of Goods and Services

When the goods are received or the works and services carried out, a Goods Received declaration shall be completed in the prescribed format.

Council Specific Procurement

Council will call for tenders on a regular basis for the provision of certain goods and services. The frequency of tenders will be guided by legislative requirements and operational needs. These contracts may include, but are not limited to:

- The supply of fuel and oils
- Cleaning of Council premises

PROCUREMENT POLICY

- Security services
- Bitumen sealing
- Audit services
- Banking services
- Electricity supply
- Telecommunications

Quotations for casual plant hire will be publicly advertised every two years. The advertisement will call for fixed rates from owners of specialised plant and equipment, for projects required to be carried out by Council on an as required basis. Quotations for capital works and any works over the value of \$20,000 will be sought from these suppliers via Vendor Panel.

Quotations for casual hire of trade services will be publicly advertised every three years. The advertisement will call for pre-qualified suppliers of trade services for projects and routine maintenance required to be carried out by Council on an 'as required' basis. . Quotations for capital works and any works over the value of \$2,000 will be sought from these suppliers via Vendor Panel prior to engagement.

Cerificates of Insurance

Service providers must have appropriate levels of public liability, professional indemnity and products liability insurance as necessary. Service providers must also provide evidence of their workers compensation coverage where applicable. All required Certificates of Currency for appropriate insurance must be downloaded into Vendor Panel prior to the engagement. If procuring outside of Vendor Panel, service providers must still provide relevant insurance requirements.

Service providers identified to be working with (near) children or vulnerable people will be required to complete Police Checks for subcontractors & working with children checks prior to entering any relevant site.

Publication of Successful Tenderers and Expressions of Interest

Council will maintain a register showing those successful Service Providers to Council in those cases where the contract value is in excess of \$150,000.

Work Health & Safety Management and Workplace Injury Management

Mid-Western Regional Council assigns a high priority to the continuous improvement of work health and safety and workplace injury management.

Council is responsible for

Risk Assessments

A purchasing risk assessment (HRWHS 025) must be undertaken for all items/goods with regards to its potential use at the workplace. In undertaking the risk assessment the following factors are to be considered:

- Manner in which it is to be used and the suitability of the item for the purpose
- Hazards and risks presented by the item (including biological and chemical products) to be purchased
- Potential impact on affected personnel
- Transport, Maintenance, Cleaning and Storage
- Any associated needs (e.g. appropriate fire fighting gear) should an emergency with the item occur
- Legal requirements such as codes of practice or relevant standards
- Specifications which are required to ensure safe operation or use
- Training requirements

PROCUREMENT POLICY

- The need to change work procedures
- The need for personal protective equipment(PPE)
- Technical data or information required
- Opinions of the users of the item
- Hazards and risks associated with compounds used in operating, maintaining, cleaning, transporting and storage of the items
- Environmental impact of disposal of waste arising from the above

All risk assessments are to be documented in Council's record system and undertaken in consultation with employees/ workers who may be affected by the purchase.

All records of assessments, and details provided by the supplier shall be maintained in a file by the originator of the purchasing request or the life of the equipment and updated when any modifications etc are carried out. Previous records of assessments are to be archived as appropriate.

Plant & Equipment

In respect to the purchase of plant and equipment including furniture, the supplier will be requested to provide information regarding the hazards associated with the items and recommended controls to manage these hazards.

Suppliers of second-hand plant are specifically required to inform purchasers of any reasonably identifiable faults in the plant.

All plant and equipment must comply with all relevant Australian Standards.

Hazardous Substances

The Safety Data Sheets (SDS) and instructions for use for all hazardous substances must be obtained before the purchase of hazardous substances.

All substances must meet labelling and usage requirements of WHS legislation, standards and codes of practice. From January 2017 all suppliers must be compliant with Global Harmonisation System (GHS) for chemicals. This includes Pictogram Identification on all labels and documents

Any associated emergency control equipment including correct type of fire-fighting equipment and spill control is to be considered (re. Transport, use and storage) in the purchase of a hazardous substance.

Personal Protective Equipment [PPE]

Prior to purchasing PPE, consideration on whether other forms of hazard control from higher up the hierarchy of hazard control can be implemented needs to be taken into account.

All personal protective equipment must comply with relevant Australian Standards. Since PPE is PERSONAL, when purchasing the individual needs of staff MUST be considered. Such needs will include, but not be limited to, individual body size, impairments, capabilities etc.

All employees/workers – including managers – associated with PPE, require training in correct selection, fitting, use, maintenance and storage of the PPE.

PROCUREMENT POLICY

Pre - Purchase Trials

Trials of equipment and substances including PPE will be undertaken where reasonably practicable, providing an opportunity for monitoring by relevant personnel and management to ensure that no previously unforeseen hazards arise during use.

Trials should also ensure consultation where appropriate e.g. the introduction of new types or brands of PPE.

Feedback from the trial is to be recorded on the Purchasing Risk Assessment (HRWHS 025).

Making a Decision to Purchase

If after the risk assessment, trials and/or the provision of information from the potential supplier, the level of risk associated with the item to be purchased cannot be controlled and is not acceptable, the item is not to be purchased. An alternate item is to be sourced and the process started again.

Service Providers Responsibilities

Service providers shall have a demonstrated commitment to, acceptable performance with, and a systematic approach to work, health and safety management and workplace injury management.

Service providers and their employees must comply with work, health and safety, workers compensation, compensation insurance, injury management and rehabilitation obligations under legislation, relevant industry codes of practice, safety procedures in applicable industrial awards and approved agreements, and the general law.

If a service provider is deemed a regular or high risk service provider by Council's WHS Coordinator all employees of the service provider must undertake Council's Induction Program. This induction is a general induction program in local government and is designed to enable service providers working for multiple Councils within the Centroc region to complete the induction and be able to work for any participating Council without the need to complete the induction again. This induction does not replace site specific inductions.

Principal contractors are accountable for compliance by their service providers with their legal obligations regarding their employees.

All service providers, their employees and their unions must also comply with their workplace obligations, including the provisions of all applicable industrial awards and approved agreements.

Arrangements or practices designed to avoid workplace obligations under relevant laws, industrial awards and approved agreements are not permitted.

VARIATION

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

9.14 T191617HUN Supply and Delivery of Mobile Garbage Bins (MGBs) and Parts

REPORT BY THE PROCUREMENT MANAGER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, COR400065

RECOMMENDATION

That Council:

1. **receive the report by the Procurement Manager on the T191617HUN Supply and Delivery of Mobile Garbage Bins (MGBs) and Parts;**
2. **accept the tender of Sulo MGB Ltd as the single source supplier of MGB garbage bins and associated parts for the period 19 October 2016 to 30 September 2018; and**
3. **allow provision for a 12 month extension based on satisfactory supplier performance which may take this through to 30 September 2019.**

Executive summary

Regional Procurement® has called a Single Source tender for the supply and delivery of MGB garbage bins and replacement parts on behalf of HROC member Council's, including Mid-Western Regional Council. This contract will run for a period of 24 months from the 19 October 2016 with a 1 year option which may be taken up based on satisfactory performance by the successful tenderer.

The recommended tenderer is Sulo MGB Australia Pty Ltd.

Disclosure of Interest

Nil.

Detailed report

In accordance with the Local Government (General) Regulation 2005 – Part 7 Tendering, where expenditure on a tender exceeds \$150,000 over the term of the contract a council must, by resolution, adopt a report accepting the tender recommendation.

This tender was advertised in the following media:

- Tenderlink on 18 June 2016.
- Sydney Morning Herald on 21 June 2016 and
- Newcastle Herald on 18 June 2016.

Tenders closed at 10.00am on Tuesday 12th July 2016.

Four (4) tenders in total were received from the following suppliers:

- Otto Environmental Systems Pty Limited
- SULO MGB Australia Pty Ltd

- Mastec Australia Pty Ltd
- Trident Plastics SA Pty Ltd

Seven (7) tender documents were downloaded

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

Tender Debrief

Regional Procurement® formally invited all tenderers to make an appointment to discuss their respective tender submissions with a view to providing them with feedback on the tender process.

Contract Duration

This contract will run for 24 months from 19 October 2016 to 30 September 2018. A 12 month option may be taken up based on satisfactory performance by the successful tenderer.

Probity

The tender has been conducted in accordance with Clause 166(a) of the Local Government (General) Regulation 2005. Conflict of Interest Declarations were signed by all participating evaluation panel members including the Regional Procurement® facilitator. The declarations are available to be viewed if required.

All tenderer insurance records were checked against Tender requirements and potential non-conformities were noted in the Evaluation Matrix for the consideration of the panel.

The evaluation was conducted in accordance with the Local Government Tendering Guidelines, Regional Procurement® Tendering Code of Conduct and Tendering Evaluation Principles and Process. Confidentiality and probity were maintained throughout the process.

Tender Evaluation

The tender evaluation was conducted on 17 August 2016 at Upper Hunter Shire Council by:

- John Reijn – Stores and Purchasing Coordinator Upper Hunter Shire Council
- Mark Kentish Regional Procurement – Facilitator

Methodology

The % weightings and criteria were agreed upon prior to the tender closing.

The evaluation result was determined by:

- Adding the total value of all items together to determine the lowest overall price.
- The lowest overall amount was awarded the full Criteria % for each Category, as shown in the Evaluation Results Table on the following page.
- Each subsequent total \$ value was then divided into the lowest total amount to obtain a score.

Other Evaluation Criteria was evaluated based on the following factors:

- If the tenderer provided the required evidence to meet the benchmark, eg: ISO 9001:2008 certificate and QMS document contents page, the Evaluation Panel awarded full marks (5) for that category.

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

Evaluation Results

CRITERIA	%	Otto	Sulo	Mastec	Trident
Price	60				
Table 1 Complete bins 120 and 240	30	22.95	24.75	30.00	25.09
Table 4 parts	10	10.00	6.78	8.37	7.86
Delivery Fee	20	6.07	20	3.66	4.19
Quality Assurance	10	6	10	10	10
WH&S	10	4	10	5	5
Customer Service	10	10	10	10	10
Ecologically Sustainable Development	10	10	10	3	10
Total	100	69.02	91.53	70.03	72.14

Based on the above evaluation results Sulo MGB Australia Pty Ltd are the recommended supplier for the 24 month period noting the option of the 1 year extension subject to satisfactory performance.

Community Plan implications

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

Financial implications

Council is currently operating under the existing Regional Procurement tender for MGB garbage bins, which expires on 30 September 2016. Sulo MGB are the current supplier under the existing agreement

Prices offered under this tender are marginally lower than the current rates, however, the difference is immaterial.

KRISTIE WARD
PROCUREMENT MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

25 August 2016

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.15 Supply and Delivery of Bulk Fuel

REPORT BY THE PROCUREMENT MANAGER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, COR400065

RECOMMENDATION

That Council:

1. **receive the report by the Procurement Manager on the Supply and Delivery of Bulk Fuel; and**
2. **accept the following providers for the Supply and Delivery of Bulk Fuel for the purpose of entering a Contract:**
 - **Ocwen Energy t/a Lowes Petroleum**
 - **Oilsplus Holdings Australia**

Executive summary

In accordance with the Local Government (General) Regulation 2005 – Part 7 Tendering, where expenditure on a tender exceeds \$150,000 over the term of the contract a council must, by resolution, accept a tender recommendation. Centroc, on behalf of member councils, has undertaken a formal Request for Quotation/Tender (RFX) process in March 2016 to identify suitable providers for the supply and delivery of bulk fuel.

An open tender process was undertaken through the Centroc Tenderlink Portal with associated advertising as directed under the Local Government Act. The Request for Quotation/Tender for the supply and delivery opened on 21 March 2016 and closed on 15 April 2016.

It is recommended to Council that a contract is signed between Council and:

- Ocwen Energy t/a Lowes Petroleum
- Oilsplus Holdings Australia

Both providers have confirmed that they do not wish to make any changes to the terms and conditions of the Centroc proforma contract which formed part of the Request for Quotation/Tender documentation.

The term of the contract is 1 November 2016 to 30 June 2018, with an option for a 12 month extension.

Disclosure of Interest

Nil.

Detailed report

The previous 3 years, Council has utilised a Bulk Fuel, Oil and Lubricant tender with Regional Procurement, however, due to significant savings, the recommendation is to change to the Centroc arrangement. Council did participate in Centroc's initial process allowing us to compare contract pricing on renewal of our Regional Procurement Contract. If value for money was evident Council

is able to engage in the Centroc arrangement. Savings are estimated to be over \$150,000 under the Centroc arrangement, and as such, the recommendation is that we utilise this arrangement.

The Centroc regional bulk fuel contract was established in 2011 and has been running successfully for the past 5 years. The current contract is due to expire on 30 June 2016 after an initial 2 year period and a 12 month extension was executed, and a new procurement process has been undertaken for a new contract to commence on 1 July 2016. With Mid-Western Regional Councils existing contract expiring on the 30 September 2016, the date of commencement for the new contract would be 1 November 2016.

The Tender Evaluation Panel (TEP) undertook an assessment of the responses in Bathurst on Wednesday 27 April, using the Apet tender assessment tool. The TEP consisted of the following members, and was assisted by Kate Barker and Lee Chapman from Centroc:

- Peter Heffernan – Cabonne Council
- Mark Cronin – Lithgow City Council
- Donna Cramp – Upper Lachlan Shire Council

Tender Evaluation Criteria

The selection criteria advertised and used in selecting the successful respondents were:

- Conditions for participation
- Compliance
- Product
- Customer service and delivery
- Terminal Gate Price administration, and
- Pricing

Summary of Quotations/Tenders Received

The following companies submitted tender responses for S1_2016: Supply and Delivery of Bulk Fuel for Central NSW Councils (in alphabetical order):

- Ocwen Energy t/a Lowes Petroleum
- Oilsplus Holdings Australia
- Park Pty Ltd
- United Petroleum

Evaluation of Submissions

Evaluation rankings were as follows:

1. Ocwen Energy t/a Lowes Petroleum – 75%
2. Park Pty Ltd – 73%
3. Oilsplus Holdings Australia – 72.5%
4. United Petroleum – 71.5%

Evaluation of the Preferred Tenderers

The TEP resolved to recommend a panel of preferred providers for the supply and delivery of bulk fuel, consisting of:

- Ocwen Energy t/a Lowes Petroleum
- Oilsplus Holdings Australia
- Park Pty Ltd
- United Petroleum

The recommended providers were selected based on their:

1. Compliance with the evaluation criteria
2. Demonstrated ability to meet Council's requirements, and
3. Competitive price for the services offered.

Pricing

Respondents were requested to provide a pricing for the supply and delivery of bulk fuel. A confidential spreadsheet showing the prices provided for each of the provider forms an attachment to this report.

Alternate recommendation

With consideration given to the above evaluation information and due to the origin in which Ocwen Energy t/a Lowes Petroleum and Oilsplus Holdings Australia source fuel supplies enables Council to maintain their existing winter fuel blend to minus 12 degrees. The origin of this winter blend is from North America and is sourced via Newcastle port facilities. Historically, the risk associated with fuel that does not demonstrate coverage to these lower temperatures is enormous. Previously, insurance claims for damage to motors due to water in fuel and time lost waiting for fuel to defrost in vehicle has had a major impact on all areas, particularly Rylstone.

Alternate suppliers offered under the Centroc tender sourced fuel from Sydney or did not place a bid on winter fuel supply.

Community Plan implications

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

Financial implications

Centroc has managed the process including all costs of advertising and tender assessment and will receive a management fee of 0.15% from the supplier to cover these costs. The management fee is consistent with what has been included in previous contracts.

As anticipated savings are material, a budget variation to the Plant Operating fund will be recommended in the December Quarterly Budget Review.

KRISTIE WARD
PROCUREMENT MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

28 September 2016

- Attachments:*
1. Evaluation Report. (Confidential - separately attached)
 2. Ocwen Energy T/A Lowes Petroleum Tender Quotation. (Confidential - separately attached)
 3. Oilsplus Holdings Australia Tender Quotation. (Confidential - separately attached)
 4. Ocwen Energy Contract. (Confidential - separately attached)
 5. Oilsplus Holdings Australia Contract. (Confidential - separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.16 Tender REGPRO041617 - Hygienic Services

REPORT BY THE PROCUREMENT MANAGER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, COR400065

RECOMMENDATION

That Council:

1. **receive the report by the Procurement Manager on the Tender REGPRO041617 - Hygienic Services;**
2. **accept Flick Aniticimex as the single source supplier for hygienic services for the period of 20 October 2016 to 30 June 2018; and**
3. **allow provision for a 12 month extension based on satisfactory supplier performance which may take this through to 30 June 2019.**

Executive summary

Regional Procurement® has called a Single Source tender for the supply of hygienic services of HROC member Council's and Mid-Western Regional Council. This contract will run for a period of 32 months from the 20 October 2016 with a 1 year option which may be taken up based on satisfactory performance by the successful tenderer.

The recommended tenderer is Flick Aniticimex.

Disclosure of Interest

Nil.

Detailed report

On behalf of member Councils and Mid-Western Regional Council, Regional Procurement® has called a Single Source tender for the supply of hygienic services.

This tender was advertised in the following media:

- 8th March 2016 Sydney Morning Herald
- 8th March Tenderlink
- 12th March 2016 Newcastle Herald
- 12th March 2016 Coffs Coast Advocate

Three (3) tenders in total were received from:

- Flick Anticimex Pty Ltd
- Rentokil Initial Pty Ltd Trading as Initial Hygiene
- San Serve Pty Ltd Trading as Country Hygiene Services

Five (5) tender documents were sold.

Probity

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

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

All tenderer insurance records were checked against Tender requirements and potential non-conformities were noted in the Evaluation Matrix for the consideration of the panel.

The evaluation was conducted in accordance with the Local Government Tendering Guidelines, Regional Procurement® Tendering Code of Conduct and Tendering Evaluation Principles and Process. Confidentiality and probity were maintained throughout the process.

Tender Evaluation

The tender evaluation was conducted on 27 April 2016 at Regional Procurement Offices by:

- Eric Dowling Maitland City Council –Evaluation Panelist
- Lindsay Clarke Cessnock City Council – Evaluation Panelist
- Peter Salafia Regional Procurement - Observer
- Mark Kentish Regional Procurement - Facilitator

Methodology

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

- Adding the total value of all items together to determine the lowest overall price.
- The lowest overall amount was awarded the full Criteria % for each Category, as shown in the

Evaluation Results Table on the following page.

Each subsequent total \$ value was then divided into the lowest total amount to obtain a score.

Other Evaluation Criteria was evaluated based on the following factors:

- If the tenderer provided the required evidence to meet the benchmark, eg: ISO 9001:2008 certificate and QMS document contents page, the Evaluation Panel awarded full marks (10) for that category.
- If the tenderer provided partial evidence to meet the benchmark, eg: provided a QMS document contents page but they are not ISO certified, the Panel determined a lower score between 2-4, subject to the evidence in front of them.

- If the tenderer failed to meet the benchmark completely, eg: they demonstrated no ability to meet the criteria and did not provide any evidence, the Panel awarded 0 points to the tenderer for that evaluation criteria.
- Each Tenderer's Referees Score was calculated by adding the total scores obtained from the Tenderer's three nominated referees (each totalling up to 25 points) and dividing this total by the maximum possible score of 75, then multiplying this number by the allocated matrix Weighting value (eg 10%).

Note:

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

Evaluation Results:

Criteria	%		Flick Anticimex	San Serve	Pink Initial
Price	60		60.00	28.03	55.34
Referees	10		9.07	8.27	9.07
Quality Assurance	10		10.00	6.00	6.00
WHS	10		6.00	6.00	10.00
Customer Service	5		5.00	5.00	2.00
Previous Experience	5		5.00	5.00	5.00
Total	100		95.07	58.30	87.41

Evaluation Panel Recommendation:

1. That Flick Anticimex be awarded this contract as the Single Source supplier to participating councils in the Hunter and Mid North Coast regions for the period 1 July 2016 to 30 June 2018, and
2. That a provision be allowed for a 12 month extension based on satisfactory supplier performance, which may take this contract through to 30 June 2019.

Community Plan implications

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

Financial implications

Council has had previous agreement operating under the existing Regional Procurement tender for Hygienic Services.

Prices offered under this tender are marginally lower than current rates, however, the difference is immaterial. The acceptance of Flick Anticimex provides Council with the best value for money option for the services required with regards to Hygienic Services.

KRISTIE WARD
PROCUREMENT MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

6 October 2016

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Item 10: Operations

10.1 RFT 2016/16 Widening of Fitzpatrick Bridge, Wollar Village

REPORT BY THE DIRECTOR, OPERATIONS
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, COR400132

RECOMMENDATION

That Council:

1. **receive the report by the Director, Operations on the RFT 2016/16 Widening of Fitzpatrick Bridge;**
 2. **accepts the tender submitted by Bridging Australia Pty Ltd for the widening of Fitzpatrick Bridge in accordance with clause 178 of the *Local Government (General) Regulation 2005* at a tendered price of \$_____ excluding GST;**
 3. **authorise the General Manager to finalise and execute the contract on behalf of Council with Bridging Australia Pty Ltd for the widening of Fitzpatrick Bridge RFT 2016/16;**
 4. **grant delegation to the General Manager to approve variations to the contract up to a cumulative total of 10% of the original contract sum; and**
 5. **notify unsuccessful tenderers that their tenders were unsuccessful.**
-

Executive summary

Tenders were called 30 August 2016 for the Widening of Fitzpatrick Bridge, and closed 22 September 2016. Advertisements for the tender were placed in the Local Government Tender section of the Sydney Morning Herald, the Mudgee Guardian and on Council's website.

The tendering process was initiated and a Procurement Plan and Tender Evaluation Plan were developed. A Tender Assessment Panel was formed, comprising representatives from the most relevant departments within Council. Members of the Tender Assessment Panel used the Evaluation Plan and methodology to determine which tenderers offered the best value for money in the widening of Fitzpatrick Bridge.

The budget for widening of Fitzpatrick Bridge is part of the Restart Funding provided for the Wollar Road Upgrade, which has a budget of \$15 million. This report recommends that Council accept the tender submitted by Bridging Australia Pty Ltd for the widening of Fitzpatrick Bridge as the preferred option for Council.

Disclosure of Interest

Nil.

Detailed report

Tenders were called 30 August 2016 for the widening of Fitzpatrick Bridge at Wollar Village, and closed 22 September 2016. Advertisements for the tender were placed in the Local Government Tender section of the Sydney Morning Herald, the Mudgee Guardian and on Council's website.

The tendering process was initiated and a Procurement Plan and Tender Evaluation Plan were developed. A Tender Assessment Panel was formed, comprising representatives from the most relevant departments within Council. Members of the Tender Assessment Panel used the Evaluation Plan and methodology to determine which tenderers offered the best value for money in the widening of Fitzpatrick Bridge.

The budget for widening of Fitzpatrick Bridge forms part of the Restart Funding provided for the Wollar Road upgrade. This report recommends that Council accept the tender submitted by Bridging Australia Pty Ltd for the widening of Fitzpatrick Bridge as the preferred option for Council.

The three tenders received were as follows:

Bridging Australia Pty Ltd
Foundation Supportworks Pty Ltd
BridgeBuild and Civil Pty Ltd

Tenders were assessed against pre-determined price (70%) and non-price (30%) components of their submissions.

Late Tenders

No late submissions were received.

Conforming Tenders

Clarification was sought from two tenders to provide supporting information to their submissions. Upon clarification, all tenders were considered conforming.

Evaluation Methodology

The objective of the evaluation was to select the tenderer offering the best value for money in a rational and defensible way which is fair to all tenderers and provides the lowest risk to Council. The evaluation criteria and weightings were identified in the Request for Tender documentation.

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

Assessment Panel

Daryl Colwell	Director Operations
Sally Mullinger	Manager Works
Neil Bungate	Manager Financial Planning

Evaluation Findings

All tenderers were assessed and scored against the evaluation criteria listed in the tender document and weightings, to determine the Total Weighted Score. The application of the Local Preference Policy was not applicable in the evaluation.

Evaluation of tenderers against the specified evaluation criteria indicates the following tenderer has submitted the most superior tender representing the best value and lowest risk to Council for the widening of Fitzpatrick Bridge at Wollar Village:

Bridging Australia Pty Ltd

Community Plan implications

Theme	Connecting Our Region
Goal	High quality road network that is safe and efficient
Strategy	Provide traffic management solutions that promote safer local roads and minimise traffic congestion

Financial implications

The budget for widening of Fitzpatrick Bridge is part of the Restart Funding provided for the Wollar Road upgrade, which has a total budget of \$15 million. All submitted prices are reported as a confidential attachment to this report.

DARYL COLWELL
DIRECTOR, OPERATIONS

28 September 2016

Attachments: 1. RFT 2016/16 Tender Evaluation Scoresheet. (Confidential)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

CONFIDENTIAL

10.2 Spring Flat South Lane Extension

REPORT BY THE SENIOR WORKS ENGINEER
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, R0134001

RECOMMENDATION

That Council:

1. **receive the report by the Senior Works Engineer on the Spring Flat South Lane Extension; and**
2. **not undertake work on the unmaintained section of Spring Flat South Lane, Spring Flat**

Executive summary

Council have received a request to carry out maintenance works on the unmaintained section of Spring Flat South Lane, Spring Flat.

Council currently maintains 2.8km of Spring Flat South Lane, leaving 2.0km of unmaintained road.

It is not recommended to carry out works because:

- It is not supported by Council's Unmaintained and Unformed Road Policy and
- It is estimated that it will cost \$60,000 to install pipes, form and sheet the 2.0km unmaintained section.

Disclosure of Interest

Nil.

Detailed report

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

The policy states that:

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

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

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

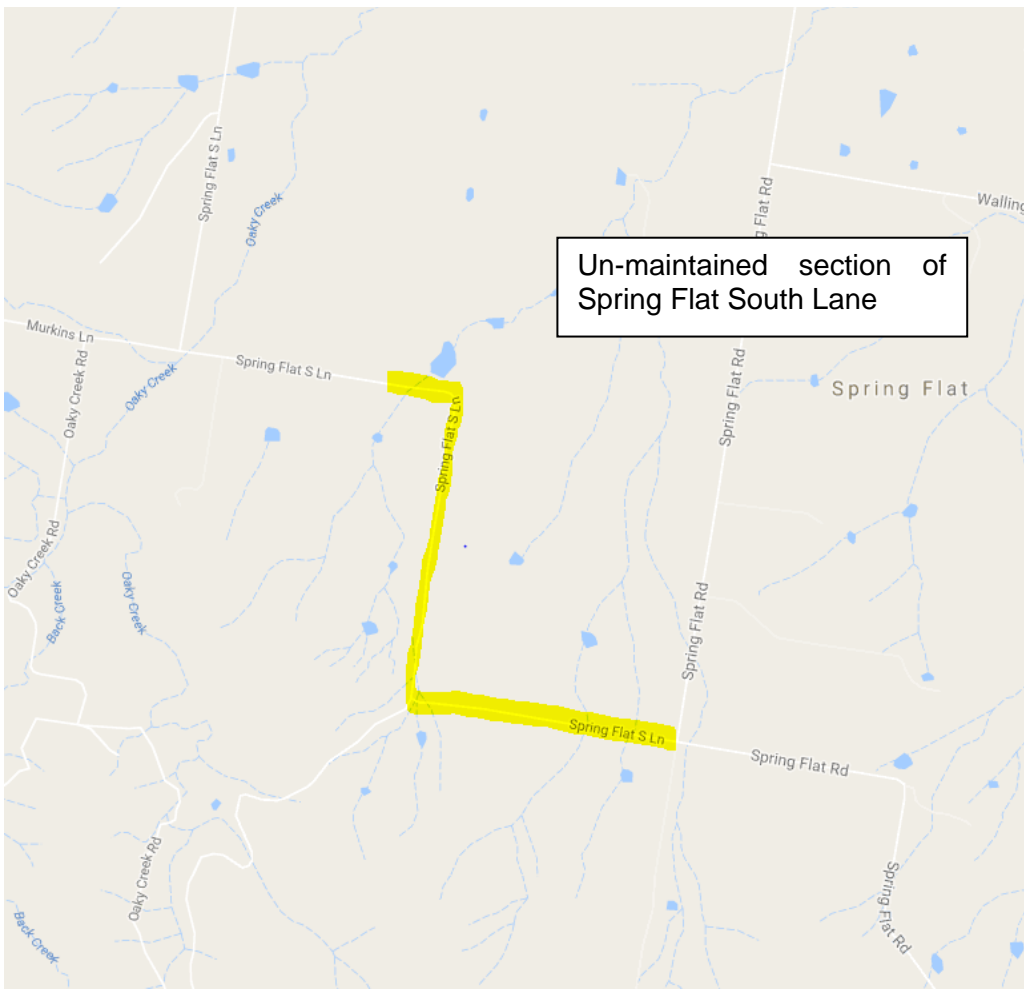
- *The applicant has a current Public Liability Insurance Policy to cover any mishap which may occur with a recommended minimum level of indemnity of \$10 million and such policy shall be suitable endorsed to cover Council'*

The full length of Spring Flat South Lane forms a loop, starting at Spring Flat Rd and finishing further South back onto Spring Flat Rd. The northern part of Spring Flat South Rd is maintained.

There are two residents accessing from Spring Flat South Lane past the existing maintained section. One has an access approx. 1.2km along the unmaintained section, the other actually utilises the southernmost section of Spring Flat South Lane off Spring Flat Rd, and so is only 200m along the unmaintained section. Hence the unmaintained section does not meet the Policy criteria for consideration for inclusion onto the maintained road list.

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

The property owners making the request have offered the use of gravel from their property to aid in the construction and maintenance of the road. This has been considered when estimating an upgrade cost. A letter from these owners is attached and provides numerous reasons why they consider the road should be included as maintained.



Community Plan implications

Theme	Connecting Our Region
Goal	Efficient connection of the region to major towns and cities
Strategy	Create a communication network that services the needs of our residents and businesses

Financial implications

It is estimated that it will cost approx. \$60,000 to form and sheet with ridge gravel the 2.0km of unmaintained road and carry out the required drainage works.

There is no capacity in the 2016/17 Operational Plan for additional roads to be added to the maintain roads list.

ANDREW KEARINS
SENIOR WORKS ENGINEER

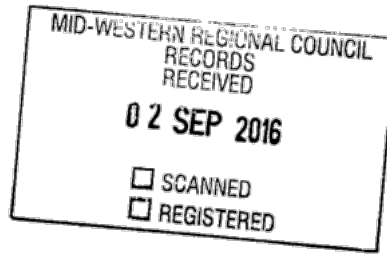
DARYL COLWELL
DIRECTOR, OPERATIONS

30 September 2016

Attachments: 1. Letter received requesting Spring Flat South be maintained for its full length.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



02/09/2016

Andrew Kearins

Senior Works Engineer

Mid- Western Regional Council.

Dear Andrew,

Thank you for your prompt and helpful response to our request for maintenance on Spring Flat South Lane #RD1078/2016

We ask Councillors to Review the Road Asset Management Plan and ask that the remainder of Spring Flat South Lane become a maintained road.

The road is used by not only us but many other people. Recently, Oakey Creek causeway was impassable due to swollen flood waters. All residents had no option but to exit via Spring Flat South Lane to get to Queens Pinch Road to get to town. That was a total of 8 separate homes. Funnily, on that day a council truck travelling on Spring Flat South Lane got bogged on their way to put up safety signs. Many times vehicles using the road become bogged and require us to tow them out.

The electrical company had difficulty recently when they came to do maintenance on the overhead powerlines. The police encountered difficulty whilst pursuing a vehicle 2 weeks ago.

Local P platers and joy riders use the road to test out their 4 wheel and speed driving skills and make the road a mess.

Local residents use the road to travel to the Council waste centre on Wallinga Lane and many residents prefer to use the road as it is the shortest route to town.

The road is a thoroughfare for many people and not just our access road. We run a sheep property and employ workers on a regular basis and get deliveries in trucks supplying our farm.

Our property has been in the family for 40 years and according to family members, was always maintained by council, with stories of old John Johnson driving a sports car up the road. The track is a 4 wheel drive only track now.

We had a caretaker living in the residence and when he had an unfortunate stroke the ambulance was unable to negotiate the road which could have been fatal.

There are 3 children living with us in long term out of home care and we would feel a lot safer if an ambulance could make it to the property in the event of an emergency. Too my knowledge, including our 3 foster children there are 7 children who live on Spring Flat South lane. All these children have to be driven to either end of Spring Flat South Lane to meet the school bus. It would be wonderful if all these children could meet the bus at their front gate. The route the bus takes on Spring Flat Road only picks up a couple of children near the intersection of Spring Flat and Spring Flat South Lane.

The Lane in question needs a big makeover with correct drainage and possible a causeway. We would be happy to provide gravel for this purpose from our property Ainsley Park, 398 Spring Flat South Lane. It seems very unfair that Spring Flat South Lane is a 4 wheel drive track and Broadhead Road one street over has curb and guttering and streetlights. Our road is only 5 minutes from town and well used by Mudgee residents.

We would love to beautify the Lane with safe and appropriate trees at Councils discretion but need the Lane to be repaired first from years of erosion and neglect.

We implore Councillors to please consider our road to become a safer road for all its users.

Kind Regards

Mark and Jody Johnson

10.3 Waste Facility Closure Days

REPORT BY THE MANAGER ENVIRONMENTAL SERVICES
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, FO570008

RECOMMENDATION

That Council:

1. **receive the report by the Manager Environmental Services on the Public Holiday Closures for Council Landfill Sites;**
2. **close the Waste Facilities on the Easter Sunday annually and opens the sites on each Easter Monday; and**
3. **close the Waste Facilities on Anzac Day annually and opens the site on the Queen's Birthday public holiday.**

Executive summary

Following representations from staff it is proposed to swap several public holiday closure dates to better suit public needs and community expectations. This entails closing Easter Sunday in lieu of the current Easter Monday closure and closing Anzac day in lieu of the current Queens Birthday closure.

Disclosure of Interest

Nil.

Detailed report

Councils waste facility staff have recently made approaches regarding the closure dates of Council's facilities for public holidays. The staff have proposed these changes based on customer use and expectation observations made on site under the current arrangements. Council's waste facilities currently are closed for six Public Holiday dates during the year, these being Christmas Day, Boxing Day, New Year's Day, Good Friday, Easter Monday and Queens Birthday.

The proposal is for the "swapping" of two public holiday closure dates, one from Easter Monday to Easter Sunday, and the other being from Queens Birthday to Anzac Day. The changing of the closure days has no impact on the total number of days the site is open to the public, and has no financial implications to site costs or wages.

It is considered that the change better reflects the significance of the public holidays, staff feeling the closure is better suited to the more important and relevant holidays on Easter Sunday and Anzac Day.

Community Plan implications

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

Financial implications

The changing of the Public Holiday closure dates has no impact on the operational budget of the service.

PETER COTTERILL
MANAGER ENVIRONMENTAL SERVICES

DARYL COLWELL
DIRECTOR, OPERATIONS

6 October 2016

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Item 11: Community

11.1 Proposed Wool Monument

REPORT BY THE MANAGER, COMMUNITY SERVICES
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, COS800020

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Community Services on the Proposed Wool Monument; and**
 2. **note the proposal received from the Australian Wool Growers Association, Mudgee Region and consider as a Community Plan Proposal as part of the 2017/18 Operational Plan budget process.**
-

Executive summary

Council has received a proposal from the Australian Wool Growers Association, Mudgee Region ('AWGA') for the construction and installation of a monument representative of the strong wool growing industry across the Region.

Disclosure of Interest

Nil.

Detailed report

The AWGA has proposed the construction and installation of a ram or sheep structure in order to recognise the historical and ongoing economic contribution to the region by local wool growers. It is suggested that such an installation will also have a positive impact on regional tourism.

The site proposed by the AWGA for such an installation is Robertson Park, Mudgee.

Community Plan implications

Theme	Looking After Our Community
Goal	Vibrant towns and villages
Strategy	Respect and enhance the historic character of our Region and heritage value of our towns

Financial implications

AWGA have noted that it is prepared to contribute to the installation by undertaking fundraising, however, contributions from Council will also be necessary. The extent of any financial implications cannot yet be ascertained until further consideration is given to the scope of the project.

FIONA TURNER
MANAGER, COMMUNITY SERVICES

SIMON JONES
DIRECTOR, COMMUNITY

30 August 2016

Attachments: 1. Letter from Australian Wool Growers Association, Mudgee.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

The Australian Wool Growers Association, Mudgee Region

1st August 2016

Mr Brad Cam,
General Manager,
Mid Western Regional Council,
P O Box 156,
MUDGEE NSW 2850



Dear Sir,

I am writing on behalf of the Mudgee Region of The Australian Superfine Wool Growers' Association. At our recent Annual General Meeting, which our Federal President from Tasmania attended a suggestion was made that Mudgee should have some type of monument/statue, maybe of a ram or sheep, to recognise the contribution wool has made and continues to make to the Mudgee economy.

This idea is not new. The late Mayor and Councillor Mr Bill Cox sent a proposal for the construction of a ram or sheep structure to the Mudgee Region ASWGA shortly before he passed away. Mr Cox's vision was that something be built in Robertson Park.

Mudgee Region ASWGA is one Region of many superfine Regions Australia-wide and represents superfine wool growers who run their business in, primarily, the country to the south of the town of Mudgee, around Pyramul, Sally's Flat, Hargraves and Windeyer. Superfine wool growing was established in these areas because of the suitable high altitude and cool climate. Some families have been involved in superfine wool growing there since the demise of the gold rushes.

We would like to see a structure that represents **all** wool growers in the Mudgee area not only superfine wool growers. We know the wine, mine and tourism industries have grown in significance for Mudgee. Wool still remains important also, to the Mudgee economy. World-wide worsted and woollen mills regard Mudgee as one of the most significant wool growing areas in Australia and in the world. Some of the oldest merino studs, for example, Havilah are in the Mudgee district.

We feel a statue would recognise Mudgee's wool growers and also add interest for tourists visiting Mudgee. Mr Bill Cox's suggestion of Robertson Park seems appropriate, perhaps on the Market Street side, opposite the Tourist Office, for most exposure to tourists.

Throughout Australia, wool growing areas are recognised by statues of sheep. Tourists and wool growers, travelling around Australia, visit these structures to learn about wool growing in that area. Perhaps the best known structure is The Big Merino at Goulburn – but there is also Wagin in Western Australia, with a smaller ram that is nine times the size of the actual animal. Boonook in the Riverina uses a ram. Omarama and several other towns in New Zealand also use ram/sheep statues. The Omarama ram is smaller again. All of these monuments/statues are in a prominent position as travellers enter the town.

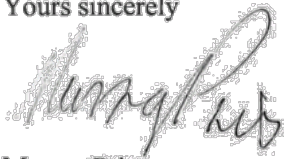
Mudgee would be a wonderful place to have such a monument in recognition of its' wool growing heritage. Mudgee Region Superfine Wool Growers do not envisage that this structure needs to be as big as some of the others and there would also need to be a point of difference.

If Mid Western Regional Council were to approve Mudgee for such a structure, the Mudgee Region ASWGA is prepared to fundraise with Mudgee wool growers, so that all Mudgee area wool growers can be part of this venture. We realise such a project would also need a commitment of funds from Mid Western Regional Council.

We look forward to a response from Mid Western Regional Council and hope it is a positive one.

Please note that Councillor John Webb and Councillor Percy Thompson have also been sent copies of this correspondence. Either of these Councillors may remember Mayor Cox's initiative.

Yours sincerely



Murray Price
Chairman
Mudgee Region ASWGA
1750 Hill End Rd
Sally's Flat NSW 2850
Phone: 0427446189
Email: muzzaandnella@bigpond.com

cc. Councillor John Webb
cc. Councillor Percy Thompson

11.2 Mid-Western Disability Inclusion Action Plan

REPORT BY THE MANAGER, COMMUNITY SERVICES
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, A0060008

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Community Services on the Mid-Western Disability Inclusion Action Plan;**
2. **place the draft Mid-Western Disability Inclusion Action Plan on public exhibition for 28 days to seek any additional public comment; and**
3. **endorse the Mid-Western Disability Inclusion Action Plan if no further submissions are received through the public exhibition process.**

Executive summary

This report seeks Council's approval to place the draft Disability Inclusion Action Plan on public exhibition.

Disclosure of Interest

Nil.

Detailed report

The *Disability Inclusion Act (NSW) 2014* commenced on 3 December 2014. This legislation places an obligation on Council to develop and maintain a Disability Inclusion Action Plan by 1 July 2017.

A Disability Inclusion Action Plan ('DIAP') addresses strategies to assist people living with disability to participate fully in the local community with access to supports and services provided by Council. A DIAP must address:

1. How legislative principles are addressed;
2. Strategies to support people with disability;
3. How people with disability were consulted; and
4. How it supports the New South Wales Disability Inclusion Action Plan.

Council engaged consultants from the University of Technology: Sydney to assist with preparation of the draft DIAP, including stakeholder identification and consultation and extensive policy review. The end result is a live document that requires ongoing monitoring and reviewing and the inclusion of action planning within annual reports and key outcome reporting every four years.

The five main inclusion objectives of the draft DIAP are as follows:

1. Supporting an inclusive workforce;
2. Providing effective governance and leadership;

3. Supporting the community – promote and celebrate diversity and inclusion;
4. Promoting meaningful communication and engagement with the community; and
5. Supporting improved physical access in the community.

Community Plan implications

Theme	Looking After Our Community
Goal	A safe and healthy community
Strategy	Maintain the provision of high quality, accessible community services that meet the needs of our community

Financial implications

Not applicable.

FIONA TURNER
MANAGER, COMMUNITY SERVICES

SIMON JONES
DIRECTOR, COMMUNITY

30 August 2016

Attachments: 1. Draft Disability Inclusion Action Plan. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

11.3 Safe Haven Enterprise Visa Scheme

REPORT BY THE DIRECTOR, COMMUNITY
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, A0110036

RECOMMENDATION

That Council:

1. **receive the report by the Director, Community on the Safe Haven Enterprise Visa Scheme; and**
2. **seek feedback from the community on potential support for what programs or employment opportunities the Mid-Western region could provide through the Safe Haven Enterprise Visa Scheme.**

Executive summary

NSW is the first state to sign up to the Safe Haven Enterprise Visa (SHEV) scheme, which will give asylum seekers an alternative to the Temporary Protection Visa, with a five-year option to live, study and work in regional NSW. These visas will be available to those assessed to be genuine refugees by the Commonwealth Government and who indicate they are prepared to work or study in NSW.

Disclosure of Interest

Nil.

Detailed report

SHEV holders will have access to a range of Commonwealth and NSW Government services including employment services, primary and secondary education, TAFE, Medicare and mental health support services among others.

As a Council in a regional location included in the SHEV scheme, the NSW Government is seeking your views on your community's willingness to welcome new arrivals and the support and opportunities your community may be able to offer refugees. In addition, the NSW Government is interested in your views about the best ways to work together with local government to ensure successful resettlement outcomes.

Community Plan implications

Theme	Looking After Our Community
Goal	Meet the diverse needs of the community and create a sense of belonging
Strategy	Support programs which strengthen the relationships between the range of community groups

Financial implications

Not applicable.

SIMON JONES
DIRECTOR, COMMUNITY

30 September 2016

Attachments: 1. Safe Haven Enterprise Visa Scheme.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



The Hon Catherine Cusack MLC
Parliamentary Secretary to the Premier

Reference: 2016-A1718646

Clr Des Kennedy
Mayor
Mid-Western Regional Council
PO Box 156
MUDGEE NSW 2850



Dear Mayor

RE: SAFE HAVEN ENTERPRISE VISA SCHEME

As you may be aware, NSW was the first state to sign up to the Safe Haven Enterprise Visa (SHEV) scheme, which will give asylum seekers an alternative to the Temporary Protection Visa, with a five-year option to live, study and work in regional NSW.

These visas will be available to those assessed to be genuine refugees by the Commonwealth Government and who indicate they are prepared to work or study in NSW. Sydney, Newcastle, Wollongong and the Central Coast areas are excluded from this scheme. The Department of Immigration and Border Protection provides further information on SHEVs at <http://www.ima.border.gov.au/en/Applying-for-a-protection-visa/Safe-Haven-Enterprise-visas>.

This is good news for regional NSW as it will help provide labour in our regions where some jobs are difficult to fill and match the contribution of individuals and families aspiring to be good citizens.

The NSW Government is committed to working with the Commonwealth Government and service providers to achieve the best outcomes for asylum seekers and refugees living in NSW. It also recognises that it will be important that asylum seekers and refugees are encouraged to settle in areas with services and infrastructure to support them.

SHEV holders have access to a range of Commonwealth and NSW Government services including employment services (such as Jobactive and the Australian Apprenticeship Scheme), primary and secondary education, TAFE, Medicare, and mental health support services amongst others. They also have the same workplace rights as Australian workers, including access to the minimum wage. The attached factsheet provides a detailed list of services available to SHEV holders.

As Mayor of a regional location included in the SHEV scheme, we are seeking your views on your community's willingness to welcome new arrivals and the support and opportunities your community may be able to offer refugees. In addition, the NSW Government is interested in your views about the best ways to work together with local government to ensure successful resettlement outcomes.

Local Government NSW encourages you to seek your community's views and interests on this issue. Please contact Natalie Juresic at Multicultural NSW on Natalie.juresic@multicultural.nsw.gov.au by 14 October 2016 if you are interested in hosting SHEV holders in your area or would like further information about the scheme.

Yours sincerely



Cr Keith Rhoades AFSM
PRESIDENT
LOCAL GOVERNMENT NSW



The Hon. Catherine Cusack MLC
PARLIAMENTARY SECRETARY TO THE PREMIER



Australian Government
Department of Immigration
and Border Protection

Summary of Commonwealth entitlements, services and support for Temporary Protection visa (TPV) and Safe Haven Enterprise visa (SHEV) holders

Entitlement/service/support	Access
Employment	
Work	There are no work restrictions for TPV/SHEV holders. TPV/SHEV holders have work rights and entitlements, including access to the Fair Work Ombudsman.
Employment Services	TPV/SHEV holders have access to <i>jobactive</i> . This service is provided to people receiving income support payment from Centrelink and assists them to find and retain work which suits their circumstances.
Education	
Education	There are no restrictions on TPV/SHEV holders attending public primary and secondary schooling. TPV/SHEV holders who turn 18 in a final year of study may complete that year. Secondary schooling at TAFE is not funded by the Commonwealth. TPV/SHEV holders who gain entry to a TAFE college or other tertiary institution such as university are not funded by the Commonwealth and are considered to be full fee paying students.

Entitlement/service/support	Access
National Disability Insurance Scheme (NDIS)	TPV/SHEV holders are not eligible to receive support through the NDIS.
Other	
Transitional support arrangements	TPV/SHEV holders may be eligible to receive transitional support depending on their circumstances (including their previous access to support).
Complex Case Support (CCS)	TPV/SHEV holders are eligible for CCS on an as-needs basis. CCS provides specialised and intensive case management services to address the person's immediate and complex needs.
Humanitarian Settlement Services	TPV/SHEV holders do not have access to Humanitarian Settlement Services.
Settlement Services Grants	TPV/SHEV holders do not have access to Settlement Services Grants.
Additional Services	TPV/SHEV holders are able to access other services, including (subject to standard eligibility assessment by the relevant agency): <ul style="list-style-type: none"> • Family Law and Legal Aid Services (www.australia.gov.au) • Family and Relationship Service: (www.familyrelationships.gov.au) • Children and Parenting Services (www.dss.gov.au) • Substance Misuse Services (www.health.gov.au, or relevant state or territory Department of Health websites) • Headspace: Support, information and assistance for people 12-25 experiencing moderate mental health issues (www.headspace.org.au) • Mental Health Respite Carer Support Programme and National Carer Counselling Service: Assistance for those caring for a person with mental ill health (www.dss.gov.au) • Partners in Recovery: Assistance for those experiencing severe and complex mental illness and complex needs (www.health.gov.au)

For more comprehensive information on a range of Commonwealth services and support for TPV and SHEV holders see: <https://www.dss.gov.au/settlement-and-multicultural-affairs/programs-policy/australian-government-support>

Entitlement/service/support	Access
HECS-HELP scheme	TPV/SHEV holders are not eligible to access the HECS-HELP scheme (a Commonwealth Government loan scheme available to eligible students enrolled in Commonwealth supported places).
Adult Migrant English Programme (AMEP)	TPV/SHEV holders are able to access AMEP. AMEP provides up to 510 hours of free English language tuition to assist in development of English language and settlement skills. AMEP funding is available until 30 June 2016.
Skills for Education and Employment (SEE)	TPV/SHEV holders have access, subject to meeting a number of eligibility criteria including looking for work and in receipt of one of a number of income support payments from Centrelink. If under 21 years an applicant does not need to be in receipt of income support. Adult Migrant English Program (AMEP) clients are eligible for referral to the SEE Program, however, upon commencement, the client's participation in AMEP will cease.
Translating and Interpreting Service (TIS)	TPV/SHEV holders can access free Interpreting services to assist with Medicare and other health services provided by GPs, medical specialists and pharmacists. TPV/SHEV holders also have access to a free translating service for two years following the grant of their initial visa, to allow translation of selected documents.
English as a Second Language (ESL) Programmes	TPV/SHEV holders are no longer eligible for tailored ESL programmes. TPV/SHEV holders can enrol in ESL and language classes at their own cost or as part of mainstream services provision. Note: Individuals are no longer eligible for funding under the 2015/16 IMA ESL Programme, however, adults are able to complete any Department funded ESL course they were completing at the time of their TPV/SHEV grant.
Social services and healthcare	
Centrelink payments (social services)	TPV/SHEV holders may be eligible for some social security (Centrelink) payments such as Special Benefit, Rent Assistance and family assistance payments. Other benefits may also be available, depending on the individual's financial and other circumstances.
Healthcare (Medicare)	TPV/SHEV holders are eligible for Medicare support from the date of their visa grant. Some Medicare services require a contribution from the individual.
Access to torture and trauma counselling	TPV/SHEV holders can access counselling through the Member agencies of the Forum of Australian Services for Survivors of Torture and Trauma.
Access to mental health support	TPV/SHEV holders who require mental health support can access Allied Psychological Services following referral from their General Practitioner.

11.4 Kandos Rylstone Preschool - Extension Proposal

REPORT BY THE DIRECTOR, COMMUNITY
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, P1577611

RECOMMENDATION

That Council:

1. **receive the report by the Director, Community on the Kandos Rylstone Preschool - Extension Proposal**
2. **consider funding of extensions to the Preschool as a Community Plan Proposal to be discussed as part of the 2017/18 Operational Plan budget process; and**
3. **continue discussions with the Kandos Rylstone Preschool on funding and grant opportunities.**

Executive summary

Kandos Rylstone Preschool are seeking funding from Mid-Western Regional Council for extensions to the Council owned premises. These extensions would ensure that the centre improves its level of service to the community and has the capacity to cater for increased demand on preschool placements over the mid to long term.

Disclosure of Interest

Nil.

Detailed report

Council has been approached regarding an extension to their Preschool facility located at 27 Flemming Street Kandos, with a view of a co contribution to funding between Council and Rylstone–Kandos Preschool Inc. This facility is currently leased and they pay an annual rental of \$1,000.00.

Council staff have spent some time discussing the ideas for the extensions with the Preschool. Plans have been drawn up and have not been costed with an estimated budget requirement of \$260,000 to complete Stage 1 of the Plans (provided as an attachment to the report).

Currently this facility is accommodating up to 27 preschool placements aged between 3 and 5 years and they have a licence to a capacity of 30 placements. Initial discussions between Council and the preschool have identified their demand to meet this capacity of 30 placements only and they have detailed the current facility is inadequate due to a variety of challenges (refer to attachment 1 for further information).

It is the recommendation of the Council staff however, that any investment in this facility should consider the long term future needs of this service in the Rylstone-Kandos community, and that all opportunities to meet this demand are met. With the potential future growth of mining in the Bylong Valley area, these extensions would help to accommodate any demand resulting from these developments.

Community Plan implications

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

Financial implications

The Rylstone Kandos Preschool has indicated that they are willing to contribute \$70,000 and to the works, leaving a funding gap of \$190,000. Council staff recommend that grant funding opportunities be sought, and that the extension works be considered as a part of the 2017/18 Operational Plan, during the budget process.

At this time, estimated cost of the extension is as follows:

Construction	\$ 220,000
DA and CC fees	\$ 2,500
Project Management	\$ 17,500
Contingency	\$ 20,000
Total	\$ 260,000

SIMON JONES
DIRECTOR, COMMUNITY

4 October 2016

Attachments:

1. Rylstone Kandos Preschool data information.
2. Kandos Rylstone Preschool plans.
3. Quotation-Mudgee Homes. Kandos Rylstone Preschool. (Confidential)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



MID WESTERN REGIONAL COUNCIL

DATA AND INFORMATION FOR EXTENSION PROPOSAL OF THE RYLSTONE KANDOS PRESCHOOL

CAPACITY

The Rylstone-Kandos Preschool is licensed for 30 children per day as per the minimum space requirement per child specified by our regulations. Despite having the required space for this number of children, it is not organised to best meet the needs and learning outcomes for all the children who attend each day.

Even though we are not at full capacity on all days, the increase in enrolments over the last 4 years has been evident that we will reach this daily limit in the next year or two. With reduced fees in place due to the Preschool Funding Model, the number of children from families on a Health Care Card and from Aboriginal backgrounds is increasing as the current funding model targets the enrolment of these equity groups, as well as those going to school the following year. We are noticing an increase in the number of children with undiagnosed additional needs, particularly challenging behaviours. Foster children are also a regular component of our enrolments.

We are engaging with playgroups within Kandos and Rylstone community to encourage all children to access our service and the importance of a great start each child's early education, again as per the current Preschool Funding Model.

NUMBERS

Unfortunately the reality of this situation is that the quality of the service we provide has been affected by the increase in the number of children who attend. We have restricted our numbers to 27 per day as the absolute maximum per day. It is very difficult to come to a happy compromise between quantity and quality when we are only service in our area and the numbers continue to increase each year.

Monday is for 4 and 5 year old children only – those children going to school the following year.

Tuesday is for 4 and 5 year old children only – those children going to school the following year.

Wednesday is a combined day of 3 year old with 4 and 5 year olds.

Thursday is for 4 and 5 year old children only – those children going to school the following year.

Friday is for 3 year olds only.

Current numbers per day Term 2:

Monday	16 currently enrolled	
Tuesday	25 currently enrolled	
Wednesday	27 currently enrolled	3 on the waiting list
Thursday	23 currently enrolled	
Friday	22 currently enrolled	6 on the waiting list (all will turn 3 by June 2016.)

We are currently staffed over ratio to have these number of children each day, as we need extra on the floor to assist with groups times and supervision due to the layout of this building.

ASSESSMENT

After our last assessment, it truly became evident that the building layout is not allowing us to provide the children and families the high quality of service that we capable of.

These concerns are particularly noticeable on the days when our numbers are over 20, there are children with challenging behaviours and the group is a mixed aged group. Many of our challenges stem from the inflexibility of our indoor space, and these are:

- Children only play inside or outside simultaneously for one part of the day when four (4) educators are working, as there is only a narrow hall and door separating the areas.
- The “wet” area is used for art and meal times so it is not available for use in the time needed change from one activity to the next.
- The increased amount of furniture and resources needed for the number of children attending encroaches upon the limited space.
- Increased noise levels over-stimulate children and it is difficult for many children to maintain a level of concentration to stay on a task.
- Small group experiences, targeting children of similar age, abilities and/or interests are difficult to run.
- Visiting therapists, for example, the Speech Therapist, only have a quiet private area for assessment and therapy sessions inside when the rest of the children are playing outside.
- Our foyer and combined locker room is very small and is crowded at arrival and departure times. There is not enough space to provide families with information we need to share with them and becomes as safety issue. This entry/exit area needs to be monitored so children do not leave building unattended during these busy times.
- Administrative offices are off the play room and the noise levels can affect concentration.

The number of educators currently working to cater for the needs of our groups of children and the layout of the preschool is over the required minimum ratio. This places challenges on our space and budget limits.

We strive to exceed our National Quality Standards but we have found our physical learning environment which is a major part of provided a quality service for children is limiting our ability to do so.

STAGES

Paul Blackwell presented us with a figure of \$450,000 to \$500,000 for the draft proposed plan.

We then proposed that if we were to complete the project in 2 stage’s would this be more achievable. We are unsure of the break down on the Stage 1 and Stage 2 costs.

Stage 1 – we would like to complete the foyer and extensions to the North on our block. The new foyer and double sliding entry doors are a crucial part of the extensions. Not only for safety but also an area for families to meet and receive all the information they are required. The northern extensions would give us new office space for our Director and Office Manager, a visiting specialist room/meeting room, a staff room which we currently do not have, another 3 toilets for the children and a storage room. It also gives us the most important aspect of a large open plan area with visibility for inside/outside play. This also allows the current wet area to be doubled in size to accommodate the current enrolments.

This stage is deemed to be of the upmost importance and achievable without closing the preschool for an extended time.

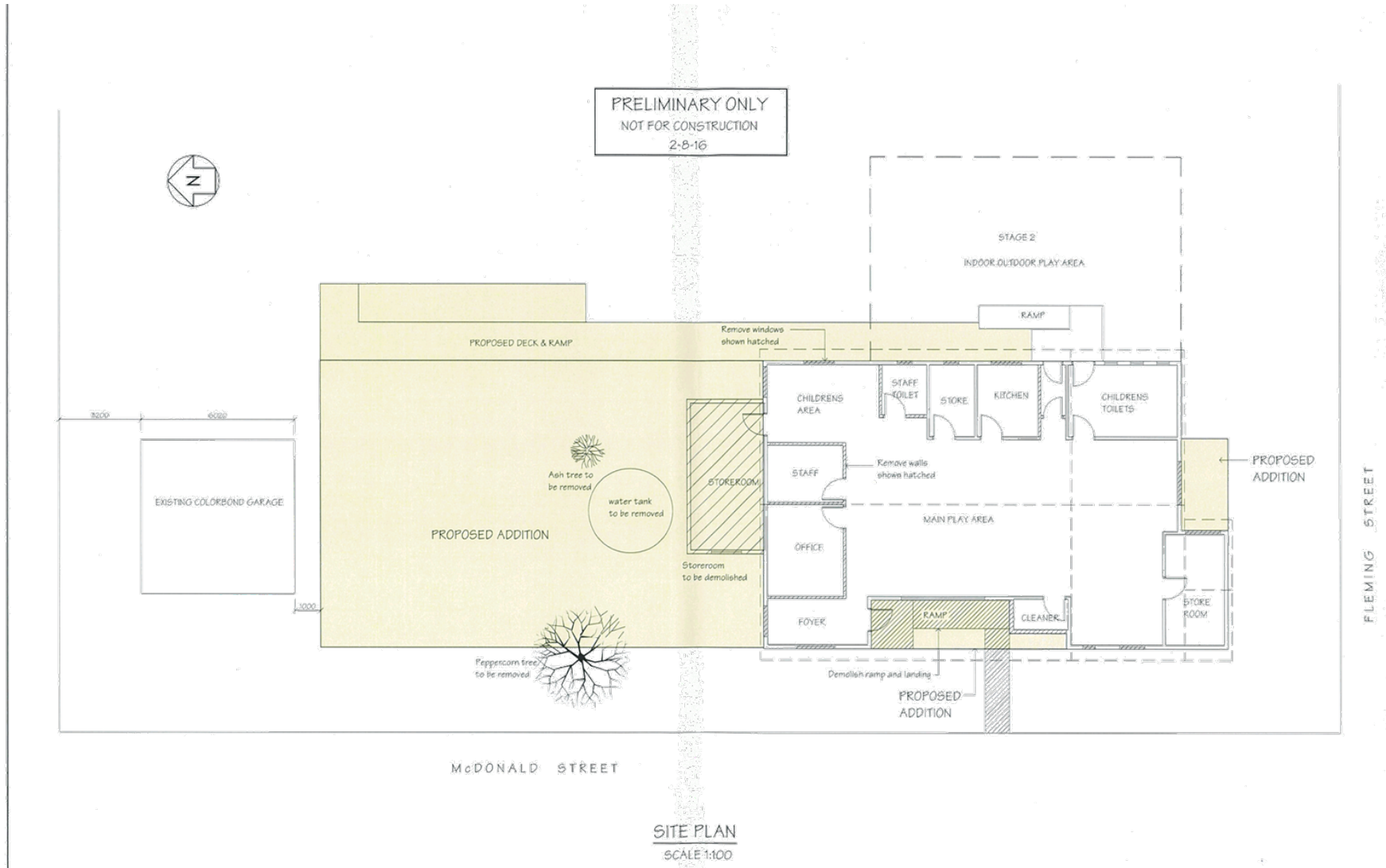
Stage 2 – Inside/Outside 10 m x 12 m room to the east of the current building, extensions to the southern end to square off the building, giving extra toilet space in current bathroom, a new cleaner’s room and extend current storage room. Again this stage would be able to be completed without too much interruption to the operation of the preschool as we would have Stage 1 completed.

If would be truly appreciated if we could have a breakdown of the approximate costing of each of these stages.

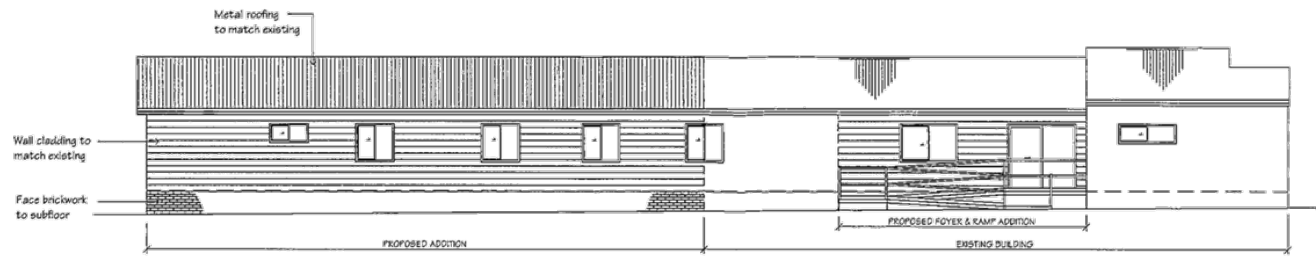
FUNDING

We have approached you the Mid-Western Regional Council to assist us in achieving this goal. We have \$100,000 to contribute but are willing to work with Council in applying for grants if these are suitable. We are unsure if we re eligible for some grants since the council own the building and land. There are Capital Works Grants opening for preschools to build or extend existing centre-based services. Community Building Partnership grants are also opening in May/June if we would be eligible.

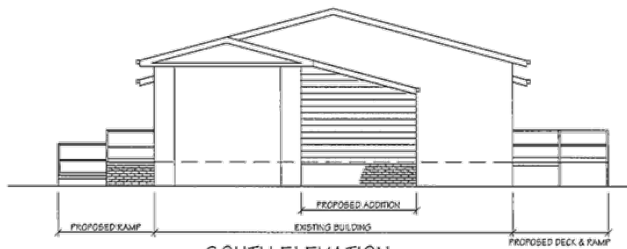
We continue to work at fundraising every year to contribute to improving our service.



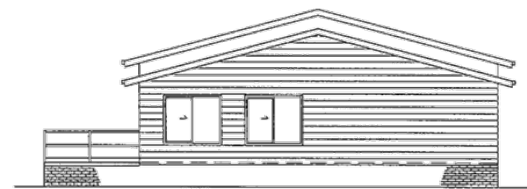
<p>1000mm 0 1m 2m 3m 4m 5m METRES</p> <p>SCALE 1:100 at A2 size</p>	<p>Preparation: RELIABLE DRAFTING SERVICE Kate Foody 12 Alexander Street EGLINTON 2795</p> <p>ph. 63 37116 email foodyk@bunet.au A.B.N. 60 167 131 984</p>	<p>Project: PROPOSED ADDITION TO PRESCHOOL Chr. FLEMING & McDONALD STREETS KANDOS</p> <p>Client: MID WESTERN REGIONAL COUNCIL</p>	<p>Area: EXISTING BUILDING: 178.2m² PROPOSED ADDITIONS: 212.9m²</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Job No: 16.109</td> <td>DRAW. No: 1</td> <td>Amnts: SK</td> <td>No in set: 4</td> </tr> <tr> <td>Scale: as shown</td> <td>Date: 2-8-16</td> <td colspan="2">Fig: 16'09.dwg</td> </tr> </table>	Job No: 16.109	DRAW. No: 1	Amnts: SK	No in set: 4	Scale: as shown	Date: 2-8-16	Fig: 16'09.dwg	
Job No: 16.109	DRAW. No: 1	Amnts: SK	No in set: 4								
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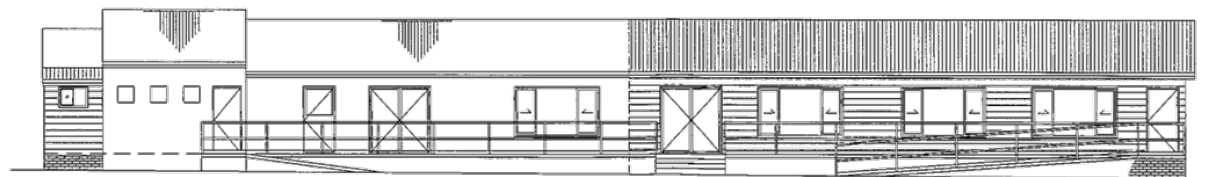
WEST ELEVATION
 SCALE 1:100



SOUTH ELEVATION
 SCALE 1:100

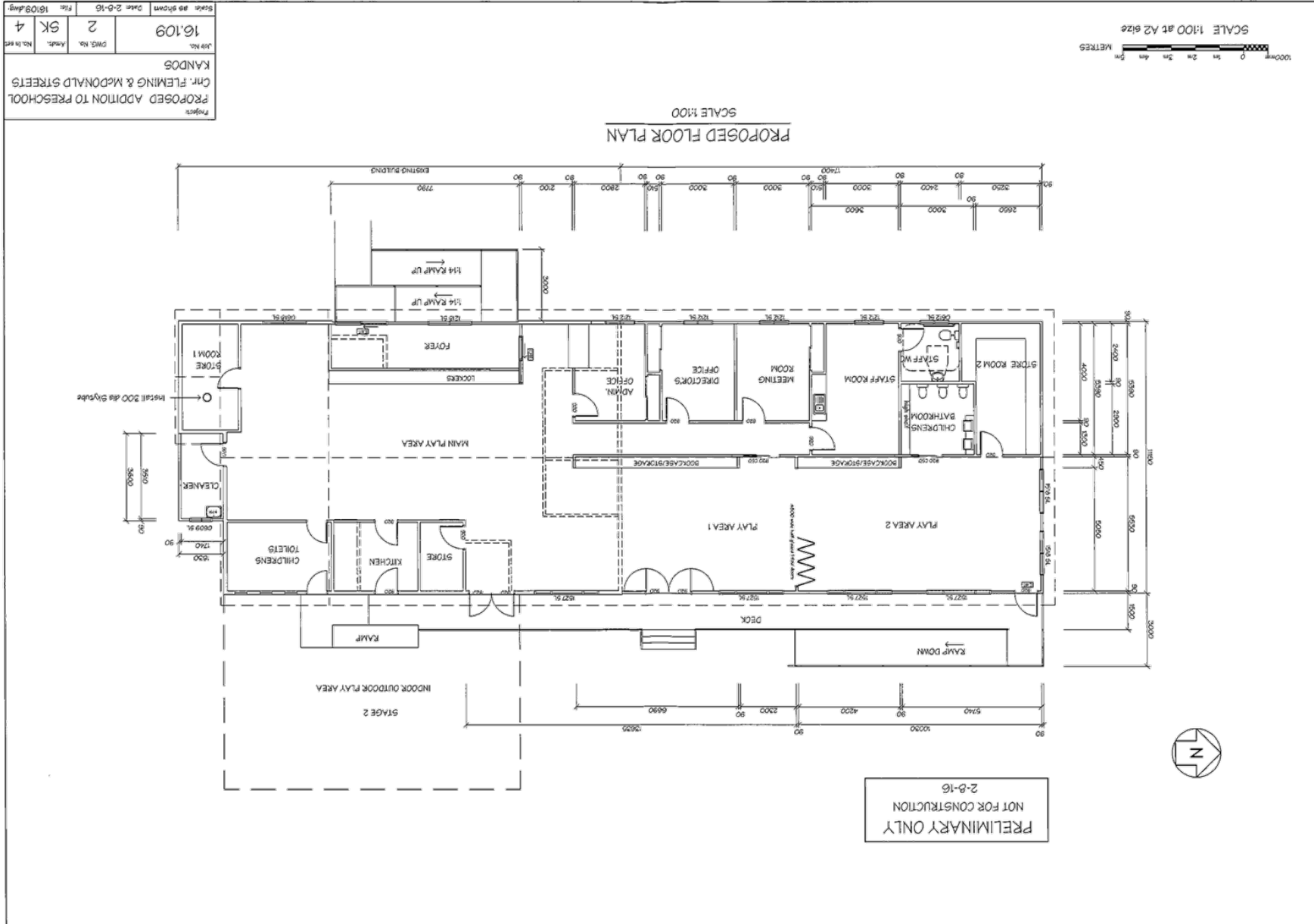


NORTH ELEVATION
 SCALE 1:100



EAST ELEVATION
 SCALE 1:100

Project: PROPOSED ADDITION TO PRESCHOOL Cnr. FLEMING & McDONALD STREETS KANDOS			
Job No. 16.109	DWG. No. 3	Amnt. SK	No in set 4
Scale: as shown	Date: 2-8-16	File: 16109.dwg	



CONFIDENTIAL

Item 12: Reports from Committees

12.1 August Local Traffic Committee Minutes

REPORT BY THE DIRECTOR, OPERATIONS
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, A0100009

RECOMMENDATION

That Council:

1. receive the report by the Director, Operations on the Local Traffic Committee meeting held 19 August 2016;
 2. note the minutes of the Local Traffic Committee meeting held 19 August 2016;
 3. adopt parking changes at St Matthews School per recommendation 5 of minute 34/16 Council meeting;
 4. install additional 'No Stopping' and 'Children (symbolic)' and 'School' signage in the All Hallows Catholic Primary School Zone on Medley Street and Bayly Street, Gulgong;
 5. extend the existing bus zone east on Belmore Street, Gulgong from 77m to 112m. The existing yellow hold line on the concrete verge is to be remarked to a white hold line;
 6. install a 30m morning drop off zone to the west of the existing bus zone on Belmore Street, Gulgong;
 7. install a 40m morning drop off zone on Nandoura Street, Gulgong;
 8. replace non-compliant signage and install new signage on Belmore Street and Nandoura Street, Gulgong;
 9. install new signage at the intersections of Nandoura Street and Belmore Street, Stott and Belmore Street, Bowman and Belmore Street, Gulgong;
 10. install a Keep Clear Zone to one lane on Gladstone Street adjacent to the Mudgee Ambulance Station driveway;
 11. approve the installation of a Temporary Works Zone adjacent Mudgee High School on Douro Street with the following conditions:
 - a. A Traffic Management Plan (TMP) is to be completed by a 'Certified Person' for implementation during works is to be submitted to Mid-Western Regional Council prior to any work commencing. The TMP must include all relevant Traffic Control Plans (TCPs) and Pedestrian Management Plans (PMPs);
-

- b. The temporary work zone will operate from August 2016 till 30th November 2016, Monday to Saturday from 7:00am to 5:00pm only, excluding Sundays and Public Holidays;**
 - b. Reimburse Council for the cost of damage repairs;**
 - c. Comply with Council's Law Enforcement Officers' reasonable directives;**
 - d. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
 - e. Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;**
 - f. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, the Roads and Maritime Service and NSW Police Force are indemnified against any possible action;**
 - 12. approve the event 'Shoulder to Shoulder' in accordance with the following conditions;**
 - a. The Special Events Transport Management Plan (TMP),**
 - b. In accordance with the requirements of the NSW Police Force conditions for the event;**
 - c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;**
 - d. Reimburse Council for the cost of damage repairs;**
 - e. Comply with Council's Law Enforcement Officers' reasonable directives;**
 - f. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
 - g. Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;**
 - h. The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;**
 - i. Maintain a four-metre wide emergency vehicle lane;**
 - j. Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;**
 - k. The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and**
 - l. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such the policy should note**
-

Council, the Roads and Maritime Service and NSW Police Force are as Interested Parties;

13. note general business and correspondence items.

Executive summary

The purpose of this report is to advise Council and seek support of the considerations and recommendations of the Local Traffic Committee (LTC) meeting held 19 August 2016.

Disclosure of Interest

There are no disclosures of interest associated with this report.

Detailed report

The Local Traffic Committee meeting was held 19 August 2016 and recommends the approval of the following events:

- Shoulder to Shoulder Walk, Taronga Zoo

There were six non-event traffic considerations presented to the committee. These were on the following issues:

- All Hallows Catholic School signage
- Gulgong High School bus and drop off signage
- Mudgee Ambulance Station clear zone
- Mudgee High School temporary work zone
- Disabled parking space for Glenray Lifestyle
- St Matthews parking changes trial period

This report recommends the approval of the considerations given by the LTC on the above issues.

The minutes and discussion notes for the LTC meeting held 19 August are attached.

Community Plan implications

Theme	Good Governance
Goal	Good communications and engagement
Strategy	Improve communications between Council and the community and create awareness of Council's roles and responsibilities

Financial implications

Minimal for signage and line marking.

DARYL COLWELL
DIRECTOR, OPERATIONS

29 August 2016

Attachments: 1. Local Traffic Committee Meeting Minutes 19 August 2016.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

MINUTES OF THE LOCAL TRAFFIC COMMITTEE MEETING HELD ON FRIDAY, 19 AUGUST 2016

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

Apologies:

Secretary: Gemma Wilkins (MWRC)

The LTC meeting commenced at 9:35am

MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting held 15 July 2016 accepted as correct.

Moved: Prue Britt 2nd: Phillip Blackman

16/37 MATTERS IN PROGRESS

ITEM	ACTION
High cube café at 94 lions drive, Mudgee - off street parking	<p>Council have endorsed the recommendations from previous LTC meeting in the February 18 Council Meeting.</p> <p>As 27 April, the Committee agreed to progress signage installation and yellow line marking for this item prior to new business taking over.</p> <p>Still in progress as at 19 August</p>
St Matthew's School -Parking Drop off Zone	<p>Today, 27 April, is the first day of operation, seems to have improved the flow for the buses. Correspondence has been received debating the full day parking in front of the church. Council will note correspondence to assess at the end of the trial period.</p> <p>As at 24 June, feedback from building owners disputing the change to all day parking, 1 complaint from a parent regarding queuing of cars across Mortimer Street as parents don't seem to be pulling right to the front of the drop off area. Prue advised that Janene Pout has been conducting observations and will be preparing a report accordingly. Trial period ends in a week.</p> <p>Will met with the school Principal last week and he was pleased with the changes. Only one complaint from a mother at the school. The Committee endorsed the changes to St Matthews parking arrangements.</p>
Gulgong High School Drop off/Pickup Zone	<p>Report included in 19 August meeting.</p>

Third Street One Way Request	Council undertake a traffic survey to assess traffic movements in Third Street. Report to be referred back to LTC. Matter completed, no change will be occurring.
Kandos Street Machine Festival	Council to write event organiser advising that event is classified as special event and therefore needs to go through appropriate approval channels Council wrote letter to organiser. Follow up will be required to ensure this goes through the appropriate channels. Police would like meeting with organisers.
Yellow Line Methodology	Council convert no stopping zones to yellow line methodology. Conversion will be continued by Council progressively. Council to conduct educational campaign as the changes occur.
Truck turning signage for Paspaley (Bunnamagoo wines)	Truck turning signage for Paspaley (Bunnamagoo wines)

16/38 SPECIAL EVENT DEBRIEF

SPECIAL EVENT	
Mudgee Field Days	Debrief still to be scheduled with Council.
Gold Rush Endurance Ride	
Henry Lawson Heritage Drive	Written report received 26 July 2016 (attached) The concerns for parked cars in the main street of Gulgong were noted by the Committee. Council may be able to provide barrier boards on one side for next year event.
Mudgee Cycle Club	Written report received 11 August 2016 (attached) Police advised that there was a rolling road block, however a full closure would be a better option for next year's event. Suggestion to tailor similar treatments used in the 'Blayney 2 Bathurst' for partial closures or full closures in sections. Special consideration would need to be given for treatment to Ulan Road. Police suggested that the event organiser attend October Committee Meeting for further discussion.

16/39 ALL HALLOWS CATHOLIC SCHOOL GULGONG

Council received a request from the Principal of All Hallows Catholic Primary School and Bus Operators to install additional signage in the school zone.

- Will advised that cars parking close to intersection are impeding turning buses. There are some non-conforming signage that requires replacement as well as additional signage.

RECOMMENDATION

That Council;

- 1. Install additional 'No Stopping' and 'Children (symbolic)' and 'School' signage in the All Hallows Catholic Primary School Zone on Medley Street and Bayly Street, Gulgong.**

Moved: Prue Britt 2nd Cr John Weatherly

16/40 GULGONG HIGH SCHOOL- BUS ZONE EXTENSION, NEW MORNING DROP OFF ZONES & SIGNAGE INSTALLATION

Council has received a request from the Principal of Gulgong High School and Bus Operators, to investigate potential improvements to the school zone.

- Principal and bus operators all in agreeance with the proposed changes to extend the bus zone to 112m in length.
- The committee noted that concrete may be required over the grass verge for the length of the drop off zone. This will need to be raised as a budget initiative next financial year if necessary.

RECOMMENDATION

That Council;

- 1 Extend the existing bus zone east on Belmore Street from 77m to 112m. The existing yellow hold line on the concrete verge is to be remarked to a white hold line;**
- 2 Install a 30m morning drop off zone to the west of the existing bus zone on Belmore Street;**
- 3 Install a 40m morning drop off zone on Nandoura Street;**
- 4 Replace non-compliant signage and install new signage on Belmore Street and Nandoura Street;**
- 5 Install new signage at the intersections of Nandoura Street and Belmore Street, Stott and Belmore Street, Bowman and Belmore Street.**

Moved: Cr John Weatherly 2nd Phil Blackman

16/41 MUDGEES AMBULANCE STATION- INSTALLATION OF A KEEP CLEAR ZONE ON GLADSTONE STREET

Council received a request from Mudgees Ambulance Station to mark a 'Keep Clear' zone adjacent to their driveway on Gladstone Street. This change is required to be implemented by Council to allow safe entry and exit of Ambulances to their premises.

- Will advised that the change to give way sign at Perry Street has meant that traffic can back up past the ambulance station.
- Jeff commented that any assistance to emergency vehicles was beneficial.
- Daryl commented that this item can be raised as a works request once it passes through Council.

RECOMMENDATION

That Council;

1. **Install a Keep Clear Zone to one lane on Gladstone Street adjacent to the Mudgee Ambulance Station driveway.**

Moved: Jeff Boon 2nd Prue Britt

16/42 MUDGEE HIGH SCHOOL- INSTALLATION OF A TEMPORARY WORK ZONE & ADDITIONAL DISABLED PARKING

Council received a request from Mudgee High School to approve a temporary works zone and installation of an additional disabled parking space. The school requires these changes to be implemented to allow refurbishment of school buildings.

- Will advised that building works have commenced at the school.
- From the consultation session with the High School Council learnt they were looking for a suitable place for a disabled parking spot temporarily.

RECOMMENDATION

That Council;

Approve the installation of a Temporary Works Zone adjacent Mudgee High School on Douro Street with the following conditions:

- a. **A Traffic Management Plan (TMP) is to be completed by a 'Certified Person' for implementation during works is to be submitted to Mid-Western Regional Council prior to any work commencing. The TMP must include all relevant Traffic Control Plans (TCPs) and Pedestrian Management Plans (PMPs);**
- b. **The temporary work zone will operate from August 2016 till 30th November 2016, Monday to Saturday from 7:00am to 5:00pm only, excluding Sundays and Public Holidays;**
- c. **Reimburse Council for the cost of damage repairs;**
- d. **Comply with Council's Law Enforcement Officers' reasonable directives;**
- e. **Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
- f. **Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;**
- g. **Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, the Roads and Maritime Service and NSW Police Force are indemnified against any possible action.**

Moved: Cr John Weatherly 2nd Phillip Blackman

16/43 RELOCATION OF DISABLED PARKING SPACE FROM MARKET STREET TO PERRY STREET

Council received a request from Glenray Lifestyle and Learning to consider the allocation of a disabled parking space on Perry Street nearer to their new business premises.

- Daniel advised Glenray have relocated their business. Requesting parking to be placed in front of their business rather than across the street.
- Disabled parking will still be within 15 minute parking zone.
- Daryl advised when he was Development Engineer Manager that he audited disabled parking spots based on the building code requirements. He remembers that there were ample spots allocated based on the recommended requirements.
- Prue asked whether we would need to lose the one of Market Street and add Perry Street as an additional.
- Cr John Weatherly suggests that the matter be referred to the Access Committee

MOTION: Refer the request to the Access Committee for comment prior to consideration by the Local Traffic Committee.

Moved: Phillip Blackman 2nd Cr John Weatherly

16/44 SHOULDER TO SHOULDER – MAJOR EVENT FOR THE 2016 TARONGA ZOO CENTENARY

The Shoulder to Shoulder Walk is being undertaken to celebrate the Centenary of the Taronga Zoo involving walking from Taronga Western Plains Zoo Dubbo to Taronga Zoo Sydney passing through the Mid-Western Regional Council region.

- Prue asked classification of the event. Daniel advised that he wasn't sure given there are numerous sections of the event.
- Daniel stated that he didn't think that there were any further conditions we could impose that already hadn't been by a higher authority.

RECOMMENDATION

That Council;

Approve the event in accordance with the following conditions;

- a. The Special Events Transport Management Plan (TMP),
- b. In accordance with the requirements of the NSW Police Force conditions for the event;
- c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
- d. Reimburse Council for the cost of damage repairs;
- e. Comply with Council's Law Enforcement Officers' reasonable directives;
- f. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
- g. Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
- h. The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;
- i. Maintain a four-metre wide emergency vehicle lane;
- j. Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;
- k. The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and

-
- I. **Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such the policy should note Council, the Roads and Maritime Service and NSW Police Force are as Interested Parties.**

Moved: Cr John Weatherly 2nd Phillip Blackman

16/45 GENERAL BUSINESS

NOSE IN PARKING REQUEST MUDGEES CBD

Council received a request for nose-in parking to be introduced in the CBD area. Council Rangers have provided their feedback.

- Daryl advised that significant consultation and cost is involved to make these changes.
- Prue highlighted that kerb design also already tailored to reverse parking and this would have a significant cost to rectify.
- Committee discussion not in favour of making the change due to safety concerns including cars reversing into oncoming traffic, mothers loading prams into the cars from the roadside and obstruction of view by larger cars when attempting to exit car park.
- **Action: Recommend contacting resident and advise LTC considered and declined the request.**

MUDGEES PARK RUN

Council received a request to hold a series of Park Runs in Lawson Park, with the first being in early September.

- First course outline suggested running across the Holyoake Bridge which in the past has raised safety concerns from the Local Traffic Committee.
- The organiser has since returned with an alternate course that no longer involves traffic.
Action: Item will be referred to the Director Community.

16/46 CORRESPONDANCE

FILM CREW RYLSTONE

Council are expecting to receive a request a closure of approximately 100m of Louee Street Rylstone 21-22 August. Council still waiting to receive completed application.

- No further information has been received by Council. Committee not sure if the event will proceed.

General Business Discussion

- Jeff advised that Mudgee Police were grateful for the support that MWRC provided in two incidents in the region yesterday. Particular credit was given to the short response time for Council to attend the incident on the Ulan-Wollar Road.
- Jeff advised that the Emergency Services Expo to be held October alongside the markets. Jeff proposed closing a small section of Short Street from Church Street to the Pool. Daryl advised residents are usually quite supportive of closures for other events.
- Police have been working with the Mines, looking to get road safety signage to catch their attention. They are seeking Council support for installing the signage. Prue suggested speaking with Jacqueline Anderson for ideas that could reduce traffic. **Action: Committee endorse support.**
- Details for a Child Seat Installation information day have been left with Customer Service. They can install, offer advice free of charge. Prue suggest Council get in contact with Kath Mann and arrange a suitable time that can be in conjunction with other relevant community events.

Motion: That general business and correspondence items be accepted.

Moved: Phil Blackman 2nd Cr John Weatherly.

Meeting closed 10:40am

12.2 September Local Traffic Committee Minutes

REPORT BY THE DIRECTOR, OPERATIONS
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, A0100009

RECOMMENDATION

That Council:

1. receive the report by the Director, Operations on the Local Traffic Committee meeting held 16 September 2016;
 2. note the minutes of the Local Traffic Committee meeting held 16 September 2016;
 3. Classify 'A Day on the Green' at Robert Oatley Vineyard, 22 October 2016, as a Class 2 Event under the "Guide to Traffic and Transport Management for Special Events Version 3.4" and approve with the following conditions:
 - a. Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by Council prior to the event;
 - b. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
 - d. Reimbursing Council for the cost of damage repairs;
 - e. Complying with Council's Law Enforcement Officers' reasonable directives;
 - f. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - g. A Traffic Control Plan (TCP), certified by a person with a "Worksite Traffic Control Certificate" be included in the TMP;
 - h. Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
 - i. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Mid-Western Regional Council, RMS and the NSW Police are indemnified against any possible action as the result of the event;
 - j. The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;
 - k. Maintain a four-metre wide emergency vehicle lane;
 - l. Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;
 - m. The event organiser apply to the RMS for a direction to restrict the speed limit as proposed;
 - n. The organiser is to notify NSW Fire and Rescue and the NSW Ambulance Service of the event; and
 - o. The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review.
-

4. Remove the three existing 'Give Way' signs and transverse lines on Fairydale Lane, at the Gladstone Street Intersection;
 5. Install one new 'Give Way' sign or 'Stop' sign and transverse line on Gladstone Street at the Fairydale Lane T-Intersection.
 6. Classify 'Gulgong Chinese Gold Festival Street Parade,' 1 October 2016, as a Class 2 Event under the "Guide to Traffic and Transport Management for Special Events Version 3.4" and approve with the following conditions:
 - a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by council prior to the event;
 - b. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
 - d. Reimbursing Council for the cost of damage repairs;
 - e. Complying with any of Council's Law Enforcement Officers' reasonable directives;
 - f. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - g. A Traffic Control Plan (TCP) certified by a person with a 'Select & Modify' or a 'Design and Audit' Certificate be included in the TMP;
 - h. Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
 - i. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, RMS and NSW Police Force is indemnified against any possible action as the result of the event;
 - j. The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;
 - k. Maintain a four-metre wide emergency vehicle lane;
 - l. Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date; and
 - m. The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review.
 7. Install kerb extensions at the north eastern and north western corners of the intersection of Jacques Street and Dangar Street, Kandos in accordance with relevant standards.
 8. Classify *Rylstone Street Feast*, 5 November 2016 as a Class 2 Event under the *Guide to Traffic and Transport Management for Special Events Version 3.4* and approve with the following conditions:
 - a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the *Guide to Traffic and Transport Management for Special Events Version 3.4* and submitted to and approved by Council prior to the event;
 - b. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
-

- c. **Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;**
 - d. **Reimbursing Council for the cost of damage repairs;**
 - e. **Complying with Council's Law Enforcement Officers' reasonable directives;**
 - f. **Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
 - g. **Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;**
 - h. **The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;**
 - i. **Maintain a four-metre wide emergency vehicle lane;**
 - j. **Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;**
 - k. **The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and**
 - l. **The organiser is to notify NSW Fire and Rescue and the NSW Ambulance Service of the event;**
 - m. **Council must be provided with a current copy of a Public Liability Insurance policy in the amount of at least \$20 million. Such a policy is to note Council, RMS and NSW Police Force as interested parties on the policy;**
9. **Classify Mudgee Triathlon Race Season 2016-17", as a Class 2 Event under the "Guide to Traffic and Transport Management for Special Events Version 3.4" and approve with the following conditions:**
- a. **Events are to be undertaken in accordance with the "Guidelines for Bicycle Road Races";**
 - b. **A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by council prior to the event;**
 - c. **Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;**
 - d. **Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;**
 - e. **Reimbursing Council for the cost of damage repairs;**
 - f. **Complying with any of Council's Law Enforcement Officers' reasonable directives;**
 - g. **Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
 - h. **A Traffic Control Plan (TCP) certified by a person with a 'Select & Modify' or a 'Design and Audit' Certificate be included in the TMP;**
 - i. **Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;**
 - j. **Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, RMS and NSW Police Force is indemnified against any possible action as the result of the event;**
 - k. **The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;**
 - l. **Maintain a four-metre wide emergency vehicle lane;**
 - m. **Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;**
-

- n. **The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and**
 - o. **A copy of the TMP including the TCP is to be forwarded to the Traffic Operations Manager at the Regional RMS Office in Parkes for information.**
10. **Approve the conversion of Smith Street from Cox Street to Denison Street to one-way**
11. **Note correspondence and general business items.**
-

Executive summary

The purpose of this report is to advise Council and seek support of the considerations and recommendations of the Local Traffic Committee (LTC) meeting held 16 September 2016

Disclosure of Interest

There are no disclosures of interest associated with this report.

Detailed report

The Local Traffic Committee meeting was held 16 September 2016 and recommends the approval of the following events:

- A Day on the Green 22 October 2016
- Gulgong Chinese Gold Festival 1 October 2016
- Mudgee Tri Club 2016-2017 Race Season
- Rylstone Street Feast 5 November 2016

Following the meeting, a report on the approval of the Rylstone Street Feast was distributed via email to committee members for comment. The committee recommend the event to proceed.

There were three non-event traffic considerations presented to the committee. These were on the following issues:

- Gladstone Street and Fairydale Lane signage changes
- Kandos Primary and High School Kerb extensions
- One way street conversion – Smith Street

This report recommends the approval of the considerations given by the LTC on the above issues.

The minutes and discussion notes for the LTC meeting held 16 September are attached.

Community Plan implications

Theme	Good Governance
Goal	Good communications and engagement
Strategy	Improve communications between Council and the community and create awareness of Council's roles and responsibilities

Financial implications

Minimal for signage and line marking.

DARYL COLWELL
DIRECTOR, OPERATIONS

22 September 2016

Attachments: 1. Local Traffic Committee Meeting Minutes 16 September 2016.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Minutes of the Local Traffic Committee

Held at the Committee Room, 86 Market Street, Mudgee
on 16 September 2016.

Present	Daniel Buckens (Acting Chairperson), Phillip Blackman (Members Representative), Sergeant Simon Blake, Prue Britt (RMS),
Apologies	Daryl Colwell MWRC – (Chairperson), Chief Inspector Jeff Boon (NSW Police), William Hopcroft (MWRC)
Secretary	Gemma Wilkins (MWRC)

The LTC meeting commenced at 9:30am.

MINUTES OF PREVIOUS MEETING

RECOMMENDATION

That the Minutes of the previous Local Traffic Committee held on 19 August 2016 be taken as read and confirmed.

MATTERS IN PROGRESS

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
High cube café at 94 lions drive, Mudgee - off street parking	16/05 29 January LTC Meeting		Council have endorsed the recommendations from previous LTC meeting in the February 18 Council Meeting. As at 27 April, the Committee agreed to progress signage installation and yellow line marking for this item prior to new business taking over. Still in progress as at 19 August
St Matthew's School -Parking Drop off Zone	16/04 29 January LTC Meeting		Daryl recommends adoption of changes to St Matthews. Next Council meeting 19 October includes this recommendation
Gulgong High School Drop off/Pickup Zone	16/40 19 August LTC Meeting		Report included in 19 August meeting. Going to 19 October Council Meeting

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SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
Kandos Street Machine Festival			<p>Council wrote letter to organiser. Follow up will be required to ensure this doesn't go through the appropriate channels. Police would like meeting with organisers.</p> <p>Organisers attended 16 September. Contact details exchanged, information provided. Further meetings are to be arranged.</p>
Yellow Line Methodology	29 January LTC Meeting		<p>Council convert no stopping zones to yellow line methodology.</p> <p>Conversion will be continued by Council progressively. Council to conduct educational campaign as the changes occur.</p>
Truck turning signage for Paspaley (Bunnamagoo wines)	16/35 15 July LTC Meeting		<p>Truck turning signage for Paspaley (Bunnamagoo wines). WR SI0008/2017</p> <p>Works completed 28 August 2016. Remove from matters in progress next meeting.</p>
Kandos Primary and High School	16/32 15 July LTC Meeting Council Min 237/16	<p>Reduce the length of the bus zone to the west of the pedestrian crossing on Fleming Street from 39.5m to 20m and install new signage</p> <p>Install a new morning drop off zone next to the new bus zone at 19.5m long to the west of the pedestrian crossing on Fleming Street and install new signage 'no parking</p> <p>Replace non-compliant signage and install new signage on Fleming Street, Dangar Street and Jacques Street</p>	<p>Works request raised 1 September for signage SI0031/2017. Signs on order. If they arrive prior to school holidays they will be installed then.</p>

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
Rylstone Public School – School Zone	16/33 15 July LTC Meeting Council Min 237/16	Replace non-compliant signage and install new 'No Stopping' signage on Mudgee Street by the pedestrian crossing; Relocate the Give-Way sign on Mudgee Street at the intersection of Mudgee Street and Dabee Street to the centre of the road in a concrete median; Place bus zone signage on Mudgee Street;	Works request raised 1 September for signage SI0030/2017. Signs on order. If they arrive prior to school holidays they will be installed then.
Douro Street Pedestrian Crossing	16/36 15 July LTC Meeting	Council to look at the warrants for a pedestrian crossing at Douro Street`	
Corner Puttabucca and Tinja Lane	16/36 15 July LTC Meeting	Council install signage indicating right of way for PuttaBucca Road and renew line marking	Works request raised 1 September SI0029/2017
Mudgee Ambulance Station	16/41 19 August LTC Meeting	Council install a Keep Clear zone to one lane on Gladstone Street adjacent to the Mudgee Ambulance station driveway	Works request raised 1 September RD0243/2017

SPECIAL EVENT DEBRIEF

SPECIAL EVENT	
Gold Rush Endurance Ride	
Mudgee Running Festival (Mudgee Tri Club)	
Mudgee Field Days	Steve Garland in attendance for debrief. Steve not aware of any issues in this year's event. Traffic flow into the event went quite well as they were paying attention to assisting the volunteers with letting exhibitors in if their passes were queried. Weather both event days was favourable, carparks onsite were all used. There was also a free shuttle service (4 buses) from in town running. NSW Police made suggestion in increasing the number of exits from the event and subsequently the entrance on the Ulan road was duplicated. The internal road from main site to the bottom of the runway was also gravelled this year, which diverted traffic from the Ulan Road and down to Henry

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	<p>Lawson Drive. Steve raised the possibility of providing information signs on Ulan Road detailing where the designated car parking for exhibitors, disabled, coaches versus general visitors (Henry Lawson versus Ulan Road). Dan raised query of how we best direct them moving forward with permissible signage. Dan suggest next TCP includes the signage for visitors as a separate informational TCP instead of with road signage TCP. Prue agreed that signage is appropriate sizing and would be easy to read. Prue mentioned that she drove the site and thought that the 60 zones may not need to be as far stretching. Council received no complaints and the RMS received no complaints. NSW Police not aware of any incidents. Steve advised that he will not be the contact for next year.</p>
Kandos Street Machine Festival	<p>Kevin Healey, Andrew Walker, Joanne Walker and Jack Pennell in attendance from Kandos Street Machine Committee. Jeff Boon not in attendance to advise his concerns. Prue mentioned that Council recognised that the event is classed as a special event, therefore requires special event approval each year. Andrew advised they usually get approximately 4000-4500 attendees. Friday is the set up day, with gates opening from 12pm, show starts 8am Saturday and the majority of attendees depart by 4pm Sunday. The main problem with traffic is that when people arrive that cars with trailers back up on Cooper Drive. Dan advised our concerns are for safety on local roads, and that Council are not out to change the event or stop it from running. Council suggested to include the TCP costs in their event assistance application for Council to provide the event assistance and TCP preparation. Dan advised that Council will arrange a time to meet on site to go over details further.</p>

CALENDAR OF EVENTS

AUGUST	Date	Comments
Mudgee Running Festival	21 August 2016	Approved 24 June Meeting
SEPTEMBER	Date	Comments
Mudgee High School Rainbow Day	22 September 2016	Approved 27 April Meeting
Flavours of Mudgee	24 September 2016	Approved 27 April Meeting
Taronga Shoulder to Shoulder	24-27 September 2016	Approved 19 August Meeting

OCTOBER	Date	Comments
Gulgong Chinese Gold Festival	1 October 2016	Approved 16 September meeting
Mudgee Tri Club	16 October 2016	Approved 16 September meeting
A Day on the Green	22 October 2016	Approved 16 September meeting
NOVEMBER	Date	Comments
Rylstone Street feast	5 November 2016	Approved via email 20 September 2016
Mudgee Tri Club	6 November 2016	Approved 16 September meeting
Windeyer Endurance Ride	12-13 November 2016	Approved 16 September meeting
DECEMBER	Date	Comments
Mudgee Tri Club	4 December 2016	Approved 16 September meeting
JANUARY	Date	Comments
Mudgee Tri Club	8 January 2016	Approved 16 September meeting
Kandos Street Machine Festival	28-29 January 2016	
FEBRUARY	Date	Comments
Mudgee Tri Club	5 February 2016	Approved 16 September meeting
MARCH	Date	Comments
Mudgee Tri Club	12 March 2016	Approved 16 September meeting
APRIL	Date	Comments
Mudgee Tri Club	2 April 2016	Approved 16 September meeting

Red = Unapproved

Green = Approved

Phillip Blackman was required to leave meeting at 10:40am

16/005 A DAY ON THE GREEN 22 OCTOBER 2016

- No major changes to the event from previous years.
- Council requested additional signage for approach to TC officers
- Prue queried why the signage is listed as Blue and White which is generally used for services. Why not black on yellow? Council to follow up.

RECOMMENDATION

That:

1. the event – “A Day on the Green” at Robert Oatley Vineyard, 22 October 2016” – be classified as a Class 2 Event under the “Guide to Traffic and Transport Management for Special Events Version 3.4” and proceeds with the following conditions:
 - a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by Council prior to the event;
 - b. Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - c. Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
 - d. Reimbursing Council for the cost of damage repairs;

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MID-WESTERN REGIONAL COUNCIL | LOCAL TRAFFIC COMMITTEE - 16 SEPTEMBER 2016

- e. **Complying with Council's Law Enforcement Officers' reasonable directives;**
- f. **Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
- g. **A Traffic Control Plan (TCP), certified by a person with a "Worksite Traffic Control Certificate" be included in the TMP;**
- h. **Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;**
- i. **Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Mid-Western Regional Council, RMS and the NSW Police are indemnified against any possible action as the result of the event;**
- j. **The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;**
- k. **Maintain a four-metre wide emergency vehicle lane;**
- l. **Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;**
- m. **The event organiser apply to the RMS for a direction to restrict the speed limit as proposed;**
- n. **The organiser is to notify NSW Fire and Rescue and the NSW Ambulance Service of the event; and**
- o. **The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review.**

MOTION: Ms Prue Britt / Sergeant Simon Blake

That the above recommendation be accepted and approved.

**16/006 GLADSTONE STREET AND FAIRY DALE LANE MUDGEE INTERSECTION-
INSTALLATION OF A GIVE WAY SIGN ON GLADSTONE STREET**

- Prue suggested that Council measure sight distance from Gladstone street based on RMS supplement to the Australian Standards.
- Committee in support of moving, pending Council investigations.

RECOMMENDATION

That Council;

1. **Remove the three existing 'Give Way' signs and transverse lines on Fairydale Lane, at the Gladstone Street Intersection;**
2. **Install one new 'Give Way' sign or 'Stop' sign and transverse line on Gladstone Street at the Fairydale Lane T-Intersection.**

MOTION: Ms Prue Britt / Sergeant Simon Blake

That the above recommendation be accepted and approved.

16/007 GULGONG CHINESE GOLD FESTIVAL PARADE- 1ST OCTOBER 2016

- Council received an amendment to the closure times, distributed to committee.

RECOMMENDATION

That the event – “Gulgong Chinese Gold Festival Street Parade, 1 October 2016”,– be classified as a Class 2 Event under the “Guide to Traffic and Transport Management for Special Events Version 3.4” and proceeds with the following conditions:

- A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by council prior to the event;
- Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
- Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
- Reimbursing Council for the cost of damage repairs;
- Complying with any of Council's Law Enforcement Officers' reasonable directives;
- Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
- A Traffic Control Plan (TCP) certified by a person with a ‘Select & Modify’ or a ‘Design and Audit’ Certificate be included in the TMP;
- Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;
- Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, RMS and NSW Police Force is indemnified against any possible action as the result of the event;
- The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;
- Maintain a four-metre wide emergency vehicle lane;
- Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date; and
- The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review.

MOTION: Ms Prue Britt / Sergeant Simon Blake

That the above recommendation be accepted and approved.

16/008 KANDOS PRIMARY AND HIGH SCHOOL- KERB EXTENSIONS TO JACQUES ST AND DANGAR ST INTERSECTION KANDOS

- No current budget to undertake these works, it will need to be raised as an initiative for next year.

RECOMMENDATION

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That Council;

1. **Install kerb extensions at the north eastern and north western corners of the intersection of Jacques Street and Dangar Street, Kandos in accordance with relevant standards.**

MOTION: Ms Prue Britt / Sergeant Simon Blake

That the above recommendation be accepted and approved.

16/009 MUDGEE TRIATHLON RACE SEASON 2016-2017

- Prue advised that she has been trying to get approval from RMS end but has not received the approval just yet for the use of Castlereagh highway and Ulan Road.
- The risk assessment identifies Burrundulla and Rocky Waterhole intersection as having good sight distance however Prue disagrees given that there is a stop sign in place. The marshal can't control traffic can only advise if cars are coming or not.
- Dan queried if the police had been formally notified. Sergeant Blake was not sure.
- Council to follow up on approvals with RMS and NSW Police.

RECOMMENDATION

That the event – “Mudgee Triathlon Race Season 2016-17”, – be classified as a Class 2 Event under the “Guide to Traffic and Transport Management for Special Events Version 3.4” and proceeds with the following conditions:

- a. **Events are to be undertaken in accordance with the “Guidelines for Bicycle Road Races”;**
- b. **A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by council prior to the event;**
- c. **Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;**
- d. **Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;**
- e. **Reimbursing Council for the cost of damage repairs;**
- f. **Complying with any of Council's Law Enforcement Officers' reasonable directives;**
- g. **Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
- h. **A Traffic Control Plan (TCP) certified by a person with a ‘Select & Modify’ or a ‘Design and Audit’ Certificate be included in the TMP;**
- i. **Any person directing traffic on a public road is required to possess an appropriate traffic controller’s certificate;**
- j. **Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, RMS and NSW Police Force is indemnified against any possible action as the result of the event;**
- k. **The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;**
- l. **Maintain a four-metre wide emergency vehicle lane;**
- m. **Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;**
- n. **The organiser is to have a debrief with Council and Police with all traffic control**

- documentation and controls tabled for review; and
- o. **A copy of the TMP including the TCP is to be forwarded to the Traffic Operations Manager at the Regional RMS Office in Parkes for information.**

MOTION: Ms Prue Britt / Sergeant Simon Blake

That the above recommendation be accepted and approved.

16/010 ONE-WAY STREET CONVERSION - SMITH STREET, MUDGEE

- Dan advised that this arose due to a development application for subdivision of a residential lot on Smith Street.
- A public submissions was received querying the width of the road. Dan found that the Road Reserve is only 6 meters wide and has power poles within the travel lane.
- Essential energy declined request to move the power poles.
- Prue agreed that one way entry from Cox Street was the most suitable option.

RECOMMENDATION

That Council approve the conversion of Smith Street from Cox Street to Denison Street to one-way

MOTION: Ms Prue Britt / Sergeant Simon Blake

That the above recommendation be accepted and approved.

CORRESPONDANCE

- Council received a letter from a resident regarding bicycles and skateboards on the footpath. This is the second letter received from this particular resident.
- Police advised that you can't stop a child under 12 on a footpath. A parent is permitted to ride on the footpath if they are accompanying a child 12 or under.
- Council's Governance Coordinator advised that Rangers are not permitted to deal with anyone under 16. Even if Council prohibit the use on a path we cannot enforce it under the Local Government Act.
- Prue suggested maybe consider a bike safety day with RMS.
- Council will respond and advise it has been raised with the committee and the MLAC.

GENERAL BUSINESS

- An off duty police officer stopped and spoke with walkers on the 'Walk to the Future' on the way to Goolma on Thursday 15 September. The support vehicles were following too closely, Police advised the support vehicles needed more space. The committee had not received any request to approve or review this event.

CLOSURE

There being no further business the meeting concluded at 12pm.

12.3 Mudgee Sports Council Meeting Minutes - 2 August and 30 August 2016

REPORT BY THE DIRECTOR, COMMUNITY
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, A0360013

RECOMMENDATION

That Council:

1. **receive the report by the Director, Community on the Mudgee Sports Council Meeting Minutes - 2 August and 30 August 2016;**
2. **note the minutes for the Mudgee Sports Council Meeting held on 2 August and the 30 August, 2016;**
3. **place on public exhibition for 28 days seeking comment from the community on the proposal to amend the 2016/17 fees and charges to waive all fees and charges for disability sports bookings from NSW Sport & Recreation at Council sportsgrounds and parks; and**
4. **endorse this waiving of fees for disability sports bookings from NSW Sport & Recreation at Council sportsgrounds and parks if no submissions are received through the public exhibition process.**

Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Sports Council meetings held on 2 August and 30 August, 2016.

Disclosure of Interest

Nil.

Detailed report

The Mudgee Sports Council receives an updated Works Request and Matters in Progress report together with updated financial details each month prior to their meeting.

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

Community Plan implications

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

Financial implications

Not applicable.

SIMON JONES
DIRECTOR, COMMUNITY

6 September 2016

Attachments: 1. Mudgee Sports Council Meeting Minutes 2 August 2016.
2. Mudgee Sports Council Meeting Minutes 30 August 2016.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Mudgee Sports Council Minutes

Netball Clubhouse

02-08-2016

18:15

Present: J. Weatherley (MWRC Rep), P. Mitchell, G. Robinson, M. O’Keefe (AFL), K. Lang (Touch), M. Collins (Hockey), R. Dowell (Snr Cricket), G. Bartrim (Rugby) & J.Johnson.

Apologies D. Sprigg (Softball), S. Jones (MWRC Rep), I. Innes; apologies be accepted moved J. Weatherley seconded K. Lang.

Minutes from previous meeting read as true and correct: Moved J. Weatherley seconded M. Collins.

Business arising from previous meeting:

1. Kathy still to forward information to clubs on the Pink Mudgee project for October 2016.
2. Soccer goal posts installed at glen Willow.

Treasurer’s Report:

1. \$75,959.76in account, as at meeting, 50% ground fees taken, and the sports grant.
2. **Questions raised as to why \$833.33 taken from account 03/05, 07/06 and 04/07, request explanation from council re this anomaly.**

Treasurer’s report moved G. Robinson seconded G. Bartrim.

Works Request Updates:

1. Damp proofing installed West End canteen
2. Light covers replaced, missing diffusers in store rooms Touch/Soccer clubhouse, need replacing.
3. Sprinklers lifted fields Glen Willow.
4. Taps fixed Ladies toilets Westend.
5. Track section will be lifted August at Walkers Oval weather permitting.

Works Requests:

1. Light in disabled toilet in Touch/Soccer clubhouse flashing or not turning on needs replacing.

General Business:

1. **Sports Awards:** Still awaiting information from clubs to be sent to Geoff Robinson, please forward information ASAP. Please remember it is a positive recognition of sporting achievements.
2. Discussion took place with expressed disappointment on council for invoicing clubs providing free of charge introductions to sports in Mudgee, which has been set up by Sports and Recreation NSW, clubs are being charged \$113 per session. The department of Sports and Rec wrote a letter to the General Manager with no response from his office. We aren’t in this for the clubs benefit but for the benefit of the people attending. John Weatherley (MWRC) will take to the next council meeting, unfortunately at the moment this is the protocol of council.
A school training program was going to be charged for a booking at Victoria Park at \$185, the booking was for Polding, it was deemed a non school event, even though

Polding is the equivalent of Western, it is also council policy to waive ground booking fees for schools. Is there an avenue for council to waive these fees unfortunately there won't be a council meeting until October.

There were council staff at the meeting for running the disability program, most participants are intellectually disabled, and they have thoroughly enjoyed the program. Motion: Mudgee Sports Council recommend that council waive all charges for any disabled sports program on all grounds. Moved. G. Robinson seconded R. Dowell. Carried.

3. Fees: With the fees charged for clubs during their season, are fees charged for extra carnivals which may fall on the shoulder periods of a season, should we revisit the ground fee charges when the new council is elected, we should remember that the grounds need upkeep and this upkeep requires funding. Perhaps when doing community programs do the bookings and also fill out the events assistance form. The general manager should give managers the ability to use discretionary powers when special events like the disability sports program are booked. Perhaps when booking events add attachments to your bookings forms, listing all day's and what you're going to use the grounds for.
4. Sports council could also put a recommendation in writing in so that council staff can go to the General Manager without bias.
5. The Pedestrian crossing in Pitt's lane will not be marked.
6. In the upcoming budget funding has been made available to mark the carpark, and disabled parking inside the grounds of Glen Willow, to get a pedestrian crossing for Pitts Lane it needs to go to the RMS and Police for approval.
7. Soccer has booked an extra 2 weeks finishing the 4th October, which will include a tidy up of clubhouse before Touch's season commences the 10th October.
8. ***On behalf of Mudgee Sports Council we would like to thank Mr John Weatherley for acting as our voice at council, and providing feedback and supporting us in all ways, we wish him all the best in his retirement from council.***

Meeting closed 1900

Next meeting 30th August at the Netball Clubhouse.

Meeting finished 18:40

Next Meeting Tuesday 26th July at the Netball Clubhouse

Mudgee Sports Council Minutes

Netball Clubhouse

30-08-2016

18:05

Present: G. Robinson, M. O’Keefe (AFL), K. Lang (Touch), M. Collins (Hockey), R. Dowell (Snr Cricket), G. Bartrim (Rugby), D. Sprigg (Softball), S. Jones (MWRC Rep), J. Wiltshire(Netball), N. Richards(Hockey), J. Wake ford (Austag), I. Giammarco & J.Johnson.

Apologies P. Mitchell; apologies are accepted moved J. Wiltshire seconded D. Sprigg.

Minutes from previous meeting read as true and correct: Moved K. Lang seconded M. Collins.

Business arising from previous meeting:

1. Kathy still to forward information to clubs on the Pink Mudgee project for October 2016.

2. Minutes for clarification from 02-08-16 meeting.

1a. there was a \$10,000 contribution from the Sports Council budget towards the start of the street lighting infrastructure along Pitt’s lane. This was picked up by Council’s Finance department around March 2016. The \$10,000 was paid in 4 instalments across March, April, May and June- \$7,500, \$833.33, \$833.33 and \$833.33. For your information, an additional five lights have been ordered and are due to be installed in the next few weeks.

2a, The comment that there was no response to NSW Sport & recreation from the GM’s office requires clarification. There were numerous responses to NSW Sport & Recreation from various people across Council, including from myself. It is not possible for every individual or group who writes calls or emails Council to receive a direct response from the GM or his office. In most cases, it will be the relevant department that responds. The implication that there was no response to the request is unreasonable.

For clarification, it is Council that has the authority to “waive fees”, not the General Manager. Waiving fees is seen under the local Government Act and Regulations as a form of financial assistance and therefore must be accounted for by a resolution of Council, either through a financial assistance program or as part of an approved fees and charges structure.

Treasurer’s Report:

1. No report presented, as financials not sent through.

2. **Reminder all Winter sports fees due.**

Treasurer’s report moved G. Robinson seconded D. Sprigg.

Secretary Report:

1. Secretary sent to all sports and schools template for Sports awards unfortunately no replies to email, Secretary very disappointed with result thus far.

2. Application for funding from Mr Ivan Giammarco who has been selected to represent Australia in the Men’s 35 Touch Rugby team to play in New Zealand November 4th and 5th 2016, at Auckland Park, **Motion: that Mudgee Sports Council provide a grant of \$450 to Ivan Giammarco to travel to New Zealand. Carried.**

Works Request Updates:

1. Walker’s Oval top dressing completed.

2. Light in disabled toilet at Touch/Soccer clubhouse, repaired..

3. Signage at Victoria Park still in progress.

Works Requests:

1. Canteen in Netball Clubhouse- the access panel to the hot water service has been locked and the Hot water turned off is there an access key.
2. Could Netball get a quote to concrete the wet area in front of office area, also a quote to tint windows in the office?
3. Also Netball would like to install an exhaust fan in the canteen area; someone was looking at the plans to see if installation was possible.
4. Mowing and rolling of Westend prior to Grand finals 10th September

General Business:

1. Lighting of main carpark Glen Willow- where is this program up to, is there funding for this project, the street lighting should be installed in the next few weeks, but unfortunately there is no funding in this present budget for the lighting of the carpark. Perhaps if we as Sports Council provide some of the budget required to assist Council with the lighting we may be able to get this off the ground. Council may see this in a favourable light but it would have to go to the next budget period.

MOTION; That Mudgee Sports Council provide funds to the amount of \$25,000 towards the installation of lighting in the main carpark area at Glen Willow complex. Vote taken 11 for, 1 against motion carried.

2. Turf Wicket installation at Glen Willow- quotes significantly more, so there will be delays, for installation.
3. Jay Wakeford spoke re AusTag commencing in Mudgee this Summer with Ladies, and Children playing Monday nights and the Men Wednesday night still looking for a venue are hoping to work around Mudgee Touch, as Touch and Austag work well together in Dubbo. The markings for AusTag are the same as touch.
4. Mudgee Wombats have obtained the trial match between the Canberra Brumbies and the NSW Waratahs on the 4th of February 2017 to be played at Glen Willow.
5. Perhaps with the Rugby or Cricketers visiting our area shortly clubs could approach these visitors to obtain a guest speaker for the sports awards.
6. The AGM for Mudgee Sports Council is due the 26th September 2016.

Meeting closed 18:35

Next meeting 26th September at the Netball Clubhouse.

12.4 Gulgong Sports Council Meeting Minutes - 11 July and 8 August 2016

REPORT BY THE DIRECTOR, COMMUNITY
TO 19 OCTOBER 2016 ORDINARY MEETING
GOV400054, A0360003

RECOMMENDATION

That Council:

1. **receive the report by the Director, Community on the Gulgong Sports Council Meeting Minutes 11 July and 8 August 2016; and**
2. **note the minutes of the Gulgong Sports Council Meetings held on 11 July and 8 August, 2016.**

Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Gulgong Sports Council Meeting held on 11 July and 8 August, 2016.

Disclosure of Interest

Nil.

Detailed report

The Sports Council receives an updated Works Request and Matters in Progress report together with updated financial details each month prior to their meeting.

There are not further matters arising that require consideration by Council at this time, noting that specific requests/recommendations are forwarded to Council under separate cover providing detailed information on requirements. Operational matters raised will be dealt with in due course when staff receive additional information.

Community Plan implications

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

Financial implications

Not applicable.

SIMON JONES
DIRECTOR, COMMUNITY

6 September 2016

Attachments: 1. Gulgong Sports Council Meeting Minutes 11 July 2016.
2. Gulgong Sports Council Meeting Minutes 8 August 2016.

APPROVED FOR SUBMISSION:

BRAD CAM
General Manager



Gulgong Sports Council
Monthly Meeting
Monday, 11th July, 2016

Meeting Opened: 6.30pm

Apologies: Mark Willis Touch Football, L.Hawkins, Tim Papworth-Athletics, Tracey Kane-MWRC,

Present: C. Holden - President, B. Gudgeon - Senior Cricket, MWRC - B.Rae, C. Rae Sports Council, , P. Thompson MWRC, M.Gaudry - Gulgong Tennis,

President read previous minutes.

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

Moved: C. Holden

Seconded: C.Rae

All in favour – motion moved and carried.

Council Business:

1. Area around new Amenities at Billy Dunn needs to be sealed to stop erosion, down pipe needs to be directed away from building. Also gravel to be replaced in front of building. This work has been carried out.

3. Bookings must be made at least 2 weeks prior to date required.

4. Roller door on Billy Dunn Grandstand to be replaced, Craig to check with Tracey at MWRC, new door has been installed.

Finance Report: Balance;

Income;

Nil

Expenditure;

Gulgong Timber & H,ware \$89.00 Battery for Line marker

Gulgong Bowling Club \$249.26 New Earn for Victoria Park Gulgong

Motion – Finance report to be accepted, all accounts to be paid.

Moved: B. Gudgeon Seconded: M.Gaudry

All in favor – motion moved and carried.

Correspondence: Nil

General Business:

1. Light in BBQ area at Victoria Pk Gulgong needs to be fixed also door to be adjusted and sink to be installed, Gary Morrissy to fix.
2. Back doors on Billy Dunn Grandstand to be painted.
3. Sign to be placed in BBQ area at Vic Pk regarding keeping area clean.
4. New earn to be ordered to replace the one at Vic Pk. Has been received and now at Victoria Park Canteen at a cost of \$249.26.
5. Port-a-loo to be ordered for dog show. Craig to order.
6. Bins to be delivered to Victoria park for dog show.

Meeting closed: 8.30

Craig Holden – President

10th August, 2016 Gulgong Bowling Club at 6.30pm.

Gulgong Sports Council
Monthly Meeting
Monday, 8th August, 2016

Meeting Opened: 6.30pm

Apologies: Mark Willis Touch Football, L.Hawkins, Tracey Kane-MWRC,

Present: C. Holden - President, B. Gudgeon - Senior Cricket, MWRC - B.Rae, C. Rae Sports Council, , P. Thompson MWRC, M.Gaudry - Gulgong Tennis, Tim Papworth-Athletics,

President read previous minutes.

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

Moved: C. Holden

Seconded: C.Rae

All in favour – motion moved and carried.

Council Business:

1. Centre Kiosk at Billy Dunn oval needs attention asap as electrical wiring has been pulled down and is unsafe, down pipes need to be replaced also gutter needs cleaning and reinstated, doors into kiosk needs attention as they are hard to open.

3. Bookings must be made at least 2 weeks prior to date required.

Finance Report:

Income;

Gulgong Jnr League; players Fees, \$1211.20

Gulgong Falcons Soccer club, Players Fees \$1062.60

Expenditure;

Gulgong Timber & H,ware \$286.11 Repairs and painting of rails Vic Pk

Gulgong News Agency \$81.90 Stationary

Gulgong Auto Services \$165.00 Fund raising, Battery for line marker

Motion – Finance report to be accepted, all accounts to be paid.

Moved: B. Gudgeon Seconded: M.Gaudry

All in favor – motion moved and carried.

Correspondence: Nil

General Business:

1. Back doors on Billy Dunn Grandstand to be painted.
2. Sign to be placed in BBQ area at Vic Pk regarding keeping area clean.
3. AGM for sports Council set down for Monday, September 12th 2016 starting at 6.30 pm.

Meeting closed: 8.30



Craig Holden – President

12th September, 2016 Gulgong Bowling Club at 6.30pm.

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Item 13: Urgent Business Without Notice

URGENT BUSINESS WITHOUT NOTICE

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

GIVING NOTICE OF BUSINESS

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

BUSINESS WITHOUT NOTICE

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

Item 14: Confidential Session

LOCAL GOVERNMENT ACT, 1993

10A

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

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

10D

GROUND FOR CLOSING PART OF MEETING TO BE SPECIFIED

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

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DISCLOSURE AND MISUSE OF INFORMATION

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

11. (1A) In particular, if part of a meeting of a council or a committee of a council is closed to the public in accordance with section 10A (1), a person must not, without the authority of the council or the committee, disclose (otherwise than to the council or a councillor of the council) information with respect to the discussion at, or the business of, the meeting.

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

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

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

Maximum penalty: 50 penalty units

MOTION

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

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

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

CHAIRMAN

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

14.1 Triamble Road Land Acquisition

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

Discussion of this matter in an open meeting would be, on balance, contrary to the public interest as it involves discussion of agreed monetary compensation amount that differ considerably between each affected property owner.

14.2 Offer of Roads Maintenance Contribution by Kepco for the Bylong Coal Mine VPA

The reason for dealing with this report confidentially is that it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it in accordance with Section 10A(2)(d)(i) of the Local Government Act, 1993.

Discussion of this matter in an open meeting would be, on balance, contrary to the public interest as it involves discussion of Commercial-in-confidence information.

14.3 Acquisition of land known as Currens Cutting for Wollar Road Project

The reason for dealing with this report confidentially is that it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it in accordance with Section 10A(2)(d)(i) of the Local Government Act, 1993.

Discussion of this matter in an open meeting would be, on balance, contrary to the public interest as it involves discussion of Commercial in confidence.

14.4 Major Events at Glen Willow in 2017

The reason for dealing with this report confidentially is that it relates to information that would, if disclosed, confer a commercial advantage on a competitor of the council in accordance with Section 10A(2)(d)(ii) of the Local Government Act, 1993.

Discussion of this matter in an open meeting would be, on balance, contrary to the public interest as it involves discussion of Confidential..

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

The General Manager will read out any written representations received.

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

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