



# 2016

COUNCIL BUSINESS PAPERS

Ordinary Meeting WEDNESDAY 14 DECEMBER 2016





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MUDGEES NSW 2850

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7 December 2016

Dear Councillor

MEETING NOTICE  
**Ordinary Meeting**  
14 DECEMBER 2016  
Open Day at 5.30pm

*Council Meeting commencing at conclusion of Open day*

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

Members of the public may address the Committee Meeting at Open Day. Speakers are given 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 16 November 2016**

Council Decision:

That the Minutes of the Ordinary Meeting held on 16 November 2016 be taken as read and confirmed.

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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.	<b>No determination as yet.</b>
Saleyards Subdivision	Res 228/14 Ordinary Mtg 4/6/14	That Council: <ol style="list-style-type: none"> <li>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;</li> <li>3. all tenders be forwarded to Council for determination as to whether or not Council will sell the site;</li> <li>4. the tender process to last 60 days, and the tender notice clearly indicate that Council may not necessarily accept all or any tenders;</li> <li>5. Council demolish the old SES building prior to the public tender of this subdivision and remove all demolished waste from site.</li> </ol>	<p><b>Council has completed the demolition of the old SES building, and the survey of the subdivision is also complete.</b></p> <p><b>Further discussion with Council to decide the best timing to call for a tender of this subdivision.</b></p>
Negotiation with Mudgee Golf Club regarding road realignment and Fairways Estate acoustic barrier/buggy corridor maintenance	447/15 Ordinary Mtg 16/12/15	That: <ol style="list-style-type: none"> <li>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</li> <li>2. the General Manager be authorised to negotiate the agreement for the ongoing maintenance of the buggy corridors within the Fairways Estate.</li> </ol>	<b>Continued discussions with the General Manager of Mudgee Golf Club.</b>
Efficiency Plant Report	331/16 Ordinary Mtg	That:	<b>To be reported to Council at the</b>

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
	16/11/16	<ol style="list-style-type: none"><li data-bbox="624 277 1121 405">1. Council investigate alternate options for the future purchase of road maintenance equipment; and</li><li data-bbox="624 439 1075 530">2. a report be brought back to Council identifying efficiencies and cost savings</li></ol>	<b>February 2017 meeting.</b>



Item 5: Mayoral Minute

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Nil

## Item 6: Notices of Motion or Rescission

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### 6.1 Community Grants Program Applications - Quarter 2

NOTICE OF RESCISSION LISTED BY CR ALEX KARAVAS  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, FIN300122

We, the undersigned Councillors, give notice of our intention that the resolution No.286a/16 of the Council Meeting on 19 October 2016 in relation to:

That Council do not provide financial assistance to the Mudgee Baptist Church;

be and is hereby rescinded.

In the event that this Rescission Motion is carried, we propose to move the following motion:

That Council provide \$4,000 financial assistance through the Community Grants Applications to the Mudgee Baptist Church.

---

### Background

The Mudgee Baptist Church (MBC) plays an important role in our community. MBC are conducting a Youth and Children's Support program which aims to increase safe, accessible and affordable services to families in the Mid-Western community.

The current services include vacation care and after school programs which are each attended by about 70-80 children. It also provides youth activities and events, all of which have been steadily growing in numbers over the past few years. Most of the children and youth who use these services are from the broader community.

The MBC projected expansion of these services will have to be put on hold without any funding from Council.

This proposal should be supported as it increases the variety of recreational and learning opportunities available to our youth.

This project also addresses a number of Council's Community Plan Outcome 1 which include:

Goal 1: A safe and healthy community

Goal 4: Meet the diverse needs of the community and create a sense of belonging.

CR PAUL CAVALIER

CR SAM PAINE

CR ALEX KARAVAS

*Attachments:* 1. Notice of Motion listed by Cr Karavas.

## Community Grants Program Applications - Quarter 2

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CR PAUL CAVALIER  
CR SAM PAINE  
CR ALEX KARAVAS

## 6.2 Feasibility of a Solar Farm for Mid-Western Regional Council

### NOTICE OF MOTION LISTED BY CR PETER SHELLEY

TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, ENE100020, A0100035

#### MOTION

That Council staff conduct a preliminary assessment on the feasibility of a solar farm for Mid-Western Regional Council.

---

#### Background

At present MWRC spends approximately \$1,000,000 on electricity costs. Council has been proactive with negotiations of suppliers to get the best price but I believe it is now time to investigate other options for the benefit of the ratepayers and our region.

As per NSW Department of Industry Resources and Energy, there are currently three operational large-scale solar PV projects in NSW, with an installed capacity over 200 MW: the Nyngan Solar Plant (102 MW) which is the largest solar farm in Australia, the Broken Hill Solar Plant (53 MW) and the Moree Solar Farm (56 MW). These solar farms generate enough electricity to power 75,000 NSW homes each year.

NSW solar farm projects with around another 1,000 MW of capacity either have planning approval or are seeking approval. These projects are located across NSW in regional areas including Manildra, Temora, Gunnedah, Parkes, Griffith, Dubbo and Glen Innes.

#### Key community benefits

- Solar farms provide a range of social and economic benefits to the wider community while helping to meet NSW energy needs.
- They drive investment and growth in regional NSW. Communities that host solar farms benefit from increased business during construction and operation.

#### Other benefits may include:

- Employment opportunities during construction, including engagement of local contractors and materials and service providers
- Long term local employment opportunities over the life of the project
- Contributions to local infrastructure improvements
- Education and training of contractors and local residents
- Reduced greenhouse gas emissions
- Increased energy security through a more diverse energy mix
- Rent received by local landowners from the developer.

To make this viable for the region, partnerships would be formed with Council, NSW Government and a supplier which would benefit the ratepayers and would be a pro-active course of action for the viability of Fit For the Future for our region.

## Officer's comments

Council has put aside \$200,000 in the current budget to undertake solar initiatives, being the installation of solar panels on Council buildings.

I feel the best way for us to move forward is for Council to use part of the money to engage a consultant to develop a Sustainable Energy Strategy for the region and to identify the best way to utilise this money to gain the maximum efficiencies and savings of electricity.



## 6.3 Red Hill Precinct

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, P0860011, A0100035

### **MOTION**

That Council apply to have the Redhill Precinct declared a heritage area.

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### Background

The Red Hill Precinct is where Tom Saunders first found gold in Gulgong, a famous heritage town.

### Officer's comments

The 'Red Hill Precinct' is already a designated Conservation Area, under the Mid-Western Regional LEP.

Within this area there are also several individually listed heritage items, including Red Hill House; Old Central School; Wyaldra Shire Hall; and Loyola House.

Any development in this locality, would need to be respectful of these individual items and the wider Conservation Area.

If the area has special merit, and accordingly special development controls/protections are needed for this locality – above that already protecting the area, Council could adopt/implement a site specific Conservation Area. To adopt a site/locality specific Conservation Area, Council would need to go through the normal process of amending the LEP, supported by necessary documentary studies etc.

## 6.4 Triamble Road

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, R4008001, A0100035

### **MOTION**

That Council put the works for the upgrade of Triamble Road out for tender.

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### Background

The landowners affected by the Triamble Road issue have been waiting many years to get Triamble Road reclassified and upgraded. Council is already a long way behind with the road maintenance program and now that Council has received \$500,000 for repair of flood damaged roads, it will be some time before Council staff can upgrade this road. We need to proceed with the upgrade of Triamble Road.

### Officer's comments

The Triamble Road matter is currently going through legal and property requirements, including sale/acquisition of land and gazettal of the road. The estimated time to complete this process is about 2-3 months, given the Christmas break. Further, Council is still pursuing a formal funding agreement through the State Government. It is not advised that construction works start until the above two matters are complete.

Triamble Road is in the works program for the 4<sup>th</sup> quarter of this financial year.

## 6.5 Former Elders Building, Market Street Mudgee

### NOTICE OF MOTION LISTED BY CR PERCY THOMPSON

TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, A0100035, P1043311, COU500018

#### **MOTION**

That Council investigate the possibility of purchasing or leasing the former Elders building in Market Street Mudgee, for possible use as a tourist and art centre.

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#### Background

I believe the former Elders building is an ideal building for use as a tourist and art centre. It is a huge building which would allow it to be used for both purposes and has plenty of room for parking. It also has a good area at the rear that could possibly be used for other Council activities.

#### Officer's comments

At an inspection by Councillors and Council staff of the former Elders building on 19 August 2015, the general consensus at the time was that the site was unsuitable for a regional gallery, namely because of the extent of works that would be required to make it suitable for the development of a regional gallery on top of the purchase price at the time and also because it was lacking a central CBD location.

## 6.6 Water Supply for Fire Fighting Standpipes and Hydrant Maintenance

### NOTICE OF MOTION LISTED BY CR PERCY THOMPSON

TO 14 DECEMBER 2016 ORDINARY MEETING

GOV400054, EME900012, A0100035

### **MOTION**

That Council be brought up to date on the water supply for fire fighting standpipes and that water hydrants are checked and functioning.

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### Background

Council needs to ensure that all fire fighting infrastructure is ready for use given that we could experience a bad fire season.

### Officer's comments

Council, in the current Operational Plan, have set aside \$30,000 specifically for hydrant maintenance.

## Item 7: Office of the General Manager

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### 7.1 Councillor Representatives on Section 355 Committees and Other External Bodies

REPORT BY THE DIRECTOR, COMMUNITY  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, A0110015

#### RECOMMENDATION

##### That Council:

1. **receive the report by the Director, Community on the Councillor Representatives on Section 355 Committees and Other External Bodies;**
2. **appoint Councillor \_\_\_\_\_ to be the Councillor representative to the Gulgong Memorial Hall Committee;**
3. **appoint Councillor \_\_\_\_\_ to be an additional Councillor representative to the Mid-Western Regional Youth Council.**
4. **Appoint the Mayor and the General Manager to be Invited Members of the Mudgee Health Council.**

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#### Executive summary

Councillor representatives are sought for the following positions on the Gulgong Memorial Hall Committee and the Mid-Western Regional Youth Council. Discussions with the Mudgee Health Council have also resulted in an invitation being extended to the Mayor and General Manager to be members of the Mudgee Health Council.

#### Disclosure of Interest

Nil.

#### Detailed report

At the meeting on 16 November 2016, Council resolved (Min 339/16) to reinstate the Gulgong Memorial Hall Committee as a 355 Committee of Council. A Councillor representative is now sought for this Committee.

There has been some discussion regarding the possibility of having a further Councillor representative appointed to the Mid-Western Regional Youth Council. Youth issues are clearly a priority area for Council as evidenced by the recent Youth Forum that was held on 5 December 2016. Cr Karavas and Cr Paine were appointed to the Youth Council in September. This report presents an opportunity for Council to appoint an additional Councillor representative to assist in



the strategic guidance of Council's response to youth issues and the development of a Youth Strategy for the region. In previous years, the Youth Council has had up to four Councillor representatives (including the Mayor).

There have been some discussions between Council staff and the Mudgee Health Council regarding the potential for the two organisations to work closely together. This is particularly important given the current proposal to upgrade the Mudgee Hospital. This project has not progressed in line with community expectations and there is a need for Council to represent the interests of the community with this important infrastructure investment in our future. The Mudgee Health Council have invited the Mayor and General Manager (or delegate) to become members of the Mudgee Health Council.

## Community Plan implications

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

## Financial implications

Not applicable.

SIMON JONES  
DIRECTOR, COMMUNITY

30 November 2016

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 7.2 MRTI Quarterly Report July to September 2016

REPORT BY THE GENERAL MANAGER  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, F0770077

### RECOMMENDATION

**That Council receive the report by the General Manager on the MRTI Quarterly Report July to September 2016.**

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### Executive summary

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

### Community Plan implications

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

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### Financial implications

Nil.

BRAD CAM  
GENERAL MANAGER

5 December 2016

*Attachments:* 1. MRTI Quarterly Report Q1 2016-17.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



Q1: July – September 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"> <li>1. VIC visitation (post codes, reason for visiting)</li> <li>2. Overnight visitation via accommodation members (room nights, ALOS, average spend, demographics)</li> </ol> <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"> <li>1. Maintain or increase total number of MRTI memberships</li> <li>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)</li> </ol>
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"> <li>1. Sydney Cellar Door, NSW Food &amp; Wine Festival (Feb)</li> <li>2. Pyrmont Food &amp; Wine Festival (May)</li> <li>3. Balmoral Mudgee Food &amp; Wine Festival (Aug)</li> <li>4. Vino Paradiso (Nov)</li> </ol>
4	Provide monthly marketing communication to subscriber database, report on social media reach and website visitation statistics	<ol style="list-style-type: none"> <li>1. Annual subscriber database health check</li> <li>2. Increase subscribers year on year</li> <li>3. Distribute monthly subscriber emails (maintain brand integrity)</li> <li>4. Distribute weekly member newsletters</li> <li>5. Prepare monthly digital media statistics (social media, website &amp; app), track trends, increase engagement</li> </ol>
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"> <li>1. Develop &amp; maintain Mudgee Region DMP</li> <li>2. Develop &amp; maintain 2 year strategic destination marketing plan (outlining planned campaign activity)</li> <li>3. Prepare report and meet MWRC quarterly to discuss KPI and financial outcomes (including financial statements and balance sheet)</li> </ol>

## Executive Summary

### Visitor Information Centre Statistics Summary

Comparing quarter 1 against last year's quarter, visitation to all Visitor Information Centers across the region was down 5%.

### Mudgee Region Tourism Memberships

Total = 277 members, Acting CEO attended a number of meetings/site visits including Mudgee Fine Foods Farm Gate Trail launch, MWRC Building a Strong Economy session and hosting MRTI Board Recruitment briefing session.

### Visitor Guide 2016-17 Launch

Visitor guide launch was held on Tuesday 9<sup>th</sup> at the Mudgee Brewing Co. Approximately 150 guests attended with an overwhelming response to the new guide.

### Balmoral Food + Wine Festival

Mudgee Region Tourism attended Balmoral Food + Wine Festival with Tourism Stall and VIP Media area. Mudgee Region Tourism hosted a Tourism Stall with local produce retail sales at the event + distribute over a thousand visitor guides

### Mudgee Region Tourism PR

55 positive news articles about the Mudgee Region were published in the quarter. In partnership with Klick Communications, Mudgee Region Tourism hosted media at the annual Balmoral Food + Wine Festival. We also hosted media in region from Urban List, The Australian, Spice News and Sydney Broadsheet.

### Regional Tourism Awards Winners + Mudgee Clock Awards Winners

Mudgee Region Tourism won Gold at the 2016 Regional Tourism Awards – Destination Marketing category + took out the 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. Mudgee Region Tourism will now progress to the NSW Tourism Awards and Central West Orana Business Awards.



### Let's Skip Town Together

Over 4 months since the campaign launch, media spend came to a total of \$46,974.70 ex GST which is the equivalent of 2 x half-page ads in the Tuesday and Saturday edition of the Sydney Morning Herald's Travel section and 1 quarter page in the Sunday edition (three insertions total). During the quarter all social media KPI's with DNSW have been met, we have also accomplished our subscriber KPI with currently over 14,000 subscribers. We continue to drive unique visitation to our website for visitors to engage with our members online offers and increase destination awareness.

### Financial Summary

The Treasurers report demonstrates the trading result for the end of quarter 1 to 30<sup>th</sup> September. The overall result is \$8K (8.1%) above budget.



## Key Performance Indicators met September 2016 Quarter One

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:

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

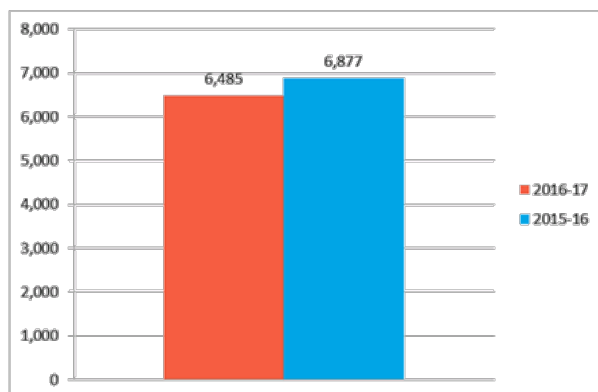
Date	Size	Location
July - Sept 2016	6,458	AVIC stats – postcode only (Mudgee, Gulgong, Rylstone + Kandos VICs)

Total visitation across all three VICs in Q1 decreased by 5% on same quarter last year.

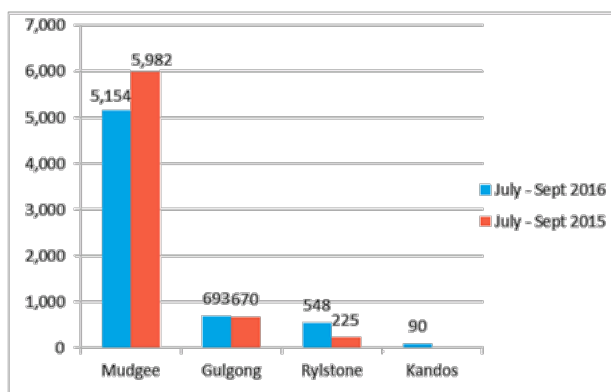
*Note: figures are based on manual recording of visitor activity and MRTI team members have limited control over Rylstone and Kandos figures which are manually recorded by Coffee Concrete (offering visitor services in partnership with MRTI).*

FY2016	Mudgee	Gulgong	Rylstone	Kandos	Total	FY2015	Mudgee	Gulgong	Rylstone	Total
July - Sept 2016	5,154	693	548	90	6,485	July-Sept 2015	5,982	670	225	6,877
			FYTD	2015-16	6,485			FYTD	2014-15	6,877

Total Region Visitation – FYTD



Total Visitors: Q1 2016-17 vs Q1 2015-16

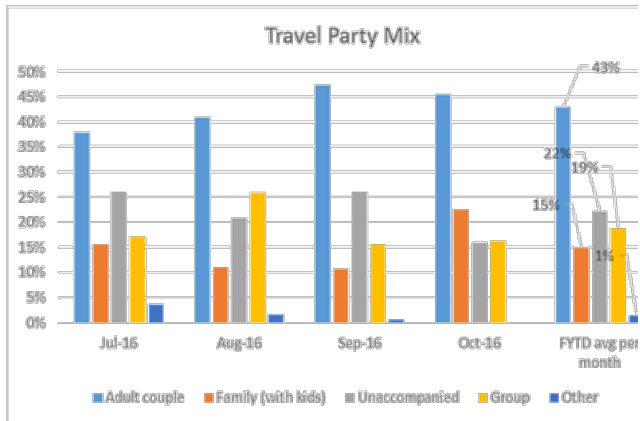
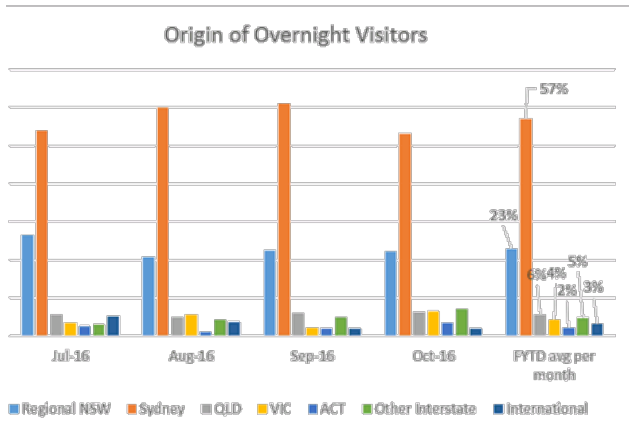
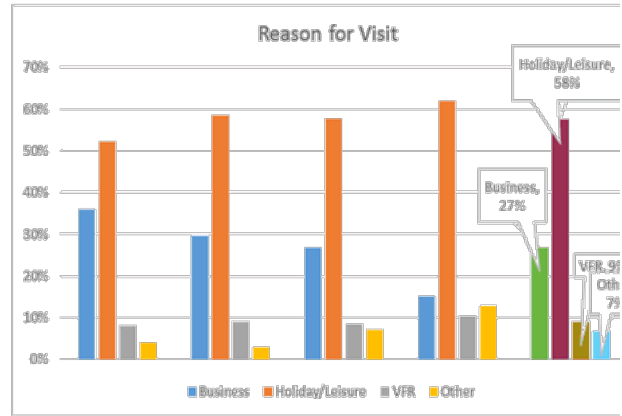
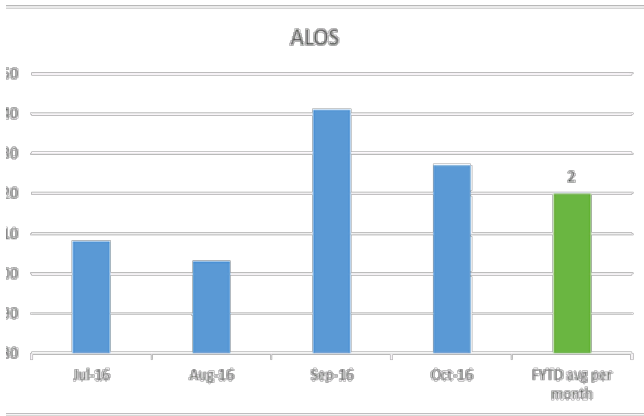
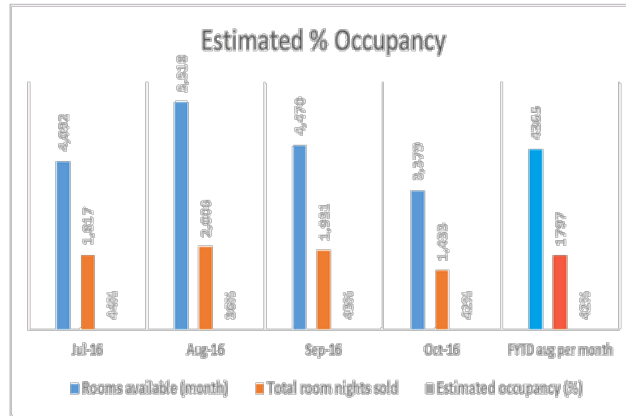


Telephone Enquiries	April - Jun 2016	April - Jun 2015
VICs	2,240	1,753

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

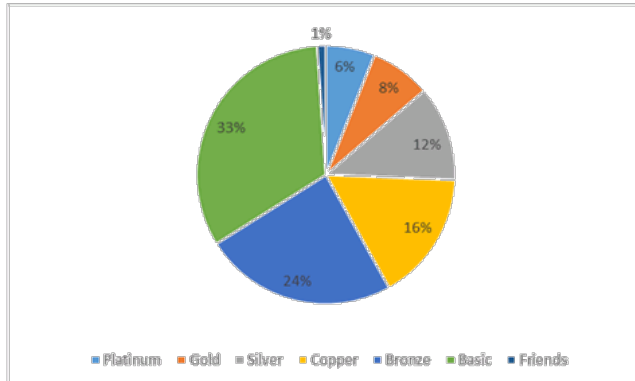
- Survey response rate = 21% (81 survey's sent)
- Average occupancy based on survey responses = 42%
- Average length of stay = 2.2 nights
- Average nightly rate = \$253

FYTD Graphs –



<b>2</b>	<b>Provide all tourism related businesses in the LGA with the opportunity for promotion</b>	<ol style="list-style-type: none"> <li>1. Maintain or increase total number of MRTI memberships</li> <li>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)</li> </ol>
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2.1. 2016-17 Membership year in Q1. Total = 277 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.

<b>3</b>	<b>Attend and promote the region at events outside the region</b>	<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"> <li>1. Sydney Cellar Door, NSW Food &amp; Wine Festival (Feb)</li> <li>2. Pyrmont Food &amp; Wine Festival (May)</li> <li>3. Balmoral Mudgee Food &amp; Wine Festival (Aug)</li> <li>4. Vino Paradiso (Nov)</li> </ol>
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Date	Event	Description of Activities	Identified Target Market?	How this will lead to increase in tourism to LGA?
August 16	Balmoral Mudgee Food & Wine Festival	Major annual event, specifically for Mudgee Region	Yes	Promote awareness of our Region and 'reset your senses in Mudgee Region' campaign.

<b>4</b>	<b>Provide monthly marketing communication to subscriber database, report on social media reach and website visitation statistics</b>	<ol style="list-style-type: none"> <li>1. Annual subscriber database health check</li> <li>2. Increase subscribers year on year</li> <li>3. Distribute monthly subscriber emails (maintain brand integrity)</li> <li>4. Distribute weekly member newsletters</li> <li>5. Prepare monthly digital media statistics (social media, website &amp; app), track trends, increase engagement</li> </ol>
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- 4.1. Subscriber database strategy continued in Q1 with member opportunities presented to promote in Region Events, these events included – , Mudgee Small Farm Field Days, Balmoral Food + Wine Festival, Mudgee Readers Festival, Fire + Spice at Lowe Wines, Mudgee Food + Wine Festival, Flavours of Mudgee, Budburst Lunch, Sculptures in the Garden, A Day on the Green, Mudgee Markers Market
- 4.2. Current subscriber total of **14,742** at the end of Q1
- 4.3. Monthly subscriber emails distributed throughout the quarter – 15<sup>th</sup> + 28<sup>th</sup> July, 11<sup>th</sup> + 25<sup>th</sup> August and 8<sup>th</sup> + 22<sup>nd</sup> September
- 4.4. Weekly member newsletter distributed each Friday.
- 4.5. Monthly digital media statistics recorded in CEO's report, see below:

Website	July - Sept 2016	July - Sept 2015
Unique Visitors	45,588	37,979
Page Views	205,714	156,910

Social Media Channels	July - Sept 2016	July - Sept 2015
Facebook followers	9,858	5,995
Instagram followers	5,904	3,183
Twitter followers	1,566	1,226

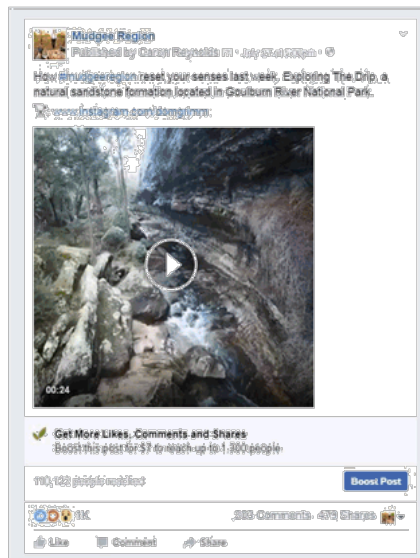
Social Media followers continue to significantly increase (40%) during Q1 compared to same period last year. This is contributed to a consistent strategic social media strategy of our current Let's Skip Town Together campaign, paid Facebook advertising, user content, engaging members, key tourism stakeholders and highly influential bloggers reaching our target audiences.

**Highlights included:**

Most popular post: Shared user generated content of 'The Drip'. Our most successful post ever on Facebook. The video resulted in 300 new followers on our page and viewed over 37K times.

Created content to promote Doctor Doctor. Featuring Mudgee Region, the post reached over 26K.

Australia.com and visitnsw shared a number of our food + drink posts reaching over 7.3 million followers.



<b>110,122</b> People Reached		
<b>37,748</b> Video Views		
<b>4,783</b> Reactions, Comments & Shares		
3,319 Likes	952 On Post	2,367 On Shares
172 Love	49 On Post	123 On Shares
2 Waha	0 On Post	2 On Shares
79 Wow	22 On Post	57 On Shares
732 Interested	286 On Post	446 On Shares
483 Sorry	479 On Post	4 On Shares
<b>11,643</b> Post Clicks		
2,397 Click to Play	116 Link Clicks	9,130 Click to O
<b>NEGATIVE FEEDBACK</b>		
11 Hide Post	2 Hide All Posts	
0 Report as Spam	0 Unlike Page	



**Google Analytics – Mudgee Region Website**

- 45,588 visitors
- 205,714 total page views

**Top Referral Websites**

- Facebook
- Visit NSW
- Mudgee Region Lovers eDM

<b>5</b>	<b>Promote all tourism-related council and major regional events</b>	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: Flavours of Mudgee, Council Movies, Guided Sculpture Walk, MWRC Events Assistance Program

<b>6</b>	<b>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</b>	<ol style="list-style-type: none"> <li>1. Develop &amp; maintain Mudgee Region DMP</li> <li>2. Develop &amp; maintain 2 year strategic destination marketing plan (outlining planned campaign activity)</li> <li>3. Prepare report and meet MWRC quarterly to discuss KPI and financial outcomes (including financial statements and balance sheet)</li> </ol>
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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 Q1

**Regional Tourism Awards 2016 – Winners**

Mudgee Region Tourism brought home gold at this year’s Regional Tourism Awards for Destination Marketing. MRTI will now progress to the NSW Tourism Awards in November.

**Visitor Guide 2016-17 Launch**

Visitor guide launch was held on Tuesday 9<sup>th</sup> at the Mudgee Brewing Co. Approximately 150 guests attended with an overwhelming response to the new guide –

*“Congratulations on the new Visitors’ Guide! It looks wonderful. Well done to the entire team who put it together — you should be very proud! Cheers, Karen & Sean The Mudgee Homestead Guesthouse.”*

*“Thank you so much for the effort you put into the new booklet-GHM (and GGE) is most appreciative of the coverage you gave us-the large photo of the Greatest Wonder is invaluable publicity. Our rep on the night, Bruce McGregor spoke highly of the launch, and we look forward to working further with you all”, Kind regards Chris Pearson Chairman GHM*

**Balmoral Food + Wine Festival**

Attended Balmoral Food + Wine Festival with Tourism Stall and VIP Media area. 18 Media attended with guests. Klick secured 26 pieces of coverage across online, print and social media outlets, with 4 pending pieces to land after the event. MRTI will hosted a Tourism Stall with local produce retail sales at the event + distribute 1280 guides at the event.

**Mudgee Clock Awards 2016 - Winners**

Mudgee Region Tourism announced as winners at the Mudgee Clock Awards in the Innovation Category – recognising a business that has made significant contributions to their industry through the introduction or improvement of an idea, method, technology, process or application. Our submission was based on our Destination Marketing efforts Reset Your Senses campaign.



**Events – Mudgee Wine + Food Festival**

Worked with MWGGA to promote and support this year's Festival. All member festival events were listed online. MRTI selling tickets for the MWGGA events – Go Grazing, Go Tasting, Wine + Cheese Nights, Mudgee V Australia + Mudgee V The World Wine Tasting. Festival guides were distributed via VICs, Festival Glasses sold in the retail space.

Promoted Flavours of Mudgee via our subscriber newsletter, social media post including paid social media via our Let's Skip Town Together campaign, flyers handed out in VICs. Kylie + Honor attended stall holders briefing with council. Participated at Flavours of Mudgee with a Mudgee Region Tourism stall,

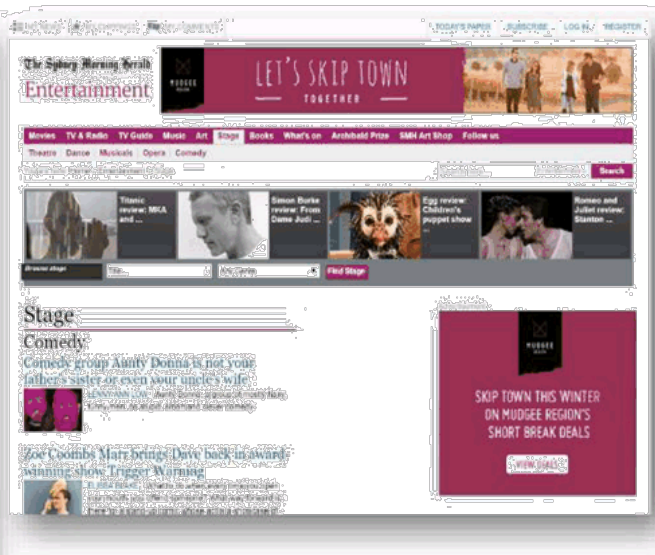
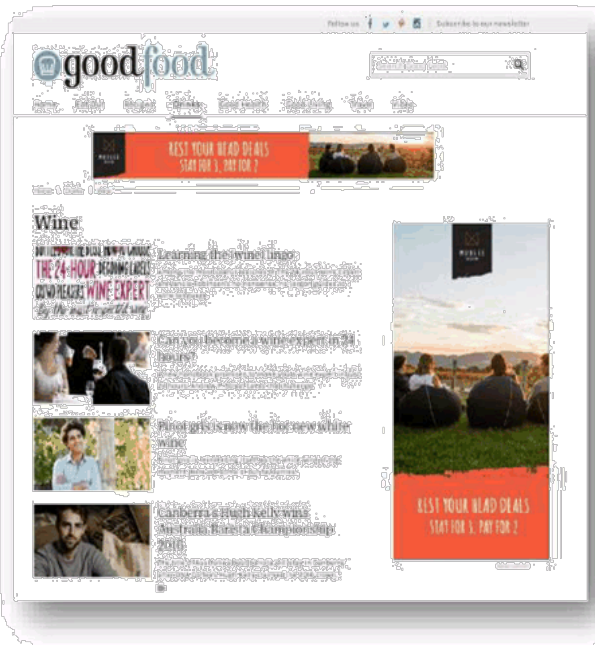
**Let's Skip Town Together**

Over 4 months since the campaign launch, media spend came to a total of \$46,974.70 ex GST which is the equivalent of 2 x half-page ads in the Tuesday and Saturday edition of the Sydney Morning Herald's Travel section and 1 quarter page in the Sunday edition (three insertions total). The potential impact of three press ads for the same spend would be seen by 23.8% of our target audience<sup>1</sup> (79,000) with an average frequency of 2.19 per person. In comparison, the 3 ½ months' worth of online activity has a reach of 30.7% of the target audience (101,000) with an average frequency (or opportunity to see) or 8.96 per person.

All social media KPI's with DNSW have been met, we have also accomplished our subscriber KPI with currently over 14,000 subscribers.



LET'S SKIP TOWN TOGETHER  
*great short break deals*



**PR Report (Klick Communications)**

Over 55 positive news articles about the Mudgee Region were published in the quarter.

Tactic	Activity
<b>Journalist Programme</b>	
Urban List	Klick confirmed famil itinerary for The Urban List with Mudgee Region Tourism. Famil occurred in July
The Australian	Klick arrange Perry Street Hotel and Wine Tour for The Australian. Coverage to land in August
Spice News	Emma Gardiner went on famil/hosted trip to Mudgee. Coverage to land September
Broadsheet	Famil with journist + photographer for sponsored content partnership landed in August
The Searching Cyclist	Klick is liaising with The Searching Cyclist for possible filming in Mudgee
<b>Media Releases + Publicity</b>	
TOADY Show	Klick has been in discussion with TODAY show to confirm live weather cross opportunity on Friday 14 <sup>th</sup> + Saturday 15 <sup>th</sup> October. Klick confirming details before proceeding
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
RVEF - Pet Famil	Klick outreached to TODAY Show, Pedestrian Group, The Morning Show to gauge interest in pet famil story opp. Klick to continue conversation
<b>Mudgee Wine + Food Festival - Balmoral</b>	
Event management	Klick submitted proposal of media activity and targets
Event media release	Klick developed media release
Media hosting	Klick distributed media invitation and coordinated event management
Publicity - Event and What's On Listings	Klick distribute media release and invite to event and what's on listings and achieved coverage in multiple online event outlets including Mosman Events, Weekend Notes, North Shore Mums, Eat Drink Play, Experience Sydney, All Events, The Urban List
Publicity - Taste Online	Klick arranged Q&A interview opportunity with Col Willmot for a pre-event story opportunity with Taste Online. Coverage to land Tuesday 9 August
Publicity - BW Magazine	Klick arranged event snippet in BW Magazine with high-res imagery and information drawn from our media release. Coverage to land Saturday 13 August
Publicity - Mosman Daily	Klick arranged phone interview with Bruce Wilson from Linda's Chilli Relish for a local pre-event story opportunity. Coverage to land Thursday 11 August
Publicity - Manly Daily	Klick arranged phone interview with Rob Fairall from di Lusso for local pre-event story. Coverage publish date TBC



# Skip town to Mudgee



Pumphouse serves a five star menu, which is entirely sourced locally with many of the ingredients are grown on the property.

Mudgee has no shortage of high quality restaurants worth visiting. Alby and Esthers charming courtyard is a relaxing place for breakfast. The Wineglass Bar and Grill is set in a historic brick building

BY LAWRENCE GIBBONS

Just two hours west of the Blue Mountains, Mudgee is a world away from the hustle and bustle of Sydney. Nestled in lush rolling hills, the region is home to more than one hundred vineyards. With over 35 family owned and operated cellar doors run by warm and welcoming locals Mudgee is the perfect place to indulge your senses.

Logan Wines sits at the gateway to Mudgee. It's the first winery you will come upon as you enter town and is an excellent place to start your wine tasting tour with panoramic views of sloping vineyards. Further up the Castlereagh Highway, Vinifera Wines offers Spanish grape varieties and excellent organic Tempranillo and Grenache wines. Short Sheep Micro Winery provides a preservative free range of wines and the opportunity to visit a flock of short sheep, grazing the grass sustainably.

Ten minutes outside of town, Gooree Park is worth the excursion. The region's largest vineyard has an excellent cellar door and also operates a world class stud farm where many thoroughbreds have been raised and trained. Visit the Moothi Estate at dusk. Wine tasting is all the more spectacular while the sun sets over the ranges and the kangaroos hop through the vineyards.

The Robert Stein Winery and Vineyard is a Mudgee institution. Family owned for three generations, the Steins have been making award winning wines for forty years. Overlooking the family vineyards, the Pipeclay

that dates back to the 1850s and offers a gourmet selection of sumptuous meals made with local ingredients. For a tasty pub meal, the recently refurbished Oriental Hotel (owned and operated by the local Mayor Des Kennedy) has an excellent menu.

For delicious dim sims take a lovely drive south of Mudgee to nearby Rylestone and enjoy a range of tasty dumplings served in a historic brick building complete with a gift shop. Or drive north of Mudgee to the quaint and historic town of Gulgong, which is world renowned for its ceramic artisans. While there treat yourself to an authentic Aussie pub meal at the historic Prince of Wales Hotel.

Stay at the Mudgee Getaway Cottages for character filled accommodation (complete with rabbits to pet and a resident ostrich) in the centre of Mudgee. From the cottages you can easily stroll to the town's chic boutiques and stop in at an excellent micro-Brewery, the Mudgee Brewing Company, if you want something other than wine.

After you've eaten and drunk your way across the Mudgee region, you may not feel like driving back to Sydney. FlyPelican can get you back to the big smoke in just 45 minutes for \$99. Just across from the airport stop in at Blue Wren and taste their famous Verdello White Port.

For further details on all Mudgee has to offer go to <http://visitmudgeeregion.com.au>

01 Aug 2016

Wine Companion, Melbourne

Section: General News • Article type: News Item • Audience: 50,000 • Page: 15  
Printed Size: 120.00cm<sup>2</sup> • Market: National • Country: Australia • ASR: AUD 1,000  
Words: 51 • Item ID: 622964136

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SEPTEMBER 9 - OCTOBER 3

## Mudgee Food & Wine Festival

Various locations, Mudgee, NSW

The fine wines of Central NSW are celebrated at this annual event, with the highlights including the Mudgee Wine Show, a public tasting of wine entries, an evening to 'Go Grazing' with canapes matched to local wines and the Flavours of Mudgee outdoor dining festival. [mudgeewine.com.au](http://mudgeewine.com.au)

### MUDGEE WINE & FOOD FESTIVAL, BALMORAL BEACH

**Profile**

The 20th annual Mudgee Wine & Food Festival will be held on Monday 14 August at Balmoral Beach from 11am to 5pm.

Balmoral Beach will transform into a wine and food celebration, with the chance of tasting wine locally, venturing to the Balmoral foreshore to meet the growers from a number of the finest local wine producers in the Mudgee region.

Some of the exhibitors will include the Mudgee Estate, Robert Stein Winery and Short Sheep Wines.

Free Shuttle Buses will be operating on a continuous circuit from Balmoral Beach to Millay and Spicers Road, Rylestone, Gulgong and Saddle Creek throughout the day.







**OUTthere**  
**Mouth-watering MUDGEE**  
 We visit the historic New South Wales town to find out what all the fuss is about.  
 Words: Deborah Dickson-Smith

**Plucky Pumphouse**  
 The Mudgee Pumphouse is a historic building that has been converted into a modern restaurant and bar. It is located in the heart of the town and offers a great view of the river. The menu is creative and delicious, and the atmosphere is relaxed and friendly.

**Cracking Mudgee Food and Wine**  
 The Mudgee Wine & Food Festival is a great event to attend if you are a food and wine lover. It features a variety of stalls, including local produce, wine, and food. There are also live performances and a great atmosphere.

**More Info**  
 Mudgee Wine & Food Festival - [mudgeewine.com.au](http://mudgeewine.com.au)  
 Mudgee Farmers Markets - [mudgeefarmers.com.au](http://mudgeefarmers.com.au)  
 Mudgee Region - [mudgeeregion.com.au](http://mudgeeregion.com.au)

**Over the past decade or so, the country town has established itself as a premium food and wine region.**

**Where to find the best wine from the Mudgee region**



## MUDGEE *nest in the hills*

THERE'S A ZEAL FOR LIFE, A SENSE OF PASSION AND PURPOSE, MAKING THE WINEMAKERS, RESTAURATEURS AND PROVIDERS OF THE CENTRAL WESTERN NSW REGION.

**F**resh air, with the sun setting and the stars rising, is a first time so often at Lanes Wines, high on a hillside, with its view of wine and vineyards like billiard. That's later tonight for a quick catch-up with the very busy winemaker David Lane, just before hundreds of guests are seated at tables in his winery for dinner and a toast. Lane is a north-south-western descendant of the first Lanes to start up farming on this property, and he's a passionate convert to organic, natural fermentation, farming practices.

"When I took over, the soils here were completely degraded, needing atomic inputs, and herbicides around the vines and how to do them," Lane says. But through having exclusive control, keeping the vines with a mixture of biological inputs, research and trials at specific places in the home yard, he has turned the soil till about 40% better, so one carbon sequestration. "While it's hard to believe, more than theory, it's actually working here. David is famous for his generous, certified organic wines, some made without any preservatives, notably a Shiraz, designed for which is high.

Adjacent to the winery is The Zoo House, Mudgee's only restaurant with a MAFS Good Food Guide star's list. Chef Kate Curry is David Lane's partner, so naturally, Dishes of Love. There's a complete low-temperature menu, which are inspired by what's fresh and in season – 60 to 70 per cent of the ingredients are sourced locally, some of those grown here on the farm.

**PALMABLE PASSION**  
 There is a long tradition of organic winemaking in Mudgee, starting with Australia's first organic vineyard, Bantrophy in 1971. At Daphne Wines, the McKenstry family is celebrating having achieved organic certification for their wines. Alan Trott and Debbie McKenstry completed climate consultation between Mudgee and Upper's Wine region, also included the Spanish variety like Tempranillo, Grenache and Shiraz. Trott



*The terrace at Moothi Estate has another gorgeous view, especially at sunset. 'Moothi' is another version of 'Mudgee', meaning 'nest in the hills' in the Wiradjuri language.*

... all of which have been very popular – however, it's their Chardonnay that leaves me stunned.

The passion remaining from the winemakers – indeed, from all the Mudgee producers – is palpable. They care deeply about quality, and are continually improving and experimenting to improve quality and variety. The other exciting feature is how collaborative they are – they share advice and ideas, and as winemaker Peter Logan tells me, they have fun together – the winemakers find their own color accent team in a local camp.

**A STUNNING OUTLOOK**  
 With over 40 cellar doors in the fairly compact Mudgee wine region, there's a lot of choice. There's also plenty to please the eye, like the amazing tasting room and deck at Lanes Wines with a sweeping view of Apple Tree Flat and its surrounding pastoral hills. Peter Logan, celebrating his 20th vintage, is happy to show off his latest range called Ridge of Stars, two very different styles of Shiraz. Each is made from low-yield fruit and raised much the same, but 'terroir' is the variable – one comes from Logan's Orange bush-based vineyard, the other from Mudgee's more lushy soils.

The terrace at Moothi Estate has another gorgeous view, especially at sunset. 'Moothi' is another version of 'Mudgee', meaning 'nest in the hills' in the Wiradjuri language, recently apt for this beautiful place. Justin and Joann Cheek own the Moothi Estate vineyard, which has passed on. At their cellar door, they serve award-winning platters of cheese, pickles and moolahs – the lamb pasture is a great discovery.




**ALL AGES APPRECIATE**

**WINE AND BITE**

**WINE AND BITE**

## Finance

### **Mudgee Region Tourism Inc - Treasurer's Report – Q1 September 2016**

#### **1. Nature of Report**

- a. This is the financial report for the first quarter of the MRTI 2016-17 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 September 30<sup>th</sup> 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 \$8.6K above budget. This is due to membership income being above budget and the timing of Visitor Guide distribution expense.

#### **3. Trading Income**

Retail trading income YTD indicates a \$2.7K shortfall to budget (-14.5%). Ticket Sales Commission is behind budget some \$3k (31.6%) due to lack on contracted events. Membership income is above YTD budget \$6,412 (+2.4%)

#### **4. Total Income**

Overall income is above budget by \$1.6K

#### **5. Total Expenses**

Total expenses are \$5k (1.6%) below budget mainly due to the allocation of Visitor Guide distribution, this expense which will fall in the next quarter

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

#### **6. Cash Funds**

At the end of Q1 of the 2016-17 Financial Year the majority of the current assets is cash \$146,722

#### **7. Balance Sheet**

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

**Mudgee Region Tourism Inc**

84 Market Street  
 MUDGEE NSW 2850

**Balance Sheet**

**As of September 2016**

17/10/20  
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<b>Assets</b>	
Current Assets	
Cash on Hand	\$146,722
Visa Debit Cards	\$488
Undeposited Funds	\$1,632
Float	\$350
ING Management Account	\$7
Debtors	\$30,752
Stock on Hand	\$6,820
Prepayments	\$687
<b>Total Current Assets</b>	<b>\$187,468</b>
Non-Current Assets	
Motor Vehicle (Nett)	\$36,549
Office Furn & Equip (Nett)	\$10,022
Intangible Assets	\$28,449
<b>Total Non-Current Assets</b>	<b>\$75,020</b>
<b>Total Assets</b>	<b>\$262,488</b>
<b>Liabilities</b>	
Current Liabilities	
Trade Creditors	\$12,493
Sundry Creditors	\$11
Accruals	\$13,204
Deferred income (DNSW)	\$4,750
Hire Purchase	\$27,042
GST Liabilities	-\$4,688
Payroll Liabilities	\$18,006
<b>Total Current Liabilities</b>	<b>\$70,919</b>
Prepaid Income	
Membership Income - 2016/17	\$27,118
Ticket Sales	
Ticket sales - General	-\$30,750
Seat Advisor EFT	\$49,184
Countrylink Tickets	-\$91
<b>Total Ticket Sales</b>	<b>\$18,323</b>
Old Accounts	
<b>Total Liabilities</b>	<b>\$116,360</b>
<b>Net Assets</b>	<b>\$146,128</b>
<b>Equity</b>	
Retained Earnings	\$31,116
Current Earnings	\$115,012
<b>Total Equity</b>	<b>\$146,128</b>

**Mudgee Region Tourism Inc**84 Market Street  
MUDGEE NSW 2850**Profit & Loss [Budget Analysis]****July 2016 through September 2016**17/10/20  
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	Selected Period	Budgeted	\$ Difference	% Difference
<b>Income</b>				
Retail Sales	\$18,250	\$19,000	-\$2,750	(14.5%)
Ticket Sales Income	\$4,240	\$8,200	-\$1,960	(31.6%)
Membership Income	\$273,412	\$287,000	\$6,412	2.4%
Grants - DNSW (round 2)	\$32,700	\$32,700	\$0	0.0%
Booking Agency Fees	\$0	\$50	-\$50	(100.0%)
MWRC Contract	\$108,100	\$108,100	\$0	0.0%
Other Income	\$4	\$0	\$4	NA
Interest Received	\$397	\$375	\$22	5.8%
<b>Total Income</b>	<b>\$435,103</b>	<b>\$433,425</b>	<b>\$1,678</b>	<b>0.4%</b>
<b>Cost Of Sales</b>				
COGS Retail	\$10,233	\$11,725	-\$1,492	(12.7%)
COGS Ticketing	\$150	\$583	-\$413	(73.4%)
<b>Total Cost Of Sales</b>	<b>\$10,382</b>	<b>\$12,287</b>	<b>-\$1,905</b>	<b>(15.5%)</b>
<b>Gross Profit</b>	<b>\$424,721</b>	<b>\$421,138</b>	<b>\$3,583</b>	<b>0.9%</b>
<b>Expenses</b>				
Advertising	\$1,812	\$825	\$1,187	189.0%
Audit Fees	\$1,125	\$1,125	\$0	0.0%
Bank Charges	\$6	\$13	-\$7	(54.4%)
Bank Charges - Merchant	\$491	\$625	-\$134	(21.4%)
Cleaning	\$420	\$550	-\$130	(23.6%)
Computer Expenses	\$1,188	\$1,375	-\$189	(13.7%)
Depreciation	\$5,275	\$5,265	\$10	0.2%
Electricity	\$781	\$650	\$131	20.1%
Visitors Centre Costs	\$178	\$500	-\$322	(64.4%)
Insurance	\$450	\$700	-\$250	(35.7%)
Insurance - Workers Comp	\$684	\$825	-\$59	0.4%
Motor Vehicle Running	\$3,322	\$1,875	\$1,447	77.2%
MV Interest	\$489	\$575	-\$86	(15.0%)
Office Supplies	\$65	\$137	-\$72	(52.5%)
General Postage	\$78	\$75	\$3	3.5%
Member Expenses	\$0	\$500	-\$500	(100.0%)
Printing & Stationery	\$871	\$925	-\$254	(27.5%)
Professional Fees	\$8,413	\$6,082	\$350	5.8%
Rent Mudgee Visitors Centre	\$0	\$484	-\$484	(100.0%)
Rylstone/Kandos running costs	\$47	\$125	-\$78	(62.1%)
Repairs & Maintenance	\$0	\$425	-\$425	(100.0%)
Staff Amenities & Ent	\$201	\$875	-\$474	(70.3%)
Seminars & Training	\$0	\$750	-\$750	(100.0%)
Subscriptions & Memberships	\$1,200	\$1,900	-\$700	(36.8%)
Security	\$177	\$200	-\$23	(11.5%)
Telephone, Fax & Internet	\$1,837	\$2,000	-\$163	(8.1%)
Travel Expenses	\$0	\$125	-\$125	(100.0%)
Website Expenses	\$1,608	\$684	\$924	135.1%
Visitor Guide Exp	\$104,583	\$107,704	-\$3,141	(2.9%)
Wages and Salaries	\$81,211	\$80,808	\$603	0.7%
Fringe Benefits Tax	\$1,500	\$1,500	\$0	0.0%
Regional Marketing Expenditure	\$83,821	\$85,391	-\$1,470	(1.5%)
<b>Total Expenses</b>	<b>\$309,709</b>	<b>\$314,753</b>	<b>-\$5,044</b>	<b>(1.6%)</b>
<b>Operating Profit</b>	<b>\$115,011</b>	<b>\$106,385</b>	<b>\$8,627</b>	<b>8.1%</b>
Other Income				
Other Expenses				

## Item 8: Development

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### 8.1 Food Inspection Program

REPORT BY THE MANAGER, HEALTH AND BUILDING  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, GOV400043, A0130009

#### RECOMMENDATION

**That Council receive the report by the Manager, Health and Building on the Food Inspection Program.**

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#### Executive summary

The report presented is designed to keep Council informed of the current activity in relation to its food inspection program.

#### Disclosure of Interest

Nil.

#### Detailed report

Included in this report is an update on the progress of the food inspection program for the July to September 2016 quarter.

This report focuses on the number of inspections carried out to date, the number of defective inspections and the number of "5 star" inspections which are awarded to premises that are maintaining the highest standard of food safety.

Throughout this period a total of 1 food premises had an inspection carried out which:

- 1 premise received a 5 star rating;
- 0 premises received warning letters citing unsatisfactory food safety conditions; and
- 0 premises were issued with an improvement notice.

Please note that the majority of food inspections conducted under the annual food inspection program are carried out in the last quarter of the financial year. In the remaining quarters, food inspections are undertaken on an as needs basis such as for new premises or in response to a specific request/complaint.



## Community Plan implications

<b>Theme</b>	<b>Looking After Our Community</b>
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

These inspections contribute to the revenue in the 2015-16 Operational Plan.

JOSH BAKER  
MANAGER, HEALTH AND BUILDING

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

30 November 2016

*Attachments:*

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



## 8.2 Update on the Number of Matters Dealt with under the Protection of the Environment Operations Act 1997

### REPORT BY THE MANAGER, HEALTH AND BUILDING

TO 14 DECEMBER 2016 ORDINARY MEETING

GOV400054, GOV400043, ENV200046

### RECOMMENDATION

**That Council receive the report by the Manager, Health and Building on the Update on the Number of Matters Dealt with under the Protection of the Environment Operations Act 1997.**

### Executive summary

The report presented is designed to keep Council informed of the current activity in relation to matters dealt with under the Protection of the Environment Operations Act 1997.

### Disclosure of Interest

Nil.

### Detailed report

Included in this report is an update on the number of matters dealt with by Council staff under the Protection of the Environment Operations (POEO) Act 1997 from 1 July 2016 to 30 September 2016.

The POEO Act deals with matters relating to:

- Offensive noise
- Offensive odour
- Illegal dumping and other pollution incidents (in water, land and air)

The table below lists the matters dealt with this quarter:

<b>Environmental Complaint</b>	<b>Locality</b>
<b>Odour</b> – Grease trap	Mudgee
<b>Dumping</b> – Rubbish causing pest infestation	Mudgee
<b>Noise</b> – Building work outside of hours	Mudgee

### Community Plan implications

<b>Theme</b>	<b>Protecting Our Natural Environment</b>
Goal	Protect and enhance our natural environment
Strategy	Raise community awareness of environmental and biodiversity issues

## Financial implications

Not applicable.

JOSH BAKER  
MANAGER, HEALTH AND BUILDING

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

30 November 2016

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 8.3 Monthly Development Applications Processing & Determined

### REPORT BY THE

TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, GOV400043, A100055, A100056

### RECOMMENDATION

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

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### 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 30 November 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

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

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### Financial implications

Not applicable.

**JULIE ROBERTSON**  
**DIRECTOR DEVELOPMENT**

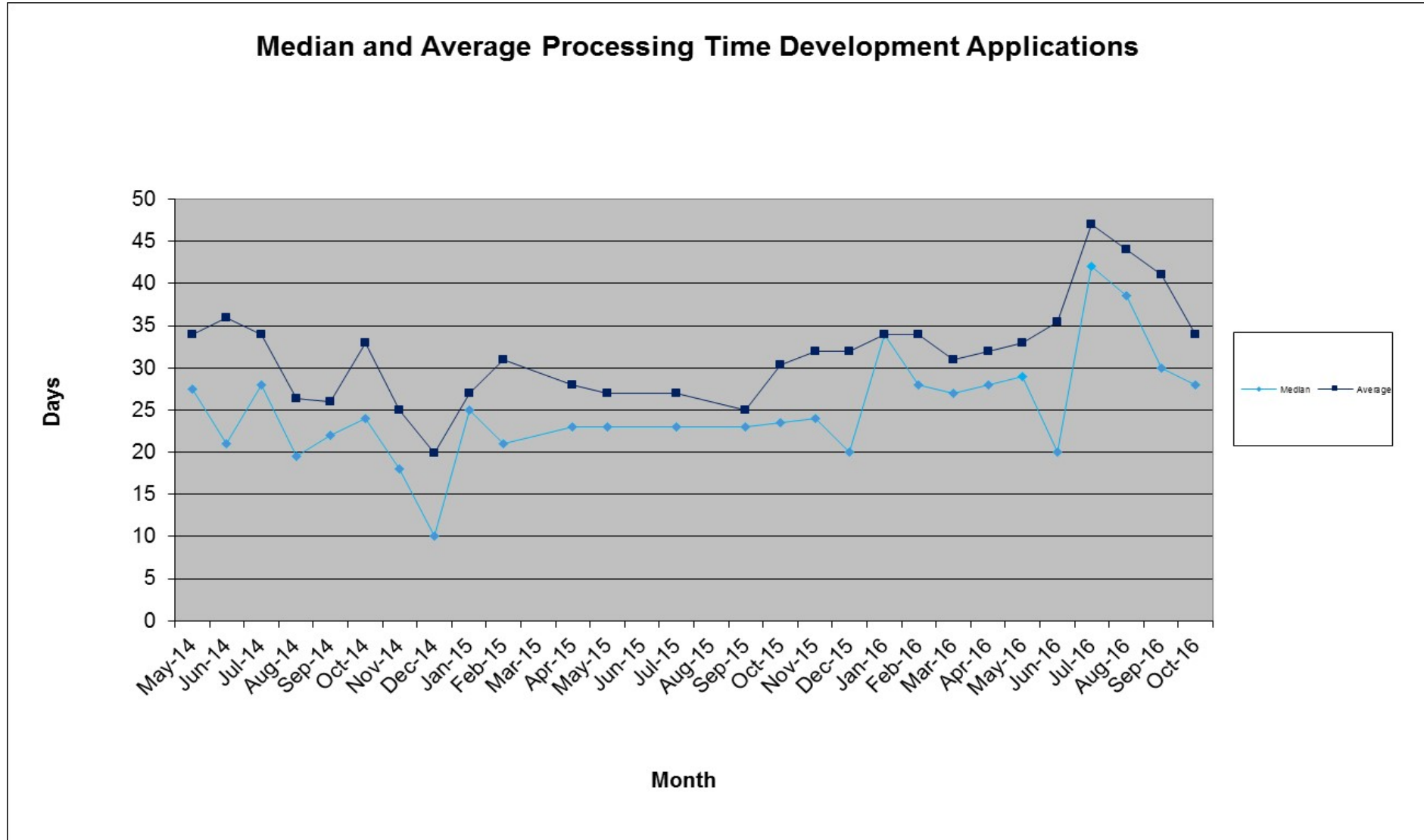
30 November 2016

*Attachments:* 1. Monthly Development Applications Processing & Determined .

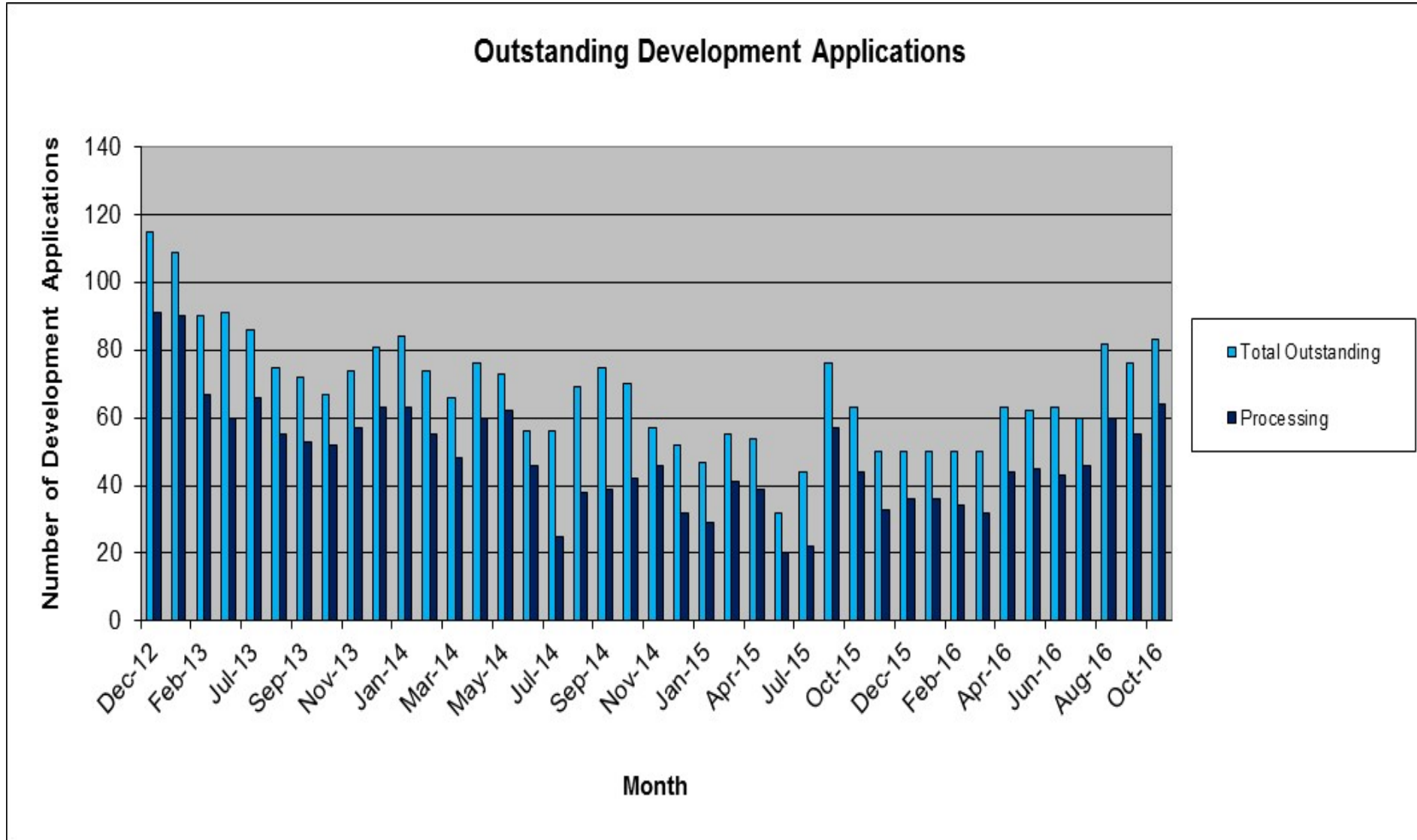
**APPROVED FOR SUBMISSION:**  
**BRAD CAM**  
**GENERAL MANAGER**

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

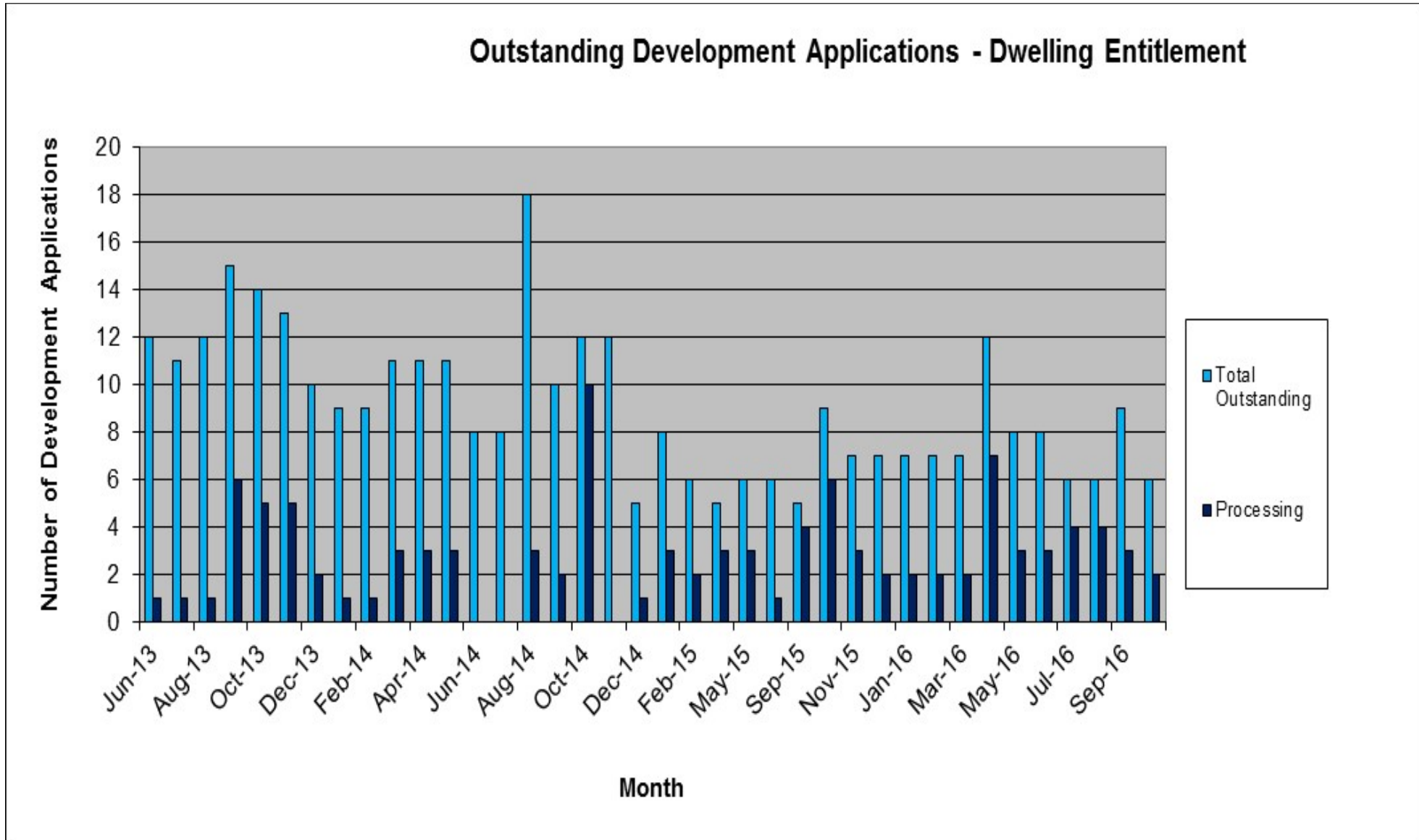
Graph 1 indicates the processing times up to 31, October 2016 with the month of October having an average of 34 days and a median time of 28 days.



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 24 Development Applications either by Council or under delegation during October, 2016.

**Development Applications Determined – October, 2016.**

1.	Appl/Proc ID	2.	Description	3.	House No	4.	Street Name	5.	Locality
	DA0014/2017		Shed >150m2		155		Bruce Road		MUDGEE
	DA0021/2017		Subdivision - Torrens Title		69		Barneys Reef Road		GULGONG
	DA0033/2017		Dual Occupancy		136		Market Street		MUDGEE
	DA0038/2017		Residential Shed		8		Lloyd Avenue		KANDOS
	DA0039/2017		Dwelling House		11		Campbell Street		KANDOS
	DA0045/2017		Alterations & Additions		10		Hill End Road		CAERLEON
	DA0046/2017		Boundary Adjustment		6		Henry Lawson Drive		BOMBIRA
	DA0051/2017		Subdivision - Torrens Title		31		Robert Hoddle Grove		BOMBIRA
	DA0060/2017		Awning		25		Oxley Street		KANDOS
	DA0073/2017		Subdivision - Torrens Title		12		Panorama Court		RYLSTONE
	DA0075/2017		Residential Shed		2		Robertson Street		MUDGEE
	DA0076/2017		Dwelling House		351		Upper Piambong Road		PIAMBONG
	DA0078/2017		Alterations & Additions		502		Black Springs Road		BUDGEE BUDGEE
	DA0079/2017		Change of use (Bus Depot)		10		Snelsons Lane		GULGONG
	DA0084/2017		Residential Shed		7		Clarendon Place		MUDGEE
	DA0086/2017		Residential Shed		1321		Castlereagh Highway		APPLE TREE FLAT
	DA0088/2017		Shed >150m2		833		Goolma Road		GUNTAWANG
	DA0090/2017		Residential Shed		829		Kaludabah Road		PIAMBONG
	DA0095/2017		Garage		3		Barrington Court		MUDGEE
	DA0098/2017		Shed >150m2		26		Aerodrome Road		RYLSTONE
	DA0099/2017		Dwelling House		46		Rouse Street		GULGONG
	DA0113/2017		Dwelling House		14		Anzac Avenue		KANDOS
	DA0145/2016		Change of use - Occupation		8		Wilkins Crescent		MUDGEE
	DA0223/2016		Seniors Housing		37		Hill End Road		CAERLEON

**Development Applications currently being processed – October, 2016.**

6. ID	Appl/Proc	7. Description	8. House No	H	9. Street Name	10. Locality
DA0077/2017		Alterations & Additions	30		Norlenbah Road	ST FILLANS
DA0093/2017		Residential Shed	74		Calderwood Road	RYLSTONE
DA0138/2017		Alterations & Additions	306		Windeyer Road	GRATTAI
DA0081/2017		Alterations & Additions	30		White Circle	MUDGEES
DA0114/2017		Alterations & Additions	300		Dry Creek Road	BOTOBOLAR
DA0138/2016		Alterations & Additions	1541		Henry Lawson Drive	ST FILLANS
DA0073/2016		Alterations & Additions	71		Lions Drive	MUDGEES
DA0046/2016		Alterations & Additions	1581		Yarrabin Road	YARRABIN
DA0047/2017		Boundary Adjustment	39		Swanston Street	LUE
DA0143/2017		Carport	37		Winbourne Street	MUDGEES
DA0121/2017		Change of use – manufacture of portable dwellings	7		Industrial Avenue	MUDGEES
DA0278/2014		Change of use – shed to dwelling	2012		Aarons Pass Road	AARONS PASS
DA0139/2017		Change of use – shed to dwelling	79		Roberts Road	GRATTAI
DA0325/2016		Change of use – garage to bedroom	179		Denison Street	MUDGEES
DA0026/2017		Change of use – shed to dwelling	409		Botobolar Road	BOTOBOLAR
DA0125/2017		Change of use – retail/residential premises	13		Oporto Road	MUDGEES
DA0142/2017		Change of use – dwelling to serviced apartment	473		Black Springs Road	BUDGEES BUDGEES
DA0137/2017		Change of use – shed to dwelling	15		Clare Court	MUDGEES
DA0109/2017		Commercial Alts/Addds	190		Rocky Waterhole Road	MOUNT FROME
DA0027/2016		Commercial Alts/Addds	8		Bell Street	MUDGEES
DA0041/2017		industrial activity	10		Toole Road	ULAN
DA0102/2016		Dwelling House	705		Windeyer Road	GRATTAI
DA0103/2017		Dual Occupancy	16		Hardwick Avenue	MUDGEES
DA0123/2017		Dual Occupancy	12		Inverness Avenue	MUDGEES
DA0129/2017		Dwelling House	1532		Blue Springs Road	BUNGABA
DA0140/2017		Dwelling House	1235		Glen Alice Road	DABEE
DA0116/2017		Dwelling House	32		Lang Street	MUDGEES
DA0120/2017		Dwelling House	644		Spring Flat Road	SPRING FLAT



DA0130/2017	Dwelling House	11	Baskerville Drive	MUDGEE
DA0108/2017	Dwelling House	41	White Rock Road	RYLSTONE
DA0061/2017	Dwelling House	57	Beragoo Road	GRATTAI
DA0214/2011	Dwelling House	663	Castlereagh Highway	BURRUNDULLA
DA0136/2017	Dwelling House	80	Nugget Lane	GULGONG
DA0056/2017	Dwelling House	90	Spring View Lane	BUDGEE BUDGE
DA0118/2017	Dwelling House	250	Springfield Lane	GALAMBINE
DA0335/2016	Dwelling House	346	Powells Road	PYANGLE
DA0133/2017	Fence	220	Ulan Road	BOMBIRA
DA0315/2016	Tourist and Visitor Accommodation	345	Bylong Valley Way	ILFORD
DA0135/2017	Animal Boarding or Training Establishment	120	Rocky Waterhole Road	MOUNT FROME
DA0094/2017	Dwelling House	5269	Castlereagh Highway	RUNNING STREAM
DA0131/2017	Pergola	159	Frog Rock Road	FROG ROCK
DA0267/2014	signage	33	Sydney Road	MUDGEE
DA0141/2017	Recreation Facility (outdoor)	1765	Wollar Road	COOYAL
DA0104/2017	Recreation Facility (outdoor)	2970	Hill End Road	AVISFORD
DA0106/2017	Residential Shed	146	Wyoming Road	STUBBO
DA0127/2017	Residential Shed	156	Robertson Street	MUDGEE
DA0087/2017	Residential Shed	189	Church Street	MUDGEE
DA0344/2016	Residential Shed	23	Ferris Street	CLANDULLA
DA0132/2017	Residential Shed	54	Panorama Court	RYLSTONE
DA0299/2016	Residential Flat Building	2	Smith Street	MUDGEE
DA0124/2017	Screen Enclosure	318	Goolma Road	GULGONG
DA0126/2017	Shed >150m2	103	Wollar Road	BUDGEE BUDGE
DA0327/2011	Shed >150m2	23	Horatio Street	MUDGEE
DA0134/2017	Subdivision - Torrens Title	11	Tongbong Street	RYLSTONE
DA0191/2015	Subdivision - Torrens Title	196	Robertson Road	MUDGEE
DA0340/2016	Subdivision - Torrens Title	28	Melton Road	MUDGEE
DA0261/2016	Subdivision - Torrens Title	986	Crudine Road	CRUDINE
DA0178/2014	Subdivision - Torrens Title	7291	Castlereagh Highway	ILFORD
DA0119/2017	Subdivision - Torrens Title	2	Roxburgh Street	KANDOS
DA0034/2017	Subdivision - Torrens Title	38	Hill End Road	CAERLEON
DA0006/2017	Multi Dwelling Housing	239	Gladstone Street	MUDGEE
DA0101/2017	Telecommunications Facility	4269	Wollar Road	WOLLAR
DA0343/2016	Commercial Alterations/Additions	137	Ulan Road	PUTTA BUCCA
DA0128/2017	Alterations & Additions	26	Mudgee Street	RYLSTONE
DA0100/2017	Alterations & Additions	70	Norlenbah Road	FROG ROCK
DA0334/2016	Dwelling House	109	Tinja Lane	EURUNDEREE

DA0267/2016	Dwelling House	82	Nugget Lane	GULGONG
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
DA0036/2017	Dwelling House	2352	Lue Road	HAVILAH
DA0327/2016	Dwelling House	37	Snelsons Lane	GULGONG

#### Heritage Development Applications currently being processed – October, 2016.

11.	Appl/Proc ID	12.	Description	13.	House No	14.	Street Name	15.	Locality
	DA0271/2011		Alterations & Additions		87		Short Street		MUDGEES
	DA0043/2017		Alterations & Additions		44		Louee Street		RYLSTONE
	DA0066/2017		Alterations & Additions		94		Herbert Street		GULGONG
	DA0085/2017		Commercial Premises		122		Mayne Street		GULGONG
	DA0096/2017		Commercial Premises		62		Louee Street		RYLSTONE
	DA0107/2017		Dwelling House		17		Dabee Street		RYLSTONE
	DA0112/2017		Alterations & Additions		156		Gladstone Street		MUDGEES
	DA0115/2017		Pergola		206		Mortimer Street		MUDGEES
	DA0091/2017		Residential Shed		42		Louee Street		RYLSTONE
	DA0122/2017		Dual Occupancy		1		Lewis Street		MUDGEES

## 8.4 Events Assistance Application - Mudgee Rugby League 9s Tournament

REPORT BY THE EVENTS OFFICER  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, ECO800009, FIN300052

### RECOMMENDATION

#### That Council:

1. **receive the report by the Events Officer on the Events Assistance Application - Mudgee Rugby League 9s Tournament; and**
2. **provide \$1,990 as in-kind Events Assistance to cover the hire fees associated with the Mudgee Rugby League 9s Tournament.**

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### Executive summary

This report considers an application for Events Assistance under Council's Events Assistance Policy. It relates to the Mudgee Rugby League 9s Tournament to be held at Glen Willow in February 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.

The Mudgee Rugby League 9s Tournament has requested in-kind assistance of \$1,990 to cover the cost of ground hire fees at Glen Willow Regional Sports Complex, for their event. In its second year, the event is expected to attract over 200 visiting players over two-days in February 2017.

It is recommended that Council provide \$1,990 of in-kind assistance to the Mudgee Rugby League 9's Tournament.

### Community Plan implications

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

Funding of \$60,000 is provided in the Operational Plan for Events Assistance. Should Council approve this request for events assistance, the 2016/17 budget will be exhausted.

JOANNA LINDSAY  
EVENTS OFFICER

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

30 November 2016

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 8.5 Bowdens Silver CCC Meeting November 2016

REPORT BY THE DIRECTOR DEVELOPMENT  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, A0420245

### RECOMMENDATION

#### That Council:

1. **receive the report by the Director Development on the Bowdens Silver CCC Meeting November 2016;**
2. **note the minutes of the November 2016 Bowdens Silver CCC Meeting.**

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### Executive summary

The Community Consultative Committee (CCC) for the Bowdens Silver project meets on a quarterly basis. The purpose of this report is to provide a copy of the draft minutes from the November 2016 meeting.

### Disclosure of Interest

Nil.

### Detailed report

The Community Consultative Committee (CCC) for the Bowdens Silver project meets on a quarterly basis. The purpose of this report is to provide a copy of the draft minutes from the meeting held on 14 November 2016.

This is an external committee of Council and therefore, the minutes are for information purposes only.

### Community Plan implications

Theme	Looking After Our Community
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Goal	Vibrant towns and villages
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Strategy	Manage growth pressure driven by the increase in mining operations in the Region
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## Financial implications

Not applicable.

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

5 December 2016

- Attachments:*
1. Nov 2016 Bowdens Silver CCC Draft Minutes. (separately attached)
  2. Nov 2016 Bowdens Silver CCC Draft Minutes - Attachment 1. (separately attached)
  3. Nov 2016 Bowdens Silver CCC Draft Minutes - Attachment 2. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## Item 9: Finance

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### 9.1 Request to Lease Allotment 1 DP 1003936 Part of Mudgee Airport

REPORT BY THE REVENUE AND PROPERTY MANAGER  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, P2130311

#### RECOMMENDATION

##### That Council:

1. receive the report by the Revenue and Property Manager on the Request to Lease Allotment 1 DP 1003936 Part of Mudgee Airport;
2. enter into a Lease agreement with Mr Lance Grant to occupy Allotment 1 DP 1003936 under the conditions as specified in Attachment 3 of this Report, with an annual Lease fee of \$3,756 (plus GST), which is to be increased annually by the Consumer Price Index and, with a term of 5 years with no option to renew at the end of the 5 year term;
3. require Mr Lance Grant be responsible for the payment of all costs in relation to the preparation of the Lease agreement, including Council's reasonable legal costs, registration and valuation costs in relation to Allotment 1 DP 1003936;
4. authorise the General Manager to exercise delegated authority to deal with and determine any matter which may arise pursuant to Clause 5 of Annexure A of the Lease agreement pertaining to assignment or sublease of Allotment 1 DP 1003936 during the 5 year term of the Lease;
5. consent to the registration of the Lease agreement on the title for Allotment 1 DP 1003936 for the term of the Lease agreement;
6. authorise the General Manager and Mayor to sign necessary documentation in relation to the Lease agreement of Allotment 1 DP 1003936;
7. authorise the Common Seal of Council to be affixed to all documentation necessary in relation to the Lease agreement of Allotment 1 DP 1003936.

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#### Executive summary

The purpose of this report is to seek Council's consent to enter into a lease agreement with Mr Lance Grant over Allotment 1 DP 1003936 (the Lot) George Campbell Drive, situated within the Mudgee Airport precinct, for a period of 5 years.

## Disclosure of Interest

Nil.

## Detailed report

The Lot is situated within the Mudgee Airport precinct at 41 George Campbell Drive Bombira, is owned by Mid-Western Regional Council (Council) and is classified as Operational land. The area of the Lot is 469.5 m<sup>2</sup>.

There is a hangar located on the Lot, but this hangar is not owned by Council. The hangar is owned by the current lessee of the Lot, Mr Noel Dawson.

Mr Dawson has leased the Lot from Council for over 30 years. The term of the most recent lease agreement expired on 30/6/2011 and Mr Dawson has continued to occupy the Lot under holdover tenancy provisions since the expiration of the agreement.

Mr Dawson has recently contracted to sell the hangar structure to Mr Lance Grant and Mr Grant has now approached Council requesting to secure the lease of the Lot. The necessary credentials have been supplied by Mr Grant to substantiate his credibility as a proposed tenant of Council.

The term of the proposed lease agreement with Mr Grant is for 5 years to commence on 1/1/2017 and to terminate on 31/12/2021, with no option to renew at the end of the term. A lease for a term of 3 years or more is required to be registered on the title for the land (*Real Property Act 1900 Sec 42 and Registrar General's Directions*). Subsequently, upon execution of the Lease agreement, the title to Allotment 1 DP 1003936 will be noted accordingly.

It is proposed that the initial rent fee will be \$3,756 p.a. (plus GST) which is to be increased annually by the Consumer Price Index. This fee is based upon a market rent assessment valuation, conducted in November 2016.

Copies of the proposed Lease agreement and valuation are appended as Attachments 3 & 4 to this report.

It should be noted that Clause 5 of Annexure A of the proposed Lease agreement was requested by Mr Grant to provide for the opportunity of Mr Grant assigning or sub-leasing the Lot.



Clause 5 of Annexure A -

**5. PROCEDURE FOR OBTAINING CONSENT TO ASSIGNMENT OR SUBLEASE**

- (a) A request for the Lessor's consent to an assignment or sub lease of the Lease must be made in writing and the Lessee must provide the Lessor with such information as the Lessor may reasonably require concerning the financial standing and business experience of the proposed assignee or sub lessee provided that the Lessor's consent will not be required where the Lessee wishes to assign or sub lease this lease to a related corporation within the meaning of the Corporations Act.
- (b) The Lessor must deal expeditiously with a request for consent and is taken to have consented to the assignment or sublease if the Lessor has not within 42 days after the request was made given notice in writing to the Lessee either consenting or withholding consent.
- (c) The Lessor may withhold consent to an assignment or sublease (provided such consent will not be unreasonably withheld) AND may give consent subject to conditions which may include a requirement that the rent payable from the date of the assignment or sublease be increased to the Lessor's then applicable rental rate for such an assignee or sub lessee.
- (d) Any sub lessee must be noted as an interested party on the Lessee's insurance policy as referred to in clause 4(n).|

It is recommended that the General Manager be authorised to negotiate and determine any matter emanating from Clause 5, if and when the lessee requests Council's consent to assign or sub-lease the Lot (in conjunction with the hangar).

### Community Plan implications

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

### Financial implications

The new lessee will be responsible for all costs associated with this matter for the proposed 5 year term of the agreement including Council's reasonable legal costs incurred in preparing the agreement, registration of the Lease and valuation costs.

It is proposed that the initial rent fee will be \$3,756 p.a. (plus GST) which is to be increased annually by the Consumer Price Index. This fee is based upon a market rent assessment valuation conducted in November 2016.

DIANE SAWYERS  
REVENUE AND PROPERTY MANAGER

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

22 November 2016

- Attachments:*
1. Request to Lease Lot 1 DP 1003936. (separately attached)
  2. Plan of Lot 1 DP 1003936. (separately attached)
  3. Draft Lease Agreement. (separately attached)
  4. Valuation Report November 2016. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.2 Crudine Ridge Wind Farm P/L - request for Agreement over part Old Crudine Road road reserve

REPORT BY THE REVENUE AND PROPERTY MANAGER  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, A0420255

### RECOMMENDATION

#### That Council:

1. **receive the report by the Revenue and Property Manager on the Crudine Ridge Wind Farm P/L - request for Agreement over part Old Crudine Road road reserve;**
2. **enter into the proposed Lease agreement, as specified in Attachment 2 to this Report with Crudine Ridge Wind Farm P/L, subject to the Director of Planning's approval, to allow Crudine Ridge Wind Farm P/L to use that segment of Old Crudine Road road reserve pursuant to Section 149 of the Roads Act 1993 (NSW) for the permitted use as stipulated in the proposed Lease agreement for a term of 75 years;**
3. **authorise the General Manager to approve any further amendments to the proposed Lease agreement as may be required by the Director of Planning;**
4. **approve an annual initial Lease rent fee of \$2,000 (plus GST), which is to be increased annually by the Consumer Price Index and a market rent review every 5<sup>th</sup> anniversary of the commencement date of the term, for the permitted use of that segment of Old Crudine Road road reserve;**
5. **requires all costs associated with the proposed Lease agreement for the entire 75 year term, including Council's reasonable legal costs incurred in preparing the proposed Lease agreement and independent valuation costs, be borne by Crudine Ridge Wind Farm P/L;**
6. **authorise the General Manager and Mayor to sign necessary documentation in relation to the proposed Lease agreement;**
7. **authorise the Common Seal of Council to be affixed to all documentation necessary in relation to the proposed Lease agreement.**

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### Executive summary

The purpose of this Report is to seek Council's consent to enter into a non-exclusive lease agreement with Crudine Ridge Wind Farm Pty Ltd (Wind Farm) for approximately 1.9ha of Old Crudine Road reserve (OCR) for the use of air space above and land below the surface of OCR for all activities associated with constructing, installing, operating, maintaining, replacing and decommissioning transmission infrastructure for the Wind Farm.

This matter was previously presented to Council on 17 August 2016 and again on 16 November 2016. Council resolved to defer considering the request on 16 November 2016 pending further information on the reasons for the Wind Farm's request for a 75 year block term. The Wind Farm's

explanation is now incorporated in this Report and is also appended as Attachment 4 to this Report.

## Disclosure of Interest

Nil

## Detailed report

CWP Renewables, representing the Wind Farm has requested Council consider entering into a non-exclusive lease agreement for a term of 75 years for approximately 1.9ha, being a 950 metre length of OCR road reserve within the Wind Farm development corridor to facilitate, specifically–

*Use of air space above and land below the surface of the land for all activities associated with constructing, installing, operating, maintaining, replacing and decommissioning Transmission Infrastructure for the Wind Farm including placing improvements in areas adjacent to the road reserve located within the land. The use of air space above the land is permitted from a height of 6.7 metres above the land where there is a carriageway or 5.5 metres above the land where the land is not a carriageway.*

The subject segment of OCR is Council controlled, unformed and unmaintained but with a track in use. The adjoining land is privately owned and forms part of the property known as “Boiga View”.

Attachment 1 to this Report shows a plan of the proposed agreement area.

The form of the proposed Lease agreement is pursuant to Clause 149 of the *Roads Act 1993* (NSW) to enter upon and use that segment of OCR for the permitted use, as stipulated above, in accordance with clause 3.

### **149 Leasing of land above or below public road**

- (1) A roads authority may lease the air space above, or land below the surface of, any public road (other than a Crown road) that is owned by the authority.*
- (2) Such a lease may not be granted by a roads authority other than the RTA except with the approval of the Director of Planning.*
- (3) The Director of Planning must not approve a lease in respect of a public road if the granting of the lease would be inconsistent with the rights of passage and access that exist with respect to the road.*
- (4) The term of a lease, together with any option to renew, must not exceed 99 years.*

In accordance with this legislation at clause 3, Council will need to forward the proposed Lease agreement to the Director of Planning, NSW Planning and Environment for approval/amendment before it can be executed by Council and the Wind Farm.

The Wind Farm has advised that the reason for the request for a 75 year block term lease agreement is to provide security for the entire potential lifespan of the Project. The following is an extract from the Wind Farm’s written explanation -

*The expected operational life of Crudine Ridge Wind Farm is 25-30 years, after which the Project will either be decommissioned and returned to its pre-construction state, or the infrastructure will be replaced and upgraded in order to repower the site for a renewed lifespan of 25 years. The Project has been developed with the expectation that up to two refurbishments could take place. For that reason, all lease agreements with private landholders are for a 25 year term with two 25*

*year options to renew (i.e. 75 years total). We are also working with NSW Department of Primary Industry (Lands) in relation to Crown Roads at the Project site and will secure a licence which does not have a fixed term (i.e. the licence will remain in place until terminated).*

*We are seeking a licence of 75 years from MWRC so that we have land security for the entire potential lifespan of the Project, consistent with the land security we have across other land tenures.*

The Wind Farm's written explanation is appended as Attachment 4 to this Report.

The proposed 75 year block Lease allows for a rent review every 5 years from the anniversary of the commencement date of the Term and a clause which enables the Wind Farm to terminate the agreement at any time and for any reason by giving 30 days written notice to Council. This clause may be executed by the Wind Farm if the project was not recommissioned in order to terminate the lease to bring their obligations to an end without penalty.

It is submitted that there is very little difference between a 75 year block term and an initial lease with a term of 25 years with 2 x 25 year options to renew. Council will potentially be locked in for 75 years irrespective.

An initial lease with a term of 25 years with 2 x 25 year options to renew does not give an opportunity for Council to renegotiate the conditions of the agreement at the end of each 25 year period. All conditions are determined in the initial 25 year term lease agreement and these conditions carry on to each renewal option period.

The proposed draft Lease agreement is appended as Attachment 2 to this Report.

## Community Plan implications

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

## Financial implications

The Wind Farm will be responsible for all costs associated with this matter for the proposed 75 year term of the agreement including Council's reasonable legal costs incurred in preparing the agreement and valuation costs.

It is proposed that the Wind Farm will pay Council an initial rent fee of \$2,000 p.a. (plus GST) which is to be increased annually by the Consumer Price Index, for the permitted use of OCR. This fee is based upon a market rent assessment valuation conducted in November 2016.

A copy of the valuation is appended as Attachment 3 to this report.

A market rent review will be conducted every 5<sup>th</sup> anniversary of the commencement date of the term.

DIANE SAWYERS  
REVENUE AND PROPERTY MANAGER

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

25 November 2016

- Attachments:*
1. Old Crudine Road - Proposed Agreement Area. (separately attached)
  2. Proposed Draft Agreement. (separately attached)
  3. Valuation. (separately attached)
  4. Explanation for 75 year term. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



## 9.3 Monthly Budget Review October 2016

REPORT BY THE MANAGER, FINANCIAL PLANNING  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, FIN300065

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager, Financial Planning on the Monthly Budget Review October 2016; and**
2. **amend the Delivery Program 2014-2017 Capital Works Program for 2018 and 2019 by transferring \$600,000 each year from Sewer Mains – Capital Budget Only to Sewer Mains Relining**

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### Executive summary

This report presents to Council the October Monthly Budget Review of the 2016/17 Operational Plan and also recommends an amendment to future years budgets for sewer mains replacement.

### Disclosure of Interest

Nil.

### Detailed report

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

The attachment to this report shows the status of all capital works projects as at 31 October 2016.

#### Sewer mains budget amendment

The recommended amendment to the Delivery Program 2014-2017 Capital Works Program for 2018 and 2019 is to allocate \$600,000 each year from the Sewer Main Capital Budget Only budget to Sewer Mains Relining. This amendment is required to identify the specific purpose of the budget before proceeding with tendering for a three year contract for these services.

### Community Plan implications

Theme	Good Governance
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Goal	An effective and efficient organisation
------	---

Strategy	Prudently manage risks association with all Council activities
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## Financial implications

This monthly budget review includes a recommendation which amends the 2017/18 and 2018/19 Capital Works Program. This amendment is a transfer between Sewer Fund capital budgets and has no impact on cash levels.

NEIL BUNGATE  
MANAGER, FINANCIAL PLANNING

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

30 November 2016

*Attachments:* 1. Capital Program Update October 2016.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



*Good  
Government*

## MONTHLY BUDGET REVIEW

ATTACHMENT 1 – CAPITAL  
PROGRAM UPDATE

31 OCTOBER 2016

MID-WESTERN REGIONAL COUNCIL  
CORPORATE: FINANCE

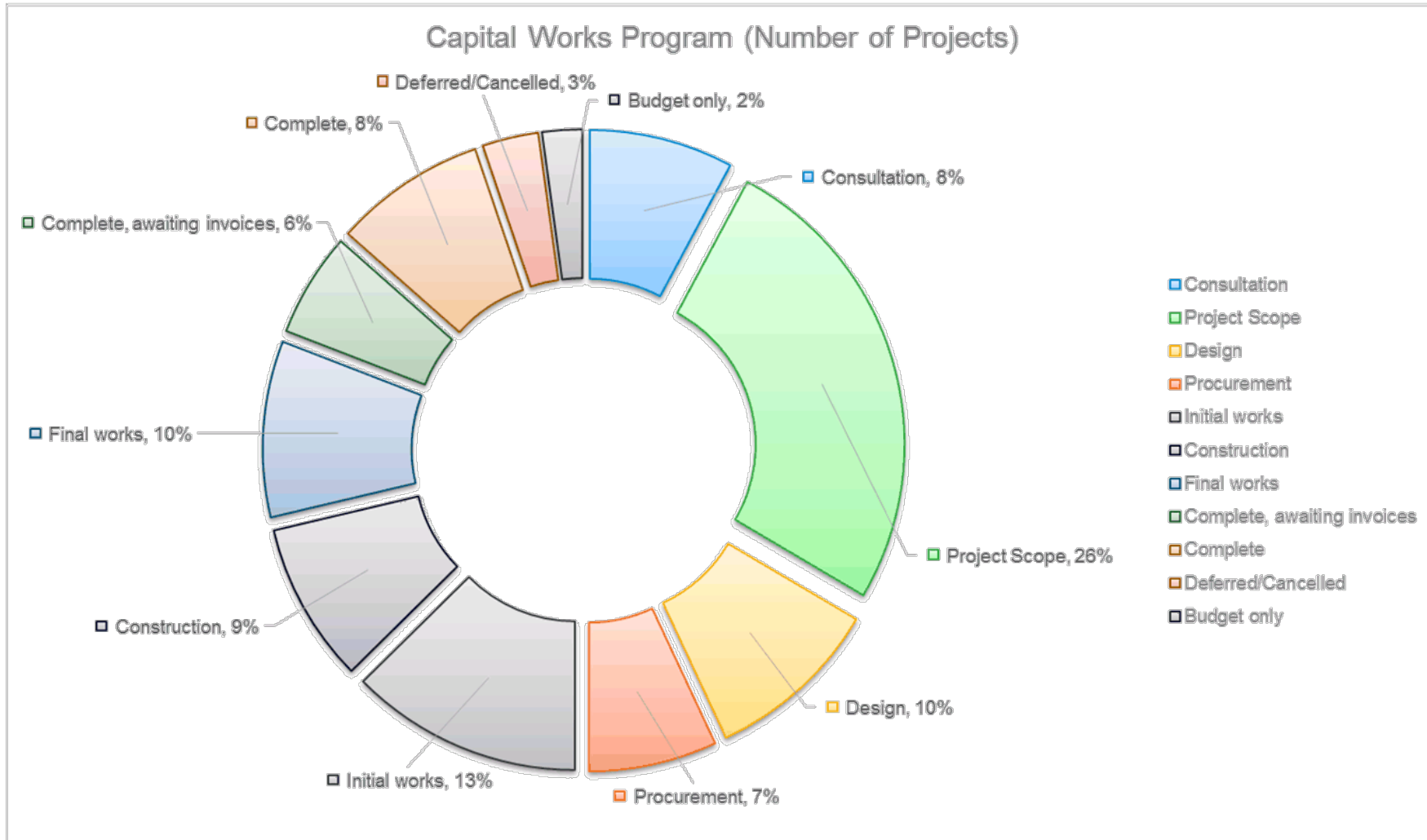
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THIS DOCUMENT HAS BEEN PREPARED BY LEONIE JOHNSON, CFO FOR MID-WESTERN REGIONAL COUNCIL.

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: 31 OCTOBER 2016



**KEY**

<b><u>Status</u></b>	<b><u>Description</u></b>
Consultation	Engaging with stakeholders for ideas and to determine viability and direction for the project.
Project Scope	Initial concept, business case and project plan development.
Design	Initial and detailed design.
Procurement	Tendering, sourcing quotes or suppliers.
Initial works	Early stages of project delivery.
Construction	Major project activities are in progress.
Final works	Project is in final stages of completion or awaiting minor items.
Complete, awaiting invoices	Project work is complete. Waiting on invoices from suppliers for financial completion.
Complete	Project work is complete and all costs have been allocated.
Deferred/Cancelled	Project is no longer in current year's program
Budget only	Project for budget purposes only. Fully allocated out to projects.



\$'000	ORIGINAL ANNUAL BUDGET	CURRENT ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	COMMENT
<b>Looking after our Community</b>						
CHILD CARE CENTRE SHORT/DOURO - CAPITAL	10	10	6	56%	0	Complete
COMM. TRANSPORT- VEHICLE PURCHASE	74	74	0	0%	0	Initial works
MUDGEES CEMETERY CAP IMPV	95	70	0	0%	0	Project Scope
GULGONG CEMETERY CAP IMPV	34	15	0	0%	0	Procurement
GPS CEMETERY SITES	22	22	0	0%	0	Initial works
MUDGEES CEMETERY INTERNAL ROADS	0	25	0	0%	0	Project Scope
PUBLIC TOILETS - CAPITAL UPGRADES	87	87	0	0%	3	Design
PUBLIC TOILETS - GULGONG CEMETERY	5	5	0	9%	0	Complete, awaiting invoices
DEMOLITION - JACK TINDALE TOILETS	25	25	0	0%	3	Construction
LIBRARY BOOKS	67	67	62	93%	0	Construction
CAPITAL UPGRADE - KANDOS HALL	125	125	1	1%	40	Procurement
CAPITAL UPGRADE - KANDOS PRESCHOOL	5	5	0	0%	0	Design
CAPITAL UPGRADE - RYLSTONE & KANDOS HALLS CHAIRS/TABLES	10	10	0	0%	0	Project Scope
CAPITAL UPGRADE - MUDGEES TOWN HALL STAGE LIGHTING	8	8	0	0%	0	Design
GULGONG POOL - DISABLED ACCESS	150	250	108	43%	77	Final works
KANDOS POOL TILING	0	60	49	82%	0	Complete, awaiting invoices
POOL CLEANER REPLACEMENT	15	15	14	98%	0	Complete
POOL FILTER REPLACEMENT	20	20	0	0%	0	Project Scope
GULGONG POOL CLUB ROOM	10	10	0	1%	0	Initial works
MUDGEES POOL ROOF RESTORATION	0	14	0	0%	0	Procurement
MUDGEES SHOWGROUNDS - REDEVELOPMENT	0	19	12	61%	4	Consultation

## CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	CURRENT ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	COMMENT
GLEN WILLOW CRICKET WICKET	30	80	0	0%	0	Design
GLEN WILLOW CARPARK	25	35	12	33%	6	Final works
CAPITAL UPGRADE - KANDOS SPORTSGROUND CANTEEN	60	60	0	0%	5	Project Scope
CAPITAL UPGRADE - VICTORIA PARK MUDGEES AMENITIES	5	5	3	53%	0	Construction
CAPITAL UPGRADE - BILLY DUNN GRANDSTAND	3	3	0	0%	3	Consultation
CAPITAL UPGRADE - VICTORIA PARK GULGONG AMENITIES	2	2	0	0%	0	Consultation
BILLY DUNN OVAL - UPGRADES	27	27	0	0%	0	Consultation
GULGONG TENNIS COURTS	70	70	0	0%	0	Consultation
CAPITAL UPGRADE - BILLY DUNN CANTEEN	55	55	0	0%	0	Project Scope
CAPITAL UPGRADE - MUDGEES SHOWGROUND	33	0	0	0%	0	Complete
PASSIVE PARKS - LANDSCAPING IMPROVEMENTS	5	5	5	102%	0	Complete
RED HILL RESERVE - TOURISM DEVELOPMENT INVESTIGATION	0	8	2	30%	0	Construction
ROBERTSON PARK ROTUNDA	0	10	9	87%	0	Complete
PLAYGROUND EQUIPMENT UPGRADE - MOUFARRIAGE PARK	43	43	0	0%	34	Final works
PLAYGROUND EQUIPMENT UPGRADE - INTERACT PARK	13	13	3	20%	9	Final works
PLAYGROUND EQUIPMENT UPGRADE - GILBEY PARK	30	30	0	0%	28	Final works
SCULPTURES ACROSS THE REGION	30	40	24	59%	0	Construction
PLAYGROUND SHADING PROGRAM	30	30	0	0%	29	Initial works
PATH BINS AND BAG DISPENSERS	10	10	7	68%	0	Final works
PLAYGROUND RUBBER SOFTFALL PROGRAM	62	62	0	0%	55	Final works
YOUTH INFRASTRUCTURE	500	500	0	0%	0	Consultation
IRRIGATION RENEWAL PROGRAM	30	30	0	0%	8	Initial works
SHADESAIL CHARBON PLAYGROUND	16	0	0	0%	0	Deferred/Cancelled
MUDGEES DOG OFF LEASH AREA IMPROVEMENTS	10	10	4	38%	0	Complete, awaiting invoices
GULGONG DOG OFF LEASH AREA IMPROVEMENTS	10	10	3	29%	0	Complete, awaiting invoices
ART GALLERY FACILITY	30	45	5	10%	0	Consultation

\$'000	ORIGINAL ANNUAL BUDGET	CURRENT ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	COMMENT
STREETSCAPE - BIN REPLACEMENT PROGRAM	13	13	0	0%	0	Design
STREETSCAPE - TREE PLANTING RYLSTONE/KANDOS	5	5	1	11%	0	Initial works
<b>Total</b>	<b>1,907</b>	<b>2,136</b>	<b>329</b>	<b>15%</b>	<b>305</b>	

### Protecting our Natural Environment

RURAL WASTE DEPOT UPGRADES	59	59	0	0%	0	Design
MUDGEES WASTE DEPOT UPGRADES	33	33	3	9%	12	initial works
NEW TIP CONSTRUCTION	150	158	11	7%	2	Design
REMOTE SECURITY CAMERAS AT WTS	46	46	0	0%	0	procurement
WTS - HARGRAVES UPGRADE	50	50	0	0%	0	project Scope
WTS - BYLONG UPGRADE	30	30	0	0%	0	project Scope
WASTE SITE REHAB - MUDGEES	50	50	0	0%	0	budget only
COMMUNITY RECYCLING CENTRE	0	21	13	62%	0	Final works
SEDIMENT DAM	69	120	0	0%	37	initial works
DRAINAGE CAPITAL IMPROVEMENTS	272	272	2	1%	16	Design
CAUSEWAY IMPROVEMENTS	60	60	0	1%	0	Project Scope
RIFLE RANGE ROAD CULVERT UPGRADE	0	58	1	2%	7	Initial works
HORATIO ST DETENTION BASIN	0	189	47	25%	46	Final works
CAUSEWAY IMPROVEMENT - BARNEY'S REEF ROAD	0	12	12	100%	0	Complete
CAUSEWAY IMPROVEMENT - CAMBELLS CREEK ROAD	0	43	4	8%	26	Procurement
WINTER STREET DETENTION BASIN	0	70	12	17%	59	Complete
ENV - PUTTA BUCCA WETLANDS CAPITAL	15	21	0	0%	0	Consultation
WATER NEW CONNECTIONS	139	139	21	15%	0	Construction
WATER AUGMENTATION - WEST MUDGEES EXTENSION	0	39	4	10%	26	Final works

## CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	CURRENT ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	COMMENT
WATER AUGMENTATION - ULAN RD EXTENSION	1,600	1,600	0	0%	0	Design
WATER RYLSTONE DAM UPGRADE	6,000	200	0	0%	122	Design
WATER TELEMETRY - BUDGET ONLY	20	20	0	0%	21	Complete, awaiting invoices
WATER MAINS - CAPITAL BUDGET ONLY	800	0	0	0%	0	Budget only
WATER MAINS - MAYNE ST GULGONG	0	80	0	0%	0	Project Scope
WATER MAINS - LYNNE ST GULGONG	0	58	0	0%	0	Project Scope
WATER MAINS - SALEYARDS LN GULGONG	0	48	0	0%	0	Project Scope
WATER MAINS - ANDERSON ST GULGONG	0	22	0	0%	0	Project Scope
WATER MAINS - BARNEYS REEF RD GULGONG	0	194	1	1%	0	Design
WATER MAINS - HOMER ST GULGONG	0	14	0	0%	0	Project Scope
WATER MAINS - ROBINSON ST GULGONG	0	22	0	0%	0	Project Scope
WATER MAINS - DABEE RD KANDOS	0	55	0	0%	1	Construction
WATER MAINS - ANGUS AVE KANDOS	0	55	0	0%	0	Design
WATER MAINS - CHURCH ST MUDGEES	0	66	59	89%	0	Construction
WATER MAINS - SYDNEY RD MUDGEES	0	55	54	99%	0	Complete
WATER MAINS - MADEIRA RD MUDGEES	0	48	0	0%	0	Project Scope
WATER MAINS - LAWSON ST MUDGEES	0	34	34	99%	0	Complete
WATER MAINS - SHORT ST MUDGEES	0	49	0	0%	0	Project Scope
WATER PUMP STATION - CAPITAL RENEWALS	76	76	0	0%	0	Project Scope
RAW WATER SYSTEMS RENEWALS	16	16	2	12%	0	Construction
WATER TREATMENT PLANT - RENEWALS	95	95	0	0%	2	Procurement
WATER METERS - BULK	150	135	15	11%	0	Construction
NEW WATER CONNECTIONS SPS	0	15	0	0%	0	Initial works
SEWER NEW CONNECTIONS	49	49	3	5%	0	Construction
SEWER AUGMENTATION - RYLSTONE & KANDOS	515	515	0	0%	0	Consultation
SEWER AUGMENTATION - MUDGEES	0	4	0	0%	16	Final works

\$'000	ORIGINAL ANNUAL BUDGET	CURRENT ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	COMMENT
SEWER TELEMETRY	21	21	0	1%	17	Complete, awaiting invoices
SEWER MAINS - CAPITAL BUDGET ONLY	806	119	0	0%	0	Budget only
SEWER MAINS RELINING	0	600	0	0%	0	Project Scope
SEWER MAINS - BELLEVUE TO RIFLE RANGE ROAD	0	47	0	0%	0	Complete, awaiting invoices
SEWER MAINS - RISING MAIN CAERLEON	0	12	0	0%	2	Final works
SEWER MAINS - BOMBIRA RISING MAIN	0	5	2	41%	3	Complete
SEWER MAINS - CCTV EQUIPMENT	0	32	30	94%	0	Complete
SEWER MAINS - HOLYOAK BRIDGE MUDGEE	0	55	14	26%	0	Final works
SEWER PUMP STATION - CAPITAL RENEWALS	68	68	0	0%	0	Project Scope
SEWER PUMP STATION - FLOW METERING	0	18	0	0%	0	Design
SEWER PUMP STATION - CAERLEON	0	308	248	80%	32	Final works
SEWER TREATMENT WORKS - RENEWALS	45	45	0	0%	34	Procurement
SOLAR PANEL INSTALLATION MUDGEE STP	100	100	0	0%	0	Design
<b>Total</b>	<b>11,334</b>	<b>6,425</b>	<b>592</b>	<b>9%</b>	<b>481</b>	

### Building a Strong Local Economy

RYLSTONE TOURIST INFO BAY	35	35	0	0%	0	Project Scope
SALEYARDS - POST AND RAIL REPLACEMENT	10	10	7	73%	0	Construction
PROPERTY - EX SALEYARDS STAGE I	400	400	8	2%	0	Consultation
PROPERTY - MORTIMER ST PRECINCT	0	30	0	0%	0	Project Scope
PROPERTY - BURRUNDULLA LAND DEVELOPMENT	0	21	4	18%	0	Consultation
PROPERTY - DEVELOPMENT MORTIMER ST	4,830	4,830	7	0%	61	Project Scope
MINERS COTTAGE RED HILL	5	5	0	0%	0	Project Scope
<b>Total</b>	<b>5,280</b>	<b>5,331</b>	<b>26</b>	<b>0%</b>	<b>61</b>	

## CORPORATE FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	CURRENT ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	COMMENT
<b>Connecting our Region</b>						
URBAN RESEALS - MARKET ST SEG 10	12	12	0	0%	4	Project Scope
URBAN RESEAL - DABEE RD SEG 30, 40, 50, 60, 70 & 80	38	38	5	14%	23	Project Scope
URBAN RESEAL - COOPER DR SEG 10, 20 & 30	43	43	0	0%	0	Project Scope
URBAN RESEAL - MCDONALD ST SEG 10, 20, 30 & 50	25	25	0	0%	13	Project Scope
URBAN RESEAL - LITTLE BELMORE STREET GULGONG	14	0	0	0%	0	Deferred/Cancelled
URBAN RESEALS - TALLAWANG ST SEG 10	6	6	0	0%	2	Project Scope
URBAN RESEALS - GEORGE ST SEG 10, 20 & 30	38	38	0	0%	25	Project Scope
URBAN RESEALS - MADEIRA RD SEG 20 & 40	26	26	0	0%	26	Project Scope
URBAN RESEALS - OPORTO RD SEG 10 TO 80	59	59	0	0%	39	Project Scope
URBAN ROADS KERB & GUTTER CAPITAL	24	24	2	8%	0	Initial works
FAIRY DALE LANE UPGRADE	0	270	270	100%	0	Complete
REHAB - KELLET DR MUDGEE	32	32	0	0%	28	Complete, awaiting invoices
REHAB - CHURCH ST SEG 100	19	19	1	3%	15	Initial works
REHAB - CHURCH ST SEG 120	156	156	0	0%	1	Project Scope
REHAB - MADEIRA RD SEG 20 & 30	125	125	0	0%	0	Project Scope
REHAB - DABEE ROAD SEG 10 & 20	50	50	0	0%	0	Project Scope
REHAB - ANGUS AVE KANDOS	465	15	3	22%	3	Deferred/Cancelled
RESHEETING - URBAN ROADS	14	14	0	0%	0	Project Scope
LEWIS & MORTIMER STREET INTERSECTION	0	9	0	0%	9	Project Scope
MARKET & LEWIS STREET INTERSECTION	179	179	4	2%	33	Design
RYLSTONE PUBLIC SCHOOL CROSSING	17	17	0	0%	0	Design
TRAFFIC COUNTER REPLACEMENT	0	15	0	0%	0	Procurement
FAIRYDALE LANE LAND MATTERS CAPITAL	0	36	12	33%	0	Final works
URBAN ROADS LAND MATTERS CAPITAL	21	21	0	0%	0	Initial works
RURAL SEALED ROADS RESEALS BUDGET	775	0	0	0%	0	Budget only



\$'000	ORIGINAL ANNUAL BUDGET	CURRENT ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	COMMENT
RURAL RESEALS - LAHEYS CREEK RD SEG 40, 50	69	0	0	0%	0	Deferred/Cancelled
RURAL RESEALS - CUDGEGONG RD, EVANS CROSSING	1	1	0	0%	0	Project Scope
RURAL RESEALS - BOCOBLE ROAD SEG 70 - 80	0	58	0	0%	40	Project Scope
RURAL RESEALS - BONDS ROAD SEG 10	0	4	0	0%	3	Project Scope
RURAL RESEALS - BOTOBOLAR ROAD SEG 30,40,50	0	75	0	0%	64	Initial works
RURAL RESEALS - EURUNDEREE LANE SEG 10,20,30	0	66	4	5%	57	Initial works
RURAL RESEALS - FROG ROCK ROAD SEG 10, 20, 30	0	65	0	0%	56	Initial works
RURAL RESEALS - KURTZ LANE SEG 10	0	9	0	0%	5	Project Scope
RURAL RESEALS - WILBETREE ROAD SEG 10, 20, 30, 40	0	146	0	0%	70	Project Scope
RURAL RESEALS - NARRANGO RD SEG 70 TO 120	206	206	1	0%	121	Initial works
RURAL RESEALS - ROCKY WATERHOLE RD SEG 30 - 40	39	39	10	26%	30	Initial works
RURAL RESEALS - OLD BARNEYS REEF RD SEG 10	22	22	0	0%	12	Project Scope
RURAL RESEALS - NULLO MOUNTAIN SEG 10 & 110	36	36	0	0%	19	Project Scope
RURAL RESEALS - KAINS FLAT RD SEG 20 & 40	49	49	0	0%	37	Initial works
RURAL RESEALS - SPRING RIDGE RD SEG 130 - 180	162	0	0	0%	109	Deferred/Cancelled
RURAL REHAB - NARRANGO RD SEG 60	265	265	0	0%	32	Construction
RURAL REHAB - OLD BARNEYS REEF RD SEG 20	69	69	2	3%	13	Initial works
RURAL REHAB - CUDGEGONG RD SEG 60	320	320	12	4%	34	Deferred/Cancelled
RURAL REHAB - HENRY LAWSON DR SEG 170	180	180	0	0%	18	Project Scope
HEAVY PATCHING BUDGET	107	107	2	2%	0	Project Scope
RURAL REHAB - NARRANGO RD SEG 20	32	32	2	5%	32	Project Scope
RURAL REHAB - LUE RD PART SEG 190, 180	45	45	0	1%	46	Deferred/Cancelled
BLACKSPOT LUE ROAD	0	102	54	53%	2	Final works
HEAVY PATCHING - HENRY LAWSON DRIVE	0	12	0	0%	11	Final works
HEAVY PATCHING - WINDEYER RD	0	53	7	13%	10	Final works
HEAVY PATCHING - MUD HUT CREEK RD	0	6	0	0%	5	Final works

## CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	CURRENT ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	COMMENT
FUTURE YRS REFS - BUDGET ONLY	6	6	0	0%	0	Budget only
RURAL SEALED ROAD LAND MATTERS	26	26	0	1%	0	Initial works
RURAL SEALED REGIONAL ROAD REPAIR PROGRAM	800	800	19	2%	11	Procurement
BLACKSPOT HILL END ROAD	0	1,280	10	1%	34	Initial works
REHAB COPE ROAD UPGRADE - CONFORMING RESEALS	84	0	0	0%	0	Complete
REHAB COPE ROAD UPGRADE - MILESTONE 2	47	0	0	0%	0	Complete
REHAB COPE ROAD UPGRADE - MILESTONE 3	(110)	140	0	0%	0	Complete, awaiting invoices
REHAB COPE ROAD UPGRADE - MILESTONE 4	230	184	124	67%	0	Complete, awaiting invoices
REHAB COPE ROAD UPGRADE - MILESTONE 5	1,477	1,431	387	27%	77	Construction
REG RESEALS - WOLLAR ROAD SEG 1345 - 1350	390	390	4	1%	51	Project Scope
REG RESEALS - BYLONG VALLEY WAY RESEAL SEG 1095	374	374	3	1%	28	Project Scope
REG RESEAL - WOLLAR RD SEG 1285	46	46	0	0%	0	Project Scope
RURAL SEALED REGIONAL ROAD LAND MATTERS CAPITAL	5	5	0	0%	0	Initial works
TRIANGLE ROAD ACCESS	0	505	21	4%	0	Consultation
WIDEN AND SEAL MT VINCENT ROAD HILL	8	8	0	0%	8	Construction
SEAL EXTENSION - PYRAMUL ROAD	62	199	37	19%	96	Construction
SEAL EXTENSION - BLACK SPRINGS ROAD	44	44	0	0%	45	Project Scope
SEAL EXTENSION - MT PLEASANT LANE	25	25	0	0%	0	Project Scope
SEAL EXTENSION - TINJA LANE	80	80	44	55%	0	Complete, awaiting invoices
RESHEETING - BUDGET ONLY	1,397	1,369	754	55%	8	Construction
RESHEETING - R2R DOUGHERTYS JUNCTION ROAD	0	28	0	0%	0	Initial works
BISHOPS VIEW ROAD HARGRAVES	0	40	0	0%	0	Procurement
REALIGNMENT MALONEYS ROAD	5	5	0	0%	0	Project Scope
UNSEALED ROADS LAND MATTERS CAPITAL	15	15	0	0%	0	Initial works
RURAL UNSEALED REGIONAL ROAD RESHEETING	0	22	21	100%	0	Complete
SEAL EXTENSION - WOLLAR ROAD	8,407	8,595	121	1%	646	Initial works

\$'000	ORIGINAL ANNUAL BUDGET	CURRENT ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	COMMENT
GREEN GULLY BRIDGE	0	160	38	23%	0	Complete
BUTTER FACTORY BRIDGE	0	32	1	4%	0	Final works
HENRY LAWSON DRIVE BRIDGE	1,028	1,028	24	2%	17	Consultation
REGIONAL ROAD BRIDGE CAPITAL	54	54	0	0%	0	Project Scope
ULAN ROAD - MIDBLOCK 19.999 TO 22.215	2	2	0	13%	0	Complete
ULAN ROAD - MT PLEASANT LN TO BUCKAROO LN	47	47	0	0%	0	Complete
ULAN ROAD - CHURCH LN TO OVERTAKING LN 14.5	2,376	2,376	607	26%	107	Construction
ULAN ROAD - COPE RD TO UCML MINE ENTRANCE	233	233	5	2%	0	Design
ULAN ROAD - WATTLEGROVE LN TO MIDBLOCK 19.999	1,870	1,870	54	3%	0	Initial works
ULAN ROAD - WYALDRA LN TO QUARRY ENTRANCE 27.783	1,711	1,711	41	2%	0	Design
ULAN ROAD - WINCHESTER CRES TO MIDBLOCK 31.106	400	400	468	117%	3	Final works
FOOTWAYS - CAPITAL BUDGET ONLY	115	115	26	22%	0	Procurement
PEDESTRIAN - GLEN WILLOW WALKWAY	50	50	0	0%	8	Design
GULGONG WALKWAY	80	80	0	0%	0	Procurement
ROBERTSON ROAD - GOLF COURSE FENCE	0	6	0	0%	0	Procurement
CYCLEWAY LINK LAWSON PARK TO PITTS LANE	300	300	12	4%	17	Consultation
AIRPORT - RELOCATION OF GEORGE CAMPBELL DRIVE	0	150	0	0%	0	Design
AIRPORT - RELOCATION OF FENCING	0	50	0	0%	0	Project Scope
AIRPORT - TAXIWAY EXTENSION	0	200	0	0%	0	Design
AIRPORT - TERMINAL BUILDING FITOUT	0	50	0	0%	16	Procurement
AIRPORT - EXTENSION OF WATER & SEWER SERVICES	0	365	2	0%	0	Design
<b>Total</b>	<b>25,427</b>	<b>28,094</b>	<b>3,216</b>	<b>11%</b>	<b>2,219</b>	

### Good Government

MUDGEES ADMINISTRATION BUILDING UPGRADE	200	200	8	4%	31	Initial works
OLD POLICE STATION UPGRADE	10	10	0	0%	0	Construction

## CORPORATE: FINANCE | MONTHLY BUDGET REVIEW

\$'000	ORIGINAL ANNUAL BUDGET	CURRENT ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	COMMENT
KANDOS LIBRARY	84	84	0	0%	0	Project Scope
CARMEL CROAN GARAGE	20	55	0	0%	0	Consultation
RYLSTONE COUNCIL BUILDING	20	20	0	0%	7	Project Scope
MUDGEES COTTAGE AERODROME	15	15	0	0%	0	Procurement
CAPITAL UPGRADE - MWRC DEPOT	100	100	0	0%	0	Project Scope
MUDGEES TOWN HALL	12	12	0	0%	5	Project Scope
MUDGEES STORES BUILDING	20	0	0	0%	0	Complete
TELEPHONE SYSTEM - VOIP	0	90	49	54%	0	Complete, awaiting invoices
STORES CAPITAL WORKS	0	15	0	0%	0	Consultation
IT SPECIAL PROJECTS	44	44	0	1%	2	Initial works
IT NETWORK UPGRADES	26	83	3	4%	0	Final works
IT CORPORATE SOFTWARE	60	60	0	0%	33	Construction
ASSET MANAGEMENT SYSTEM UPGRADES	15	15	0	0%	0	Consultation
PLANT PURCHASES	3,428	4,442	1,182	27%	484	Procurement
MUDGEES DEPOT CAPITAL WORKS	0	45	6	14%	0	Complete, awaiting invoices
GULGONG DEPOT CAPITAL WORKS	220	220	0	0%	0	Consultation
<b>Total</b>	<b>4,274</b>	<b>5,509</b>	<b>1,249</b>	<b>23%</b>	<b>561</b>	
<b>Total Capital Works Program</b>	<b>48,222</b>	<b>47,495</b>	<b>5,411</b>	<b>11%</b>	<b>3,627</b>	

## 9.4 Monthly Statement of Investment and Bank Balances as at 30 November 2016

REPORT BY THE MANAGER, FINANCIAL PLANNING  
TO 14 DECEMBER 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 November 2016;**
2. **note the certification of the Responsible Accounting Officer.**

---

### Executive summary

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

### Disclosure of Interest

Nil.

### Detailed report

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

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

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

### Community Plan implications

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

Not applicable.

NEIL BUNGATE  
MANAGER, FINANCIAL PLANNING

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

2 December 2016

*Attachments:* 1. Investment Balances.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



For the month ended:

30-Nov-16

Bank Account	Opening Balance	Receipts	Payments	Closing Balance	Overdraft Limit
National Australia Bank (Corporate Cheque Account)	\$ 48,106	\$ 18,879,415	\$ 16,728,404	\$ 2,199,118	\$ 700,000

The bank balances have been reconciled to the General Ledger as at 30/11/2016

Investments	Type	Amount \$'000	Yield %	Maturity Date	Term
National Australia Bank	At Call	3,012	1.80%	NA	At Call
National Australia Bank	Term Deposit	1,000	3.00%	15/02/2017	364
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
National Australia Bank	Term Deposit	1,500	2.73%	4/10/2017	364
National Australia Bank	Term Deposit	1,000	2.76%	25/10/2017	364
National Australia Bank	Term Deposit	1,000	2.70%	7/06/2017	203
National Australia Bank	Term Deposit	2,000	2.70%	14/06/2017	203
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
St George Bank	Term Deposit	500	2.70%	5/04/2017	175
St George Bank	Term Deposit	500	2.70%	3/05/2017	203
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
ANZ	Term Deposit	2,300	2.66%	28/06/2017	210
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
Suncorp Metway	Term Deposit	2,000	2.70%	31/05/2017	210
Suncorp Metway	Term Deposit	1,000	2.71%	24/05/2017	182
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
Bank of Queensland	Term Deposit	1,000	2.80%	24/05/2017	196
Bank of Queensland	Term Deposit	1,000	2.80%	21/06/2017	203
Bendigo & Adelaide Bank	Term Deposit	1,000	2.80%	1/11/2017	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
<b>Total Investments</b>		<b>59,012</b>			

**MWRC Policy Requirements:**

Investments by Institution	Long/Short Term Ratings	Amount \$'000	% of Portfolio	
			Actual	Policy Limit
National Australia Bank	AA-/A-1+	12,612	21%	25%
Bankwest	AA-/A-1+	6,000	10%	25%
St George Bank	AA-/A-1+	8,000	14%	25%
ANZ	AA-/A-1+	2,300	4%	25%
AMP	A+/A-1	5,000	8%	15%
Suncorp Metway	A+/A-1	7,500	13%	15%
Bank of Queensland	A-/A-2	5,600	9%	10%
Bendigo & Adelaide Bank	A-/A-2	1,000	2%	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%
		<b>59,012</b>	<b>100%</b>	

Investments by S&P Rating	Short Term Rating	Amount \$'000	% of Portfolio	
			Actual	Limit
Direct Securities	A-1+	28,912	49%	100%
	A-1	12,500	21%	60%
	A-2	17,100	29%	30%
	A-3	-	0%	20%
	Unrated	500	1%	10%
		<b>\$ 59,012</b>	<b>100%</b>	

\*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	59,012	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%
	<b>59,012</b>	<b>100%</b>		

**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.

<b>Bank Accounts</b>	<b>Opening Balance \$'000</b>	<b>Redeemed Balance \$'000</b>	<b>Re-invested Balance \$'000</b>	<b>Change in interest rate</b>	<b>Change in Term (days)</b>	<b>New Term Rate</b>
National Australia Bank	3,989		3,012	0.00%	0	1.80%
Bendigo & Adelaide Bank	1,500	500	1,000	-0.05%	0	2.80%
Suncorp Metway			2,000	New Deposit		2.70%
St George Bank	1,300	1,300		Redeemed		
Bank of Queensland			1,000	New Deposit		2.80%
National Australia Bank	1,000		1,000	-0.45%	-7	2.70%
National Australia Bank	2,000		2,000	-0.30%	0	2.70%
Suncorp Metway			1,000	New Deposit		2.71%
St George Bank	2,000	2,000		Redeemed		
Bank of Queensland			1,000	New Deposit		2.80%
ANZ			2,300	New Deposit		2.66%
	<b>11,789</b>		<b>14,312</b>			
<b>Investment Portfolio Movement</b>	<b>2,523</b>	Addition				

## 9.5 Naming of an unnamed road off Bylong Valley Way, Upper Growee

REPORT BY THE PROPERTY SUPPORT OFFICER  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, R0790041

### RECOMMENDATION

#### That Council:

1. **receive the report by the Property Support Officer on the Naming of an unnamed road off Bylong Valley Way, Upper Growee; and**
2. **name this road Jimmy Jimmy Road.**

---

### Executive summary

In an effort to provide clear and concise addressing for multiple properties using one access point it is requested Council name this unnamed road off Bylong Valley Way in the Locality of Upper Growee.

### Disclosure of Interest

Nil.

### Detailed report

Council has a requirement, under the Addressing Standard, to provide clear and concise addressing for all properties within the Council area. As part of the ongoing Rural Addressing Project it was noted that five properties are accessed via an unnamed road off Bylong Valley Way. At the moment two properties do not have rural addresses and the addressing for the other three relates to the point where the unnamed road leaves Bylong Valley Way rather than the actual point at which their property is accessed.

Council wrote to the affected property owners on 20 October 2016 advising that Council was looking into naming the road and requesting their naming suggestions. Submissions closed on 11 November 2016 and during this period 2 submissions were received with the following name suggested:

#### **Jimmy Jimmy Road**

The Geographical Names Board has been advised of this possible road name and has no objection to it.

Jimmy Jimmy is the name of the property that the unnamed road leads to. The road is already locally known by this name. It is believed that the property was named after two Aboriginal elders of the Rylstone area, Jimmy Lambert and Jimmy McDonald. This could not be confirmed but is thought to be the case in the local area.

Council also contacted the Mudgee Local Aboriginal Land Council and the Bathurst Local Aboriginal Land Council regarding this naming proposal. We were only able to discuss the matter with the Bathurst LALC who did not have an issue with naming this road Jimmy Jimmy Road. The same reasoning behind the name was reached at independently by the Bathurst LALC operative during the discussion.

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 unnamed road will allow more precise addressing to be allocated to the properties that use it. 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, the name that Council endorses for this road will be:

1. Advertised in The Mudgee Guardian inviting submissions in writing from the public for a period of 21 days.
2. Concurrently, notice of the proposed name 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 – Roads & Maritime Services, inviting submissions in writing for a period of 21 days.

At the expiration time for the lodgement of submissions, a further report will be prepared for the Council addressing any submissions received and recommending the formal adoption of the proposed road name, and Gazettal of the new road name.

## Community Plan implications

<b>Theme</b>	<b>Connecting Our Region</b>
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 and installation of one street sign and one no through road sign.

CAROLYN ATKINS  
PROPERTY SUPPORT OFFICER

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

2 December 2016

- Attachments:*
1. Correspondence received from the GNB.
  2. Submission - Walker.
  3. Submission - York.
  4. Map of road to be named.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



PO Box 143  
Bathurst NSW 2795  
T: 02 6332 8214  
F: 02 6332 8217  
E: [gnb@lpi.nsw.gov.au](mailto:gnb@lpi.nsw.gov.au)  
[www.gnb.nsw.gov.au](http://www.gnb.nsw.gov.au)

---

Your Reference: CA:R0790041  
Our Reference:  
Contact Officer: Rhet Humphrys  
Telephone No: 02 6332 8214  
Email: [GNB@lpi.nsw.gov.au](mailto:GNB@lpi.nsw.gov.au)

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

ATTENTION: Carolyn Atkins

Dear Carolyn

**ROADS ACT 1993, ROADS (GENERAL) REGULATION 2008  
SECTION 162 – NAMING OF PUBLIC ROADS**

I refer to your letter dated 2<sup>nd</sup> November 2016, which proposed the following public road name:

**JIMMY JIMMY ROAD**

On behalf of the Geographical Names Board (GNB) and Surveyor General (SG), the name has been reviewed under the GNB NSW Addressing User Manual and there is no objection to its use.

Kind Regards,



Rhet Humphrys  
Statutory Officer  
Geographical Names Board of NSW  
3 November 2016



## JOE'S BOXING CLUB SYDNEY

20/118 Queens Rd Five Dock NSW 2046

Caroline Atkins

Revenue & Property Development

86 Market St

Mudgee NSW 2850

29<sup>th</sup> October 2016

Your reference Ca: R0790041

### Proposed Road Naming – Un-named access lane of Bylong Way

Good Morning Caroline

I am the owner of Lot 182 DP 755432 that this unnamed road passes through

As per our discussion this road/track has been always known as 'Jimmy Jimmy' Road because it runs up to the Jimmy Jimmy property that sits at the highest point of the road.

<https://www.realestate.com.au/sold/property-farmlet-nsw-rylstone-7715879>

A google search for Jimmy Jimmy Rylstone also showed the following;

[http://www.mudgeehistory.com.au/wiradjuri/wiradjuri\\_p4.html](http://www.mudgeehistory.com.au/wiradjuri/wiradjuri_p4.html)

"Another well known Aboriginal man in the Rylstone district was Jimmy McDonald an Aboriginal tracker at Rylstone Police Station."

Although Jimmy Jimmy may not directly reference this person it is probably a reasonable name to attribute the road to based on the indigenous history of the area.

Joe Walker

Mob: 0418217244

[www.joesboxing.com.au](http://www.joesboxing.com.au)



**SOLD**

**4483 Bylong Valley Way**  
Rylstone, NSW 2849

**A: 0: 0: 0**  
**\$320,000**

**Farmlet. Sold on 09 Oct 2015**

**McDonald Lawson Pty Ltd**

**Steve Rose**  
Phone Profile

**McDonald Lawson - Rylstone**  
74 Louise Street  
Rylstone, NSW 2849

**Email agent**

**Moving to Rylstone?**  
Ask Us About Our Move-in Lights On Guarantee.

**Get a quote**

**EnergyAustralia**

**Save**

Map data ©2016 Google

**Jimmy Jimmy**

Placed on the edge of a National Park and at the top of a basalt peak is Jimmy Jimmy. It is a well-known 320 acre fattening property with good safe water and pasture improved basalt soils. It is fenced into 7 paddocks that run to a small lane way and onto a set of steel cattle yards, holding yards and loading ramp. A corrugated iron shed/hay shed is close to [Read more](#).

**GET CONFIDENCE  
BY YOUR SIDE WITH  
NRMA INSURANCE**

## Wiradjuri Nation: Peggy and Jimmy Lambert, Jimmy McDonald, Tom Penney, P.4

*Jimmy Lambert's breastplate, now held by his great great grandson. The plate is decorated with an emu and a grass tree on the left, and a kangaroo and says: A Reward of Merit to James Lambert King of the Dabee Tribe.*



Kieran Fitzpatrick, who was shot in front of his Wollarr hut. (More details following)

Peggy Lambert, the last Aboriginal in Rylstone, east of Mudgee, was born about 1830 and buried in the Aboriginal section of the Rylstone Cemetery in June 1884. Peggy only gave birth to one full blooded Aboriginal child. Her husband, Jimmy Lambert, locally known as the 'King of the Dabee tribe', was given a brass plate in return for 1000 acres of his tribal country. Jimmy Lambert was tribal chieftain of Yerromon Plains Bonegarley. He was born about 1830 and is buried at Aaron's Pass, on the Mudgee Road. His brass plate is now held by his great great great grandson, Paul Perrin of Queensland. Paul also has a silk and gold sash believed to have belonged to Peggy Lambert, Queen of the Dabee Tribe. Paul says a bridge built in Rylstone in the early 1900s was officially opened by Jim Lambert cutting the ribbon, an honour bestowed upon him because of the high esteem he was held in by the people of Rylstone. The peers of the bridge still remain. The Canberra Museum has photos of Jim and Peg Lambert, but it is not presented on this site out of respect for the Aboriginal custom of not presenting photos of an Aboriginal deceased person. Paul is presently researching more on the family and will let us know what he finds. If you have more information, could you please email it to this site and we will pass it onto Paul and his family as well. (For more information, including a possible correction, [CLICK HERE](#))

Another well known Aboriginal man in the Rylstone district was Jimmy McDonald, an Aboriginal tracker at Rylstone Police Station.

William Cox spoke in his memoirs of Tom Penney, the last of all the Aboriginal peoples in the district, who died about 1876. Mr Cox noted Aboriginal people were no longer seen in the area at that time. However, there is conjecture at the moment that Aboriginal woman, Diana Mudgee, lived at Plambong with her third partner and died in 1902, being buried nearby. Diana's third partner, Robert Raynor, acquired a property at Plambong in 1855 after the couple had three children at Gratta. Robert died in 1874 in a dray accident. Because they were not legally married, Robert's property was sold, but Diana was buried at Plambong in 1902. There will be more information on Diana Mudgee included at a later date.

In the 1840s, blankets and other government issues were still being handed out to the Aboriginal people, and corroborees were still held in the Mudgee hills in the 1850s.

In more recent years, Aboriginal people have returned to the Mudgee region. They are banding together to work and encourage each other in reconciliation with the people of the region. Mudgee has its own Aboriginal Land Council.

**Carolyn Atkins**

---

**From:** Kate <katesalt@gmail.com>  
**Sent:** Thursday, 10 November 2016 11:46 AM  
**To:** Council  
**Subject:** Att: General Manager. Re: Proposed road naming - un-named access lane off Bylong Valley Way

To whom it may concern,

As a land owner, I would like to submit a name for the lane leading to our property. After reading about the history and environment of the area, we (my kids and I) feel that a good name for the road would be 'Jimmy Jimmy Road' as it leads up to a place called jimmy jimmy lookout known by the locals and is tied to the history of an indigenous elder who was in that area.

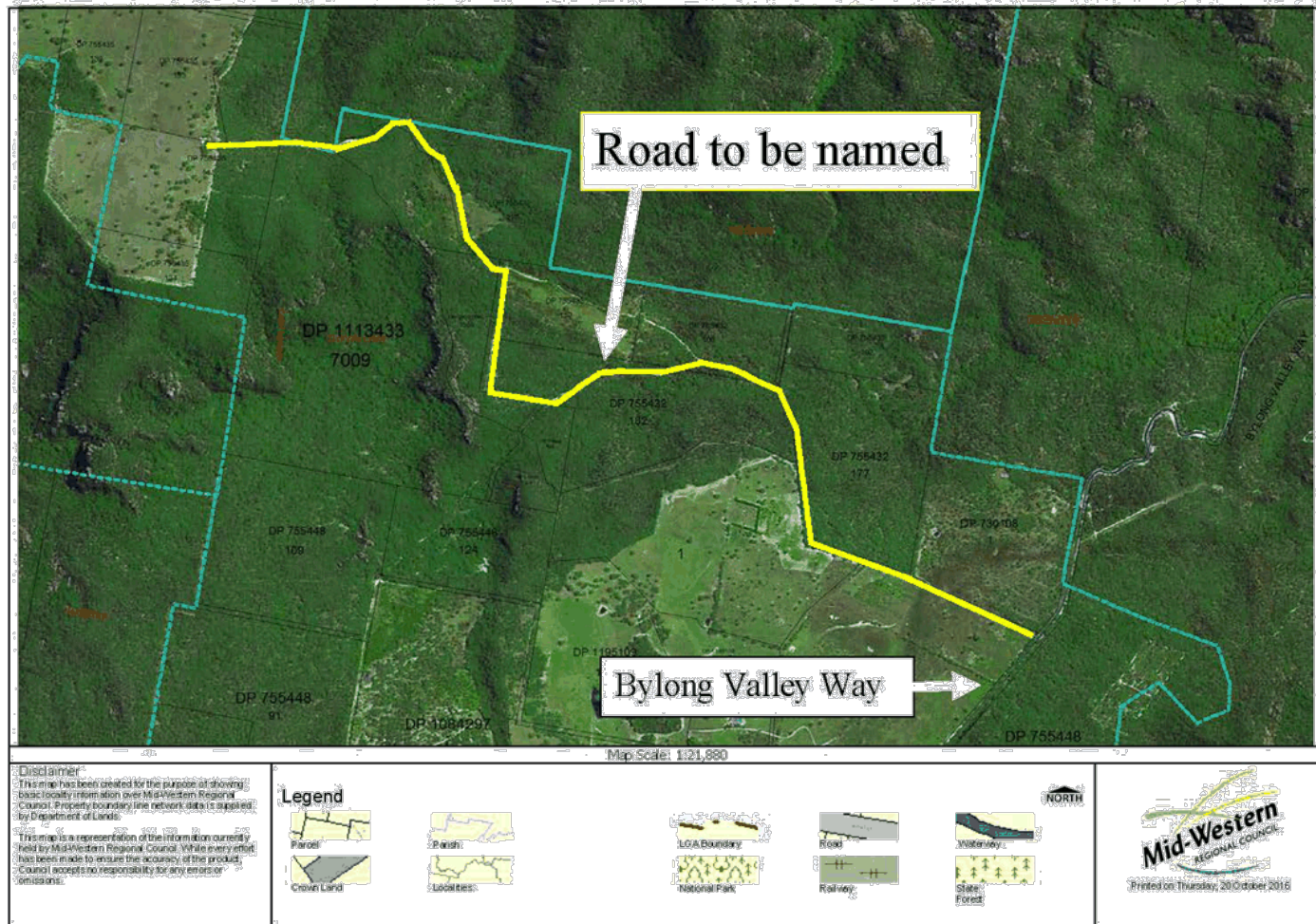
( hope my reading of the history is right) Thanks for the opportunity to input.

Regards  
Kate York

---

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## 9.6 Naming of an unnamed road off Bylong Valley Way Ilford

REPORT BY THE PROPERTY SUPPORT OFFICER  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, R0790041

### RECOMMENDATION

#### That Council:

1. **receive the report by the Property Support Officer on the Naming of an unnamed road off Bylong Valley Way Ilford; and**
2. **name this road Cotter Lane.**

---

### Executive summary

In an effort to provide clear and concise addressing for multiple properties using one access point it is requested Council name this unnamed road and right of way off Bylong Valley Way in the Locality of Ilford.

### Disclosure of Interest

Nil.

### Detailed report

Council has a requirement, under the Addressing Standard, to provide clear and concise addressing for all properties within the Council area. As part of the ongoing Rural Addressing Project it was noted that nine properties are accessed via an unnamed road and right of way off Bylong Valley Way. At the moment five properties do not have rural addresses and the addressing for the other four relates to the point where the unnamed road leaves Bylong Valley Way rather than the actual point at which their property is accessed.

Council wrote to the affected property owners on 10 November 2016 advising that Council was looking into naming the road and requesting their naming suggestions. Submissions closed on 2 December 2016 and during this period four submissions were received with the following names suggested:

**James Bush Road**  
**Bush Road**  
**Hector Harding Road**  
**Harding Road**  
**Red Springs Road**  
**Hurlstone Creek Lane**  
**Long Mountain Lane**  
**Cotter Lane**

The Geographical Names Board has been advised of the possible road names and has no objection to Bush Road, Hurlstone Creek Lane, Long Mountain Lane, Harding Road, Red Springs Road or Cotter Lane. James Bush Road and Hector Harding Road were not approved. Red Springs Road is duplicated by a road of the same name at Ben Bullen but as this is approximately 50km from the site of this road the name has been approved.

The recommended name relates to Cyril Thomas Cotter (1921-2002), an ex-service man who served in the Australian Army in World War 2 and spent 4 and a half years as a prisoner of war in Changi Prison. After the war he married and moved to the Rylstone area, working for Rylstone Shire Council for the next 35 years until his retirement.

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 unnamed road will allow more precise addressing to be allocated to the properties that use it. 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, the name that Council endorses for this road will be:

1. Advertised in The Mudgee Guardian inviting submissions in writing from the public for a period of 21 days.
2. Concurrently, notice of the proposed name 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 – Roads & Maritime Services, inviting submissions in writing for a period of 21 days.

At the expiration time for the lodgement of submissions, a further report will be prepared for the Council addressing any submissions received and recommending the formal adoption of the proposed road name, and Gazettal of the new road name.

## Community Plan implications

<b>Theme</b>	<b>Connecting Our Region</b>
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 and installation of one street sign and one no through road sign

CAROLYN ATKINS  
PROPERTY SUPPORT OFFICER

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

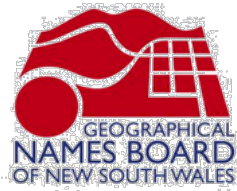
2 December 2016

- Attachments:*
1. Correspondence received from the GNB.
  2. Correspondence received from the GNB.
  3. Submission - Brown.
  4. Submission - Camilleri.
  5. Submission - Harding.
  6. Submission - Rogers.
  7. Map of the road to be named..

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER





PO Box 143  
Bathurst NSW 2795  
T: 02 6332 8214  
F: 02 6332 8217  
E: [gnb@lpi.nsw.gov.au](mailto:gnb@lpi.nsw.gov.au)  
[www.gnb.nsw.gov.au](http://www.gnb.nsw.gov.au)

Your Reference: CA:R0790041  
Contact Officer: Clare Hewitt  
Telephone No: 02 6332 8320  
Email: [GNB@lpi.nsw.gov.au](mailto:GNB@lpi.nsw.gov.au)

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

ATTENTION: Carolyn Atkins

Dear Carolyn

**ROADS ACT 1993, ROADS (GENERAL) REGULATION 2008  
SECTION 162 – NAMING OF PUBLIC ROADS**

I refer to your letter dated 30 November 2016, which proposed the following public road names:

**JAMES BUSH ROAD, BUSH ROAD, HURLSTONE CREEK LANE, LONG  
MOUNTAIN LANE**

On behalf of the Geographical Names Board (GNB) and Surveyor General (SG), the names have been reviewed under the GNB NSW Addressing User Manual and the following objection has been raised:

**JAMES BUSH ROAD** - objection is raised under *Principle 6.7.5 Acceptable Road Names* of the NSW Addressing User Manual. The use of given or first names in conjunction with a surname is not acceptable in road naming.

Should you wish to proceed with adoption of the name to which objection has been raised, then Council should write to the **Secretary of the Geographical Names Board, PO Box 143, Bathurst NSW 2795** setting out reasons why the name is valid. The matter will then be put to the Board who may choose to overturn the objection.

**BUSH ROAD, HURLSTONE CREEK LANE** and **LONG MOUNTAIN LANE** are approved for use.

Kind Regards,

Clare Hewitt  
Statutory Officer  
Geographical Names Board of NSW  
1 December 2016

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**From:** GNB [mailto:GNB@lpi.nsw.gov.au]  
**Sent:** Monday, 5 December 2016 11:12 AM  
**To:** Carolyn Atkins <Carolyn.Atkins@midwestern.nsw.gov.au>  
**Subject:** RE: Mid-Western Regional Council Notification of Proposal to Name - Unnamed road off Bylong Valley Way ILFORD

Hi Carolyn

I have checked the proposed names and confirm the following are acceptable:

- Cotter Lane
- Harding Road as long as the person being commemorated is deceased (Hector Harding would not be allowed as presumably it is first and last name)
- Red Springs Road or Lane – no issue as the duplicated road name is outside the 30km radius for rural

I will send you a letter a bit later confirming the above details.

Regards  
Susan

---

**From:** Andrew & Judi Brown [mailto:roundmount@bigpond.com]  
**Sent:** Monday, 21 November 2016 5:21 PM  
**To:** Council <Council@midwestern.nsw.gov.au>  
**Subject:** Proposed Road Naming

Mr AF & JD Brown

233 Bylong Valley Way

Ilford 2850

21/11/16

Mid – Western Regional Council  
89 Market St  
Mudgee 2850  
Att: Carolyn Atkins

**PROPOSED ROAD NAMING – UN-NAMED ACCESS LANE OFF BYLONG VALLEY WAY**

Dear Carolyn,  
To clarify our phone conversation of this morning:

1. As our entrance is on Bylong Valley Way, and as we have a Poll Hereford Stud, all our property signs and show signs show that address, we need assurance that our address of 233 Bylong Valley Way will not change.
2. That the road isn't called Ilford Hall Road.
3. A suggested name be James Bush Road, as he and his family are buried on Round Mount.
4. That a sign NO THROUGH ROAD be erected.
5. ENQUIRY TO COUNCIL OPERATIONS – That the road be upgraded.

As there are ten properties which are serviced by this road reserve and we are the only permanent residents, we have been the only people to maintain the road.

As it is a council road we request that the council regularly upgrade it.

Yours faithfully,  
Judi & Andrew Brown



Tue 29/11/2016 1:48 PM

victor Camilleri <[vandscamilleri@hotmail.com](mailto:vandscamilleri@hotmail.com)>

ATTEN CAROLYN

To Council

Atten Carolyn Atkins,

REF CA: R0790041 PN 22553

Proposed Road Naming

I'm the owner if Lot 142, Lot 159, Lot 1, Lot 34, Lot 147, Lot 33 the names I would propose are

1. Hurlstone Creek Lane after the creek running through my property.
2. Long Mountain Lane after the mountain in neighbouring property

Thank you

Victor Camilleri

**From:** phil harding [mailto:hamel205@gmail.com]  
**Sent:** Thursday, 1 December 2016 8:43 AM  
**To:** Council <Council@midwestern.nsw.gov.au>  
**Subject:** Attention Carolyn Atkins. Re Bylong Valley Way road naming

Dear Carolyn

Regarding the proposed naming of the un named access road off Bylong Valley Way.

My suggestions are:

"Red Springs Road" - I have been the property owner on this road since 1967 and the Red Springs Creek was part of my original property and a well known location.

"Long Mountain Road" - The plateau that this is named after is part of my property and is a distinctive feature of the local area and is the last western plateau of the Blue Mountains .

"Hector Harding Road" - My father, was associated with the area and original owner of the property on this road.

My family have been in the Ilford area since 1875

Regards Phil Harding

**From:** Kris Rogers [mailto:bundyrogers@gmail.com]  
**Sent:** Friday, 2 December 2016 3:03 PM  
**To:** Council <Council@midwestern.nsw.gov.au>  
**Subject:** Fwd: Attn Diane Sawyers - Proposed Road Naming - Un-named access lane off Bylong Valley Way

G'Day Diane,

I rang you last week in relation to the road naming of the access lane in front of my property at Ilford. I would like to propose that the lane be named after my Grandfathers name/family name to Cotter Rd/lane etc.

When I spoke to you last week you asked me to supply a bit of a blurb about my grandfather and if possible some photos of him in his military uniform etc. My mum wrote a blurb for me and I have decided not to edit it at all as I can really hear my mum telling his story in her writing. I hope that you can gain the same experience that I have. I have also managed to get photos of my pop in his military uniform with his father, in work clothes during his droving days and one with some relatives.

Cyril Thomas Cotter 6/1/1921 - 23/9/2002

Born in Young NSW - left school at age 10 to go on the road droving stock with his Father

Learned to break in horses which would later lead him into riding with the Gill Brothers rough riders around NSW and QLD

Dad joined the Army at 19 as volunteer (no conscription in those days), with basic training completed at Holsworthy army base. His unit was shipped off to Singapore - the 2nd 19th Battalion arrived with minimal training and no weapons. Dad was a message runner, they were only there for a short period before the Fall of Singapore in 1941 by then he had turned 20.

Once captured they were taken to the Changi prison camp, then after a while transferred by ship to Japan. They ended up in a prison camp at Kobe where they worked in the ship yards. Long days, dreadful conditions, lack of proper food and clothing meant a lot didn't survive. Dad sustained a broken foot thanks to Japanese discipline methods - rice was their constant food, never to be eaten once the war finished. When the atomic bomb was dropped in Japan they could see the mushroom cloud in the sky this was the only reason they came home - 4.5 years in a prison camp left a lasting impression - something never discussed at home in front of women and children.

Anzac Day was always a big day - shoes polished, suit pressed, medals put on and off to the March in Rylstone, quite a few drinks with other ex-service men.

Only in 1986 did I hear him talk about prison camp days when we went into Sydney to join his battalion for the ANZAC march - this was the 1st time he had met up with any of them since they were discharged at the end on the war 40 years earlier. We went into the March for a few years until the pain of losing mates became too much.

After the war Dad joined with his Father again, working stock, shearing, breaking in horses and rough riding with the Gill Brothers Travelling Rodeo Show, during this time he met Mum. Dad worked at Cobar, then they moved to Rylstone and he worked on the construction building the Rylstone Dam wall, then he gained employment with Rylstone Shire Council in the early 1950's. Dad drove the trucks and worked on road construction until his retirement some 30 - 35 years later.

Memories of Dad were playing with all the neighbourhood kids in the back yard, he played football at Lue for a couple of years (a couple of rough tackles and scrums seemed to fix a crook back). On Show day in February you would always find Dad at Bobbie Tuites travelling boxing tent - he was supposed to only watch but you would always spot him up on the boardwalk in boxing trunks as Bobbie Tuite used to beat the drum and call for people to take part in a boxing contest. Tuite always told Dad his kids could come into the tent for free - funny how many extra kids claimed he was their Dad!

Dad passed away 23/7/2002 leaving a wife, 4 adult children, 3 son in laws, 5 grandchildren and 2 great grandchildren.

Hopefully this is what you are after. Please let me know if you require any further info etc. on 0417 027 003 or via email.

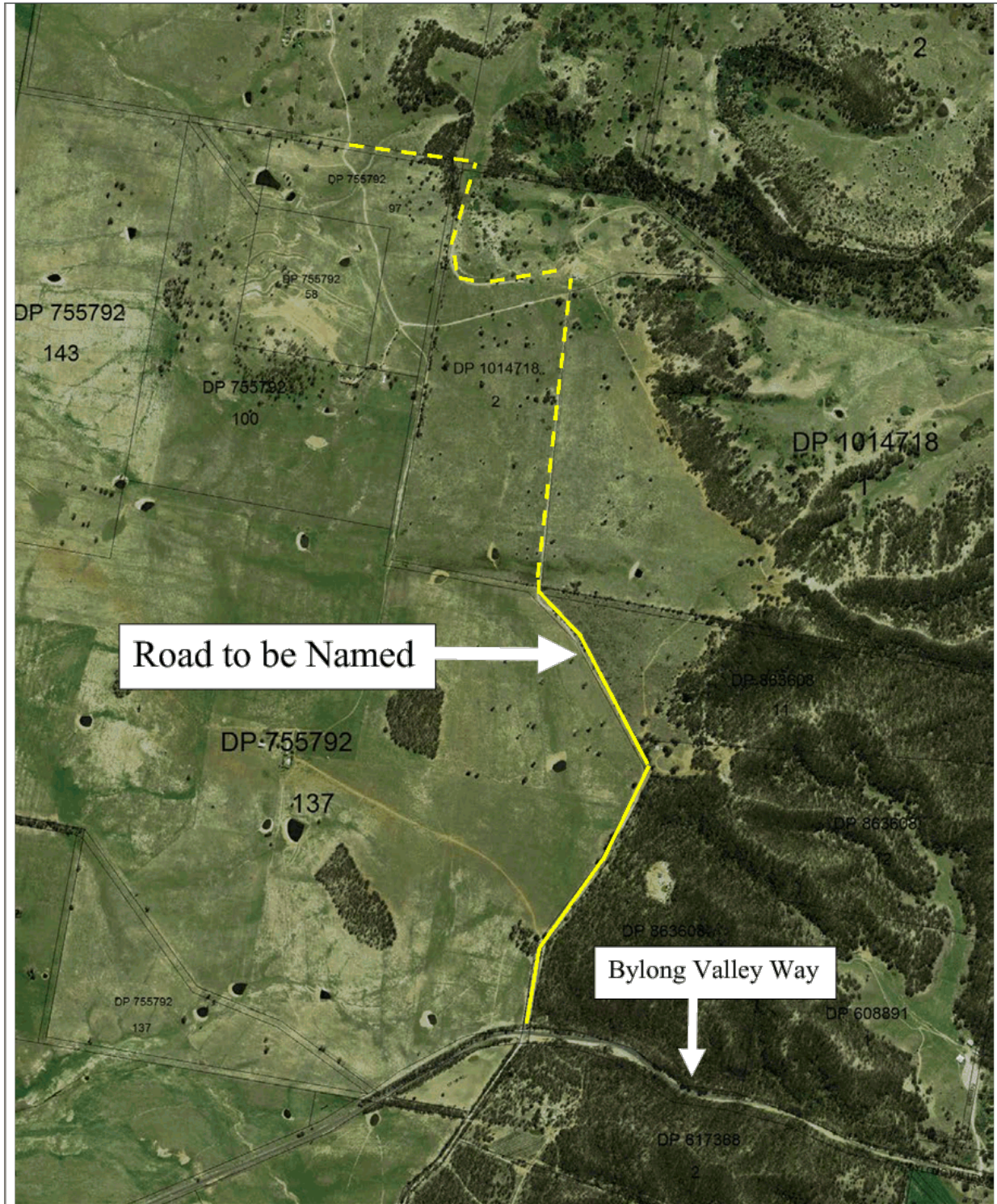
Cheers,

Kris Rogers.









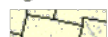




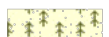



Map Scale: 1:15,450

**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
	Green Land		Localities		State Forest
	Railway		LGA Boundary		Waterway

 NORTH



Printed on Friday, 2 December 2016

## Item 10: Operations

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### 10.1 Mudgee Common Plan of Management

REPORT BY THE MANAGER ENVIRONMENTAL SERVICES  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, PAR300022

#### RECOMMENDATION

##### That Council:

1. **receive the report by the Manager Environmental Services on the Mudgee Common Plan of Management;**
2. **place the draft Plan of Management on public exhibition for 28 days; and**
3. **adopt the Plan of Management if no public submissions are received during the exhibition period.**

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#### Executive summary

Under Section 36 of the Local Government Act 1993 all public land in the care and control of Council classified as community land is subject to a Plan of Management. This Plan of Management (POM) will provide the framework and guidelines for which the Mudgee Common will be managed.

#### Disclosure of Interest

Nil.

#### Detailed report

The subject land is identified as Lot 7304 in DP 1151583, described as Reserve 120019 58 Common Road, Mudgee.

Mid-Western Regional Council was engaged by the Mudgee Cycle Club in 2013 to prepare a Plan of Management (PoM) for the development of the area known as Mudgee Common in order to legitimise the existing trails designated as a mountain bike track network and develop a plan for the development of further trails. This came about after Council assisted the Cycle Club in applying for a Grant from the Department of Sport and Recreation and pledging in-kind contributions for the project.

Council adopted the original Mudgee Common Plan of Management which was prepared by the Planning Department in November 2013. This plan was approved by the Minister but has since been revised due to the discovery of a large population of *Swainsona recta* (Small Purple Pea) flowers which are listed as Endangered under the Threatened Species Conservation Act and



Environment Protection and Biodiversity Conservation Act. This discovery has delayed the project for nearly three years.

The new POM outlines how the bike tracks will be maintained and extended as well as how to minimise impact and protect the threatened species. The impact to the *Swainsona* plants was determined to be minimal if recommendations outlined in the plan are adhered to.

In September 2015 Council engaged Applied Ecology to undertake an ecological assessment of the Mudgee Common. The comprehensive findings of Applied Ecology and references to their report are included in this Management Plan. The numbers of the threatened *Swainsona* plants recorded in the Applied Ecology survey was 1777. However this is based on a survey of a 3-5m buffer along existing trails and previously recorded populations, therefore the total number of individuals across the entire reserve is expected to be considerably higher. Likewise the Common adjoins Avisford Nature Reserve which has not been surveyed for this species, it is predicted that additional individuals would occur within the National Park.

The number of individuals which may be impacted by the proposed upgrades is estimated to be no more than 100, which is less than 5% of the predicted population. Therefore the impact on the *Swainsona* species from the upgrade and/or operational phases or the trail network is not considered significant. This assessment of significance will be determined further in the Review of Environmental Factors to be completed prior to any capital works being undertaken.

Specific management actions for this site to minimise impact on valuable vegetation are:

- Alter the trails set out in the Mountain Bike Trail Concept Plan where required, in consultation with Council, to attempt to avoid dense patches of the *Swainsona* plant and areas of high quality Endangered Ecological Community
- Limit on ground works (maintenance or capital) to months in which the *Swainsona* plants are dormant (January-June)
- Barricade areas of the higher densities of threatened *Swainsona* plants
- Installation of interpretative signage for the threatened species
- In areas with known threatened *Swainsona* plants present trails will be limited to 50cm in width
- Ongoing control of weeds by Mid-Western Regional Council is recommended to be undertaken in the months in which the *Swainsona* plants are dormant
- No trucks or heavy plant equipment larger than a bobcat will be permitted within the reserve to undertake trail maintenance/ construction
- No trees greater than 100mm Diameter at Chest Height will be permitted to be removed for trail maintenance/ construction
- Groundcover disturbance will be kept to a minimum during any maintenance or construction activities
- A Review of Environmental Factors will be required for any new trails constructed or capital infrastructure

Permitted future works are:

- Construction of new car park and new entrance to the Common, including an upgraded access gate to restrict motorbike access;
- Installation of signage listing rules of using the Common and the hazards of mountain bike riding;
- Installation of further signage including trail map;
- Installation of interpretative signage for the threatened species;
- Formalisation of trails in the existing trail network, construction of trail linkages and decommissioning of excess trails as outlined in the 2013 Mudgee Common Mountain Bike Trail Concept Plan (World Trail PTY LTD)
- Ongoing control of weeds by Mid-Western Regional Council.

Ongoing environmental management and any proposed infrastructure not covered by the Sports and Recreation Grant will be dependent on funding becoming available through Council's Delivery Program and Operational Plan and/or external grant funding.

To comply with funding conditions the timeframe that these works must follow are:

- November 2016: Revised plan adopted by Council
- November 2016: PoM placed on public exhibition for 28 days
- December 2016-January 2017: Review of submissions and changes made to plan if appropriate
- February 2017: Adopted PoM sent to Crown Lands for sign off by minister
- March 2017: Final designs and Review of Environmental Factors completed (Office of Environment and Heritage licence may be required)
- April/May 2017: Crown Lands for sign off by minister complete
- June 2017: Works for car park and trail upgrade completed

The plan is to be placed on public display for 28 days and if no submissions are received adopt the draft plan as the final.

## Community Plan implications

<b>Theme</b>	<b>Protecting Our Natural Environment</b>
Goal	Protect and enhance our natural environment
Strategy	Raise community awareness of environmental and biodiversity issues

## Financial implications

The grant received in 2013 from Department of Sport and Recreation for the upgrade of bike tracks through the common has been extended each year for three consecutive years. The grant must be completed by the end of this financial year. Council has \$32,000 grant funding to facilitate the Cycle Club to undertake their works but the updated Plan of Management must be signed off by the Minister for Lands before works can commence.

The Plan of Management stipulates that although Mid-Western Regional Council is the trustee of the Reserve Council's obligations in regard to the maintenance of the Reserve are limited to environmental management such as the threatened species conservation, bushfire hazard reduction (RFS), weed and pest management, and maintenance of the access to the site. Council will not be responsible for the maintenance of the mountain bike trails.

For Council to meet its environmental management obligations particularly in relation to ongoing weed management Community Proposal Plans will be submitted in alignment with this plan to be considered in the budget process. Note there is currently no budget for weed management in this reserve.

Ongoing maintenance of the mountain bike trails will not be carried out by Mid-Western Regional Council. A Memorandum of Understanding is recommended to be signed between Council and the cycle club which endorses the clubs ability to use the reserve and requires the club maintain the trails and to assist Council in the reserves management.

PETER COTTERILL  
MANAGER ENVIRONMENTAL SERVICES

DARYL COLWELL  
DIRECTOR, OPERATIONS

17 November 2016

*Attachments:* 1. Mudgee Common Plan of Management. (Separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 10.2 Putta Bucca Plan of Management

REPORT BY THE MANAGER ENVIRONMENTAL SERVICES  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, PAR300022

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager Environmental Services on the Putta Bucca Plan of Management;**
2. **place the draft Plan of Management on public exhibition for 28 days; and**
3. **adopt the Plan of Management if no public submissions are received during the exhibition period.**

---

### Executive summary

Under section 36 of the Local Government Act 1993 it states that public land in the care and control of Council classified as Community Land is subject to a management plan. This Plan of Management will provide the framework and guidelines for which Putta Bucca Wetlands Reserve (PBWR) will be managed by Council.

### Disclosure of Interest

Nil.

### Detailed report

The Putta Bucca Wetlands is a reserve located in Putta Bucca, Mudgee. The reserve covers an area of just over 31 hectares.

The Putta Bucca Wetlands is a significant biodiversity area that supports a high diversity of flora and fauna and preserves high quality habitat and vegetation communities. To date seven threatened bird species listed under the Threatened Species Act 1995 and migratory bird species listed under the Environmental Protection and Biodiversity Conservation (EPBC) Act 1999 have been recorded within the Putta Bucca Wetlands.

Construction of the wetlands began in 2010 to transform the old quarry and dumping site into a community facility. There has been no formal management plan for the reserve adopted by Council since the project began.

This Plan of Management is being implemented to provide the framework and guidelines for which Putta Bucca Wetlands Reserve (PBWR) will be managed. The purpose of this plan is to ensure that PBWR is managed consistently and effectively, taking into consideration the natural biodiversity, the recreational enjoyment of the community and vision of community groups such as The Friends of Putta Bucca Wetlands (FoPBW).



The plan discusses the significance of the reserve and outlines the current assets and legislative requirements. There is an extensive list of permitted and undesirable uses/activities in section 6 of the Plan.

The Reserve is broken into seven management zones in accordance with their physical characteristics and current/proposed uses, section 7 of the Plan outlines the specific management actions permissible in each zone.

Council's current maintained budget (\$21,000p/a) only funds mowing of the picnic areas and along the existing pathways. The plan stipulates the extent of mowing permitted in each zone. This mowing is undertaken by contractors every 3-4 weeks. The current maintenance however is insufficient to allow the reserve to be adequately functional and presentable as a community facility. Appendix B outlines the additional recommended, current and future maintenance required for the reserve which includes:

*Existing infrastructure*

- Mowing/slashing picnic area and pathways (current)
- Cleaning bird hides (required, not funded)
- Cleaning of picnic tables (required, not funded)
- Tree planting (volunteer groups)
- Tree planting maintenance (volunteer groups)
- Weed control (required, not funded)
- Steering Committee Meetings
- Seek grant funding
- Re-sheet gravel pathways (required, not funded)

*Proposed future infrastructure*

- Cleaning toilets- wash out, replace toilet paper (future cost)
- Toilets- pumping out septic tank (future cost)
- Collect rubbish bins (future cost)
- Maintenance of BBQ (future cost)

Appendix A of the plan outlines the proposed capital works to be undertaken over the next 5 years. This list was developed after consultation with community groups particularly the Friends of Putta Bucca Group, Dad's Army, Landcare and Central Tablelands Local Lands Service to determine priorities and an overall concept for the site. This list in Appendix A shows the priority of each item and the proposed timeframe as well as who is responsible for its implementation. The list includes

- Construction of a small shed that can be used to store water tanks, trailer, digging, planting and weeding tools for use in the PBWR
- Installation of a toilet facility within Zone 5. Dependent on external funding being available
- Installation of BBQ and shelter facility in main picnic area
- Install bins at car park and picnic area
- Design and construct a small, engineered drainage channel from Putta Bucca Road to the Horseshoe pond
- Construct a permanent crossing over the quarry outlet at the northern end of the site with boardwalk approaches
- Construction of a wider bridge over the channel between the upper pond and quarry, including safety handrails to allow disabled access and safer access
- Construct a third Bird Hide on the northern shore of the main lake
- Pathway upgrades
- Signage
- Rehabilitation works
- Events and competitions

Appendix A and B outline the proposed maintenance requirements (both current and future) and the proposed capital works plan over the next five years. These are proposed improvements and are dependent on funding becoming available through Council's Delivery Program and Operational Plan and/or external grant funding.

It is recommended that The Plan is to be placed on public exhibition for 28 days and if no submissions are received Council adopt the draft plan as the final.

## Community Plan implications

<b>Theme</b>	<b>Protecting Our Natural Environment</b>
Goal	Provide total water cycle management
Strategy	Protect and improve catchments across the Region by supporting Catchment Management Authorities

## Financial implications

The Management Plan outlines the works that are both proposed and required to maintain the reserve to a high standard. Community Proposal Plans will be submitted in alignment with these plans to be considered in the budget processes over the next 5 years.

**PETER COTTERILL**  
**MANAGER ENVIRONMENTAL SERVICES**

**DARYL COLWELL**  
**DIRECTOR, OPERATIONS**

17 November 2016

*Attachments:* 1. Putta Bucca Wetlands Reserve Plan of Management. (Separately attached)

**APPROVED FOR SUBMISSION:**

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

## 10.3 RFT 2016/06 Wollar Road Reconstruction Stage 1

REPORT BY THE DIRECTOR, OPERATIONS  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, COR400120

### RECOMMENDATION

#### That Council:

1. **receive the report by the Director, Operations on the RFT 2016/06 Wollar Road Reconstruction Stage 1 ;**
2. **declines all tenders submitted for RFT 2016/06 Wollar Rd upgrade Stage 1 as tenders were non-conforming or excluded on the basis of unacceptable risk;**
3. **authorise the General Manager to negotiate with one or all of the tenderers for the upgrade of the Wollar Rd upgrade Stage 1 as the market has been tested and it is likely that a contract can be formed with one of the parties that satisfies the requirements of the request for tender without further delay;**
4. **authorise the General Manager to finalise and execute a contract if a satisfactory outcome can be negotiated;**
5. **grant the General Manager delegated authority to approve variations to the contract up to a cumulative total of 10% of the original contract sum; and**
6. **unsuccessful tenderers be notified that their tenders were unsuccessful.**

---

### Executive summary

Tenders were called on 1st November 2016 for the Wollar Road upgrade Stage 1, which comprised of 7km and closed 22nd November 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 upgrade of the Wollar Rd has an allocation of \$14.9M. Unfortunately the tender assessment panel could not conclude that there was a successful submission due to non-conforming tenders or tenders that were associated with unacceptable levels of risk to Council. It is therefore recommended that all tenders be declined and the General Manager be authorised to negotiate with one or all parties that participated to form a contract for the stage 1 upgrade.

### Disclosure of Interest

All panel members signed a declaration prior to tender evaluation indicating no disclosure of interest.

## Detailed report

### **Tenders Received:**

Tenders were called on 1st November 2016 for the upgrade of the first seven kilometres of the Wollar Road commencing at the beginning of the unsealed section and closed 22nd November 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 the first stage of the Wollar Rd upgrade.

The upgrade of the Wollar Rd has a budgetary allocation of \$14.9M.

Five tenders received were as follows:

Central West Civil Pty Ltd  
Goldsprings Earthmoving and Heavy Haulage Pty Ltd  
KCE Pty Ltd  
Shearer Contracting Pty Ltd  
St Hilliers Group

Tenders were assessed against pre-determined price (70%) and non-price (30%) components of their submissions. Any non-conforming tenders were not assessed.

### **Late Tenders**

One late submission was received shortly after the deadline. This was accepted due to the lateness being attributed to an IT malfunction that was not the fault of the tenderer.

### **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. 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
Leonie Johnson	Chief Financial Officer

### **Evaluation Findings**

All tenderers were assessed and scored against the evaluation criteria listed in the tender document and weightings in the Evaluation Plan. Most tenders were deemed non-conforming due to required information not being provided or excluded on the basis of unacceptable risk. The market has been tested and a further tender is not likely to attract new bidders. It is therefore recommended that Council enter negotiations with one or all of the parties to form a contract to perform the work. This will allow works to progress without further delay.

## Community Plan implications

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

## Financial implications

The upgrade of the Wollar Road has a budgetary allocation of \$14.9M.

DARYL COLWELL  
DIRECTOR, OPERATIONS

1 December 2016

*Attachments:* 1. RFT 2016/06 Tender Evaluation Findings. (Confidential)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## Item 11: Community

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Nil

## Item 12: Reports from Committees

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### 12.1 Heritage Committee Meeting October and November 2016

REPORT BY THE MANAGER, STRATEGIC PLANNING  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, DEV700020

#### RECOMMENDATION

##### That Council:

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

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#### Executive summary

The purpose of this report is to advise Council of the considerations of the Heritage Committee meeting held on 27<sup>th</sup> October and 24<sup>th</sup> November 2016.

#### Disclosure of Interest

Nil.

#### Detailed report

There were no recommendations from the October or November Heritage Committee Meeting.

The Committee considered the current Terms of Reference and agreed the only change to be made is the inclusion of the two Councillor representation. The current Terms of Reference only state one Councillor.

#### Community Plan implications

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

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#### Financial implications

Nil.



**SARAH ARMSTRONG**  
**MANAGER, STRATEGIC PLANNING**

**JULIE ROBERTSON**  
**DIRECTOR DEVELOPMENT**

22 November 2016

*Attachments:* 1. October Minutes.  
2. November Minutes.

**APPROVED FOR SUBMISSION:**

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

HERITAGE COMMITTEE  
UNCONFIRMED MEETING MINUTES  
MUDGEES COMMITTEE MEETING ROOM  
27TH OCTOBER 2016

1. WELCOME and PRESENT:

David Mort, Peter Monaghan, Councillor Holden, Chris Pearson, Council Staff - Sarah Armstrong and Krystie Baker & Daniel Buckens

2. APOLOGIES:

Councillor Payne, Virginia Hollister, David Warner, Barbara Hickson, John Bentley.

*Some General Business matters were discussed first up as Peter had to leave the meeting early*

Peter mentioned there are Hotel owners in Rylstone wanting to do development and they are frustrated there is no guidance for what they can and can't do in a heritage conservation area. Sarah advised that a Heritage Consultant has been appointed as a one off for next Thursday (3 November 2016) and that he was attending those sites with Council's Development Assessment Officer's responsible for those development application.

3. Presentation

Daniel Buckens (Manager Development Engineering) was introduced and he asked if there was anything specific about signage we wanted to know. Chris enquired about Gulgong and asked if there was anyway of having the traffic signs more sympathetic to the area, that there are 33 signs in two blocks for example. Daniel explained that MWRC are guided by Aus Road & Roads and Maritime Service guidelines for signage and there is no leniency for sensitive/heritage areas.

Daniel left the meeting.

4. MATTERS IN PROGRESS:

Matter	Responsible	Date Commenced / Matter Raised	Progress
Local Heritage Grants.	Development Directorate	October 2016	Sarah advised applications went to council's October

Matter	Responsible	Date Commenced / Matter Raised	Progress
	Committee consideration		meeting and all applicants have been advised of the outcome.
Heritage Conservation Fact Sheet.	Development Directorate	September 2016	<p>Sarah advised the Fact Sheet would be completed within the coming weeks.</p> <p>There will be discussion at the November meeting regarding where the Fact sheet will go ie: out with rates notices etc</p>
Heritage Advisor.	Development Directorate	Expression of interest advertised 16 September, close 30 September 2016	Sarah advised an adviser will be appointed in the near future. Until that occurs Graham Hall will visit for one day to provide advice to assessing officer's of current development applications.
Presentation from the Governance Coordinator on the Footpath Dining Policy and the role of Council's Rangers.	Development Directorate	October 2016	Sarah Armstrong advised she would seek the Governance Coordinators attendance at the November meeting.
John Bentley suggested a Review of the Community Based Heritage Study (specifically to include sites not presently listed).		October 2016	Sarah advised there is a grant available for Local Government Heritage Planning Studies that closes 12 December 2016.

<b>Matter</b>	<b>Responsible</b>	<b>Date Commenced / Matter Raised</b>	<b>Progress</b>
Barbara Hickson suggested to sample one block of a street (Rylstone or Gulgong) with a panel.	Committee Members	October 2016	Peter suggested the committee gather to do the sample block and the possibility of starting with the Heritage walk and take note of anything outstanding.
DCP Review – 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.

Peter left the meeting.

## 5. GENERAL BUSINESS

- 5.1 Chris requested that council advertise there is a Heritage officer available from December.
- 5.2 Cllr Holden asked for clarification on how items are taken to council to gain support from council. Sarah outlined the process.

## 6 CORRESPONDENCE

Nil

Date of next meeting: Thursday 24 November 2016

Mudgee Committee Meeting Room

Meeting closed 4pm.

## HERITAGE COMMITTEE

## UNCONFIRMED MEETING MINUTES

## MUDGEES COMMITTEE MEETING ROOM

24TH NOVEMBER 2016

1. WELCOME and PRESENT – Barabra Hickson, Virginia Hollister, David Mort, John Bentley Staff – Sarah Armstrong, Kristie Baker
2. APOLOGIES – Cllr Holden, Cllr Paine, Chris Pearson, David Warner & Peter Monaghan
3. Confirmation of previous minutes

MOVED: Barbara Hickson SECONDED: John Bentley

## 4. MATTERS IN PROGRESS

Matter	Responsible	Date Commenced / Matter Raised	Progress
Local Heritage Grants.	Development Directorate Committee consideration	October 2016	All applicants have been advised of the amounts they were successful with and have returned the Project Acceptance.

<p>Heritage Conservation Fact Sheet.</p>	<p>Development Directorate</p>	<p>September 2016</p>	<p>Sarah advised the Fact Sheet will be completed within the coming weeks. Sarah advised the fact sheet will be available on council website and can also be emailed to real estate agents.</p> <p>The question was raised in regard with it going out with rates notices for properties that are listed or in the conservation area. Sarah explained that it would require further investigation and a timeframe could not be guaranteed. It was agreed that it was the preference of the committee that the fact sheet go out with the rates and be available at customer service.</p>
<p>Heritage Advisor.</p>	<p>Development Directorate</p>	<p>Expression of interest advertised 16 September, close 30 September 2016</p>	<p>Sarah advised Graham Hall was the successful applicant for the Heritage Advisor position. He will be engaged until the end of April 2017. His next visit will be Thursday 8 December 2016 and an advertisement will</p>
<p>Presentation from the Governance Coordinator on the Footpath Dining Policy and the role of Council's Rangers.</p>	<p>Development Directorate</p>	<p>October 2016</p>	<p>Sarah Armstrong advised she would seek the Governance Coordinators attendance at a future meeting.</p>



John Bentley suggested a Review of the Community Based Heritage Study (specifically to include sites not presently listed).		October 2016	Virginia asked the amount available for the grant which could be put towards the community based heritage study. Sarah advised it was \$10,000. Virginia also enquired if any of the money could be put towards heritage education in the community or if that would be a separate grant. Sarah advised if successful we would have to specifically look at the brief.
Main Street Study	Committee Members	October 2016	Barbara Suggested that the get a copy of any prior Main Street studies done in the Gulgong, Rylstone and Mudgee towns.
DCP Review – inclusion of Heritage Conservation provisions.	Development Directorate Committee Members	November 2016	Sarah asked Barbara if she had any good examples of other Council's provisions. Barbara said she could provide this.  Kristie to circulate draft provisions.

## 5. GENERAL BUSINESS

- 5.1 Sarah sought the Committee's input into the required review of Heritage Committee Terms of Reference. No further suggestions were made except to include the two Councillor representation.
- 5.2 John Bentley was nominated as Chair and Councillor Holden as Deputy Chair of Heritage Committee.
- 16.
17. **MOVED:** Virginia Hollister **SECONDED:** Barbara Hickson.
- 5.3 2017 meeting schedule frequency was discussed. Sarah asked if monthly or bi-monthly suited. Committee members at meeting agreed that monthly suited while they were getting going and that they would review after 6 months. Sarah requested that people RSVP either way if they can or cannot attend meeting, that way we can be ensured we have a quorum. After a review of the schedule of Council Advisory Committees Sarah suggested the

meetings could be held on the second Tuesday or Wednesday of each month to work in with reporting to Council meetings.

- 5.4 The appointment of the Heritage Advisor was discussed in the Matters in Progress above.
- 18.
- 5.5 John requested that a photo of the Graham (Heritage Advisor) go in the Local Paper with an article for community awareness. Barbara suggested she could follow up the article with the local paper. It was also requested if it was possible for the Committee to meet Graham fitting in with his agenda on December 8 possibly an early morning meeting before his day started.
- 19.
- 5.6 In regards to community education Barbara suggested a possible seminar run by council and the committee. Barbara stated it didn't have to be anything too grand. She would put together an agenda for the possible seminar next year.
- 20.
- 5.7 Peter queried a main street study for Rylstone in the 1990's. Barbara suggested the Heritage Committee should know about it, Virginia said she hadn't seen anything. Krystie will look into it to see if we have any record of it at our Rylstone office.
- 21.
- 5.8 Sarah provided the committee with an outlined of the considerations of the Heritage Advisor during his November visit – 1 x pre lodgment discussion, 8 x development application referrals and 1 x local heritage grant site.
- 22.
- 5.9 John recommended that items listed under point 3 from Peter Monaghan (tabled by Virginia on his behalf), be put to next meeting. It was agreed by all.

6. NIL CORRESPONDENCE

Date of next meeting: TBA date in February 2017

Mudgee Committee Meeting Room

Meeting closed 4.05pm

## 12.2 Local Traffic Committee Minutes - November

REPORT BY THE DIRECTOR, OPERATIONS  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, A0100009

### RECOMMENDATION

#### That Council:

1. receive the report by the Director, Operations on the Local Traffic Committee meeting held 18 November 2016; and
2. note the minutes of the Local Traffic Committee meeting held 18 November 2016;

### 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 18 November 2016.

### Disclosure of Interest

There are no disclosures of interest associated with this report.

### Detailed report

The Local Traffic Committee meeting was held 18 November 2016, there are no recommendations that require consideration by Council at this time.

The minutes and discussion notes for the LTC meeting held 18 November 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

Not applicable.

DARYL COLWELL  
DIRECTOR, OPERATIONS

30 November 2016

*Attachments:* 1. Local Traffic Committee meeting minutes 18 November 2016.

APPROVED FOR SUBMISSION:

BRAD CAM  
General Manager

## Minutes of the Local Traffic Committee

Held at the Committee Room, 86 Market Street, Mudgee  
on 18 November 2016.

Present Daryl Colwell MWRC – (Chairperson), Cr Alex Karavas (Councillor), Phillip Blackman (Members Representative), Chief Inspector Jeff Boon (NSW Police), Prue Britt (RMS), Daniel Buckens (MWRC), William Hopcroft (MWRC)

Apologies

Secretary Gemma Wilkins (MWRC)

The LTC meeting commenced at 9:38am.

### MINUTES OF PREVIOUS MEETING

### RECOMMENDATION

**That the Minutes of the previous Local Traffic Committee held on 18 September 2016 be taken as read and confirmed.**

**Moved: Prue Britt 2<sup>nd</sup> Phil Blackman**

### MATTERS IN PROGRESS

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
High cube café at 94 lions drive, Mudgee - off street parking	29 Jan LTC Meeting		<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.</p>

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
Gulgong High School Drop off/Pickup Zone	Min 309/16  19 Aug LTC Meeting	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;  install a 30m morning drop off zone to the west of the existing bus zone on Belmore Street, Gulgong;  install a 40m morning drop off zone on Nandoura Street, Gulgong;  replace non-compliant signage and install new signage on Belmore Street and Nandoura Street, Gulgong;  install new signage at the intersections of Nandoura Street and Belmore Street, Stott and Belmore Street, Bowman and Belmore Street, Gulgong	Changes endorsed by Council at 19 October Council meeting. Works request raised 21 Oct SI050/2017. To be installed Christmas School Holidays.
Kandos Street Machine Festival			Organisers attended 16 September. Contact details exchanged, information provided. Daniel Buckens (MWRC) and Jeff Boon (NSW Police) met 27 September on site. <b>No approvals required through traffic committee. Jeff and Dan met on site. Recommended remove from action items for next meeting.</b>
Yellow Line Methodology	29 Jan LTC Meeting		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.
Kandos Primary and High School	15 Jul LTC Meeting  Council Min 237/16	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  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  Replace non-compliant signage and install new signage on Fleming Street, Dangar Street and Jacques Street	Works request raised 1 September for signage SI0031/2017. Signs on order. If they arrive prior to school holidays they will be installed then.  <b>Completed. Remove from action items next meeting.</b>

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
Rylstone Public School – School Zone	15 Jul 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.  <b>Completed. Remove from action items next meeting.</b>
Douro Street Pedestrian Crossing	15 Jul LTC Meeting	Council to look at the warrants for a pedestrian crossing at Douro Street`	Not yet progressed.
Corner Puttabucca and Tinja Lane	15 Jul LTC Meeting	Council install signage indicating right of way for Putta Bucca Road and renew line marking	Works request raised 1 September SI0029/2017 <b>Signage arrived, to be installed next week</b>
Mudgee Ambulance Station	19 Aug 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 <b>Still in progress</b>
All Hallows Public School	Min 310/16	Install 'no stopping', children and 'school' signage in the school zone on Medley and Bayly Street Gulgong	Changes endorsed by Council at 19 October Council meeting. Works request raised 21 Oct SI0051/2017. To be installed Christmas School Holidays.
Gladstone Street and Fairydale Lane Intersection	Min. 310/16	Remove the three existing give way signs and traverse lines on Fairydale Lane, at the Gladstone Street Intersection  Install one new stop sign and traverse line on Gladstone street at the Fairydale lane T intersection	Changes endorsed by Council at 19 October Council meeting. Works request raised 21 Oct SI0049/2017.  Still in progress.
Kerb extension at Jacques St and Dangar St	Min 310/16 19 Sept LTC meeting	Install kerb extensions at the north eastern and north western corners of the intersection at Jacques St and Dangar St, Kandos in accordance with relevant standards	No current year budget to undertake these works, it will be raised as a budget initiative for next year.  <b>Daryl noted as budget initiative, remove from action items for next meeting.</b>
Smith Street one-way street conversion	Min 310/16	Convert Smith St from Cox St to Denison St to one way	

## PAST EVENT DEBRIEF

EVENT	
Mudgee High School Rainbow Day	Council and Police don't need to be noted on their insurance policy as they are a government department.
Flavours Festival	Staff presence was increased for event which seemed to improve the event running. Jeff Boon agreed that it was a well-run event.



## CALENDAR OF EVENTS

OCTOBER	Date	Comments
A Day on the Green	22 October 2016	Approved 16 September meeting
NOVEMBER	Date	Comments
Rylstone Street feast	5 November 2016	Approved 16 September meeting
Mudgee Tri Club	6 November 2016	Approved 16 September meeting
Windeyer Endurance Ride	12-13 November 2016	Approved October
Huntington Estate Music Festival	19-20 and 23-27 November 2106	Development Consent to run event, no approval required by LTC
DECEMBER	Date	Comments
Mudgee Tri Club	4 December 2016	Approved 16 September meeting
JANUARY	Date	Comments
Mudgee Tri Club	8 January 2017	Approved 16 September meeting
Kandos Street Machine Festival	28-29 January 2017	No approvals required
FEBRUARY	Date	Comments
Mudgee Tri Club	5 February 2017	Approved 16 September meeting
Waratahs Trial Game	4 February 2017	
MARCH	Date	Comments
Mudgee Show	4-5 March 2017	May not require approvals
Mudgee Tri Club	12 March 2017	Approved 16 September meeting
APRIL	Date	Comments
Mudgee Tri Club	2 April 2017	Approved 16 September meeting
MAY	Date	Comments
City v Country Rugby League	7 May 2017	

Red = Unapproved

Green = Approved

## 16/047 GENERAL BUSINESS

WARATAH V BRUMBIES TRIAL MATCH FEBRUARY 2017

The NSW Waratahs will play a trial match against the ACT Brumbies in the 2017 Super Rugby pre-season. A crowd of approximately 5,000-8,000 is expected to attend the event with a mixture of locals and travelling spectators from other regional areas of NSW and Sydney. See attachment 1-4.

The Traffic Management Plan was presented to the committee for discussion.

- Pitts lane will be closed.
- Page 16 of agenda is still missing some information, this will still need to be completed by Councils Event Coordinator.
- Committee suggest seeking clarification required from Organiser for the following:
  - Crossing of pedestrian crossing Lue Road,
  - Crossing of pedestrians from Parklands to pathway,
  - Contingencies if underpass of the Ulan road filling up with water in the event of rainfall leading up to event date,
  - Investigate user pays crowd control with NSW Police,
  - Consider 50km zone extended to Henry Lawson Drive intersection,
  - Consider contacting AREC in regards to overflow parking,
  - Consider using Walkers Oval for car parking,
  - Consider polo paddock at Parklands for car parking,
  - Obtain a letter from the private operators where parking is intended advising that they have been consulted and agreed to their facility being used for parking;and
  - Amend TCPs and put additional VMS boards near event to inform the public.

## MATTERS ARISING

- Debrief still hasn't occurred with Mudgee Cycle Club, the committee want to speak to organiser, Dan still hasn't contacted.
- Committee suggested that they want Day on the Green face to face event debrief or phone hook-up if face to face isn't available. Jeff mentioned issues with buses, car park flooded, may recommend not having onsite parking for future events and all attendees arrive by buses.
- Daryl proposed change of venue to the Operations Meeting Room. No objections from committee. Next meeting scheduled for Friday 16 December

## CLOSURE

There being no further business the meeting concluded at 10:22am

## 12.3 Cultural Development Committee

REPORT BY THE MANAGER, COMMUNITY SERVICES  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, GOV400054, REC800019

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager, Community Services on the Cultural Development Committee;**
2. **note the minutes of the Cultural Development Committee meeting held on 7 November 2016;**
3. **endorse Scott Etherington, Cameron Anderson, Denise Faulkner, Lizzy Galloway, Virginia Handmer, Alicia Leggett, Melanie Trethowan and Alex Wisser as members of the Cultural Development committee as follows:**
4. **endorse the nomination of Councillor Sam Paine as the Council representative for Orana Arts;**
5. **endorse the nomination of Virginia Handmer as the community representative for Orana Arts; and**
6. **endorse the updated Terms of Reference from the Cultural Development Committee.**

---

### Executive summary

The Cultural Development Committee meets to highlight and promote cultural issues within the region. The next meeting is due to be held on Monday, 5 December 2016 at 4.00pm.

### Disclosure of Interest

Nil.

### Detailed report

The Cultural Development Committee met with representatives from Mid-Western Arts Alliance to discuss arts strategies for the region.

Future meeting dates for the Committee were confirmed and the terms of reference adjusted to reflect, for the most part, Council policy development.

Issues of public art were addressed, including installation sites for recently acquired pieces, and the upcoming library exhibition rotation.

An update was provided regarding progress on a proposed regional gallery and consideration was given to a request for an acquisition prize at an annual arts event.

The Committee also considered the Mid-Western region's representation in Orana Arts, the peak body for arts and cultural development in the Orana region. Responsibilities for board representatives include:

- Promoting and representing Council at local arts and culture events;
- Providing advice regarding funding options, as appropriate, including discussing upcoming opportunities;
- Providing input into local arts and culture direction; and
- Participating in four meetings annually.

The Mid-Western region was formerly represented by former Councillor Lucy White and Virginia Handmer. The Committee resolved that Councillor Sam Paine should be nominated as the Council representative to Orana Arts, and Virginia Handmer continue to represent the Mid-Western community.

## Community Plan implications

<b>Theme</b>	<b>Looking After Our Community</b>
Goal	Meet the diverse needs of the community and create a sense of belonging
Strategy	Support arts and cultural development across the Region

## Financial implications

Funds for the installation of any public art works have already been taken into consideration within the budget.

It may be appropriate to contribute funds from the Mid-Western Art Prize budget to fund a possible wool monument. A successful budget initiative may contribute further funds, as well as funds raised by the Wool Growers Association, if this project were to proceed to fruition.

FIONA TURNER  
MANAGER, COMMUNITY SERVICES

SIMON JONES  
DIRECTOR, COMMUNITY

21 November 2016

*Attachments:* 1. Cultural Development Committee Meeting Minutes November 2016.  
2. Cultural Development Committee - Terms of Reference.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



MID-WESTERN REGIONAL COUNCIL  
PO Box 156, MUDGEES NSW 2850  
86 Market Street, Mudgee | 109 Herbert Street, Gulgong | 77 Louee Street, Rylstone  
T 1300 765 002 or 02 6378 2850 | F 02 6378 2815  
E council@midwestern.nsw.gov.au

## CULTURAL DEVELOPMENT COMMITTEE

### MINUTES

7 NOVEMBER 2016

Meeting commenced 4pm

**PRESENT:** Scott Etherington, Alex Wisser, Lizzy Galloway, Simon Jones, Fiona Turner

**ALSO PRESENT:** Judith James, Kay Norton-Knight and Nigel White (on behalf of Mid-Western Arts Alliance)

**APOLOGIES:** Melanie Trethowan, Cameron Anderson, Denise Faulkner, Virginia Handmer

*NOTE: No quorum.*

#### 1. Group introductions

#### 2. Mid-Western Arts Alliance

Judith spoke at length about urgent agenda items for arts and culture in the region and how these issues must be addressed. Notes of Judith's presentation are attached.

*4.15pm Councillor Sam Paine arrived. Quorum achieved.*

Discussions revolved around the appropriate approaches to lobby Councillors, the need for strategic long-term vision in respect of a regional gallery, and the need for Council to appoint a senior and experienced Cultural Development Officer. Judith also recommended that Council consider the appointment of an external consultant to address arts and culture-specific facility development.

*5.00pm Judith James, Kay Norton-Knight and Nigel White left the meeting.*

#### 3. Meeting dates and times

The CDC will meet the first Monday every second month (commencing December 2016) from 4pm in Town Hall Theatre Green Room.

The current membership will be put to Council for endorsement.

Fiona to circulate application for membership by Kylie Yates (attached).

#### 4. Terms of Reference

The CDC Terms of Reference were reviewed as attached. Main amendments cover reference to updated Council documents (the Public Art Plan, for example), the provision

of advice from the Committee for acquisitions of public art and the Committee composition to include two delegates from Council.

#### **5. Sub-committee for public art**

From time to time, sub-committees will be established (in lieu of the Public Art Advisory Panel) to consider installation sites, for example.

Fiona will coordinate a sub-committee of Lizzy and Sam, as well as General Manager Brad Cam, to consider the installation of two works recently acquired by Council from the 2016 Sculptures in the Garden event.

#### **6. Library exhibition**

The current library exhibition is overdue to be changed over. Sam, Scott and Lizzy indicated they were all available to assist Virginia in the hanging of the next exhibition from 6pm on 30 November 2016.

*Addendum: Library staff will assist in taking down the current exhibition on 14 November 2016.*

#### **7. Proposed regional gallery**

Simon advised that Council is involved in ongoing discussions with the State Government regarding the building at 90 Market Street, Mudgee. Waiting on a decision whether the State Government consider the facility surplus to its requirements.

#### **8. Request for Acquisition Prize by Gulgong Arts Council**

Gulgong Arts Council have requested Council contribute \$1,000 for an acquisition prize for its 2017 Unearthed Exhibition.

Motion: Decline request based on the fact that Council, at this stage, has no suitable infrastructure to house any potential acquisitions from the event. The CDC is happy to revisit any future requests when a regional gallery comes to fruition.

Moved: Scott      Seconded: Lizzy

#### **9. Orana Arts**

Motion: Sam to be nominated as Councillor representative and Virginia as community representative for Orana Arts.

Moved: Scott      Seconded: Alex

#### **10. Wool monument**

Discussion about request from Australian Wool Growers Association, Mudgee Region for the erection of a wool monument to recognise the contribution wool has made and continues to make to the Mudgee economy.

Alex stated that any brief should open up its parameters; that the statute does not simply have to be a statue of a sheep.

The Committee considered that it would be appropriate to contribute funds from the Mid-Western Arts prize, as well as further funds (through the budget initiative process) to fund the project. It was noted that the Wool Growers Association indicated it would be prepared to assist with fundraising.

**11. Request for relocation of 'Bee' sculpture**

Request from Peter Brooks for the relocation of his 'Bee' sculpture currently on display at Mudgee Waste Facility. The Committee considered that the waste facility is the most appropriate location for his 'waste to art' genre.

Motion: The 'Bee' sculpture be relocated to a safer position within the Mudgee Waste Facility.

Moved: Sam      Seconded: Lizzy

**12. Artlands**

Report attached from Virginia.

Meeting closed 5.50pm.

Next meeting: 4pm, 5 December 2016.





MID-WESTERN REGIONAL COUNCIL  
PO Box 156, MUDGEE NSW 2850  
86 Market Street, Mudgee | 109 Herbert Street, Gulugong | 77 Louisa Street, Bylstone  
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E council@midwestern.nsw.gov.au

## MID-WESTERN REGIONAL COUNCIL CULTURAL DEVELOPMENT COMMITTEE

### TERMS OF REFERENCE

#### PREAMBLE

Mid-Western Regional Council appreciates the advice, voluntary time, commitment, interest and dedication demonstrated by members of its advisory committees. Council will give serious consideration to recommendations stated in minutes of Advisory Committees. Such recommendations are considered in the context of Council's management and strategic planning process.

#### COUNCIL CONTACT

The Manager, ~~Library and~~ Community Services is the Council contact officer for the Committee.

#### RESPONSIBILITIES

The Mid-Western Regional Council Cultural Development Committee will:

- Provide advice to Council to assist in the ~~implementation development of the a new~~ Cultural Strategic Plan and the ~~modification amendment~~ of the Plan as required.
- Provide advice to Council on and manage the relationship between Council and Orana Arts.
- Provide advice to Council on the ~~Arts NSW Strategic Plan NSW Arts and Cultural Policy Framework and the regarding any~~ requirements and responsibilities of Council.
- Provide advice to Council on the maintenance, display and storage of Council's cultural collections.
- Provide advice to Council on the use of cultural spaces and the needs and requirements of the cultural community.
- Provide advice to Council regarding the acquisition of public art in accordance with the ~~Public Art Plan~~.

#### COMPOSITION OF CULTURAL DEVELOPMENT COMMITTEE

The Cultural Development Committee shall comprise of up to ten (10) community members together with ~~one up to two~~ (12) delegates from the Council. The quorum for the Committee will be four (4) members.

#### FREQUENCY OF MEETINGS

Every second month.

#### DELEGATIONS

Nil.

#### FINANCIAL ARRANGEMENTS

Nil.

SECRETARIAL SUPPORT

The minutes of meetings shall be recorded and distributed by secretarial resources provided from the Council.

Reviewed November 2016

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## 12.4 Mudgee Sports Council Ordinary Meeting and AGM - 31 October 2016 and 14 November 2016

REPORT BY THE DIRECTOR, COMMUNITY  
TO 14 DECEMBER 2016 ORDINARY MEETING  
GOV400054, A0360013

### RECOMMENDATION

#### That Council:

1. **receive the report by the Director, Community on the Mudgee Sports Council Ordinary Meeting and AGM - 31 October 2016 and 14 November 2016; and**
2. **note the minutes for the Mudgee Sports Council Meeting held 31 October, 2016 and the Mudgee Sports Council Annual General Meeting held 14 November, 2016.**

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### Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Sports Council meeting held 31 October, 2016 and the Mudgee Sports Council Annual General Meeting held 14 November, 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

2 December 2016

*Attachments:* 1. Mudgee Sports Council Meeting Minutes 31 October 2016.  
2. Mudgee Sports Council Annual General Meeting 14 November 2016.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

**Sports Council Monthly Meeting.**  
**Glen Willow Netball meeting Room.**

**31-10-2016**

**18:30**

**Present:** P. Mitchell Mudgee Wolves (Chair), G. Robinson, K. Lang (MRLC), Liz O'Brien (Netball), R. Dowell (Senior Cricket), Simon Jones Midwestern Regional Council, G. Bartrim (Mudgee Rugby), Natalie Richards (Hockey).

**Apologies:** Jenny Johnson, Cr John O'Neill, Kieren Bennetts.

**Moved** L. O'Brien seconded R. Dowell that apologies be accepted. **Carried**

**Minutes:**

Previous minutes for August read as true and correct. **Moved** R. Dowell seconded K. Lang.

**Business Arising:** Nil

**Correspondence:**

In:

1. From Council re: cleaning dates.
2. Oz Tag booking for grounds.
3. Local sport grant programme.
4. Follow up items from Richard Cushway

Out:

1. Notice of AGM on 31/10/16

**Treasurers Report:**

1. 50% of affiliation fees has been deducted from Sports Council and allocated to Council funds similar to ground fees. Affiliation should funds remain in Sports Council account, only 50% of ground fees should be allocated to Council.
2. Financial statement shows no total balance. This information required for Treasurer can sign off on report. Simon following up these items.

**Works Requests:**

1. West End (a) Check toilets & latches; (b) Request for ground to be top dressed & levelled.
2. Glen Willow (a) Check, renew, replace door weather seals on all buildings; (b) Check watering procedures & frequency; (c) Window pane at Touch/Soccer building cracked.

**General Business:**

1. All clubs are reminded that there is NO driving on fields.
2. A review to be carried out on terms and references of ground fees and charges. Executive meeting on this matter to be held after the deferred AGM on 14<sup>th</sup> November.
3. Reminder to clubs that sports award nomination can be submitted at any time.

There being no further business the meeting closed at 7.07 pm.

**The next meeting will be the DEFERREDAGM to be held on Monday 14<sup>th</sup> November 2016 6pm at Netball Clubhouse.**

The next monthly meeting will be held on Monday 28<sup>th</sup> November 2016 6pm at netball Clubhouse.

**Mudgee Sports Council Annual General Meeting Minutes**  
**Netball Clubhouse**  
**14-11-2016**  
**18:05**

**Present:** P. Mitchell, G. Robinson, M. O’Keefe (AFL), K. Lang (Touch), R. Dowell (Snr Cricket), R. Lee (Mudgee wombats), S. Jones (MWRC staff), D. Payne (Cycling), N. Henley ( Mudgee Touch), K. Bennetts ( Mudgee Little A’s), N. Richards ( Mudgee Hockey), K. Marshall ( Mudgee netball), B. Harris ( Mudgee Touch), A. Whale ( Mudgee Junior Cricket)& J.Johnson.

**Apologies** J. O’Neil (MWRC Councillor), G. Bartrim (Mudgee Wombats), B. Stoddart (Mudgee Touch). Moved apologies be accepted D. Payne seconded K. Lang.

Minutes from previous AGM read as true and correct: Moved G. Robinson seconded K. Lang.

**Business arising from previous meeting:**

**1.** Nil

**President’s report:**

Not as many events were held this past year, and the biggest effect on sports has been the weather, with large amounts of rain especially this winter. We as a sports council must thank all the volunteers who give their time freely every weekend, also a large thank you to the council and its staff for all their efforts in making our the facilities as good as they are, and lastly to those on the sports council committee a large thank you. Moved P. Mitchell, seconded A. Whale

**Treasurer’s Report:**

1. \$78,146.37 in the account, as at meeting.
2. Thank you to Simon for chasing up the \$25,000 which is still to come out for carpark lighting  
Treasurer’s report moved G. Robinson seconded D. Payne.

Election of office bearer’s for 2017, with Simon Jones (MWRC) taking the chair, all positions declared open.

**President:** Nomination- Peter Mitchell, nom J.Johnson seconded K. Lang. Elected.

**Secretary/Treasurer:** Nomination- Geoff Robinson- K. Lang seconded A. Whale. Elected.

**Vice President:** Nomination Greg Bartrim – Nom. R. Dowell, seconded P. Mitchell, second nomination Kathy Lang- Nom B. Harris, seconded N. Richards, vote taken Kathy Lang. Elected.

**Publicity:** No nomination, Kathy Lang happy to step in until someone can be found.

**Minute Secretary:** Nomination Jenny Johnson- Nom P. Mitchell seconded D. Payne. Elected.

**General Business:**

1. Affiliation fees- currently \$22 plus GST, **MOTION: to leave Affiliation fee’s at current amount of \$22 plus GST**, Moved G. Robinson seconded B. Harris, motion carried.
2. Meetings – at present meetings are held the last Monday of each month from October till March, and the last Tuesday of the month April to September. Simon spoke that Councillor O’Neil works away every second Monday so may not be able to attend sports council meetings, after discussion it was agreed that with having Simon attending the meetings at



the council staff rep we would leave as is. **MOTION : To leave meetings as set April to September last Tuesday of the month 6pm at Netball clubhouse and October to March the last Monday of the month 6pm at the Netball Clubhouse,** Moved G. Robinson, seconded K. Lang, carried.

Meeting closed 6:25pm, Next AGM due October 2017 at Mudgee Netball clubhouse at 6pm.

## Item 13: Urgent Business Without Notice

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### 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

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Nil