



2017

COUNCIL BUSINESS PAPERS

Ordinary Meeting WEDNESDAY 15 FEBRUARY 2017

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MID-WESTERN REGIONAL COUNCIL – CODE OF MEETING PRACTICE

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MID-WESTERN REGIONAL COUNCIL



CODE OF MEETING PRACTICE

As amended by Minute No. 209, C/M 9/8/99
As amended by Local Government (Meetings) Regulation, 1999 (Gov.Gaz. No. 98, 27/8/99)
As amended by Minute No. 384, C/M 13/12/99
As amended by Minute No. 166 E/M 19/6/00
As amended by Minute No. 394, C/M 11/12/00
As amended by Local Government (Meetings) Regulation, 1999 (Gov. Gaz. No. 60, 30/3/01)
As amended by Minute No. 208, C/M 12/6/01
As amended by Minute No. G.84/02, 1/7/02
As amended by Local Government (General) Regulation, 2005 (Gov. Gaz. No. 107, 26/8/05) and Minute 18/06 C/M 15/2/06
As amended by Minute No. 204/06 Council Meeting 17/10/06
As amended by Minute No. 217/08 Council Meeting 15/10/08
As amended by Minute No. 6/09 Council Meeting 18/2/09
As amended by Minute No. 88/10 Council Meeting 21/4/10
As amended by Minute No. 276/12 Council Meeting 20/6/12
As amended by Minute No. 128/14 Council Meeting 2/4/14
As amended by Minute No. 257/14 Council Meeting 18/6/14
As amended by Minute No. 22/15 Council Meeting 15/7/15

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PART 1 - PRELIMINARY

CITATION

1. This Code may be cited as the Mid-Western Regional Council Code of Meeting Practice.

DEFINITIONS

2. (1) In this Code:

amendment, in relation to an original motion, means a motion moving an amendment to that motion;

chairperson,

- (a) in relation to a meeting of the Council - means the person presiding at the meeting as provided by Clause 15 of this Code; and
- (b) in relation to a meeting of a committee - means the person presiding at the meeting as provided by Clause 51 of this Code;

committee means a committee appointed or elected by the Council in accordance with Clause 44(1) of this Code or the Council when it has resolved itself into a committee of the whole;

record means a document (including any written or printed material) or object (including a sound recording, coded storage device, magnetic tape or disc, microfilm, photograph, film, map, plan or model or a painting or other pictorial graphic work) that is or has been made or received in the course of official duties by a Councillor or an employee of the Council and, in particular, includes the minutes of meetings of the Council or of a committee of the Council;

relative, in relation to a person, means any of the following:

- (a) the parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the person or of the person's spouse;
- (b) the spouse or the de facto partner of the person or of a person referred to in paragraph (a).

the Act means the Local Government Act, 1993;

the Code means the Mid-Western Regional Council Code of Meeting Practice; and

the Regulation means the Local Government (General) Regulation 2005.

- (2) Except as otherwise provided, expressions used in this Code which are defined in the dictionary at the end of the Act have the meanings set out in the dictionary.

ACT AND REGULATION

3. (1) This Code is made pursuant to Section 360(2) of the Act.
- (2) It incorporates relevant provisions of the Regulation and the Act.
- (3) In the event of any inconsistency between the Code and the Act or the Regulation, the Act or the Regulation (as the case may be) prevails to the extent of the inconsistency.

NOTES TO TEXT

4. (1) Notes in the text of this Code are explanatory notes and do not form part of this code. They are provided to assist understanding.
- (2) *Italic comments contained within the Clauses in the Code references the Section of the Act or the Clause of the Regulation to which that Clause or Sub-Clause of the Code relies. Those Clauses or Sub-clauses of the Code with no reference to either the Act or Regulation comprise either Council policies or procedures or have been included to amplify the provisions of the Code.*

PART 2 - CONVENING OF COUNCIL MEETINGS

WHEN DOES THE COUNCIL MEET?

Ordinary Meetings

5. (1) The Council is required to meet at least 10 times each year, each time in a different month. *(see Section 365 LGA)*
- (2) The Council has resolved that meetings will generally be held on the 3rd Wednesdays of each month, with no meetings during January.
- (3) Meetings will generally commence at the conclusion of Open Day.
- (4) Meetings will conclude at 11.00pm but may continue upon a resolution of Council which shall include a time limit for this extension provided that:
 - (a) there shall be no debate on any motion to adjourn a meeting of the Council;
 - (b) if a motion for adjournment is negatived, the business of the meeting shall proceed and it shall not be in order for any Councillor to again move for a motion of adjournment within half an hour of the previous motion for adjournment being negatived.
 - (c) a motion for adjournment may specify the time, date and place of the adjourned meeting, however, if a motion for adjournment is carried but does not specify the time, date and place of the adjourned meeting, the Chairperson shall make a determination with respect to whichever of these has not been specified.

Extraordinary Meetings

- (5) Extraordinary meetings of the Council may be convened at other times to deal with matters which cannot wait for the scheduled ordinary meeting or which need to be dealt with urgently.
- (6) Extraordinary meetings may be convened either:
 - (a) by the Council, by resolution; or
 - (b) by the Mayor; or
 - (c) at the request of at least 2 Councillors. In this case, if the Mayor receives a request in writing signed by at least two (2) Councillors, the Mayor must call an extraordinary meeting of the Council to be held as soon as practicable but in any event within 14 days after the receipt of the request. *(see Section 366 LGA)*

NOTICE OF MEETINGS TO COUNCILLORS

Ordinary Meetings

6. (1) The General Manager of the Council must send to each Councillor, at least three (3) days before each meeting of the Council, a notice specifying the time and place at which and the date on which the meeting is to be held and the business proposed to be transacted at the meeting. *(see Section 367(1) LGA)*

Extraordinary Meetings

- (2) Notice of less than three (3) days may be given of an extraordinary meeting called in an emergency (*see Section 367(2) LGA*), however, notice shall be provided at least on the day prior to the date the meeting is scheduled.

General

- (3) Notice of meetings, and the agenda and business papers relating to those meetings may be given to a Councillor in electronic form but only if all Councillors have facilities to access the notice, agenda and business papers in that form. (*see Section 367(3) LGA*)

NOTE: Notice of meetings and the agenda and business papers for those meetings will generally be delivered to the address nominated by Councillors. In certain circumstances this material may be conveyed by facsimile transmission.

PUBLIC NOTICE OF MEETINGS

7. (1) The Council must give notice to the press and public of the times, dates and places of its meetings and meetings of those of its Committees of which all the members are Councillors. (*see Section 9(1) LGA*)

NOTE: Notice is given by placing an advertisement in the local media during the week prior to the meeting.

- (2) The Council and each such Committee must have available for the press and public at its offices and at each meeting copies (for inspection and taking away by persons) of the agenda and associated business papers (such as correspondence and reports) for the meeting. (*see Section 9(2) LGA*)
- (3) In the case of a meeting whose agenda includes the receipt of information or discussion of other matters that, in the opinion of the General Manager, is likely to take place when the meeting is closed to the public:
 - (a) the agenda for the meeting must indicate that the relevant item of business is of such a nature (but must not give details of that item), and
 - (b) the requirements of subclause (2) with respect to the availability of business papers do not apply to the business papers for that item of business. (*see Section 9(2A) LGA*)
- (4) The copies are to be available to the press and public as nearly as possible to the time they are available to Councillors. (*see Section 9(3) LGA*)
- (5) The copies are to be available free of charge. (*see Section 9(4) LGA*)
- (6) A notice given under this Clause or a copy of an agenda or of a business paper made available under this Clause may in addition be given or made available in electronic form. (*see Section 9(5) LGA*)
- (7) A notice of a meeting of the Council or of a Committee must be published in a newspaper circulating in the area before the meeting takes place. (*see Clause 232(2) LGGR*)
- (8) The notice must specify the time and place of the meeting. (*see Clause 232(3) LGGR*)

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- (9) Notice of more than one meeting may be given in the same notice. *(see Clause 232(4) LGGR)*

- (10) This clause does not apply to an extraordinary meeting of the Council or Committee. *(see Clause 232(5) LGGR)*

PART 3 – QUORUMS AND ATTENDANCE OF COUNCILLORS AND STAFF

WHO IS ENTITLED TO ATTEND MEETINGS?

8. Except as provided by this Code:
- (a) everyone is entitled to attend a meeting of the council and those of its committees of which all the members are councillors, and
 - (b) a council must ensure that all meetings of the council and of such committees are open to the public. *(see Section 10(1) LGA)*

WHAT IS A QUORUM FOR A MEETING?

9. The quorum for a meeting of the Council is a majority of the Councillors of the Council who hold office for the time being and are not suspended from office. *(see Section 368 LGA)*

WHAT HAPPENS WHEN A QUORUM IS NOT PRESENT?

10. (1) A meeting of the Council must be adjourned if a quorum is not present:
- (a) within half an hour after the time designated for the holding of the meeting; or
 - (b) at any time during the meeting. *(see Clause 233(1) LGGR)*
- (2) In either case, the meeting must be adjourned to a time, date and place fixed:
- (a) by the Chairperson; or
 - (b) in his or her absence - by the majority of the Councillors present; or
 - (c) failing that, by the General Manager. *(see Clause 233(2) LGGR)*
- (3) The General Manager must record in the Council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the Council, together with the names of the Councillors present. *(see Clause 233(3) LGGR)*

MINISTER TO CONVENE MEETINGS IN CERTAIN CASES

11. (1) Whenever an area is constituted or reconstituted, the Minister is required:
- (a) to convene the first meeting of the Council of the area; and
 - (b) to nominate the business to be transacted at the meeting; and
 - (c) to give the Councillors notice of the meeting. *(see Clause 234(1) LGGR)*
- (2) If there is no quorum at that meeting, the Minister may convene meetings in the same manner until a quorum is present. *(see Clause 234(2) LGGR)*

- (3) The Council must transact the business nominated by the Minister for a meeting convened under this clause. *(see Clause 234(3) LGGR)*

CAN A COUNCILLOR PARTICIPATE IN A MEETING WHILE NOT IN ATTENDANCE?

12. A Councillor cannot participate in a meeting of the Council unless personally present at the meeting. *(see Clause 235 LGGR)*

CONTINUED ABSENCE OF COUNCILLOR FROM MEETINGS

13. In the case of a Councillor who is absent from 3 consecutive meetings of the Council (unless the Councillor is absent because he or she has been suspended from civic office under Section 482 or 482A) without:
- (a) prior leave of the Council; or
 - (b) leave granted by Council at any of the meetings concerned;
- the civic office of that Councillor is automatically vacant. *(see Section 234 (1) LGA).*

LEAVE OF ABSENCE

14. (1) For the purposes of Clause 13, a Councillor applying for a leave of absence from a meeting of a Council does not need to make the application in person and the Council may grant such leave in the absence of that Councillor. *(see Section 234 (2) LGA).*
- (2) If the holder of a civic office attends a Council meeting (whether or not an ordinary meeting) despite having been granted leave of absence, the leave of absence is taken to have been rescinded as regards any future Council meeting. *(see Section 234 (3) LGA).*
- (3) Subsection (2) does not prevent the Council from granting further leave of absence in respect of any future Council meeting. *(see Section 234 (4) LGA).*
- (4) A Councillor's application for leave of absence from Council meetings should, if practicable, identify (by date) the meetings from which the Councillor intends to be absent. *(see Clause 235A (1) LGGR).*
- (5) A Councillor who intends to attend a Council meeting despite having been granted leave of absence should, if practicable, give the General Manager at least 2 days' notice of his or her intention to attend. *(see Clause 235A (2) LGGR).*

CAN A PERSON BE EXPELLED FROM A MEETING?

15. (1) A person (whether a Councillor or another person) is not entitled to be present at a meeting of the Council or such a committee if expelled from the meeting:
- (a) by a resolution of the meeting; or
 - (b) by the person presiding at the meeting, if the Council has, by resolution, authorised the person presiding to exercise the power of expulsion. *(see Section 10(2) LGA)*
- (2) A person may be expelled from a meeting only on the grounds specified in, or in the circumstances prescribed by, the regulations. *(see Section 10(3) LGA)*

ATTENDANCE OF GENERAL MANAGER AT MEETINGS

16. (1) The General Manager is entitled to attend, but not to vote at a meeting of the Council or a meeting of a Committee of the Council of which all the members are Councillors. *(see Section 376(1) LGA)*
- (2) The General Manager is entitled to attend a meeting of any other Committee of the Council and may, if a member of the Committee, exercise a vote. *(see Section 376(2) LGA)*
- (3) However, the General Manager may be excluded from a meeting of the Council or a Committee while the Council or Committee deals with a matter relating to the standard of performance of the General Manager or the terms of the employment of the General Manager. *(see Section 376(3) LGA)*

WHICH COUNCIL STAFF ATTEND MEETINGS?

17. The General Manager shall determine which Council staff shall attend meetings in an official capacity.

PART 4 - PROCEDURE FOR THE CONDUCT OF COUNCIL MEETINGS

WHO PRESIDES AT MEETINGS OF THE COUNCIL?

18. (1) The Mayor, or at the request of or in the absence of the Mayor, the Deputy Mayor, presides at meetings of the Council. *(see Section 369(1) LGA)*
- (2) If the Mayor and the Deputy Mayor are absent, a Councillor elected to chair the meeting by the Councillors present presides at a meeting of Council. *(see Section 369(2) LGA)*

DRESS CODE

- (1) Elected Members and Council staff are expected to afford respect to their official role at meetings, the people they represent and all ratepayers by maintaining a reasonable standard of dress when attending Council meetings.
- (2) A "reasonable standard of dress" is clothing that is neat, clean and well maintained and appropriate for the work environment.

COUNCILLOR TO PRESIDE AT CERTAIN MEETINGS

19. (1) If no Chairperson is present at a meeting of the Council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a Chairperson to preside at the meeting. *(see Clause 236(1) LGGR)*
- (2) The election must be conducted:
 - (a) by the General Manager or, in his absence, an employee of the Council designated by the General Manager to conduct the election; or
 - (b) if neither of them is present at the meeting or there is no General Manager or designated employee - by the person who called the meeting or a person acting on his or her behalf. *(see Clause 236(2) LGGR)*
- (3) If, at an election of a chairperson, 2 or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot. *(see Clause 236(3) LGGR)*
- (4) For the purposes of subclause (3), the person conducting the election must:
 - (a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips; and
 - (b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random. *(see Clause 236(4) LGGR)*
- (5) The candidate whose name is on the drawn slip is the candidate who is to be the chairperson. *(see Clause 236(5) LGGR)*

CHAIRPERSON TO HAVE PRECEDENCE

20. When the Chairperson rises or speaks during a meeting of Council;
- (a) any Councillor then speaking or seeking to speak must, if standing, immediately resume his or her seat; and
 - (b) every Councillor present must be silent to enable the Chairperson to be heard without interruption. *(see Clause 237 LGGR)*

CHAIRPERSON'S DUTY WITH RESPECT TO MOTIONS

21. (1) It is the duty of the Chairperson at a meeting of the Council to receive and put to the meeting any lawful motion that is brought before the meeting. *(see Clause 238(1) LGGR)*
- (2) The Chairperson must rule out of order any motion that is unlawful or the implementation of which would be unlawful. *(see Clause 238(2) LGGR)*
- (3) Any motion, amendment or other matter that the Chairperson has ruled out of order is taken to have been rejected. *(see Clause 238(3) LGGR)*

ORDER OF BUSINESS

22. (1) At a meeting of the Council (other than an extraordinary meeting), the general order of business shall be:
- 1. Apologies
 - 2. Disclosure of Interest
 - 3. Confirmation of Minutes
 - 4. Matters in Progress
 - 5. Mayoral Minutes
 - 6. General Business
 - a) Notices of Motion
 - b) Reports to Council
 - 7. Urgent Business Without Notice
 - 8. Confidential Session
 - a) Mayoral Minutes
 - c) General Business
 - i) Notices of Motion
 - ii) Reports to Council
 - iii) Urgent Business Without Notice
 - 9. Open Council
- unless varied by Council from time to time. *(see Clause 239(1) LGGR)*
- (2) The Mayor may bring forward an item of business from the business paper where it is established that a member of the public with an interest in that item is present in the public gallery, but only as provided by Subclause (3) below.

- (3) The order of business fixed under subclause (1) may be altered if a motion to that effect is carried. Such a motion can be moved without notice. *(see Clause 239(2) LGGR)*
- (4) Despite Clause 36 of this Code, only the mover of a motion referred to in subclause (3) may speak to the motion before it is put. *(see Clause 239(3) LGGR)*

AGENDA AND BUSINESS PAPERS FOR COUNCIL MEETINGS

23. (1) The General Manager must ensure the agenda for a meeting of the Council states:
- (a) all matters to be dealt with arising out of the proceedings of former meetings of the Council; and
 - (b) if the Mayor is the Chairperson - any matter or topic that the chairperson proposes, at the time when the business paper is prepared, to put to the meeting or the Deputy Mayor if acting for the Mayor; and
 - (c) subject to Subclause (3), any business of which due notice has been given. *(see Clause 240(1) LGGR)*
- (2) (a) The General Manager must not include in the agenda for a meeting of the Council any business of which due notice has been given if, in the opinion of the General Manager, the business is (or the implementation of the business would be) unlawful. The General Manager must report (without giving details of the item of business) any such exclusion to the next meeting of the Council. *(see Clause 240(2) LGGR)*
- (b) (i) If a notice of motion (and/or accompanying background) is presented that prima facie would, if stated in the meeting, be an act of disorder under Clause 256 (1) of the Local Government (General) Regulation, the General Manager will bring this to the attention of the Mayor or the (Deputy Mayor if it concerns or originates from the Mayor);
 - (ii) Should, if after further consideration, they feel that this notice of motion (and/or accompanying background) would, if read at the meeting, breach Clause 256 (1) of the Local Government (General) Regulation it will be referred to Council's solicitor for advice;
 - (iii) Should Council's solicitor concur that the notice of motion (and/or accompanying background) would, if read at the meeting, breach Clause 256 (1) of the Local Government (General) Regulation, the notice of motion would not be included in the business paper.
 - (iv) If this occurs, the General Manager shall inform the Councillor from whom the notice of motion originated, providing the reasons for this decision.
 - (v) The General Manager must report (without giving details of the items of business) any such exclusion. The report would include the name of the Councillor proposing the motion and the reason for its exclusion.
- (3) The General Manager must cause the agenda for a meeting of the Council to be prepared as soon as practicable before the meeting. *(see Clause 240(3) LGGR)*

For Council Meetings, the business paper is ordinarily delivered to Councillors one week prior to the meeting. The business papers are available to the public the day after the papers are delivered to Councillors.

- (4) The General Manager must ensure that, in respect of matters, which will be considered in the absence of the press and public, the agenda for the meeting must indicate that the relevant item of business is of such a nature (but must not give details of those items). *(see Section 9(2A) LGA & Clause 240(4) LGGR)*
- (5) Nothing in this clause limits the powers of the chairperson under Clause 27 of this Code. *(see Clause 240(5) LGGR)*

AGENDA FOR EXTRAORDINARY MEETING

24. (1) The General Manager must ensure that the agenda for an extraordinary meeting of the Council deals only with the matters stated in the notice of the meeting. *(see Clause 242(1) LGGR)*
- (2) Despite subclause (1), business may be transacted at an Extraordinary Meeting of 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 but only after the business notified in the agenda for the meeting has been disposed of. *(see Clause 242(2) LGGR)*
- (3) Despite Clause 33 of this Code, only the mover of a motion referred to in subclause (2) can speak to the motion before it is put. *(see Clause 242(3) LGGR)*

NOTE: Some guidelines as to what constitutes "great urgency" are:

- 1. The business is such that a Council decision is required before Council next meets; or
- 2. The business is of such importance that it requires the immediate attention of Council.

GIVING NOTICE OF BUSINESS

25. (1) The Council must not transact business at a meeting of the Council:
- (a) unless a Councillor, by way of a Notice of Motion, has given notice of the business in writing at least two (2) working days prior to the day on which the agenda and business paper is prepared and delivered to Councillors; and

NOTE: 1. For Council Meetings, this is ordinarily 10.00 am two working days prior to the day the business papers are delivered to Councillors.
2. Councillors should give such notice, in writing on the form attached as Annexure 1.

- (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 241(1) LGGR)*
- (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 241(2)(a) LGGR)*; or

- (b) is the election of a chairperson to preside at the meeting as provided by Clause 19(1) (*see Clause 241(2)(b) LGGR*); or
- (c) is a matter or topic put to the meeting by the chairperson in accordance with Clause 27 (*see Clause 241(2)(c) LGGR*); or
- (d) is a motion for the adoption of recommendations of a committee of the Council; (*see Clause 241(2)(d) LGGR*); 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

26. (1) Despite Clause 25 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 241(3) LGGR*)

- (2) Despite Clause 36 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 241(4) LGGR*)

<p>NOTE: Some guidelines as to what constitutes "great urgency" are:</p> <ol style="list-style-type: none"> 1. The business is such that a Council decision is required before Council next meets; or 2. The business is of such importance that it requires the immediate attention of Council.
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MAYORAL MINUTES

27. (1) If the Mayor (or the Deputy Mayor, if acting for the Mayor) is the Chairperson at a meeting of the Council, the Chairperson is, by minute signed by the Chairperson, entitled to put to the meeting without notice any matter or topic that is within the jurisdiction of the Council or of which the Council has official knowledge. (*see Clause 243(1) LGGR*)
- (2) Such a minute, when put to the meeting, takes precedence over all business on the Council's agenda for the meeting. The Chairperson (but only if the Chairperson is the Mayor, or the Deputy Mayor, if acting for the Mayor) may move the adoption of the minute without the motion being seconded. (*see Clause 243(2) LGGR*)
- (3) A recommendation made in a minute of the Chairperson (being the Mayor, or Deputy Mayor, if acting for the Mayor) or in a report made by a Council employee is, so far as adopted by the Council, a resolution of the Council. (*see Clause 243(3) LGGR*)

REPORT OF A DEPARTMENT OF LOCAL GOVERNMENT REPRESENTATIVE TO BE TABLED AT COUNCIL MEETING

28. When a report of a Departmental representative has been presented to a meeting of a Council in accordance with Section 433 of the Act, the Council must ensure that the report:
- (a) is laid on the table at that meeting; and
 - (b) is subsequently available for the information of Councillors and members of the public at all reasonable times. *(see Clause 244 LGGR)*

NOTICE OF MOTION – ABSENCE OF MOVER

29. In the absence of a Councillor who has placed a Notice of Motion on the agenda for a meeting of the Council:
- (a) any other Councillor may move the motion at the meeting; or
 - (b) the Chairperson may defer the motion until the next meeting of the Council at which the motion can be considered. *(see Clause 245 LGGR)*

MOTIONS AND AMENDMENTS TO BE SECONDED

30. (1) A motion or an amendment cannot be debated unless or until it has been seconded. This clause is subject to clauses 27(2) and 36(5) of this Code. *(see Clause 246 LGGR)*
- (2) The seconder of a motion or of an amendment may reserve the right to speak later in the debate.
- (3) An amendment must not be a direct negative of a motion.

HOW SUBSEQUENT AMENDMENTS MAY BE MOVED

31. (1) If an amendment has been accepted or rejected, a further amendment can be moved to the motion in its original or amended form (as the case may be), and so on, but not more than one motion and one proposed amendment can be before the Council at any one time. *(see Clause 247 LGGR)*
- (2) It is permissible to debate the motion and an amendment concurrently.
- (3) It is permissible during the debate on an amendment for a further amendment to be foreshadowed. However, any such foreshadowed amendment shall not be moved and debated until the amendment before the Chair is dealt with.

MOTIONS OF DISSENT

32. (1) A Councillor can, without notice, move to dissent from the ruling of the Chairperson on a point of order. If that happens, the Chairperson must suspend the business before the meeting until a decision is made on the motion of dissent. *(see Clause 248(1) LGGR)*
- (2) If a motion of dissent is passed, the Chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been discharged as out of order, the

Chairperson must restore the motion or business to the agenda and proceed with it in due course. *(see Clause 248(2) LGGR)*

- (3) Despite Clause 36 of this Code, only the mover of a motion of dissent and the Chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply. *(see Clause 248(3) LGGR)*

PETITIONS MAY BE PRESENTED TO THE COUNCIL

33. (1) A Councillor or a member of the public may present a petition to the Council.
- (2) The Chairperson must not permit discussion on the petition, unless it relates to an item on the agenda. Petitions shall be referred to the General Manager for report, reply or other appropriate action.

QUESTIONS MAY BE PUT TO COUNCILLORS AND COUNCIL EMPLOYEES

34. (1) A Councillor:
- (a) may, through the Chairperson, put a question to another Councillor; and
- (b) may, through the Chairperson and the General Manager, put a question to a Council employee. *(see Clause 249(1) LGGR)*
- (2) However, a Councillor or Council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to documents. *(see Clause 249(2) LGGR)*
- (3) Any such question must be put directly, succinctly and without argument. *(see Clause 249(3) LGGR)*
- (4) The Chairperson must not permit discussion on any reply or refusal to reply to a question put to a Councillor or Council employee under this clause. *(see Clause 249(4) LGGR)*

MODE OF ADDRESS

35. (1) All Councillors and staff, other than the Chairperson, who are invited to speak at a Council meeting must stand to address Council, unless prevented from doing so by disability or injury;
- (2) When Councillors wish to address the Council, they shall indicate by raising their hand and await the invitation by the Chairperson to speak;
- (3) A Councillor will not be required to stand when moving or seconding a motion only;
- (4) When the Chairperson stands any Councillor and/or staff who are speaking shall cease speaking and resume their seats immediately;
- (5) Where the Chairperson, a Councillor or staff member is speaking, all others present in the Chamber shall remain silent unless raising a point of order;
- (6) In addressing the Council, Councillors, staff and other persons addressing the Council shall at all times address other Councillors by their official designation, as Mayor or Councillor, as the case may be;

- (7) Councillors shall at all times conduct themselves in accordance with the general conduct obligations contained in the Council's Code of Conduct and shall respect the right of their fellow Councillors to speak without interruption.

LIMITATION AS TO NUMBER OF SPEECHES

36. (1) A Councillor who, during debate at a meeting of the Council, moves an original motion, has the right of general reply to all observations that are made by another Councillor during the debate in relation to the motion and to any amendment to it, as well as the right to speak on any such amendment. *(see Clause 250(1) LGGR)*
- (2) A Councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it. *(see Clause 250(2) LGGR)*
- (3) A Councillor must not, without the consent of the Council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time. However, the Chairperson may permit a Councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the Councillor to make a statement limited to explaining the misrepresentation or misunderstanding. *(see Clause 250(3) LGGR)*
- (4) Despite subclauses (1) and (2), a Councillor may move that a motion or an amendment be now put:
- (a) if the mover of the motion or amendment has spoken in favour of it and no Councillor expresses an intention to speak against it; or
- (b) if at least 2 councillors have spoken in favour of the motion or amendment and at least 2 councillors have spoken against it. *(see Clause 250(4) LGGR)*
- (5) The Chairperson must immediately put to the vote, without debate, a motion moved under subclause (4). A seconder is not required for such a motion. *(see Clause 250(5) LGGR)*
- (6) If a motion that the original motion or an amendment be now put is passed, the Chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised his or her right of reply under subclause (1). *(see Clause 250(6) LGGR)*
- (7) If a motion that the original motion or an amendment be now put is rejected, the Chairperson must allow the debate on the original motion or the amendment to be resumed. *(see Clause 250(7) LGGR)*

CAN MOTIONS BE PUT WITHOUT DEBATE?

37. Provided there is no objection from any Councillor present, any motion or recommendation before the Council may be put to the vote without discussion or debate.

VOTING AT COUNCIL MEETINGS

38. (1) Each Councillor is entitled to one vote. *(see Section 370(1) LGA)*
- (2) The Chairperson has, in the event of an equality of votes, a second or casting vote and that vote shall be used at the absolute discretion of the Chairperson. *(see Section 370(2) LGA)*
- (3) A Councillor who is present at a meeting of the Council but who fails to vote on a motion or an amendment put to the meeting is taken to have voted against the motion or amendment, as the case may be. *(see Clause 251(1) LGGR)*

NOTE: Vote is usually by show of hands except as provided by Clause 39(2)(d).

- (4) If a Councillor who has voted against a motion put at a Council Meeting so requests, the General Manager must ensure that the Councillor's dissenting vote is recorded in the minutes. *(see Clause 251(2) LGGR)*
- (5) The decision of the Chairperson as to the result of a vote is final, unless the decision is immediately challenged and not less than two (2) Councillors rise and demand a division. *(see Clause 251(3) LGGR)*
- (6) When a division on a motion is demanded, the Chairperson must ensure that the division takes place immediately. The General Manager must ensure that the names of those who vote for the motion and those who vote against it are respectively recorded in the minutes. *(see Clause 251(4) LGGR)*

NOTE: Divisions cannot be taken on amendments.

To give effect to this requirement for a division, the Chairperson shall require those voting in favour of the motion (the "Ayes") to stand and move to one side of the Chamber, while those opposed (the "Nayes") to stand and move to the other side of the Chamber.

- (7) Voting at a council meeting, including voting in an election at such a meeting, is to be by open means (such as voice or by show of hands). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot. *(see Clause 251(5) LGGR)*
- (8) Where a tie in voting occurs and the Chairperson chooses not to use his/her casting vote, the matter is referred to the next Council meeting.

MINUTES AND RECORD OF VOTING ON PLANNING MATTERS

39. (1) The Council must ensure that full and accurate minutes are kept of proceedings of the Council. *(see Section 375(1) LGA)*
- (2) The General Manager must ensure that the following matters are recorded in the Council's minutes:
- (a) details of each motion moved at a Council meeting and of any amendments moved to it,
 - (b) the names of the mover and seconder of the motion or amendment,
 - (c) whether the motion or amendment is passed or lost and the way in which Councillors voted. *(see Clause 254 LGGR)*

- (d) (i) In this clause, a planning decision means a decision made in the exercise of a function of a council under the Environmental Planning and Assessment Act 1979:
 - (A) including a decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but
 - (B) not including the making of an order under Division 2A of Part 6 of that Act.
- (ii) The General Manager is required to keep a register containing, for each planning decision made at a meeting of the council or a council committee, the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- (iii) for the purpose of maintaining the register, a division is required to be called whenever a motion for a planning decision is put at a meeting of the council or a council committee.

NOTE: For the purposes of Clause 39(2)(d)(iii) the requirement for a division to be called shall be satisfied when the Chairperson of the meeting calls for the vote, those Councillors, in turn, who vote for the motion and those opposed to the motion shall stand in their respective places to permit their names to be recorded. In this manner, the requirement for a division shall be differentiated from that requirement under Clause 38 (5) and (6).

- (iv) Each division recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document, and is to include the information required by the regulations.
 - (v) This clause extends to a meeting that is closed to the public. (*see Section 375A LGA*)
- (3) The correctness of the minutes of every proceeding meeting, including extraordinary meetings and resolutions of committees, not previously confirmed must be dealt with at every meeting of the Council, in order that such minutes may be confirmed.
 - (4) A motion or discussion with respect to such minutes shall only relate to their accuracy as a true record of the proceedings.
 - (5) Minutes may be confirmed at an extraordinary meeting of the Council.
 - (6) The minutes must, when they have been confirmed at a subsequent meeting of the Council, be signed at that subsequent meeting by the person presiding at the meeting. (*see Section 375(2) LGA*)

WHAT CONSTITUTES A DECISION OF THE COUNCIL?

- 40. (1) A decision supported by a majority of the votes at a meeting of the Council at which a quorum is present is a decision of the Council. (*see Section 371 LGA*)

~~(2)~~

~~(2)~~—Once a decision on a matter is made at a meeting of Council it will not be recommitted. The appropriate way for the decision to be revisited is by way of a motion as provided by Clause 41 of this Code.

HOW MAY DECISIONS BE RESCINDED OR ALTERED?

41. (1) A resolution passed by the Council may not be altered or rescinded except by a motion to that effect of which notice has been duly given in accordance with Clause 25 of this Code. *(see Section 372(1) LGA)*
- (2) If it is proposed to move a further motion in the event that a rescission motion is carried, the required notice must also be given of the proposed further motion.
- (3) If a Notice of Motion to rescind or alter a resolution is given:
- (a) at the meeting at which the resolution is carried, the resolution must not be carried into effect until the Motion of Rescission or alteration has been dealt with *(see Section 372(2) LGA)*; or
- (b) at any time after the meeting at which the resolution is carried, no further action to carry the resolution into effect may be taken after the receipt of the Notice of Motion until the Motion of Rescission or alteration has been dealt with, unless at the time of lodgement of the Notice of Motion to Rescind or alter, suspension of further action is impracticable or action to implement the resolution to which the notice of motion relates has progressed to the point where suspension of further action is not possible.
- (4) In the case of a motion or alteration, subclause (3) applies only to the extent that the resolution of Council would be affected by the motion or alteration, if it were carried.
- (5) If a motion has been negated by the Council, a motion having the same effect must not be considered unless notice of it has duly been given in accordance with Clause 25 of this Code. *(see Section 372(3) LGA)*
- (6) A Notice of Motion to alter or rescind a resolution and a Notice of Motion which has the same effect as a motion which has been negated by the Council, must be signed by at least three (3) Councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was negated, as the case may be. *(see Section 372(4) LGA)*
- (7) If a motion to alter or rescind a resolution has been negated, or if a motion which has the same effect as a previously negated motion, is negated, no similar motion may be brought forward within three (3) months. This subclause may not be evaded by substituting a motion differently worded, but in principle the same. *(see Section 372(5) LGA)*
- (8) A motion to which this clause applies may be moved on the report of a Committee of the Council and any such report must be recorded in the minutes. *(see Section 372(6) LGA)*
- (9) The provisions of this clause concerning negated motions do not apply to motions of adjournment. *(see Section 372(7) LGA)*

NOTE:

1. A rescission motion is only valid if and when it has been signed by three (3) Councillors. Verbal advice or an unsigned written notice is insufficient to bring a halt to the decision that it proposes to rescind.
2. Rescission motions should be in the form of Annexure 2. This incorporates provision for notice of any proposed motion in the event that the Rescission Motion is carried.
3. Where a notice of motion to rescind or alter a resolution is given at the meeting at which the resolution is carried, action to implement the resolution shall not be carried into effect and the matter should be listed for consideration at the next meeting, unless it is decided that an Extraordinary Meeting be called to consider the notice of motion to rescind or alter.
4. Where a notice of motion to rescind or alter a resolution is lodged after the meeting at which the resolution is carried and:

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- where the decision has been carried into effect it cannot be rescinded. In such circumstances, the General Manager should report this to the next meeting of the Council; or
- where action on the decision has not been commenced, action to do so shall cease immediately. In such circumstances, the matter should be listed for consideration at the next meeting unless it is decided that an Extraordinary Meeting should be called to consider the rescission motion, or
- where the decision is in the process of being carried into effect and the General Manager determines that it is possible to cease action or work without disruption or cost then this should occur immediately. In such circumstances, the matter should be listed for consideration at the next meeting unless it is decided that an Extraordinary Meeting should be called to consider the rescission motion, or
- where the decision is in the process of being carried into effect and the General Manager determines that the matter has reached a point where cessation of action or work cannot be accomplished without significant disruption to Council services or significant cost, the General Manager should immediately inform the Council that the decision cannot be rescinded.

NOTE: The general procedure for debate is as follows:-

Where a motion is moved and seconded without an amendment being raised, it may be debated and upon conclusion of that debate is voted upon.

Where, following the moving (and seconding) of a motion, an amendment is moved and seconded, debate may ensue with speakers for and against both the motion and amendment. Following debate, a vote is taken on the amendment.

If the amendment is carried, it becomes the motion and a further vote is taken on this, as the motion. (The original motion no longer applying).

If the amendment is lost and there are no further amendments brought before the chair, a vote is taken on the motion.

If a further amendment is moved and seconded, it may then be debated and upon conclusion of that debate it is voted upon in the same manner as above. This process continues until there are no amendments before the chair and only a motion remains.

Following the vote on the final motion before the chair, if the vote is in the affirmative, then this becomes a resolution of Council. If the vote is in the negative or the vote is tied, the motion is lost.

If at any time a Councillor moves that "The Question Be Put" the Chairperson must suspend debate and put to the vote that the question be put. If the question is in relation to a motion and if it is passed, the Chairperson must give the mover of the motion the right of reply and immediately thereafter, put the matter to the vote.

If the question is in relation to an amendment and if the question is passed, the mover of the motion has no right of reply and the Chairperson must immediately put the matter for the vote.

DETERMINATION OF ISSUES BY COUNCIL

- 42 (1). Except as provided below, Council will not determine an issue at a meeting immediately following an address by an involved or interested party;
- (a) Where the address concerns a new issue not before the meeting, if this issue is deemed urgent and not requiring further advice, then a determination may be made at that meeting, otherwise the matter will be referred for a staff report as necessary; or
 - (b) Where the address concerns a matter which is the subject of a staff report that is before the meeting:
 - if the issues raised are considered by staff to be of a minor nature then a determination of the staff report may be made at that meeting; otherwise
 - if the issues raised are considered by staff to be material then consideration of the matter be deferred for a further report.

A public presentation which is contrary to a staff recommendation is not necessarily material.

- (2) Where a person wishes to circulate material to a meeting of the Council or its Committees, this material is to be provided to the General Manager in the first instance for determination as to whether or not the material may be circulated.

PART 5 – KEEPING ORDER AT MEETINGS

QUESTIONS OF ORDER

43. (1) The Chairperson, without the intervention of any other Councillor, may call any Councillor or member of the public in attendance to order whenever, in the opinion of the Chairperson, it is necessary to do so. *(see Clause 255(1) LGGR)*
- (2) A Councillor who claims that another Councillor or member of the public in attendance has committed an act of disorder, or is out of order, may call the attention of the Chairperson to the matter. *(see Clause 255(2) LGGR)*
- (3) The Chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the Council. *(see Clause 255(3) LGGR)*
- (4) The Chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed. *(see Clause 255(4) LGGR)*

ACT OF DISORDER

44. (1) A Councillor commits an act of disorder if the Councillor, at a meeting of the Council or a Committee of the Council:
- (a) contravenes the Act, any regulation in force under the Act or this Code *(see Clause 256(1)(a) LGGR)*; or
 - (b) assaults or threatens to assault another Councillor or person present at the meeting *(see Clause 256(1)(b) LGGR)*; or
 - (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the Council or Committee, or addresses or attempts to address the Council or Committee on such a motion, amendment or matter *(see Clause 255(1)(c) LGGR)*; or
 - (d) insults or makes personal reflections on or imputes improper motives to any other Councillor, or staff member *(see Clause 255(1)(d) LGGR)*; or
 - (e) says or does anything that is inconsistent with maintaining order at the meeting such as continually interjecting and denying a fellow Councillor, who has been given the call, the right to be heard or is likely to bring the Council or Committee into contempt; *(see Clause 255(1)(e) LGGR)*; or
 - (f) reads at length from any correspondence, report or other document without the leave of the Council.
- (2) A member of the public commits an act of disorder if that member of the public disrupts or attempts to disrupt the meeting of the Council.

HOW DISORDER AT A MEETING MAY BE DEALT WITH

45. (1) If disorder occurs at a meeting of the Council or Committee of the Council, the Chairperson may adjourn the meeting for a period of not more than 15 minutes and leave the Chair. The Council or the committee, on reassembling, must, on a question put from the chair, decide without debate whether the business is to be proceeded with or not. This subclause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of Councillors. *(see Clause 257(1) LGGR)*

Councillors:

- (2) The Chairperson may require a Councillor:
- (a) to apologise without reservation for an act of disorder referred to in Clause 44(1)(a) or (b) of this Code (*see Clause 256(2)(a) LGGR*); or
 - (b) to withdraw a motion or an amendment referred to in Clause 41(1)(a) or (c) of this Code and, where appropriate, to apologise without reservation (*see Clause 256(2)(b) LGGR*);
 - (c) to retract and apologise without reservation for an act of disorder referred to in Clause 44(1)(d) or (e) of this Code. (*see Clause 256(2)(c) LGGR*)
 - (d) to refrain from any further reading and apologise for the act of disorder in Clause 44(1)(f) of this Code.
- (3) A Councillor may, as provided by Clause 15(1) of this Code, be expelled from a meeting of the Council for having failed to comply with a requirement under subclause (2). The expulsion of a Councillor from the meeting for that reason does not prevent any other action from being taken against the Councillor for the act of disorder concerned. (*see Clause 256(3) LGGR*)

Members of the Public:

- (4) A member of the public may, as provided by Clause 15(1) of this Code, be expelled from a meeting of the Council for engaging in or having engaged in disorderly conduct at the meeting. (*see Clause 257(2) LGGR*)

POWER TO REMOVE PERSONS FROM MEETING AFTER EXPULSION RESOLUTION

46. If a Councillor or a member of the public fails to leave the place where a meeting of the Council is being held:
- (a) immediately after the Council has passed a resolution expelling the Councillor or member of the public from the meeting; or
 - (b) where the Council has authorised the person presiding at the meeting to exercise the power of expulsion, immediately after being directed by the person presiding to leave the meeting,

a police officer, or any person authorised for the purpose by the Council or person presiding, may, by using only such force as is necessary, remove the Councillor or member from that place and, if necessary, restrain the Councillor or member from re-entering that place. (*see Clause 258 LGGR*)

NOTE: The Council, at an Extraordinary Meeting on 19 June 2000 (Minute No. 166), has resolved as follows:
"That the person presiding at a meeting of the Council or a Committee of the Council, where that person is the Mayor, or the Deputy Mayor when acting in the position of Mayor, may expel a Councillor from that meeting where that Councillor is guilty of an act of disorder as prescribed in (the) Regulation ... and has failed to comply with a requirement under ... the Regulation or may expel a member of the public for engaging in or having engaged in disorderly conduct as prescribed in ... the Regulation."

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PROCESS FOR DEALING WITH DISORDER

Councillors

1. The chairperson becomes aware (either in the opinion of the chairperson or having been so informed by another councillor) that a councillor has committed an act of disorder (as prescribed in ... the Council's Code of Meeting Practice.
2. If the chairperson,
 - is not the Mayor (or the Deputy Mayor, when acting in the position of the Mayor), the chairperson shall immediately call upon the Mayor (or the Deputy Mayor as the case may be) to assume the chair, following which the Mayor (or the Deputy Mayor as the case may be) shall rule on the question of order (but before doing so may invite the opinion of the meeting); or
 - is the Mayor (or the Deputy Mayor when acting in the position of Mayor), the chairperson shall rule on the question of order (but before doing so may invite the opinion of the meeting).
3. If the chairperson (being the Mayor or Deputy Mayor as the case may be) rules that a councillor has committed an act of disorder, the chairperson shall so advise the councillor and shall adjourn the meeting for a period of not more than 15 minutes.
4. When the meeting reassembles, the chairperson (being the Mayor or the Deputy Mayor as the case may be) shall put a question from the chair as to whether to proceed with business or not.
5. Upon resumption of the meeting, the chairperson (being the Mayor or Deputy Mayor, as the case may be), shall call upon the councillor who has committed the act of disorder to apologise without reservation, withdraw, retract and apologise without reservation or refrain from further reading and apologise for the act of disorder in accordance with ... the Council's Code of Meeting Practice.
6. If the councillor refuses to apologise without reservation, withdraw, retract and apologise without reservation or refrain from further reading and apologise for the act of disorder, the chairperson (being the Mayor or Deputy Mayor as the case may be) shall warn the councillor that he or she will be subject to expulsion from the meeting if the apology, withdrawal, retraction, etc is not immediately forthcoming.
7. The chairperson (being the Mayor or Deputy Mayor as the case may be) shall again ask the councillor to apologise without reservation, withdraw, retract and apologise without reservation or refrain from further reading and apologise for the act of disorder.
8. If the councillor still refuses to apologise without reservation, withdraw, retract and apologise without reservation or refrain from further reading and apologise for the act of disorder, the chairperson shall inform the councillor that he or she is expelled from the meeting.
9. At the following Council/Committee Meeting, the Mayor (or Deputy Mayor in their absence) will again ask the Councillor to apologise. Should the Councillor decline this will be recorded in the minutes of the meeting. The Mayor (or Deputy Mayor in their absence) will then warn the Councillor that they risk action under Council's Code of Conduct.

Members of the Public

1. The chairperson becomes aware (either in the opinion of the chairperson or having been so informed by another councillor) that a member of the public has committed an act of disorder (as prescribed in ... the Council's Code of Meeting Practice.
2. If the chairperson,
 - is not the Mayor (or the Deputy Mayor, when acting in the position of the Mayor), the chairperson shall immediately call upon the Mayor (or the Deputy Mayor as the case may be) to assume the chair, following which the Mayor (or the Deputy Mayor as the case may be) shall rule on the question of order (but before doing so may invite the opinion of the meeting); or
 - is the Mayor (or the Deputy Mayor when acting in the position of Mayor), the chairperson shall rule on the question of order (but before doing so may invite the opinion of the meeting).
3. If the chairperson (being the Mayor or Deputy Mayor as the case may be) rules that a member of the public has committed an act of disorder, the chairperson shall so advise the member of the public and shall adjourn the meeting for a period of not more than 15 minutes.
4. When the meeting reassembles, the chairperson (being the Mayor or the Deputy Mayor as the case may be) shall put a question from the chair as to whether to proceed with business or .
5. If necessary, the chairperson (being the Mayor or Deputy Mayor as the case may be) may expel the member of the public from the meeting.

In all cases where the issue of an act of disorder arises, the ruling of the chairperson (being the Mayor or Deputy Mayor as the case may be) must be obeyed, unless a motion of dissenting from that ruling is passed. In all cases, if it becomes necessary to physically remove either a councillor or a member of the public who has been expelled from a meeting, the police will be called to undertake this task.

PART 6 - COUNCIL COMMITTEES

COMMITTEES (Generally)

47. (1) The Council may resolve itself into a Committee to consider any matter before the Council. *(see Section 373 LGA)*
- (2) All the provisions of this Code relating to meetings of the Council, so far as they are applicable, extend to and govern the proceedings of a Committee, except the provisions:
- (a) limiting the number and duration of speeches *(see Clause 259(1) LGGR)*;
 - (b) requiring Councillors to stand when speaking and
 - (c) providing for the Chairperson to have a casting vote.
- (3) The General Manager or, in the absence of the General Manager, an employee of the Council designated by the General Manager, is responsible for reporting to the Council proceedings in a Committee. It is not necessary to report the proceedings in full but any recommendations of the Committee must be reported. *(see Clause 259(2) LGGR)*
- (4) The Council must ensure that a report of the proceedings (including any recommendations of the Committee) is recorded in the Council's minutes. However, the Council is not taken to have adopted the report until a motion for adoption has been made and passed. *(see Clause 259(3) LGGR)*

COUNCIL MAY ESTABLISH COMMITTEES

48. (1) The Council may, by resolution, establish such Committees as it considers necessary. *(see Clause 260(1) LGGR)*
- (2) Such a Committee is to consist of the Mayor and such other Councillors of the Council as the Council decides. *(see Clause 260(2) LGGR)*
- (3) The quorum for a meeting of such a Committee is to be:
- (a) such number of members as the Council decides; or
 - (b) if the Council has not decided a number - a majority of the members of the Committee. *(see Clause 260(3) LGGR)*

FUNCTIONS OF COMMITTEES

49. The Council must specify the functions and delegations of each of its Committees when the Committee is established, but may from time to time amend those functions and delegations. *(see Clause 261 LGGR)*

NOTICE OF COMMITTEE MEETINGS

50. (1) The General Manager of the Council must send to each Councillor, at least three (3) days before each meeting of the Committee, a notice specifying:
- (a) the time and place at which and the date on which the meeting is to be held; and

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- (b) the business proposed to be transacted at the meeting. *(see Clause 262(1) LGGR)*
- (2) However, notice of less than three (3) days may be given of a Committee meeting called in an emergency. *(see Clause 262(2) LGGR)*
- (3) Notice of meetings, and the agenda and business papers relating to those meetings may be given to a Councillor in electronic form but only if all Councillors have facilities to access the notice, agenda and business papers in that form. *(see Section 367(3) LGA)*

NOTE: Notice of Meetings will generally be delivered by courier.

- (4) The provisions of Clause 23 (2)-(5) of this Code apply to the agendas of Committee meetings in the same manner as they apply to the agendas of Meetings of the Council.

NON-MEMBERS ENTITLED TO ATTEND COMMITTEE MEETINGS

- 51. (1) A Councillor who is not a member of a Committee of the Council is entitled to attend, and to speak at, a meeting of the Committee. *(see Clause 263(1) LGGR)*
- (2) However, the Councillor is not entitled:
 - (a) to give notice of business for inclusion in the agenda for the meeting; or
 - (b) to move or second a motion at the meeting; or
 - (c) to vote at the meeting. *(see Clause 263(2) LGGR)*

PROCEDURE IN COMMITTEES

- 52. (1) Subject to Subclause (3), each Committee of the Council may regulate its own procedure. *(see Clause 265 LGGR)*
- (2) Without limiting subclause (1), a Committee of the Council may decide that, whenever the voting on a motion put to a meeting of the Committee is equal, the Chairperson of the Committee is to have a casting vote as well as an original vote. *(see Clause 265(2) LGGR)*

NOTE: The Council has specifically resolved that the Chairpersons of Committees will NOT have a casting vote.

- (3) Voting at a committee meeting is to be by open means (such as on the voices or by show of hands). *(see Clause 265(3) LGGR)*

COMMITTEES TO KEEP MINUTES

- 53. (1) Each Committee of the Council must ensure that full and accurate minutes of the proceedings of its meeting are kept. In particular, a Committee must ensure that the following matters are recorded in the Committee's minutes:
 - (a) details of each motion moved at the meeting and of any amendments moved to it,
 - (b) the names of the mover and seconder of the motion or amendment,

- (c) whether the motion or amendment is passed or lost. *(see Clause 266(1) LGGR)*
- (d) (i) In this clause, a planning decision means a decision made in the exercise of a function of a council under the Environmental Planning and Assessment Act 1979:
 - (A) including a decision relating to a development application, an environmental planning instrument, a development control plan or a development contribution plan under that Act, but
 - (B) not including the making of an order under Division 2A of Part 6 of that Act.
- (ii) The General Manager is required to keep a register containing, for each planning decision made at a meeting of the council or a council committee, the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.
- (iii) for the purpose of maintaining the register, a division is required to be called whenever a motion for a planning decision is put at a meeting of the council or a council committee.

NOTE: For the purposes of Clause 53(1)(d)(iii) the requirement for a division to be called shall be satisfied when the Chairperson of the meeting calls for the vote, those Councillors, in turn, who vote for the motion and those opposed to the motion shall stand in their respective places to permit their names to be recorded. In this manner, the requirement for a division shall be differentiated from that requirement under Clause 38 (5) and (6).

- (iv) Each division recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document, and is to include the information required by the regulations.
 - (v) This clause extends to a meeting that is closed to the public. *(see Section 375A LGA)*
- (2) As soon as the minutes of a meeting of a Committee of the Council have been confirmed at a later meeting of the Council, the person presiding at the later meeting must sign the minutes of the earlier meeting. *(see Clause 266(2) LGGR)*

CHAIRPERSON AND DEPUTY CHAIRPERSON OF COMMITTEE

54. (1) The Chairperson of each Committee of the Council, must be:
- (a) the Mayor; or
 - (b) if the Mayor does not wish to be the chairperson of a committee - a member of the Committee elected by the Council; or
 - (c) if the Council does not elect such a member - a member of the committee elected by the committee. *(see Clause 267(1) LGGR)*
- (2) The Council may elect a member of the Committee of the Council as Deputy Chairperson of the Committee. In the event that the Council does not do so, the Committee may elect a Deputy Chairperson. *(see Clause 267(2) LGGR)*
- (3) If neither the Chairperson nor the Deputy Chairperson of a Committee of the Council is able or willing to preside at a meeting of the Committee, the Committee must elect a member of the Committee to be acting Chairperson of the Committee. *(see Clause 267(3) LGGR)*

- (4) The Chairperson is to preside at a meeting of a Committee of the Council. If the Chairperson is unable or unwilling to preside, the Deputy Chairperson (if any) is to preside at the meeting, but if neither the Chairperson nor the Deputy Chairperson is able or willing to preside, the Acting Chairperson is to preside at the meeting. (see Clause 267(4) LGGR)

ABSENCE FROM COMMITTEE MEETINGS

55. (1) A member ceases to be a member of a Committee if the member (other than the Mayor):
- (a) has been absent from three (3) consecutive meetings of the Committee without having given reasons acceptable to the Committee for the member's absences; or
 - (b) has been absent from at least half of the meetings of the Committee held during the immediately preceding year without having given to the Committee acceptable reasons for the member's absences. (see Clause 268(1) LGGR)
- (2) Subclause (1) does not apply if all of the members of the Council are members of the Committee. (see Clause 268(2) LGGR)

NOTE: "The expression "year" means the period beginning 1 July and ending the following 30 June. See the dictionary to the Act.

REPORTS OF COMMITTEES

56. (1) If in a report of a Committee of the Council distinct recommendations are made, the decision of the Council may be made separately on each recommendation. (see Clause 269(1) LGGR)
- (2) The recommendations of a Committee of the Council are, so far as adopted by the Council, resolutions of the Council. (see Clause 269(2) LGGR)
- (3) If a Committee of the Council passes a resolution, or makes a recommendation, during a meeting, or part of a meeting, that is closed to the public, the Chairperson must:
- (a) make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended; and
 - (b) report the resolution or recommendation to the next meeting of the Council. (see Clause 269(3) LGGR)

DISORDER IN COMMITTEE MEETINGS

57. The provisions of the Act, the Regulation and this Code relating to the maintenance of order in Council meetings apply to meetings of Committees of the Council in the same way as they apply to meetings of the Council. (see Clause 270 LGGR)

COMMITTEE MAY EXPEL CERTAIN PERSONS FROM ITS MEETINGS

58. (1) If a meeting or part of a meeting of a Committee of the Council is closed to the public in accordance with Clause 77(1) of this Code, any person who is not a Councillor may be expelled from the meeting as provided by Clause 15(3) of this Code. (see Clause 271(1) LGGR)

- (2) If any such person, after being notified of a resolution or direction expelling him or her from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the Council, Committee or person presiding, may, by using only such force as is necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place. *(see Clause 271(2)LGGR)*

PART 7 - TASK GROUPS AND SPECIAL COMMITTEES

TASK GROUPS

59. (1) The Council may appoint a group of Councillors and staff members to investigate a specific proposal and to report to the Council or appropriate Committee.
- (2) The Council shall determine the terms of reference for the Task Group, such to clearly state:
- the specific issues to be addressed
 - the time available to the Task Group to complete its investigation.
- (3) The Task Group shall have the power to regulate its own procedures and need only report to the Council or Committee when a decision on policy or resources is required.
- (4) Notwithstanding (3) above, the minutes of Task Group Meetings shall be reported to the appropriate Committee or Council notation.
- (5) The Task Group shall be disbanded after the terms of reference have been completed.

NOTE: The General Manager appoints staff member representatives on Task Groups.

COMMUNITY COMMITTEES

60. (1) The Council may appoint a group of Councillors, staff and community representatives to undertake a particular administrative responsibility.
- (2) Where possible, community representatives on these Committees shall be nominated by community organisations.
- (3) The Council shall determine the terms of reference for a Community Committee.
- (4) The Community Committee shall have power to regulate its own procedures, subject to:
- a) the Chairperson of the Committee being a Councillor of the Council.
 - b) minutes of meetings being submitted to the Council or appropriate Council Committee for adoption prior to any actions being taken which seek to bind Council.
- (5) The Community Committee's term of office shall not be time limited but the Council can disband the Committee or alter its terms of reference and membership composition at any time.

PART 8 – WORKSHOPS AND BRIEFING SESSIONS

PURPOSE

61. (1) Council may hold workshops & briefing sessions to provide background information to Councillors on issues that arise from time to time.
- (2) Workshops & briefing sessions is to facilitate the free and frank exchange of ideas and opinions and to ensure that Councillors are provided with all the information they require to make an informed decision when the issue is discussed at a Council or Committee Meeting.

ATTENDANCE

62. Workshops & briefing sessions may involve councillors, staff and invited participants but will not be open to the public.

PROCEDURE

63. (1) Workshops & briefing sessions do not have any decision making authority and will not be used for detailed or advanced discussions where agreement is reached and/or a (de-facto) decision is made. Any documents produced as a consequence will contain no recommended action. While providing an opportunity for the particular issue to be fully canvassed any decisions will occur at a Council or Committee Meeting.
- (2) The provisions of the Code of Meeting Practice will not apply during workshops and briefing sessions, however all participants will be required to comply with the Code of Conduct and should conduct themselves with an air of decorum at all times allowing all present to participate equally.
- (3) Discussion at workshops and briefing sessions will not necessarily be led by the Mayor but will generally be facilitated by a member of the senior staff of the Council.

PART 9 - HONESTY & DISCLOSURE OF INTERESTS

CONDUCT OF COUNCILLORS, STAFF & DELEGATES

64. (1) Every Councillor, member of staff of a Council and delegate of a Council must act honestly and exercise a reasonable degree of care and diligence in carrying out his or her functions under the Act or any other Act. *(see Section 439(1) LGA)*
- (2) Although this Clause places certain duties on Councillors, members of staff of a Council and delegates of a Council, nothing in this Clause gives rise to, or can be taken into account in, any civil cause of action. *(see Section 439(2) LGA)*

NOTE: Conflicts of Interest may be either of a pecuniary or non-pecuniary nature. Apart from the requirements outlined in this Code, the provisions of Council's Conflicts of Interest Policy also apply.

WHO ARE DESIGNATED PERSONS?

65. Designated persons are
- the General Manager
 - other senior staff of the Council
 - a person (other than a member of the senior staff of the Council) who is a member of staff of the Council or a delegate of the Council and who holds a position identified by the Council as the position of a designated person because it involves the exercise of functions under the Act, or any other Act (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person's duty as a member of staff or delegate and the person's private interest.
 - a person (other than a member of the senior staff of the Council) who is a member of a committee of the Council identified by the Council as a committee whose members are designated persons because the functions of the committee involve the exercise of the Council's functions under this or any other Act (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member's duty as a member of the committee and the member's private interests. *(see Section 441 LGA)*

WHAT IS A CONFLICT OF INTERESTS?

66. A conflict of interests exists where a reasonable and informed person would perceive that a Council official could be influenced by a private interest when carrying out their public duty.

NOTE: A Council official is defined in the Code of Conduct as including Councillors, members of staff of Council, Administrators appointed under Section 256 of the Act, members of Council committees, conduct reviewers and delegates of Council.

WHAT IS A PECUNIARY CONFLICT OF INTEREST?

67. (1) For the purposes of this Code, a pecuniary interest is an interest that a person has in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to the person. *(see Section 442(1) LGA)*

- (2) A person does not have a pecuniary interest in a matter if the interest is so remote or insignificant that it could not reasonably be regarded as likely to influence any decision the person might make in relation to a matter or if the interest is of a kind specified in Clause 70 of this Code. *(see Section 442(2) LGA)*

WHO HAS A PECUNIARY CONFLICT OF INTEREST?

68. (1) For the purposes of this Code, a person has a pecuniary interest in a matter if the pecuniary interest is the interest of:
- (a) the person, or
 - (b) the person's spouse or de facto partner or a relative of the person, or a partner or employer of the person, or
 - (c) a company or other body of which the person, or a nominee, partner or employer of the person, is a member. *(see Section 443(1) LGA)*
- (2) However, a person is not taken to have a pecuniary interest in a matter as referred to in subclause (1) (b) or (c):
- (a) if the person is unaware of the relevant pecuniary interest of the spouse, de facto partner, relative, partner, employer or company or other body; or
 - (b) just because the person is a member of, or is employed by, a Council or statutory body or is employed by the Crown; or
 - (c) just because the person is a member of, or a delegate of a Council to, a company or other body that has a pecuniary interest in the matter, so long as the person has no beneficial interest in any shares of the company or body. *(see Section 443(3) LGA)*

WHAT IS A NON-PECUNIARY CONFLICT OF INTERESTS?

69. (1) Non-pecuniary conflicts of interests are private or personal interests the Council official has that do not amount to a pecuniary interest as defined in the LGA. The commonly arise out of family, or personal relationships, or involvement in sporting, social or other cultural groups and associations and may include an interest of a financial nature. *(see Clause 7.10 Code of Conduct)*
- (2) The matter of a report to Council from the conduct review committee/reviewer relates to the public duty of a councillor or the General Manager. Therefore there is no requirement for Councillors or the General Manager to disclose a conflicts of interest in such a matter. *(see Clause 7.11 Code of Conduct)*
- (3) The political views of a Councillor do not constitute a private interest. *(see Clause 7.12 Code of Conduct)*
- (4) Where a non-pecuniary conflict of interests exists, which conflicts with a Council official's public duty, the official must disclose the interest fully and in writing, even if the interest is not significant. This must be completed as soon as practicable. *(see Clause 7.13 Code of Conduct)*
- (5) If a disclosure is made at a Council or Committee meeting, both the disclosure and the nature of the interest must be recorded in the minutes. This disclosure constitutes disclosure in writing for the purposes of Clause 7.13 of the Code of Conduct. *(see Clause 7.14 Code of Conduct)*
- (6) Non-pecuniary conflicts of interests will be either significant or less than significant.

- (7) As a general rule, a non-pecuniary conflict of interests will be significant where a matter does not raise a pecuniary interest but it involves
- (a) A relationship between a Council official and another person that is particularly close, for example, parent, grandparent, brother, sister, uncle, aunt, nephew, niece, lineal descendant or adopted child of the person or the person's spouse, current or former spouse or partner, de facto or other person living in the same household
 - (b) Other relationships that are particularly close, such as friendships and business relationships. Closeness is defined by the nature of the friendship or business relationship, the frequency of the contact and the duration of the friendship or relationship
 - (c) An affiliation between the council official and an organisation, sporting body, club, corporation or association that is particularly strong. (*see Clause 7.16 Code of Conduct*)
- (8) A less than significant non-pecuniary conflict of interests is any other conflict of interests which is neither a pecuniary conflict of interest or a significant non-pecuniary conflicts of interests. Generally this would be one which the person has determined that the conflict would be of such a minor nature that it would not require further action. (*see Clause 7.18 Code of Conduct*).

WHAT INTERESTS DO NOT HAVE TO BE DECLARED?

70. The following interests do not need to be disclosed for the purposes of this Part:-

- (a) an interest as an elector,
- (b) an interest as a ratepayer or person liable to pay a charge,
- (c) an interest in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to the public generally, or to a section of the public that includes persons who are not subject to this Part
- (d) an interest in any matter relating to the terms on which the provision of a service or the supply of goods or commodities is offered to a relative of the person by the council in the same manner and subject to the same conditions as apply to persons who are not subject to this Part
- (e) an interest as a member of a club or organisation or association, unless the interest is as the holder of an office in the club organisation (whether remunerated or not)
- (f) an interest of a member of a council committee as a person chosen to represent the community or as a member of a non-profit organisation or other community or special interest group if the committee member has been appointed to represent the organisation or group on the committee,
- (g) an interest in a proposal relating to the making, amending, altering or repeal of an environmental planning instrument other than an instrument that effects a change of the permissible uses of:
 - (i) land in which the person or a person, company or body referred to in section 443 (1) (b) or (c) has a proprietary interest (which, for the purposes of this paragraph, includes any entitlement to the land at law or in equity and any other interest or potential interest in the land arising out of any mortgage, lease, trust, option or contract, or otherwise), or
 - (ii) land adjoining, adjacent to or in proximity to land referred to in subparagraph (i), if the person or the person, company or body referred to in section 443 (1) (b) or

- (c) would by reason of the proprietary interest have a pecuniary interest in the proposal,
- (h) an interest relating to a contract, proposed contract or other matter if the interest arises only because of a beneficial interest in shares in a company that does not exceed 10 per cent of the voting rights in the company,
- (i) an interest of a person arising from the proposed making by the council of an agreement between the council and a corporation, association or partnership, being a corporation, association or partnership that has more than 25 members, if the interest arises because a relative of the person is a shareholder (but not a director) of the corporation or is a member (but not a member of the committee) of the association or is a partner of the partnership,
- (j) an interest of a person arising from the making by the council of a contract or agreement with a relative of the person for or in relation to any of the following, but only if the proposed contract or agreement is similar in terms and conditions to such contracts and agreements as have been made, or as are proposed to be made, by the council in respect of similar matters with other residents of the area:
- (i) the performance by the council at the expense of the relative of any work or service in connection with roads or sanitation,
 - (ii) security for damage to footpaths or roads,
 - (iii) any other service to be rendered, or act to be done, by the council by or under any Act conferring functions on the council or by or under any contract,
- (k) an interest relating to the payment of fees to Councillors (including the Mayor and Deputy Mayor),
- (l) an interest relating to the payment of expenses and the provision of facilities to Councillors (including the Mayor and Deputy Mayor) in accordance with a policy under Section 252,
- (m) an interest relating to an election to the office of Mayor arising from the fact that a fee for the following 12 months has been determined for the office of Mayor,
- (n) an interest of a person arising from the passing for payment of a regular account for wages or salary of an employee who is a relative of the person,
- (o) an interest arising from being covered by, or a proposal to be covered by, indemnity insurance as a Councillor or member of a council committee,
- (p) an interest arising from appointment of a Councillor to a body as representative or delegate of the council, whether or not a fee or other recompense is payable to the representative or delegate. *(see Section 448 LGA)*

IF I HAVE A CONFLICT OF INTERESTS AT A MEETING HOW DO I DISCLOSE IT?

71. (1) A Councillor or a member of a Council Committee who has either a:
- Pecuniary conflict of interest;
 - Significant Non-Pecuniary conflict of interests; or
 - Less than significant Non-Pecuniary conflicts of interests

in any matter with which the Council is concerned and who is present at a meeting of the Council or Committee at which the matter is being considered must disclose the interest to the meeting as soon as practicable. *(see Section 451(1) LGA)*

- (2) An item is included in the Agenda for the meeting at which Councillors and members of Council Committees can make such disclosures
- (3) In making the disclosure the Councillor or member of the Council Committee must clearly explain:
 - (i) Whether he or she is making a disclosure of a
 - Pecuniary conflict of interests;
 - Significant non-pecuniary conflict of interests; or
 - Less than significant non-pecuniary conflict of interests; and
 - (ii) The nature of that interest.
- (4) In the case of a:
 - Pecuniary conflict of interest or a significant non-pecuniary conflict of interests, the Councillor or member of Council Committee must, when the Chairperson calls for discussion on the particular item in which the Councillor or member of the Council Committee has an interest, immediately declare the interest and leave the Council Chamber;
 - Less than significant non-pecuniary conflict of interest, the Councillor or member of the Council Committee must, when the Chairperson calls for discussion on the particular item in which the Councillor or member of the Council Committee has an interest, immediately declare the interest and where that interest does not require further action and provide an explanation of why it is considered that the conflict does not require further action in the circumstances.
- (5) Once the Councillor or member has declared an interest and left the Council Chamber, he or she must not be present at, or in sight of, the meeting of the Council or Committee:
 - (a) at any time during which the matter is being considered or discussed by the Council or Committee, or
 - (b) at any time during which the Council or Committee is voting on any question in relation to the matter. *(see Section 451(2) LGA)*
- (6) Upon disclosing an interest, the Councillor shall retire to the Committee Room while the matter, the subject of the disclosure, is discussed. During this time, the doors between the Council Chamber and the Committee Room shall remain closed.
- (7) For the removal of doubt, a Councillor or a member of a Council Committee is not prevented by this Clause from being present at and taking part in a meeting at which a matter is being considered, or from voting on the matter, merely because the Councillor or member has an interest in the matter of a kind referred to in Clause 70. *(see Section 451(3) LGA)*

DISCLOSURE BY ADVISOR

72. (1) A person who, at the request or with the consent of the Council or a Council Committee, gives advice on any matter at any meeting of the Council or Committee must disclose any pecuniary interest the person has in the matter to the meeting at the time the advice is given. *(see Section 456(1) LGA)*
- (2) The person is not required to disclose the person's interest as an advisor. *(see Section 456(2) LGA)*

CIRCUMSTANCES IN WHICH SECTIONS 451 AND 456 ARE NOT BREACHED

73. A person does not breach Sections 451 and 456 of the LGA if the person did not know and could not reasonably be expected to have known that the matter under consideration at the meeting was a matter in which he or she had a pecuniary interest and. (*see Section 457 LGA*)

DISCLOSURES TO BE RECORDED

74. A disclosure made at a meeting of the Council or Council Committees must be recorded in the minutes of the meeting. (*see Section 453 LGA*)

NOTE: A Register of declared interests is held by the Council's Public Officer.

POWERS OF THE MINISTER IN RELATION TO MEETINGS

75. The Minister may, conditionally or unconditionally, allow a Councillor or a members of a Council Committee who has a pecuniary interest in a matter with which the Council is concerned and who is present at a meeting of the Council or Committee to take part in the consideration or discussion of the matter and to vote on the matter if the Minister is of the opinion:
- (a) that the number of Councillors prevented from voting would be so great a proportion of the whole as to impede the transaction of business; or
 - (b) that it is in the interests of the electors for the area to do so. (*see Section 458 LGA*)

PART 10 - PUBLIC ATTENDANCE AT MEETINGS

CAN THE PUBLIC ATTEND MEETINGS OF THE COUNCIL?

76. The press and public are entitled to attend a meeting of the Council and those of its Committees of which all its members are Councillors, except as provided by this Part. (see Section 10(1) LGA)

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

77. (1) The Council or a Committee of the Council of which all of its members are Councillors may close to the press and public only so much of its meeting as comprises discussion or receipt of information related to any of the following:
- (a) personnel matters concerning particular individuals (other than Councillors);
 - (b) the personal hardship of any resident or ratepayer;
 - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business;
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it; or
 - (ii) confer a commercial advantage on a competitor of the Council; or
 - (iii) reveal a trade secret,
 - (e) information that would, if disclosed, prejudice the maintenance of the law;
 - (f) matters affecting the security of the Council, Councillors, Council staff or Council property;
 - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.
 - (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
 - (i) Alleged contraventions of the council's code of conduct. (See Section 10A(2) LGA).
- (2) A Council, or a Committee of the Council of which all the members are Councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public. (see Section 10A(3) LGA)
- (3) Nothing in this Clause prevents any limitation being placed on the number of members of the public admitted to a meeting of the Council or a Committee of the Council, provided such limitation is for reason of safety or security.

CAN A MEMBER OF THE PUBLIC MAKE REPRESENTATIONS ABOUT THE CLOSURE OF PART OF MEETING?

78. (1) A Council or a Committee of the Council may allow members of the public to make representations to or at a meeting (either in writing or verbally), before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed. (see Section 10A(4) LGA)
- (2) A representation by a member of the public as to whether a part of a meeting should be closed may only be made immediately after a motion to close such meeting is moved and seconded, following which the Council or the Committee shall decide whether or not that part of the meeting shall be closed. (see Clauses 252 & 264 LGGR)

FURTHER LIMITATIONS RELATING TO CLOSURE OF PARTS OF MEETINGS TO THE PUBLIC

79. (1) A meeting is not to remain closed during discussion of anything referred to in Clause 77(1) of this Code:
- (a) except for so much of the discussion as is necessary to preserve the relevant confidentially, privilege or security; and
 - (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the Council or Committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest. *(see Section 10B(1) LGA)*
- (2) A meeting is not to be closed during receipt and consideration of information or advice referred to in Clause 77(1)(g) of this Code unless the advice concerns legal matters that:
- (a) are substantial issues relating to a matter in which the Council or Committee is involved; and
 - (b) are clearly identified in the legal advice; and
 - (c) are fully discussed in that advice. *(see Section 10B(2) LGA)*
- (3) If a meeting is closed during discussion of a motion to close another part of the meeting to the public (as referred to in Clause 77(2) of this Code, the consideration of the motion must not include any consideration of the matter or information to be discussed in that other part of the meeting (other than consideration of whether the matter concerned is a matter referred to in Clause 77(1) of this Code. *(see Section 10B(3) LGA)*
- (4) For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:
- (a) a person may misinterpret or misunderstand the discussion; or
 - (b) the discussion of the matter may:
 - (i) cause embarrassment to the Council or Committee concerned, or to Councillors or to employees of the Council; or
 - (ii) cause a loss of confidence in the Council or Committee. *(see Section 10B(4) LGA)*
- (5) In deciding whether part of a meeting is to be closed to the public, the Council or Committee concerned must have regard to any relevant guidelines issued by the Director General. *(see Section 10(B)(5) LGA)*

NOTICE OF LIKELIHOOD OF CLOSURE NOT REQUIRED IN URGENT CASES

80. Part of a meeting of the Council, or of a Committee of the Council of which all the members are Councillors, may be closed to the press and public while the Council or Committee considers a matter that has not been identified in the agenda for the meeting as a matter that is likely to be considered when the meeting is closed, but only if:
- (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in Clause 77(1) of this Code; and
 - (b) the Council or Committee, after considering any representations made under Clause 78 of this Code, resolves that further discussion of the matter:
 - (i) should not be deferred (because of the urgency of the matter); and
 - (ii) should take place in a part of the meeting that is closed to the press and public. *(see Clause 10C LGA)*

GROUNDINGS FOR CLOSING PART OF MEETING TO BE SPECIFIED

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

RESOLUTIONS PASSED AT CLOSED MEETINGS TO BE MADE PUBLIC

82. If the Council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the Chairperson must make the resolution public as soon as practicable after the meeting or part of the meeting has ended. *(see Clause 253 LGGR)*

OPEN DAY MEETINGS

83. (1) The Council shall make provision for members of the public to address the Council on matters that are within its jurisdiction.

NOTE: Open Days are held at Council Meetings.

Council has resolved (Minute no. 6/09 C/M 18/2/09) that Open Days will not be recorded.

- (2) Applications to address the Council.
- (a) may be made either:-
 - (i) prior to 3.00 pm on the day of the meeting by contacting the Executive Assistant; or
 - (ii) immediately prior to the commencement of the meeting by contacting the Manager Governance.
 - (b) must state the name of the applicant and general details of the nature of the address.
- (3) The Council may decide to give consideration to allowing opposing points of view to be presented.
- (4) The Open Day shall be limited to a total period of ½ hour, unless extended by decision of the Council. Groups are encouraged to nominate a representative to make the presentation to the Council on behalf of the Group.
- (5) When making a presentation:-
- (a) Each presentation shall be generally limited to five (5) minutes; and
 - (b) Speakers shall conduct themselves with due respect to the Council and observe the rules of order and meeting procedure as contained in the Code of Meeting Practice.

- (6) Where possible, the Mayor shall provide a reply to the speaker(s) at the Meeting. Alternatively, Council may resolve to refer the matter to the General Manager for appropriate action.

OPEN FORUM MEETINGS

84. (1) The Council shall periodically hold informal meetings at towns and villages to allow residents to raise matters of particular interest with Councillors and Senior Staff.
- (2) These meetings will be in the form of question and answer sessions.
- (3) The meetings dates and times will be set by Council each year.

PUBLIC ACCESS TO CORRESPONDENCE AND REPORTS

85. (1) The Council and a Committee of which all the members are Councillors must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting. *(see Section 11(1) LGA)*
- (2) This Clause does not apply if the correspondence or reports:
 - (a) relate to a matter that was received or discussed; or
 - (b) were laid on the table at, or submitted to, the meeting when the meeting was closed to the public. *(see Section 11(2) LGA)*
- (3) This Clause does not apply if the Council or Committee resolves at the meeting, when open to the public, that the correspondence or reports, because they relate to a matter specified in Clause 77(1) of this Code, are to be treated as confidential. *(see Section 11(3) LGA)*

PART 11 - MISCELLANEOUS

DISCLOSURE AND MISUSE OF INFORMATION

86. (1) A person must not disclose any information obtained in connection with the administration or execution of the Act unless that disclosure was made:
- (a) with the consent of the person from whom the information was obtained; or
 - (b) in connection with the administration or execution of the Act; or
 - (c) for the purpose of any legal proceedings arising out of the Act or of any report of any such proceedings; or
 - (d) in accordance with a requirement imposed under the Ombudsman Act 1974 or the Government Information (Public Access) Act 2009; or
 - (e) with other lawful excuse. *(see Section 664(1) LGA)*
- (2) In particular, if a meeting or part of a meeting of the Council or a Committee of the Council is closed to the public in accordance with Clause 77(1) of this Code, a person must not, without the authority of the Council or the Committee, disclose (otherwise than to the Council or a Councillor of the Council) information with respect to the discussion at, or the business of, the meeting. *(see Section 664 (1A) LGA)*
- (3) Subsection (2) does not apply to:-
- (a) the report of a Committee of the Council after it has been presented to the Council; or
 - (b) disclosure made in any of the circumstances referred to in subsection (1) (a) - (e); or
 - (c) disclosure made in circumstances prescribed by the regulations; or
 - (d) any agenda, resolution or recommendation of a meeting that a person is entitled to inspect in accordance with the Government Information (Public Access) Act 2009. *(see Section 664(1B) LGA)*
- (4) A person acting in the administration or execution of the Act must not use, either directly or indirectly, information acquired by the person in that capacity, being information that is not generally known but if generally known might reasonably be expected to affect materially the market value or price of any land, for the purpose of gaining either directly or indirectly an advantage for the person, the person's spouse or de facto partner or a relative of the person. *(see Section 664(2) LGA)*
- (5) A person acting in the administration or execution of this Act, and being in a position to do so, must not, for the purpose of gaining either directly or indirectly an advantage for the person, the person's spouse or de facto partner or a relative of the person influence:
- (a) the determination of an application for an approval; or
 - (b) the giving of an order.
- (see Section 664(3) LGA)*

NOTE: The maximum penalty for breaches of this Clause is 50 penalty units.

DISCLOSURE AND MISUSE OF INFORMATION - PRESCRIBED CIRCUMSTANCES

87. For the purposes of Clause 86(3)(c) of this Code, any disclosure made with the intention of enabling the Minister or the Director-General to properly exercise the functions conferred or imposed on them by or under the Act is a prescribed circumstance. *(see Clause 412 LGGR)*

INSPECTION OF THE MINUTES OF THE COUNCIL OR A COMMITTEE

88. (1) An inspection of the Minutes of the Council or a Committee of the Council is to be carried out under the supervision of the General Manager or an employee of the Council designated by the General Manager to supervise inspections of those Minutes. *(see Clause 272(1) LGGR)*

NOTE: The person so designated is the Manager Governance.

- (2) The General Manager must ensure that the Minutes of the Council and any minutes of a Committee of the Council are kept secure and in safe custody and that no unauthorised person is allowed to interfere with them. *(see Clause 272(2) LGGR)*

ACCESS TO RECORDS

89. Councillors may gain access to Council records under the Code of Conduct and Government Information (Public Access) Act 2009.

TAPE RECORDING OF A MEETING OF THE COUNCIL OR A COMMITTEE PROHIBITED WITHOUT PERMISSION

90. (1) A person may use a tape recorder to record the proceedings of a Meeting of the Council or a Committee of the Council only with the authority of the Council or Committee. *(see Clause 273(1) LGGR)*
- (2) A person may, as provided by Clause 15(3) of this Code, be expelled from a meeting of the Council or a Committee of the Council for using or having used a tape recorder in contravention of this Clause. *(see Clause 273(2) LGGR)*
- (3) If any such person, after being notified of such a resolution, fails to leave the place where the meeting is being held, a police officer, or any person authorised by the Council for the purposes, may remove the person from, and if necessary, restrain the person from re-entering that place. *(see Clause 273(3) LGGR)*
- (4) In this Clause, tape recorder includes a video camera and any electronic device capable of recording speech, whether a magnetic tape is used to record or not. *(see Clause 273(4) LGGR)*

RECORDING AND WEBCASTING OF MEETINGS BY THE COUNCIL

91. (1) The proceedings, including all debate, of all Ordinary and Extraordinary meetings held in the Council Chamber excluding those parts of the meeting which are held in Confidential Session or those parts of the meeting closed to the public as provided by Section 10A of the Local Government Act 1993, shall be recorded and webcast.

- (2) Open Day shall not be recorded or webcast.
- (3) Reproductions of these proceedings shall be available via Council's website for a minimum period of 2 years.
- (4) Written transcriptions of such proceedings shall not be made available.

CERTAIN CIRCUMSTANCES DO NOT INVALIDATE COUNCIL DECISIONS

92. Proceedings at a Meeting of the Council or a Council Committee are not invalidated because of:-
- (a) a vacancy in a civic office; or
 - (b) a failure to give notice of the Meeting to any Councillor or a Committee member; or
 - (c) any defect in the election or appointment of a Councillor or a Committee member; or
 - (d) a failure of a Councillor or a Committee member to disclose a pecuniary interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter at a Council or a Committee meeting; or
 - (e) a failure to comply with this Code. *(see Section 374 LGA)*

COUNCIL SEAL

93. (1) The Seal of the Council must be kept by the Mayor or the General Manager, as the Council determines. *(see Clause 400(1) LGGR)*

NOTE: The Council Seal is kept by the General Manager.

- (2) The Seal of the Council may be affixed to a document only in the presence of:-
 - (a) the Mayor and the General Manager; or
 - (b) at least 1 Councillor (other than the Mayor) and the General Manager; or
 - (c) the Mayor and at least 1 other Councillor; or
 - (d) at least 2 Councillors other than the Mayor. *(see Clause 400(2) LGGR)*
- (3) The affixing of the Council Seal to a document has no effect unless the persons who were present when the Seal was affixed (being persons referred to in subclause (2)) attest by their signature that the Seal was affixed in their presence. *(see Clause 400(3) LGGR)*
- (4) The Seal of the Council must not be affixed to a document unless the document relates to the business of the Council and the Council has resolved (by resolution specifically referring to the document) that the Seal be so affixed. *(see Clause 400(4) LGGR)*
- (5) For the purposes of subclause (4), a document in the nature of a reference or certificate of service for an employee of the Council does not relate to the business of the Council. *(see Clause 400(5) LGGR)*

AMENDMENT OF CODE

94. Subject to the provisions contained in Sections 361, 362 & 363 of the Act, this Code may be amended by the following means:-
- (a) by resolution of Council, in cases where the amendments to the Code are the result of amendments to either the Act or the Regulation; or

- (b) in accordance with the provisions of Division 1 of Part 2 of Chapter 12 of the Act, in cases where the amendments to the Code are the result of amendments or changes in Council policies.



2 Littlebourne Street
Bathurst NSW 2795
1300 BARNSON (1300 227 6766)
generalenquiry@barnson.com.au
www.barnson.com.au

date
19.01.2017

reference
25808-PL01_B

receiver
The General Manager
Mid-Western
Regional Council
Attn: Drew Roberts
PO Box 156
Mudgee NSW 2850

Dear Sir,

DA 0135/2017 - 120 Rocky Waterhole Road, Mount Frome | Additional Information

I refer to the submissions received in relation to the above-mentioned Development Application (DA). The following information is provided to address the issues raised in the submissions.

A summary of the issues raised in the seven (7) submissions received is provided in **Attachment 1**. Each of these issues is addressed in **Table 1**. In addition to this, a more detailed description of the operation of the facility is provided below.

1. Development Description

1.1. Scale

As outlined in Section 3 of the Statement of Environmental Effects (SEE) submitted with the DA, the development would operate with a maximum of 20 horses and five (5) staff.

1.2. Use

The use of the tracks would be slightly different depending on the day of the week. The track use would be the same for Monday, Wednesdays and Fridays (MWF) and the same for Tuesdays, Thursdays and Saturdays (TTS).

Each day would commence with feeding of the horses within the barn building. Four (4) horses would be saddled up within the barn and walked to the walker. They would be exercised concurrently within the walker for 30 to 45 minutes. The boxes in the barn would be cleaned out whilst the horses are on the walker. The horses would be walked to the track.

On MWF's only the wax fibre track would be used. Each horse would complete one (1) trotting lap of the track and then four (4) cantering laps of the track. The horses would run two abreast. From there, they would be walked back to the stables and hosed down in the hose bays of the barn building.



On TTS's both the wax fibre track and the grass track would be used. Each horse would complete one (1) trotting lap of the wax fibre track and then one (1) galloping lap of the grass track. The horses may run two abreast or singularly. The timing of the running of the horses would ensure that they commence the galloping lap immediately after the trotting lap and therefore commencement for each lap would be staggered.

The horses would then be walked to the walker following the galloping lap, where they would cool down for 10 to 15 minutes on the walker. From there, they would be walked back to the stables and hosed down in the hose bays of the barn building.

Following being hosed down on all days, all horses would return to their stable. This process would be repeated a maximum of four (4) times to exercise the total of 20 horses.

Once all horses had returned and finished their initial morning feed, they would be moved to the day paddocks. It is likely that they would remain in the day paddocks until 2 or 3pm. They would be relocated back to the stables via a 30 to 45 minute period on the walker. All horses would be housed and fed within the stable by dark.

The development would operate slightly different hours during summer and winter. In summer staff would commence work at 5am. The first four (4) horses would be on the walker at approximately 5:10am and commence riding on track at approximately 5:45am. It is expected that the horses would be in their day paddocks by 10:30am at the latest. In winter, it is expected that staff would commence at 6:30am, with the first horses on the walker by 6:40am and riding commencing at 7:15am. The earlier morning start in summer is required to avoid the hot summer temperatures. All horses are expected to be returned to their stables and fed by 7pm in summer and 5pm in winter.

1.3. Track Surface Details

The proposed development incorporates a grass track and a wax fibre (sand) track. The wax fibre track is comprised of a mixture of chopped polypropylene fibres and sand and has a wax coating. This surface does not require irrigation. Further details on this surface is provided in **Attachment 2**.

1.4. Plans

Revised plans showing further details for the development are provided at **Attachment 3**.

2. Response to Issues

The following table outlines the issues as summarised from the submissions with a response provided for each.



Table 1 – Response to Issues

Issue	Response
Permissibility	The proposed development is defined as an 'Animal boarding or training facility' which is permissible with consent in the RU4 – Primary Production Small Lots Zone under <i>Mid-Western Regional Local Environmental Plan 2012</i> . The permissibility of the development is addressed in Section 5.2.2.1 of the SEE submitted with the DA.
Traffic volumes	The proposed traffic generation from the development is outlined in Section 5.7.2.2 of the SEE. The development is not considered to be a significant traffic generator and would not be inconsistent with the existing development types in the locality in terms of traffic generation.
Road upgrade	The proposed traffic generation from the development is outlined in Section 5.7.2.2 of the SEE. The traffic generated by the development would not result in the capacity of Rocky Waterhole Road being exceeded, nor the intersection with Lue Road or the Castlereagh Highway. In this regard, the development does not warrant any upgrade works on the local road network.
Access	The access driveway to the site will be upgraded in accordance with Council's standard requirements.
Speed limit	It is noted that the new speed limit for Rocky Waterhole Road is 80km/hr.
Scale of carpark	The size of the car park has been reduced to provide for a total of six (6) car parking spaces, in accordance with Council's Engineering Services requirements.
Sight distances	The 80km/h speed limit for Rocky Waterhole Road would require a shorter Safe Intersection Sight Distance (SISD) compared to the 100km/h speed limit noted in the SEE. Given the sight distances available were already greater than the required SISD for a 100km/h speed environment, the development more than adequately provides an appropriate SISD. The sight distances have been confirmed on site.
Road safety	As outlined in the SEE and above, the proposed development would not generate significant traffic volumes, it provides for adequate



Table 1 – Response to Issues	
Issue	Response
	SISDs and will provide for an appropriately dimensioned and located access driveway. Therefore, it is considered that the development will not adversely impact on road safety.
Scale of Development	<p>The scale of the development is considered to be appropriate for the site. The proposed development would cover less than half of the site. It is noted that the tracks are sited approximately 3m from the north, western and southern boundaries of the site. They need to be in this location to maximise the track lengths, otherwise it would not be feasible to develop this site.</p> <p>As outlined in Section 1.2 above, the tracks would only be utilised in the mornings. The use of the tracks would not be continuous, with the groups of horses being cycled through their daily exercise, therefore providing intermittent periods of use within the morning session. For the remainder of the day the horses would grazing within the central paddock area.</p>
Proximity to existing houses	<p>Figure 1 (Page 9) shows the distances between the three nearest residential receptors not associated with the development and the nearest boundary of the subject site. House 1 is approximately 45m from the northern property boundary, House 2 is approximately 50m from the western property boundary, and House 3 is approximately 140m from the southern property boundary.</p> <p>The applicant will establish screening tree plantings along the boundaries adjacent to Houses 1 and 2 in order to provide for a visual buffer to the development.</p>
Context & Setting	<p>The subject site is located within an area zoned RU4 – Primary Production Small Lots. The land use is permissible with consent in the RU4 zone and is therefore considered to be an appropriate land use in the locality. As outlined above, the scale of the development is not considered to be excessive for the site. As detailed below the noise generating activities of the development are not continuous and are not inconsistent with the land uses permissible in the zone. On balance of the issues, the development is considered to be consistent with the context and setting as expected by the land use zoning.</p>



Table 1 – Response to Issues

Issue	Response																				
Property Values	The impact of development on property values has been held by the NSW Land and Environment Court to not be a relevant planning consideration.																				
Biological threats	It is not expected that the development would be a biological threat to surrounding properties. The successful operation of the development relies upon horse being healthy and not bringing contaminated horses or materials to site. Therefore, the existing agricultural operations surrounding the site also potentially present a biological threat to the development if they too do not operate appropriately. Consequentially there is a mutual responsibility for all land holders in the locality to ensure the prevention of biological threats. A management plan will be prepared to document the processes for avoidance and management of biological threats.																				
Noise	<p>The primary noise sources from the development would be the horses on the tracks and in the walker. No mega phones or whistles would be used. Occasional chat between trainers would occur whilst the horses are on the track.</p> <p>Track Use</p> <p>In terms of time on track, the following estimates are provided based on a trotting speed of 13km/h, cantering speed of 19km/h and galloping speed of 40km/h, and a wax fibre track length of 750m and grass track of 1km.</p> <table border="1" data-bbox="592 1384 1276 1592"> <thead> <tr> <th></th> <th>km/h</th> <th>min/km</th> <th>750m</th> <th>1000m</th> </tr> </thead> <tbody> <tr> <td>Trot</td> <td>13</td> <td>4.62</td> <td>3.5mins</td> <td>4.6mins</td> </tr> <tr> <td>Canter</td> <td>19</td> <td>3.16</td> <td>2.4mins</td> <td>3.2mins</td> </tr> <tr> <td>Gallop</td> <td>40</td> <td>1.5</td> <td>1.125min</td> <td>1.5mins</td> </tr> </tbody> </table> <p>On Monday/Wednesdays/Fridays, the horses would be worked on the wax fibre track in five (5) sessions, with each session including four (4) horses. Conservatively, each session would run for approximately 20 minutes, thus having a total use of 1 hour 40 minutes over the morning exercise period.</p>		km/h	min/km	750m	1000m	Trot	13	4.62	3.5mins	4.6mins	Canter	19	3.16	2.4mins	3.2mins	Gallop	40	1.5	1.125min	1.5mins
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Table 1 – Response to Issues	
Issue	Response
	<p>On Tuesdays/Thursdays/Saturdays the horses would be worked on both the wax fibre and grass tracks in a staggered formation. Once the warmup lap on the wax fibre track is complete the horse moves onto the grass track to complete the lap. The second horse can then commence its warm up lap and so on. Again, the horses would be worked over five (5) sessions, with four (4) horses in each session. Each session would run for approximately 20 minutes thus having a total use of 1 hour 40 minutes over the morning exercise period.</p> <p>It should be noted that during the exercise session the horses will be moving around the track and therefore will only be at the closest point to the residential receptors for a very short periods of time and will occur in five (5) shorter sessions with breaks in between.</p> <p>Walker Use</p> <p>The use of the walker itself should not make significant noise as the horses would be walking on sand. The details of the walker provided in Attachment 4 outline that the operation of walker would be quiet.</p> <p>Each morning the walker would be used in five (5) sessions of 30-45 minute duration, with a total use of 2.5 hours to 3.75 hours. On TTS the walker would again be used for a warm down of 10-15 minutes per group of horses, thus equating to a maximum of 50 to 1 hour 15 minutes.</p>
Dust	<p>The proposed development is dust sensitive as dust will adversely affect the health of the horses, particularly the lungs of racing horses. Therefore, it is imperative that the development will be operated to minimise dust generation. As outlined in Section 5.7.6 of the SEE, the grass track would be watered to avoid the generation of dust and as outlined above the wax fibre track would not generate dust. Other internal areas would be watered where necessary to avoid dust generation.</p> <p>A management plan will be prepared to document dust mitigation practices.</p>



Issue	Response
Odours	<p>It is not expected that the development would result in significant adverse odour impacts as outlined in Section 5.7.6 of the SEE. Waste generated by the development would be managed as outlined in Section 5.7.8 of the SEE.</p> <p>Improper management of waste would potentially adversely impact on the health of the horses. Therefore, it is in the best interest of the operator to appropriately manage waste to avoid adverse odour impacts. A management plan will be prepared for the composting and management of manure.</p>
Flies	<p>Flies are normal within a rural area. The appropriate management of waste and cleanliness of the stables, however, is imperative to avoid the excessive generation of flies. Given that the excessive generation of flies would adversely affect the health of the horses it is paramount that the development be operated such to ensure the appropriate management of waste (solid and liquid) and the cleanliness of stables. In this regard, the development is not expected to result in a significant generation of flies.</p>
Impact on Amenity	<p>The proposed land use is permissible with consent and thus is considered to be an appropriate use in the zone. The development would be operated to minimise off-site adverse impacts and is of a scale appropriate for the site. The proposed development would not be inconsistent with the nature of land uses in the locality. It should be noted that this area is a primary production zone not a large lot residential zone.</p>
Social Impacts	<p>Given the responses provided above, the proposed development would not result in any measurable adverse social impacts for the locality.</p>
Economic Impacts	<p>The expected economic impacts are outlined in Section 5.7.11 of the SEE.</p>
Loss of Income	<p>Given that the development will be managed to minimise off-site adverse impacts, it is not expected that the development would result in a loss of income for surrounding land owners.</p>

**Table 1 – Response to Issues**

Issue	Response
Stock Stress	The development will be managed to minimise off-site adverse impacts. The use of the tracks will not be continuous and will only occur in the early to mid-morning. Any noise generated is not considered to be significant or unreasonable to be expected for the locality given the permissible land uses. Therefore, the operation of the development is not expected to result in stock stress for adjacent land owners.
Groundwater Impact	The likely impact on groundwater from the development would be negligible as outlined in Section 5.2.2.2 of the SEE given the depth to standing groundwater.
Water Supply	Details of water supply for the development is provided in Section 5.7.5 of the SEE.
Runoff	All waste run off from the development would be contained by bunding and disposed of in an effluent disposal system designed and sized in accordance with Council's requirements.
Bushfire vegetation class and slope	<p>Whilst Plot 5 may contain improved pasture, it is not managed at all times in a low threat state, which is considered to be <100mm (as per clause 2.2.3.2 of AS39595). Vegetation for the purposes of bushfire assessment needs to be classified in a conservative manner. Unless it can be guaranteed to be managed at all times and thus demonstrated not to carry a fire then it must be classified in accordance with the NSW RFS's <i>Planning for Bush Fire Protection</i> (PBP) and/or AS3959.</p> <p>The determination of slope, as outlined on page 56 of PBP, may be derived from topographic maps with 10m contours. The 10m contours from the topographic layer on the NSW Government's Spatial Service's Six Maps Website was utilised to determine slope.</p> <p>It should also be noted that slope categories are also based on the greatest slope in the range. So whilst the slope measured for Plot 5 was 2° downslope, the APZ was in fact determined on a 5° downslope (because it falls within the >0-5° downslope range), which adds an extra 3° safety factor.</p>



Source: (NSW Land & Property Information, 2016)

Figure 1 – Residential Receptors

If you have any further enquiries regarding this matter, please contact the undersigned.

Yours faithfully
BARNSON PTY LTD

A handwritten signature in black ink that reads "E Dawson".

Erika Dawson RPIA MFPA
B. Urb. Reg. Plan (hons), Grad. Dip Bushfire Protection, Grad. Dip, Natural Resources
SENIOR TOWN PLANNER



Attachment 1 - Summary of Submissions



Objector	Issue																										
	Road Safety	Road Upgrade	Traffic Volume	Access	Scale of carpark	Speed Limit	Sight Distance	Scale of Development	Permissibility	Proximity to existing houses	Context & Setting	Social Impacts	Economic Impacts	Impact on Amenity	Property Values	Loss of Income	Stock Stress	Biological threats	Noise	Dust	Odours	Files	Groundwater Impact	Water Supply	Runoff	Bushfire veg class and slope	
J & D McRae 56 Rocky Waterhole Rd	✓	✓				✓																					
WA & L McDarmont 120 Rocky Waterhole Rd								✓		✓				✓	✓				✓	✓							
J & J Boon 25 Oaklands Rd	✓		✓				✓							✓					✓	✓							
B & P Kempton 43 Rocky Waterhole Rd	✓			✓												✓			✓	✓	✓	✓	✓	✓			
K Hobbs 10 Oaklands Rd	✓		✓	✓	✓	✓	✓	✓	✓		✓	✓	✓	✓			✓		✓	✓	✓		✓				
T & L Sandell 54 Oaklands	✓		✓	✓		✓	✓					✓					✓	✓	✓	✓		✓	✓	✓	✓	✓	✓
P Price & C Burns 51 Oaklands Road	✓		✓		✓	✓	✓	✓	✓		✓	✓	✓						✓	✓	✓						



Attachment 2 - Wax Track Details



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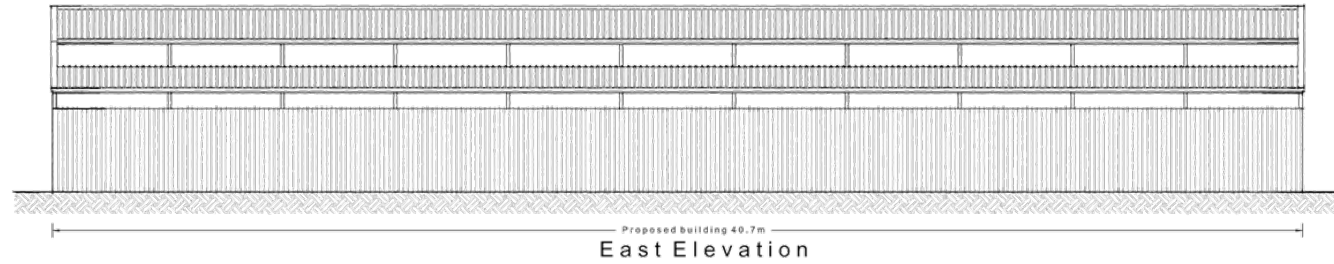
[Home](#) [About](#) [Arenas](#) [Surfaces](#) [Sand Stabilizers](#) [Civil Engineering](#) [Stables](#)
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Attachment 3 - Revised Plans



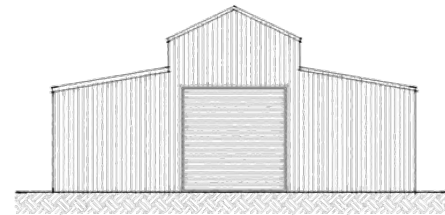
Project Name and Address	
Plan as Proposed	
Equestrian Development at 120 Rocky Waterhole Road Mount Frome NSW 2850	
Scale	Date
Not to scale, for	15 Feb 2017



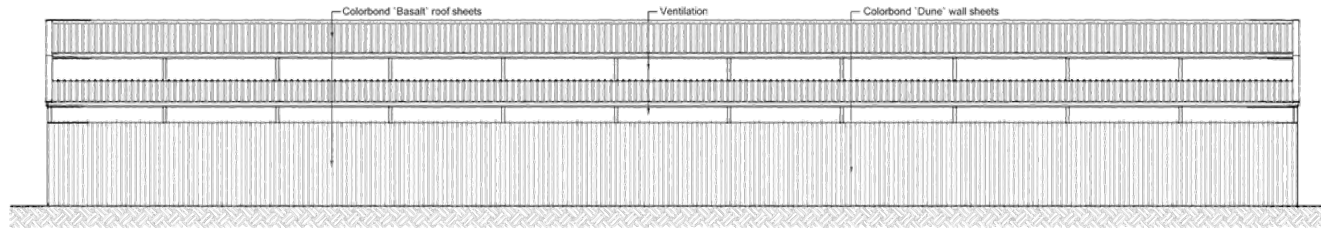
East Elevation



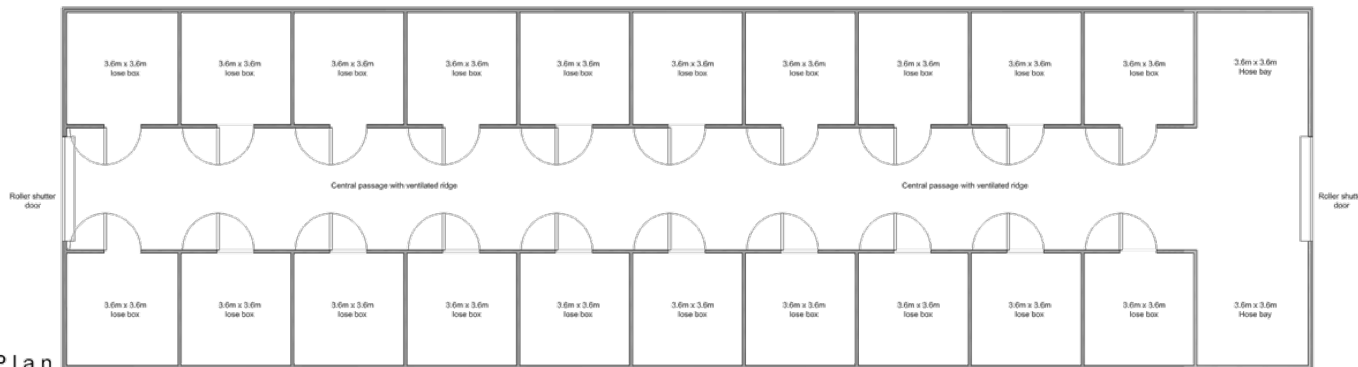
South Elevation



North Elevation

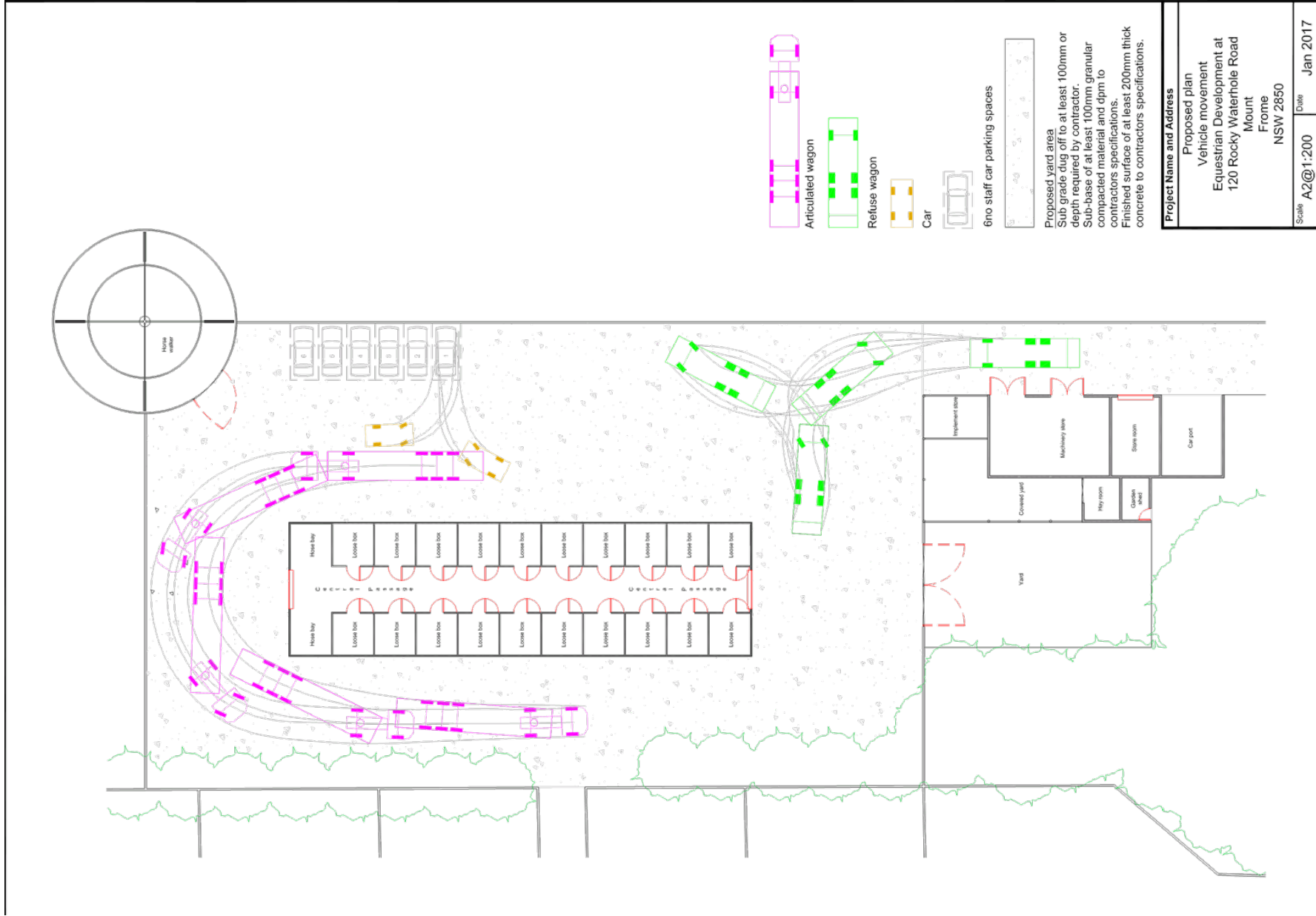


West Elevation



Floor Plan

Project Name and Address	
Plans & Elevations as Proposed Proposed building Equestrian Development at 120 Rocky Waterhole Road Mount Frome NSW 2850	
Scale	Date
A2@1:100	Jan 2017





Attachment 4 - Walker Details



(<http://irongateaustralia.com.au/>)

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Jeff and Julie Boon
25 Oaklands Rd
Mount Frome NSW 2850

General Manager
Mid Western Regional Council
PO Box 156
Mudgee NSW 2850

RE: DEVELOPMENT APPLICATION DA0135/2017 – Proposed Horse Training Track & Stables Kywong 120 Rocky Waterhole Rd, Mount Frome.

11/29/2016

Dear Sir/Madam

We would like to object to the proposed development at 120 Rocky Waterhole Road.

Whilst there might be a suggestion that this development complies with the land use for the area, the simple fact is that this is a very quiet area where people are typically just run small numbers of livestock. Even the Winery is run on a small scale and they are very considerate neighbors.

The prospect of a commercial enterprise that would attract volumes of traffic to the area is out of step with what is currently occurring in our area. The road is narrow and the speed limit was recently reduced to increase safety. I can see the potential for a collision where a vehicle with a horse float turning into the property at 120 has a limited line of sight over the crest of the hill towards Oaklands Road.

The potential noise and dust disturbances that could be caused by the development would also be undesirable. I mentioned the area is quiet and the thought of early morning horse training is simply not pleasant.

Yours Faithfully


Jeff and Julie Boon
0403 823 133



Drew Roberts

From: Drew McDarmont <allcom@bigpond.com>
Sent: Tuesday, 29 November 2016 12:11 PM
To: Drew Roberts
Subject: DA 0135/2017 at 120 Rocky Waterhole Rd Mount Frome

Good day Drew

Further to my phone call of today, I am writing in regard to concerns raised by my neighbours to the proposed DA. All have concerns to the scale of the proposal in particular to the training tracks and their closeness to their houses with a 5.00am daily start to a 7 day a week operation. Their concerns are in regard to the detrimental effect it will have on their peaceful residential/rural lifestyle and real estate values by an intensive business being conducted in their midst. Also all the associated noise, dust and activity generated by the business with the probability of galloping horses passing within 50 metres of their houses at 5.00am each morning. We too share their concerns particularly to the proposed tracks being so close the houses on the western and northern boundaries.

I am not sure if the proposed training tracks are a pivotal part of the DA considering the Mudgee race track is only 7 klms. away or whether they can be eliminated or reduced in size and reconfigured away from neighbours houses, together with treed buffer zones along neighbours boundaries etc..

Whilst the current DA proposal varies considerably from what was initially advised to us, we trust you will consider the genuine concerns of neighbours in your assessment and an amicable solution can be found.

Please do not hesitate to contact us if you require any further information or wish us to be involved in any discussions.

Regards

Drew McDarmont
for W.A. & L. McDarmont (Property owners)

PRIVATE AND CONFIDENTIAL - MIDWESTERN REGIONAL COUNCIL

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Terry & Louise Sandell

54 Oaklands Rd

PO Box 1167

Mudgee NSW 2850

Attn: Brad Cam

General Manager

Mid-Western Regional Council

86 Market St

Mudgee NSW 2850



Dear Brad,

We are writing in relation to Development Application DA0135/2017 – Proposed Horse Training Track & Stables @ “Kywong”, 120 Rocky Waterhole Rd, Mt Frome, NSW 2850

We are vehemently against this DA on a number of grounds including Social, Environmental and Safety issues as documented below and reference to the “Statement of Environmental Effects” document as attached to the aforementioned DA.

As immediate neighbours (Lot 2 DP247921) on the western boundary of Lot 4 DP 247921 we will be directly and negatively affected if this development is approved and implemented. The whole Mt Frome area and the respective landholders, tourists and local Mudgee township and surrounding area residents that utilise the area for recreational and other purposes will also be negatively affected if this development goes ahead, as detailed in the following statements and disputed claims made in the “Statement of Environmental Effects” used by the potential developer as support for the DA0135/2017.

Negative effects that would potentially negatively affect our land, Lot 2 DP247921 include:

- **Noise from horses using the 4mtr wide grass track 3mtrs from our eastern boundary and less than 55mtrs from our house – this proposed to operate 7 days a week and is not acceptable.**
- **We are a registered Primary Producer and often use our cattle yards for animal husbandry activities and loading and unloading stock for our stock fattening and trading operation. The eastern boundary fence is a part of these yards which we often use to contain cattle/sheep overnight and during the day. The proposed activities of horses galloping past at a distance of 3mtrs away would cause stock stress and potential harm/injury.**
- **We would also be directly negatively affected by dust as a result of ground disturbance from horses denuding the ground cover with their hard hooves. It is ridiculous to think that the current water supply is enough to keep a grass track of the proposed size irrigated to enable perennial grass cover as well as facilitate all other water requirements. Point 5.7.4 of the “Statement of Environmental Effects” document states that if required an amendment to the existing license would be sought – there is no evidence of an existing license and considering that the land, Lot 4 DP 247921 is covered by the Mid Western Regional LEP 2012 Ground Vulnerability Map as a vulnerable area there is no guarantee that that a**

licence will be re-instated (if it exists), would be supplied from a bore and at a minimum there must be a greater availability of water and a detailed water budget outlining an ability to maintain suitable ground cover with suitable species of grass that do not offer potential threat to surrounding areas as well as facilitate all other water requirements before the DA is approved.

- We would be subject to **potential to run-off** in the event of heavy rain storms entering our land from Lot 4 DP 247921. As stated in the “Statement of Environmental Effects” , Point 2.3 Topography and Soils 2.3 – the soils have “weak structure” and “erosion hazard is significant”. Run off already occurs in the event of heavy rain storms, but with the additional threat of **negative biological threats** due to the nature of the proposal exposing us to runoff from a collection of stored horse faeces etc. Point 2.3 also states that the average slope is approximately 2 degrees, but this has no hard evidence to prove that is the actual slope and we would require a survey to verify this statement to help assess potential risk. The land that would be potentially affected is referenced in the “Statement of Environmental Effects” document as Plot 5 – unmanaged grassland, this is very misleading as the land is improved pasture achieved at considerable cost and consists of introduced species of **Lucerne , Fescue, Plantain, Chicory and Sub-Clover** which can be easily demonstrated with a visit to the paddock (plot 5)
- There would most definitely be an increased population of flies in the area with the introduction of the proposed number of horses being “boarded” at Lot 4 DP 247921 which could potentially be a **negative biological threat** as well as an introduced/ increased population of a **social nuisance** as a result of the proposal going ahead.

Negative effects to the whole Mt Frome area and the respective landholders, tourists and local Mudgee township and surrounding area residents include:


- **Access and Traffic** – The site has frontage to Rocky Waterhole Rd which is a sealed, unmarked road with rough verges and an **80kmh speed limit** (not 100kmh as stated the “Statement of Environmental Effects”), and not suited to heavy vehicles. There is no proof or plan that access to **Lot 4 DP 247921** (other than a general statement “of sufficient geometry” – Ref 5.7.2.1) from Rocky Waterhole Rd can be **negotiated safely** without significant structural changes to the entrance of the property and to the council road to ensure that no danger is introduced to general traffic travelling along Rocky Waterhole Rd. Ref 5.7.2.2 - conservatively states that there will be a **number of heavy vehicles** accessing the site both during construction phase as well as normal operations. Rocky Waterhole Rd is a **regular route for cyclists and pedestrians** for both locals and tourists enjoying the vista that the area offers as well as those visiting local businesses, such as **Moothi Estate and the various farm stay accommodations and B&B facilities that exist along Rocky Waterhole Rd**. This development could easily be the cause of **catastrophic harm/injury** due to **traffic interaction** created by unsuitable access to Lot 4 DP 247921 with people and vehicles not familiar with the local area. Ref 5.7.2.3 – states that “**Over 300m sight distance** is available in each direction onto Rocky Waterhole Rd from site access driveway”. My measurement shows that the sight distance to the south of the “site access driveway” is considerably less than 300 mtrs as that is the distance to the corner of Oaklands Rd and there is a crest of a hill between there blocking the view of oncoming vehicles, cyclists etc. Ref 5.7.2.2 – Traffic Generation, refers to vehicles per day and is very flawed and poor maths and contradictory and confusing. We would require a much more detailed account of proposed vehicle movements in light of potential **catastrophic harm/injury** due to **traffic interaction**.

In conclusion I hope that you and the Councils Staff and elected Representatives take into consideration all the issues I have raised in your deliberations of Development Application DA0135/2017.

We have conducted our own poll of local residents and are confident that the majority of landholders, including the current owner of Lot 4 DP 247921 , that will be affected if this development goes ahead are very much in favour of the Application being **denied**. We feel that this Development would be much more suited on a larger parcel of ground without creating negative effects to neighbours and the local community.

Yours Sincerely

Terry Sandell

 29. 11. 2015

Louise Sandell

 Louise Sandell 29/11/2016

Bill & Patricia Kempton
43 Rocky Waterhole Road,
Mudgee 2850

28th November 2016.



The General Manager,
Mid Western Regional Council,
Objection to Proposal prepared by:-
Barnson, Design Plan Manage.
Project No. 25805
Report Reference 25808-pro1_A

Date 7th November 2016

David Smith/ Natasha Binns

Development Application for New Horse training Track & Stables.

We the undersigned have a concern/objection regarding the proposed development at 120 Rocky Waterhole Road Mudgee.

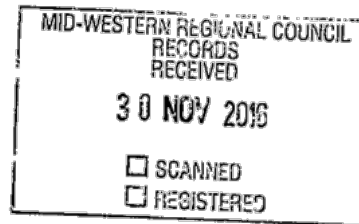
The proposed development of: -

- Erection of a Colour bond barn-style building to be used as stables to house 22 horses.
- Establishment of a horse walker.
- Conversion of 20 separate paddocks, each with a colourbond field shelter.
- Construction of a 4metre wide grass-trotting track, set back 3 metres from all boundaries.
- Construction of a 4 metre wide sand trotting track set 2 metres inside the grass track grass trotting track.

We consider that such a high intensity activity on 10.15 hectares will affect properties and dwellings in the vicinity in the following way:

- Excessive noise levels, due to engines from watering trucks and pumps.
- Excessive dust regardless of wetting of tracks.
- Odours from effluent.
- Flies due to the intensity of the project housing so many animals in such a confined area ie 10.15 hectares.
- It is an area of ground water vulnerability.

Karyn Hobbs
Jindalee
10 Oaklands Road
MUDGEE NSW 2850



28TH November 2016

RE: DEVELOPMENT APPLICATION DA0135/2017-PROPOSED HORSE TRAINING TRACK & STABLES @ KYWONG 120 ROCKY WATERHOLE RD MUDGEE.

ATTENTION: GENERAL MANAGER
MID WESTERN REGIONAL COUNCIL
MUDGEE 2850

Dear Sir,

My name is Karyn Hobbs of 10 Oaklands Rd Mudgee, and I wish to object to the above Development Application for the many following reasons:

1. Horse Training is not zoned a Primary Production – it is an economic activity which is based on obtaining Economic contributions and earnings. (as per the paper produced from Rural Research and Development Corporation(<http://www.horsecouncil.org.au/wp-content/uploads/pdfdocs/The%20Horse%20Industry%20Contributing%20to%20the%20Australian%20economy.pdf>). The DPI classifies Race training as Animal Boarding or training establishment, which you have noted that Boarding houses are prohibited. They also state that horse stud or agistment (which is what this proposal is all about-housing 20 horses in a stable environment, owned by numerous people) is intensive livestock agriculture which you have noted as also prohibited. (http://www.dpi.nsw.gov.au/__data/assets/pdf_file/0011/294257/Planning-for-horse-establishments.pdf)
2. As per 5.71 – the proposal is not in context with the existing context and setting as all local landholders are small, quiet achievers, looking for a lifestyle change where it is quite. Many are semi retired or running a tourist B&B operation. Many tourists would be turned away from this area due to the noise & dust contribution and the increased traffic flow. Even Sunset sippings at Moothi Estate Winery will be impacted as people are retreating here for the solace and view of the quite area.

3. As per 4.7.2.1- Rocky waterhole road is NOT a marked laned road and it is a 80km zoned roadway not 100 km as mentioned.
4. As per 5.7.2.2 – Access to the property- the trucks have to do an immediate right angled turn left or right onto Rocky waterhole Road on entry or exist to the property site...not a forward direction
5. As per 5.7.2.3 – Rocky waterhole Road is already impacted too much upon by Heavy vehicles and traffic-it is classed as a bypass road not one to be used regularly by heavy vehicles. It is continually being repaired on a regular basis due to the wear – especially after rainy weather. There is NOT a 300m sight distance in each direction onto Rocky Waterhole road from site access driveway-here is a HUGE dip in the road after a crest from the front of Jindalee gate on Rocky Waterhole road and cars turning from Oaklands Road CANNOT be seen from site access so the intersection is NOT suitable in terms of safety.
6. It should be noted that many children use Rocky Waterhole Road via walking or pushbike to access the school bus at Lue Road every morning and afternoon when the horse training is operating and they certainly cannot be seen entering from Oaklands road onto Rocky waterhole Road-a huge safety issue!
7. Many, many push bike riders, runners and walkers use this road everyday and triathlon events , both training and competition as early as 5am take place along Rocky Waterhole rd loop from town on a regular basis-this causes much concern for their safety and wellbeing, especially with the horse training taking place everyday.
8. As per 5.7.6 – This is a very dusty area and stating that the track will be watered as necessary does not stipulate being watered on a daily basis. The ground here is very powdery when dry (even now after all the rain we have had it is very dusty) and the dust created will drift across my house every morning and evening-not allowing me to have any windows open or clothes on the line to dry.
9. As per 5.7.8 – 20 horses will create tons of waste/poo daily and to be stored on a concrete slab is not going to stop the smell from being offensive, but the larger the pile it becomes, the more heat it will generate and the worse the smell. This is very bad not only for adjoining households but for the area as a tourist venture. The poo concrete storage slab is situated way too close to the road! It will be very noticeable re the smell from travellers by.
10. As per 5.7.11 – This will have plenty of social and economic impacts on the area-it is a quite tourist area where travellers come to rest and restore from a busy life not to be fronted with smell, noise and dust

- Limited front access for vehicles turning from Rocky Waterhole Road into the property.

The Lue and Rocky Waterhole Roads are relatively narrow thoroughfares with poorly maintained verges, which would quickly be exposed to damage from the increased heavy vehicles. This in turn will present potential danger for local traffic.

There is a high activity of cyclists and runners on the road most days exposing them to increased dangers due to the increased traffic flow.

Local farm stays and winery businesses will also be affected due to the abovementioned issues, leading to potential loss of income.

We would expect that there will be some negotiation around the development application to achieve an acceptable outcome for all stakeholders.

Yours Sincerely,



Bill & Patricia Kempton

along with increased traffic flow. Note also the impact on triathlons, bike riders and joggers etc.

11. As per 5.8 – 25 acres is way too small for a Horse training track to be established. Compare this size to the local one at Toikan Park along Spring Flat Road, where it is set back from the road and does not impact on local tourist trade or economics and is already established on a dirt road, whereas Rocky Waterhole rd is a sealed road so the dust made by the galloping horses twice daily will be noticeable and be a huge annoyance to the local people. This makes the area very over crowded and way too busy!
12. Operating 365 days a year is a disaster as days like Xmas day should be reserved and quite, spent with the family and friends to rest and enjoy the areas peace and quite.
13. Why is a 10 car space park required if only 4 staff are employed?????? I am sure there will be many more people around this area most of the time....including trainers, jockeys, stable hands, horse handlers etc etc.
14. Both my teenage sons enjoy riding their motorbikes and car paddock bashers around my property on a regular basis, particularly the paddock adjoining Kywong, and this will not cease if this proposal goes ahead as this is the lifestyle we moved here for. They will probably complain about the noise and dust created by us scaring/spooking the horses and interfering with their training.

Thankyou for your attention on this matter and understanding my objections and I look forward to hearing from you soon.

Yours faithfully

KARYN HOBBS
Ph. # 0437133015

Drew Roberts

From: Ju Ju <jujupossum57@gmail.com>
Sent: Friday, 25 November 2016 9:47 PM
To: Council
Cc: julie.mcrae@fac.s.nsw.gov.au
Subject: DA DA0135/2017

Lot 4 DP 247921 "Kywong" 120 Rocky Waterhole Rd Mudgee NSW 2850

General Manager
Midwestern Regional Council
Mudgee
NSW 2850

Dear Sir

My name is Julie McRae. My husband, David McRae, and I own the property known as "Wagtail" at 56 Rocky Waterhole Rd Mudgee NSW 2850. We are 3 properties away and on the same side of the road, from the proposed development. Even prior to hearing of this development application at property number 120 of our road, and I am talking of circa 2 years or so prior [at which time I would have been known as Julie Tilly] I emailed Council and the then RTA of my concerns regarding traffic use of our road. My email would be on Council's records. Please note: despite a follow-up email from me to both NSW Govt [RTA] and Local Govt Department [Council], I am still awaiting a satisfactory response.

My email concerned my fears for the safety of motorists turning from the Castlereagh Hwy [Mudgee to Lithgow Road] in either Westerly or Easterly directions onto Rocky Waterhole Road. There is no turning lane in which motorists can 'harbour', prior to turning at this intersection. Yet, a turning lane, similar to what I sought, exists at the intersection of Queens Pinch Road and the Hwy, only 1-2 kilometres to the East of our intersection. Numerous times, we have travelled home from Sydney and had to wait to turn onto our road, eyes fixed on the rear view mirror, at lorries and cars bearing down on us at 100kph from the descent approach to the East [the hill at the bottom of which the former Andrew Harris Vineyard is located].

My email also addressed the increased traffic volume on our road following the establishment of Glen Willow Sports Ground and the use of our road as a 'town bypass' for not only events at Glen Willow, but also at AREC. Our road, currently without a designated Weight Limit, is subject to use by semi-trailers, truck and dogs, B Doubles, farm machinery [including tractors, bailers, slashers, boom sprayers and grape harvesters]. Please note that Moothi Estate Vineyard is located on our road, across from our home and in very close proximity to the proposed DA.

Recently, our road was speed limit changed from 100 kph to 80 kph, this, as a result, of a petition to Council, from residents, to reduce the incidences of vehicles speeding along our road.

With regard to safety and risk of harm issues on our road, Council needs to be aware that our road, Rocky Waterhole Road, is used by cyclists on a daily basis, both early mornings and afternoons, as a 'round circuit' ride: from Mudgee town centre to Castlereagh Hwy, to Rocky Waterhole Rd, to Lue Rd, Ulan Road then back into Mudgee town centre and also in the reverse direction.

I believe that the accumulation of the concerns I have raised above would indicate that the current development, as proposed, would not only impact adversely / be detrimental, to the day-to-day lives of the residents of our road, but would endanger cyclists who use our road as a preferred cycling circuit from the town centre and its surrounds and back. This already 'established' cycle circuit around our town's limits [and a bit beyond] brings visitors to our town and outlying areas.

Further to this, be noted that recent rains have deteriorated, not only the shoulders of our road in its entirety [recently 'renewed' between the Creek and Oaklands Road], but have caused damage to other sections of the road, in particular, sections from Oaklands Road and beyond, to the North, which have, as yet not been 'renewed'. If Council considers an increase in road traffic [as the DA implies], then much infrastructure work would need to be carried out on the remaining sections of road between Oaklands Rd and the Lue Rd intersection. Parts of our road, from the Creek until Oaklands Road, have line markings. These do not extend to the intersection at Lue Rd.

I trust, that as a resident of this road and ratepayer, for some 13 years, my concerns, as expressed above, will be taken into consideration regarding the proposed DA.

Yours sincerely
Julie McRae

PRIVATE AND CONFIDENTIAL - MIDWESTERN REGIONAL COUNCIL

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28TH November 2016

Attention: General Manager
Mid-Western Regional Council
Market Street
MUDGEE 2850

RE: DEVELOPMENT APPLICATION DA0135/2017-PROPOSED HORSE TRAINING
TRACK & STABLES @ KYWONG 120 ROCKY WATERHOLE RD MUDGEE

Dear Sir / Madam,

Our names are Patrick Price and Chelsey Burns of 51 Oaklands Road, Mudgee, and we wish to object to the above Development Application for the following reasons:

Horse Training is not zoned as Primary Production – it is an economic activity which is based on obtaining Economic contributions and earnings (as per the paper produced from Rural Research and Development Corporation). The DPI classifies Race training as Animal Boarding or training establishment, which you have noted that Boarding houses are prohibited. They also state that horse stud or agistment (which is what this proposal is hoping to achieve - house 20 horses in a stable environment, owned by numerous people) is intensive livestock agriculture which you have noted as also prohibited.

As per 5.71 – the proposal is not in context with the existing context and setting as all local landholders are small, quiet achievers, looking for a lifestyle change where it is quiet. Many are semi-retired or running a tourist B&B operation. Many tourists would be turned away from this area due to the noise & dust contribution and the increased traffic flow. Having a horse stable and race track would affect the surrounding vineyards, including Moothi Estate Winery as people are retreating here for the solace and view of the quite area.

As per 4.7.2.1- Rocky waterhole road is NOT a marked laned road and it is an 80km zoned roadway not 100 km as mentioned. Rocky Waterhole Road has already had the speed limit reduced from 100km per hour to 80km per hour due to safety concerns about the speed that vehicles travel along this road. Should

this development proposal go ahead, it will increase the risks to motorists on this road, existing property owners and trucks exiting and entering Kywong.

As per 5.7.2.2 – Access to the property - the trucks must do an immediate right angled turn left or right onto Rocky Waterhole Road on entry or exist to the property site NOT a forward direction.

As per 5.7.2.3 – Rocky Waterhole Road is already impacted too much upon by Heavy vehicles and traffic - it is classed as a bypass road not one to be used regularly by heavy vehicles. It is continually being repaired on a regular basis due to the wear – especially after rainy weather. There is NOT a 300m sight distance in each direction onto Rocky Waterhole Road from Kywong site access driveway - there is a HUGE dip in the road after a crest from the front of Jindalee gate on Rocky Waterhole road and cars turning from Oaklands Road CANNOT be seen from site access so the intersection is NOT suitable in terms of safety.

It should be noted that many children use Rocky Waterhole Road via walking or pushbike to access the school bus at Lue Road every morning and afternoon when the horse training is operating and they certainly cannot be seen entering from Oaklands Road onto Rocky Waterhole Road – this a huge safety issue!

Many, many push bike riders, runners and walkers use this road every day and even Triathlon events, both training and competition as early as 5am take place along Rocky Waterhole Road loop from town on a regular basis. This causes much concern for their safety and wellbeing, especially with the horse training taking place every day.

As per 5.7.6 – This is a very dusty area and stating that the track will be watered as necessary does not stipulate being watered daily. The ground here is very powdery when dry (even now after all the rain we have had it is very dusty) and the dust created will drift across our house and neighbouring houses every morning and evening. Given the dirt road we live on (Oaklands Road) we do not need any further dust covering our property, our houses or our possessions.

As per 5.7.8 – 20 horses will create tons of waste/poo daily and to be stored on a concrete slab is not going to stop the smell from being offensive, but the larger the pile it becomes, the more heat it will generate and the worse the smell. This is very bad not only for adjoining households but for the area as a tourist venture. The poo concrete storage slab is situated way too close to the road! It

will be very noticeable re the smell from travellers by plus not to mention it will not be aesthetically pleasing.

As per 5.7.11 – This will have plenty of social and economic impacts on the area - it is a quiet tourist area where travellers come to rest and restore from a busy life not to be fronted with smell, noise and dust along with increased traffic flow. Note also the impact on triathlons, bike riders and joggers etc.

As per 5.8 – 25 acres is way too small for a Horse training track to be established. Compare this size to the local one at Toikan Park along Spring Flat Road, where it is set back from the road and does not impact on local tourist trade or economics and is already established on a dirt road, whereas Rocky Waterhole Road is a sealed road so the dust made by the galloping horses twice daily will be noticeable and be a huge annoyance to the local people. We have chosen to live in this area for a reason. We have the benefits of country living without being far from town. Our beautiful area of Mount Frome will not benefit from such a development and neither will our properties.

If only 4 staff are to be employed, why does there need to be a 10-car car park?

Thank you for your attention on this matter and we do hope you will listen to the concerns and issues we have raised and give them the attention they deserve.

Yours faithfully,

PATRICK PRICE & CHELSEY BURNS
Mirrambeena
51 Oaklands Road
MUDGEE NSW 2850
Phone: (02) 63 727 114

A prosperous & progressive community

Delivery Program for 2014 - 2017

Six Monthly Progress Report



Looking after our community

Vibrant towns and villages with a rich history, a safe and healthy community, and a strong sense of community pride – a great place for families

A safe and healthy community

Maintain the provision of high quality, accessible community services that meet the needs of our community

Action	Project/Service	Comments	Status
Provide comprehensive community support programs that embrace social justice and access and equity	Meals on Wheels	Council continues to provide home delivered hot and frozen meals to the frail aged and disabled living within our community. The service has undertaken several improvements to efficiencies throughout this period.	Progressing
Provide comprehensive community support programs that embrace social justice and access and equity	Respite Care	Council continues to support volunteers to provide respite to local families living within the community with family members with a disability.	Progressing
Provide comprehensive community support programs that embrace social justice and access and equity	Home Modification & Maintenance	Council provides a home modification and maintenance service to the frail aged and those living with a disability both within the Mid-Western Regional LGA and the Warrumbungles Shire LGA. The aim of the service is to keep individuals living within their own homes as long as sustainable and to prevent premature institutionalisation.	Progressing
Provide comprehensive community support programs that embrace social justice and access and equity	Community Transport	Council continues to auspice a highly successful Community Transport service which is made possible by the generous donation of time by service volunteers.	Progressing
Provide comprehensive community support programs that embrace social justice and access and equity	Provide financial and in-kind support to MWRC Youth Council to deliver a range of youth oriented initiatives	Council has provided the Youth Council with an annual budget in order to activate youth orientated activities within the Region. Council also provides in-kind support (such as the provision of appropriate facilities for specific events) for youth activities. In December 2016, Council hosted a Youth Forum to get an up-to-date understanding of what the Region's youth were wanting and needing in order to continue residing happily and healthily within the community.	Progressing

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Action	Project/Service	Comments	Status
Provide comprehensive community support programs that embrace social justice and access and equity	Family Day Care	Council continues to provide Family Day Care services with educators operating in Mudgee, Wellington, Gulgong and Kandos.	Progressing
Provide customer focused library and information services	Delivery of high quality, modern library services at Mudgee, Kandos and Gulgong	The libraries continue to provide high quality and accessible services that meet the needs of the community.	Progressing
Provide customer focused library and information services	Mobile Library Service	The Mobile Library continues to provide high quality outreach services to the library's housebound, aged and rural customers.	Progressing
Provide customer focused library and information services	Children and youth library programs including Pre-School Bookworms and school holiday reading program	Library services for children include weekly sessions across all branches of Born to Read, Toddler Time and Bookworms; in addition to holiday craft and storytelling sessions.	Progressing
Provide customer focused library and information services	Maintain an up to date library collection in accordance with Collection Policy	The libraries maintain an up to date library collection, in line with the Collection Management Strategy.	Progressing

Work with key partners and the community to lobby for effective health services in our Region

Action	Project/Service	Comments	Status
Explore funding opportunities for improved health services Work in partnership with Western Local Area Health Network to promote health projects	Lobby government and industry for funding including potential upgrade of Mudgee Hospital	Council continues to work with Western Local Area Health Network and Local MP on the redevelopment of Mudgee Hospital, including local service delivery and needs assessment.	Progressing
Explore funding opportunities for improved health services Work in partnership with Western Local Area Health Network to promote health projects	Liaise with Western NSW Local Health District and work with local Medical Services Organisations through interagency meetings	Council continues to liaise with local health and medical services through interagency and other channels, including the Healthy Communities program, the Mudgee and Gulgong Access Committee and the Community Transport service.	Progressing
Explore funding opportunities for improved health services Work in partnership with Western Local Area Health Network to promote health projects	Provision of accommodation for Doctors in the region	Council continues to provide assistance and support to encourage suitable and effective health services across the Region.	Progressing

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Support networks, programs and facilities which promote health and wellbeing and encourage healthy lifestyles

Action	Project/Service	Comments	Status
Provide financial assistance in accordance with Council's Financial Assistance Policy	Provide financial assistance including for local and regional bodies in accordance with Financial Assistance Policy	Council continues to provide financial assistance in accordance with Council's Financial Assistance Policy.	Progressing
Promote and support programs aimed at increasing community health and wellbeing	Provide funding for Healthy Communities initiatives	Council provides funding for a number of fitness programs throughout the Region to promote and encourage healthy lifestyles within the community. The schedule for the 2016/17 Healthy Communities fitness program has now been finalised.	Completed

Work with key partners and the community to reduce crime, anti social behaviour and improve community safety

Action	Project/Service	Comments	Status
Support and implement programs which aim to reduce anti-social behaviour.	Maintain effective working relationship with NSW Police	Council maintains regular dialogue with NSW Police regarding local issues.	Progressing
Support and implement programs which aim to reduce anti-social behaviour.	Participate in the Liquor Accord	Council's Governance Manager attends accord meetings given the role of assessing, enforcing and approving footpath dining. The Manager of H&B is available as required for specific events or discussions.	Progressing
Support and implement programs which aim to reduce anti-social behaviour.	Maintain Alcohol Free Zones in Town Centres	Alcohol Free Zones signposting has been reviewed in Kandos, Rylstone, Mudgee and Gulgong. Outdated signage has been replaced.	Progressing
Support and implement programs which aim to reduce anti-social behaviour.	Increase lighting and other safety initiatives in parks and gardens as per Capital Works Program 2016/17	Pitts Lane lighting completed and designs are being done for lighting in the car park at Glen Willow.	Progressing
Support and implement programs which aim to reduce anti-social behaviour.	Installation of CCTV cameras at Mudgee CBD cab rank	The installation of CCTV cameras at Mudgee CBD cab rank relies on grant funding which has yet to be secured.	Not Progressing
Maintain clean and attractive streets and public spaces where people feel safe	Regular street cleaning and litter collection in town centres	Council continues to operate a street litter collection and cleaning program, and street sweeping regime based on set service levels.	Progressing

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Action	Project/Service	Comments	Status
Work effectively with State Agency partners to maintain and enhance public safety	Update of Displan to new Emergency Plan	The EMPLAN was completed and endorsed by the Regional Emergency Management Committee in 2015/16.	Completed
Effective public health regulation and continuing education	Work in partnership with the NSW Food Authority in addressing matters such as food premises inspections, safe food handling and food borne illness investigations	Council's Food Premises inspection program is due to start in February 2017. Staff continue to inspect new fit outs and investigate food related complaints or enquiries from the public.	Progressing
Effective public health regulation and continuing education	Continued support and promotion of Scores on Doors initiative	Council provides ongoing advice to the owners/operators of food businesses in the Region. Council hands out 3 star, 4 star and 5 star certificates, which are recorded and provided to the NSW Food Authority.	Progressing
Effective public health regulation and continuing education	Onsite sewerage management registration and inspections	Continued progress is being made in regards to issuing approvals to install new systems. Council also inspects and investigates existing systems through the approval to operate requirements of the Local Government Act.	Progressing
Effective animal control regulation	Utilise website to actively re-home animals	Council continues to actively engage the community with the re-homing of impounded companion animals with successful results.	Progressing
Effective animal control regulation	Media campaign to encourage registration of dogs	Micro-chipping days were conducted in Rylstone and Mudgee with good attendance. Registration requirements are clearly communicated and followed up as required.	Progressing
Effective animal control regulation	Installation of path bins and bag dispensers along walking trails	Path bins and bag dispensers have been installed.	Completed
Effective animal control regulation	Provision of off leash areas	Minor capital works conducted to improve watering points in each of the off leash areas.	Progressing

Vibrant towns and villages

Respect and enhance the historic character of our Region and heritage value of our towns

Action	Project/Service	Comments	Status
Heritage advisory services and Heritage conservation	Access to heritage funding through Local Assistance Program	Funding has been allocated and works have commenced by grant recipients.	Progressing
Support and assist preservation of important historical sites in the Region	Support Kandos Museum with financial assistance for insurance and rates expenses	Council continues to provide financial assistance for the Kandos Museum.	Progressing
Support and assist preservation of important historical sites in the Region	Maintain historical sites within the region, for example Red Hill Reserve	Council continues to maintain historical public buildings within the LGA. The Robertson Park Rotunda has been renovated to replace rotten structural timbers and repainted.	Progressing

Manage growth pressure driven by the increase in mining operations in the Region

Action	Project/Service	Comments	Status
Monitor employment and population growth	Work with State Government to provide updated population estimates based on building statistics and employment growth	Council continues to monitor relevant statistics and update documentation in conjunction with government agencies.	Progressing
Monitor employment and population growth	Support the preparation of Central West Regional Land Use Plan	The draft Central West and Orana Regional Plan has been produced and was placed on exhibition in 2016.	Completed
Meet regularly with mining companies	Engage with Mine Managers at quarterly meetings	Council is represented on each of the Mine's Community Consultative Committees. Quarterly meetings are held with representatives of local mines.	Progressing

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Make available diverse, sustainable, adaptable and affordable housing options through effective land use planning

Action	Project/Service	Comments	Status
Ongoing monitoring of land release and development	Continue to review and release land for development as required	Council continues to review and release land for development as required.	Progressing
Regular updating of the Comprehensive Land Use Strategy	Review and update as required	A review of the Comprehensive Land Use Strategy is planned to commence in Mar/Apr.	Progressing
Promote Affordable Housing options within the Region	Provide funding to lease emergency housing for women and children leaving family violence	Council continues to work in partnership with Barnardos and Housing Plus to provide short term crisis accommodation to homeless families, women and children escaping domestic violence and young people who do not have somewhere safe to stay.	Progressing

Maintain and promote the aesthetic appeal of the towns and villages within the Region

Action	Project/Service	Comments	Status
Maintain and beautify civic open space and street access areas within towns and villages in the Region	Ongoing program of street beautification and tree planting	The Spring tree planting program was completed. The next planting program will commence in Autumn.	Progressing
Maintain and beautify civic open space and street access areas within towns and villages in the Region	Work in partnership with the public Art Advisory Panel and local groups to apply for grants, buy, and erect sculptures across the region	Additional sculptures have been installed in Mudgee, Gulgong, Kandos and Rylstone. Further sculptures have been acquired via Sculptures in the Garden.	Progressing
Application of appropriate building and development controls to protect and enhance the natural and built environment of the Mid-Western Region	Delivery of statutory and strategic planning functions, and building regulation in accordance with relevant legislation and adopted planning instruments	Council continues to undertake statutory, strategic and building regulatory functions.	Progressing

Effective and efficient delivery of infrastructure

Provide infrastructure and services to cater for the current and future needs of our community

Action	Project/Service	Comments	Status
Review asset management plans and underpin with financial strategy	Review, update and develop asset management plans for each major category of infrastructure in accordance with AMP review schedule	The AMP's are to be reviewed in the year following the Fair Value review. The Solid Waste and Parks AMP are now under review and will include the revised Fair Value data.	Progressing
Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region	Review and update Parks Management Plans	Anzac, Robertson, Lawson and Glen Willow, plans of Management have been completed. The passive parks plan is drafted.	Progressing
Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region	Maintain and operate public open space in accordance with agreed service levels	Maintenance is ongoing throughout the year.	Progressing
Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region	Passive parks and facilities upgrades as per Capital Works Program 2016/17	Works completed include a new playground installed at Moufarriage Park, a new swing set at Interact Park and a bike path at Gilbey Park.	Completed
Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region	Public toilet construction and refurbishment as per Capital Works Program 2016/17	The refurbishment and construction of public toilets as per the capital program are proceeding well, with several projects completed already. The remaining projects are in the consultation and design stage.	Progressing
Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region	Playground installations and upgrades as per Capital Works Program 2016/17	Works completed include a new playground installed at Moufarriage Park, a new swing set at Interact park and a bike path at Gilbey Park. Bollards have been installed at Gilbey park for increased park safety.	Completed
Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region	Construction of Rylstone Skate Park	The construction of Rylstone Skate Park was completed in 2015/16.	Completed
Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region	Active parks and facilities upgrades as per Capital Works Program 2016/17	The relamping of sports ground lights has been completed at Glen Willow. Assessment of other sports grounds is underway.	Progressing

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Action	Project/Service	Comments	Status
Manage and maintain cemeteries throughout the Region	Maintain and operate town and rural cemeteries in accordance with adopted service levels and policy requirements	Maintenance is ongoing throughout the year.	Progressing
Manage and maintain cemeteries throughout the Region	GPS mapping of town cemeteries	Gulgong cemetery mapping is nearing completion. Mudgee mapping has commenced inhouse.	Progressing
Manage and maintain cemeteries throughout the Region	Upgrades and extensions of cemeteries as per 2016/17 Capital Works Program	Designs are being drafted for an extension in Mudgee and new signage at Mudgee and Gulgong cemeteries.	Progressing
Manage, plan and maintain buildings and other assets across the Region	Buildings upgrade and refurbishments as per Capital Works Program 2016/17	All council building assets are being maintained as per the 30 year asset management plan.	Progressing
Manage, plan and maintain buildings and other assets across the Region	Complete construction of new pre-school facility	The new preschool was completed and delivered under budget in 2015/16. The preschool is now open and delivering additional preschool places for the local community.	Completed
Maintain and operate swimming pool centres across the Region	Maintain and operate swimming pool facilities at Mudgee, Gulgong and Kandos in accordance with adopted service levels	Maintenance is ongoing throughout the pool season as per service levels.	Progressing
Maintain and operate swimming pool centres across the Region	Undertake capital upgrades and renewals to swimming pool facilities as per Capital Works Program 2016/17	Works completed include the Gulgong Pool access ramp and the Kandos Pool tiling.	Completed

Meet the diverse needs of the community and create a sense of belonging**Support programs which strengthen the relationships between the range of community groups**

Action	Project/Service	Comments	Status
Provide youth representation through the Youth Council	Provide secretarial support for Youth Council	Council continues to provide support and mentoring for its Youth Council, who meet at least eight times annually. Council provided further support in December 2016 by facilitating a youth forum for the young people living in the community.	Progressing

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Action	Project/Service	Comments	Status
Provide youth representation through the Youth Council	Allocation of funding for delivery of youth oriented initiatives by MWRC Youth Council	Council has provided the Youth Council with an annual budget in order to activate youth orientated activities within the Region.	Completed
Provide meaningful employment to members of the disabled community	Maintain policies that support employment for people with disabilities at MWRC	Council continues to support employees with a disability through the Disability Enterprise.	Completed
Provide meaningful employment to members of the disabled community	Continued operations of Mudgee Recycling and Ironed Out	Both operations continue to operate successfully with staffing levels close to maximum.	Progressing
Work with lead agencies to ensure adequate provision of a range of services	Attend inter-agency meetings	Council continues to attend Mudgee and Kandos interagency events. It sends a number of relevant representatives to these meetings and also provides secretarial support.	Progressing
Promote volunteering through the community	Run community services programs that encourage volunteering	Council continues to support local groups and individuals that volunteer their services in the local community, such as Meals on Wheels and Community Transport volunteers and the local Rotary group who assist with community movies on a monthly basis.	Progressing

Support arts and cultural development across the region

Action	Project/Service	Comments	Status
Arts and cultural events promotion	Provide financial and in-kind support to events in accordance with Events Assistance Policy	The Events Assistance Policy continues to be delivered every 6 months to provide financial support for local community events.	Progressing
Arts and cultural events promotion	Promote the use of Council facilities for significant events	Two key events scheduled for Glen Willow in February and May 2017.	Progressing
Provision of meeting and exhibition space	Make existing community buildings available at reasonable cost, and promote their use and availability through the website	Continue to promote and support the availability and use of all community buildings in Mudgee, Rylstone, Kandos and Gulgong.	Progressing
Provision of meeting and exhibition space	Promote the use of exhibition space provided at the Regional Library	Council continues to promote exhibition space as appropriate in the Regional Library and it works on a calendar of approximately two different exhibitions on display per year.	Progressing

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Action	Project/Service	Comments	Status
Coordinate and facilitate cultural and arts projects throughout the Region	Implement recommendations from the pARTicipate investigation	Council continues to work closely with the Cultural Development Committee in an effort to establish a regional gallery. Council also continues to receive input and feedback from relevant stakeholders within the community, such as the Mid-Western Arts Alliance.	Progressing
Coordinate and facilitate cultural and arts projects throughout the Region	Liaise with Cultural Development Committee, Public Art Advisory Panel, Orana Arts and local arts and cultural groups to develop cultural and artistic projects within the Region	Council continues to provide input and liaise with the Cultural Development Committee and Orana Arts in relation to arts and culture across the Region. It also interacts with other local arts and cultural stakeholders, such as the Mid-Western Arts Alliance, as appropriate.	Progressing
Coordinate and facilitate cultural and arts projects throughout the Region	Initiate an arts prize for the Mid-Western Region	The Cultural Development Committee will consider the appropriate format of the Mid-Western Art Prize.	Progressing

Provide equitable access to a range of places and spaces for all in the community

Action	Project/Service	Comments	Status
Public facilities to be accessible	Ongoing monitoring of existing buildings	The maintenance of Council's building assets are monitored through the 30 year asset maintenance plan and through Council's works request system. The 2016/17 capital building works have included the remodeling of the existing amenities at the Kandos Hall to incorporate a new unisex disabled toilet which is nearing completion.	Progressing
Public facilities to be accessible	Development of a Disability Access Inclusion Plan	A Disability Inclusion Action Plan has been developed and will be presented to Council for endorsement in early 2017.	Progressing
Coordinate the provision of local community centres and halls for community use	A variety of community facilities available for use	Council continues to ensure all community facilities are maintained, administered appropriately (bookings and payments) and available for use.	Progressing
Corporate and Community Buildings upgrades	Buildings upgrade and refurbishments as per Capital Works Program 2016/17	Corporate and Community Buildings capital works program are proceeding well. The remodelling of the Kandos Hall amenities are nearing completion which has incorporated a unisex disabled toilet facility. Several of the smaller capital	Progressing

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Action	Project/Service	Comments	Status
		projects have been completed with the larger projects still at the design and procurement stage.	

Protecting our natural environment

conserving and promoting the natural beauty of our region

Protect and enhance our natural environment

Ensure land use planning and management enhances and protects biodiversity and natural heritage

Action	Project/Service	Comments	Status
Include biodiversity and heritage as key components in the development application process	Implement Comprehensive Development Control Plan (DCP) through the development assessment process in relation to environment protection	Council's Heritage Committee are working on heritage provisions to be included into the next DCP review. Council's Environmental team will also provide input regarding biodiversity key components.	Progressing
Manage environmental and cultural factors impacted by physical works on Council lands	Continue to prepare Review of Environmental Factors for MWRC works	The majority of REF's required for the 2016/17 works program have been completed.	Progressing
Manage environmental and cultural factors impacted by physical works on Council lands	Work with local Aboriginal groups to effectively plan works involving sites of cultural significance	Council has continued to liaise with the Aboriginal Reference Group.	Progressing

Minimise the impact of mining and other development on the environment both natural and built

Action	Project/Service	Comments	Status
Work with the community and government agencies to identify and address the issues and mitigate impacts associated with mining	Raise any issues as part of Environmental Assessment stage of development approvals process	Council continues to work with the Department of Planning and Environment on relevant matters and is represented on each of the Mine's Community Consultative Committees. Quarterly meetings are held with representatives of local mines.	Progressing
Work with the community and government agencies to identify and address the issues and mitigate impacts associated with mining	Represent MWRC on Community Consultative Committees	Councillors are included on Community Consultative Committees for local mines.	Progressing

Raise community awareness of environmental and biodiversity issues

Action	Project/Service	Comments	Status
Deliver projects which work towards protecting biodiversity and regeneration of native environment	Implement a roadside vegetation management plan	Recommendations of the roadside vegetation management plan are being followed with a spraying program and REF's.	Progressing
Deliver projects which work towards protecting biodiversity and regeneration of native environment	Pursue grant funding for environmental projects	Council has been successful in receiving grants for environmental projects including bat camp management plan preparation, DPI habitat action grant river restoration, and two LLS grants for stormwater retention basins and Koala education program.	Progressing
Deliver projects which work towards protecting biodiversity and regeneration of native environment	Support Green Army project	Council continues to support the Green Army program and participants. New "army" intake to commence works in February.	Progressing
Support National Tree Day	Facilitate National Tree Day	Council and Planet Ark invited local residents to take part in a local National Tree Day activity held on 31 July 2016. Sixty residents from the community participated with over 500 trees planted.	Completed
Work with schools to promote environmental awareness amongst students	Support Green Day	Watershed Landcare's Green Day was held on 11 September 2016 at the Mudgee Showground. Council was again a major sponsor and had three representatives present on the day.	Completed

Control invasive plant and animal species

Action	Project/Service	Comments	Status
Effective weeds management	Effective monitoring and management of noxious weeds across region	Council conducted 203 new inspections and 86 re-inspections during the 2nd quarter 2016/17. Inspections are on target to meet the Council set annual re-inspection program.	Progressing

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Action	Project/Service	Comments	Status
Effective weeds management	Ongoing community education on noxious weeds	Council conducts ongoing education initiatives through daily face to face inspections and regional initiatives and advertising campaigns.	Progressing
Effective weeds management	Undertake weed control on roadsides and MWRC land	829km of roadside weed spraying was conducted in the 2nd quarter 2016/17, a figure which is ahead of the annual target set.	Progressing
Collaborate with agencies to manage feral animals	Ongoing community education on the impact of domestic pets on rural land managers	Close liaison with Local Land Services Bio-security staff being established with ongoing discussions regarding stock attacked by domestic dogs.	Progressing

Provide total water cycle management**Identify and implement innovative water conservation and sustainable water usage management practices**

Action	Project/Service	Comments	Status
Encourage reduced water consumption through Best Practice Pricing	Maintain Best Practice water pricing structure	Consumption for Q1 is 348,000 kL's, compared to 431,000 kL's in 2015/16 Q1.	Progressing
Implement water conservation and reuse programs	Ongoing community education on water conservation	Water conservation advice is regularly distributed to the community via water billing. The measure of reduction in water consumption cannot be undertaken at an individual property level and therefore cannot eliminate factors that influence overall water consumption such as growth.	Progressing
Work to secure water for agriculture and urban use	Work with State Government to secure domestic water supply	Council submitted a tender bid to secure a high water security license in Q2 2016/17. Council were unsuccessful, but continues to negotiate with a broker and identify future options.	Progressing
Promote an active role and participate in the review of the Murray Darling Basin Plan	Effectively represent MWRC at Murray Darling Association meetings	Council is represented at the Murray Darling Association by Councillor Holden and Councillor Kennedy.	Completed

Maintain and manage water quantity and quality

Action	Project/Service	Comments	Status
Identify and plan future maintenance, renewals and upgrades for Council's stormwater assets	Complete drainage works for the detention basin between Horatio Street and Winter Street	Drainage works for the detention basin between Horatio Street and Winter Street have been completed.	Completed
Identify and plan future maintenance, renewals and upgrades for Council's stormwater assets	Drainage renewal and extension works undertaken as per Capital Works Program 2016/17	Program of works is ongoing throughout the year.	Progressing
Identify and plan future maintenance, renewals and upgrades for Council's stormwater assets	Effectively maintain existing drainage network including built infrastructure and overland drainage reserves	Council continues to maintain its drainage network.	Progressing
Identify and plan future maintenance, renewals and upgrades for Council's stormwater assets	Identify and undertake culvert replacement and causeway improvement program	Stormwater assets continue to be inspected and issues addressed as they arise.	Progressing
Achieve NSW Government Best Practice Management of Water Supply and Sewerage	Implement an Integrated Water Cycle Management Strategy	Rylstone Dam Yield Study submitted to NSW DPI Water for comment. IWCM Strategy work to commence upon receipt of DPI Water comments.	Progressing
Achieve NSW Government Best Practice Management of Water Supply and Sewerage	Ongoing implementation and review of the Drinking Water Management System	Drinking Water Management System implemented for Mudgee, Gulgong, Rylstone, Kandos, Charbon and Clandulla town water systems. DWMS will be reviewed periodically and updated as required.	Completed
Identify and plan future maintenance, renewals and upgrades for Council's water supply infrastructure	West Mudgee water distribution extension	Contract completion awaiting final contract documentation. Construction works completed within budget.	Progressing
Identify and plan future maintenance, renewals and upgrades for Council's water supply infrastructure	Water Supply infrastructure renewals and new works undertaken as per Capital Works Program 2016/17	Water mains renewals program approximately 40% completed based on expenditure of budget. Water modelling currently being undertaken in preparation for Ulan Road water main upgrade.	Progressing

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Protect and improve catchments across the Region by supporting Catchment Management Authorities

Action	Project/Service	Comments	Status
Support the Central West Catchment Management and Hunter Central Rivers CMA Catchment Action Plan implementation	Represent MWRC interests as appropriate	Council regularly provides information, feedback and reviews all documents being formulated.	Progressing
Continue riparian rehabilitation program along waterways	Continue riverbed regeneration	Green Army works continue along selected waterways. Recently awarded landholder river rehabilitation grants will contribute to meeting this target.	Progressing
Continue riparian rehabilitation program along waterways	Maintenance and promotion of Putta Bucca Wetlands	Maintenance program continues. Site improvements including educational signage and infrastructure upgrades continuing.	Progressing
Provide education to the community of the importance of waterways	Ongoing community education on protecting waterways	Ongoing community education on protecting waterways continues with new signage on storm water education for Bellevue Estate being ordered and awaiting installation.	Progressing

Maintain and manage waste water quality to meet Environmental Protection Agency standards

Action	Project/Service	Comments	Status
Identify and plan future maintenance, renewals and upgrades for Council's sewerage treatment infrastructure	West Mudgee sewer pump station construction	Contract for pump station construction completed within budget.	Completed
Identify and plan future maintenance, renewals and upgrades for Council's sewerage treatment infrastructure	Decommissioning Mudgee Sewer Treatment Plant (Putta Bucca)	Physical works completed within allocated budget during 2015/16 financial year.	Completed
Identify and plan future maintenance, renewals and upgrades for Council's sewerage treatment infrastructure	Sewer Infrastructure renewals and new works undertaken as per Capital Works Program 2016/17	Capital works program approximately 23% complete based on expenditure. Tenders have been called for sewer main relining contract.	Progressing
Improve and develop treatment options to ensure quality of waste water meets EPA standards	Develop options and plans for effective management of sewage at Charbon village	Options for servicing Charbon for sewerage have been developed. In October 2016, Council received commitment of funding of up to \$1.3M from Infrastructure NSW to	Completed

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Action	Project/Service	Comments	Status
Improve and develop treatment options to ensure quality of waste water meets EPA standards	Continue to improve outgoing water quality at all sewerage treatment plants across the Region	contribute towards the cost of providing sewerage services to the village of Charbon. During the second quarter of 2016/17, discharge water quality has been maintained within EPA licence requirements at all Sewage Treatment Plants with the exception of pH at Kandos Sewage Treatment Plant in the month of November 2016, where the natural process of algal development in the maturation ponds impacted pH of final discharge product.	Progressing
Achieve NSW Government Best Practice Management of Water Supply and Sewerage	Develop Liquid Trade Waste Policy and Pricing with implementation from 1 July 2016	Trade Waste Fees and Charges currently being drafted for inclusion in 2017/18 budgeting process.	Progressing

Live in a clean and environmentally sustainable way

Educate, promote and support the community in implementing waste minimisation strategies

Action	Project/Service	Comments	Status
Promote a philosophy of Reduce, Reuse, Recycle	Ongoing education on waste minimisation	"Trip to the Tip " education program continuing with most recent visitors being Mudgee Scouts.	Progressing
Provide a domestic recycling and waste services for all residents through kerbside collection and rural waste transfer stations	Kerbside and local recycling facilities	A domestic waste and recycling service is provided to urban residents through kerbside collections and to rural residents through the waste transfer station drop off facilities.	Progressing
Promote home composting initiatives for green waste	Ongoing education on managing green waste	Work on education program continuing. Implementation awaiting outcome of Green Waste collection tender and finalisation of processing options.	Progressing

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Work regionally and collaboratively to implement strategies that will enhance environmental outcomes in regards to waste management and minimisation

Action	Project/Service	Comments	Status
Participate in regional procurement contracts for waste services that provided added value.	Regional scrap steel, green waste processing, used motor oil, house hold chemical collection, e-waste	Council participates in regional contracts and tenders that provide best value and service.	Progressing
Participate in regional investigations for collaborative solutions to problem wastes types.	Participate in NetWaste steering committee for strategic direction of the group	Council is an active member of the NET Waste steering committee providing input as required.	Progressing
Participate in regional investigations for collaborative solutions to problem wastes types.	Participate in Organics Processing tender with Dubbo City Council	Regional tender preparation has been completed with a tender for joint Mid-Western, Dubbo and Narromine collection and processing services to be advertised in February 2017.	Progressing
Apply for available grants under the NSW Government 'Waste Less Recycle More' package	Apply for grants to upgrade or introduce services to the Mid-Western Community that reduces landfill tonnes and Co2 emissions	No current grant funding for suitable projects available. However work continues on the kerbside green waste collection contract which will go out for tender in February 2017.	Not Due To Start

Support programs that create environmental awareness and promote sustainable living

Action	Project/Service	Comments	Status
Build community awareness through environmental education	Enhanced communications on environmental issues	Community education through media releases and Community News continuing.	Progressing
Build community awareness through environmental education	Facilitate and promote community garden programs	Program almost complete with only 3 final reports from community organisations outstanding.	Progressing

Consider technologies in Council's facilities, infrastructure and service delivery to reduce ecological footprint

Action	Project/Service	Comments	Status
Implement alternative energy and sustainable technologies in physical works and service delivery	Installation of solar panels on Council buildings as part of capital works program 2016/17	There are a range of possible options for Council to consider in the solar/energy space. Investigations continue to develop the best strategic approach for the future.	Progressing
Implement alternative energy and sustainable technologies in physical works and service delivery	Work with Essential Energy to obtain funds for LED Street Lighting Retrofit	Essential Energy has confirmed that LED lighting is currently planned for 2019. Council would need to fund the works if required earlier.	Completed

Building a strong local economy

A prosperous and diversified economy delivering lifestyle benefits to the community through employment, income and sustainable economic growth

A prosperous and diversified economy

Support the attraction and retention of a diverse range of businesses and industries

Action	Project/Service	Comments	Status
Business expos targeting businesses that complement key local industries	Presence at 2-3 conferences or events where the Region can be marketed	Council has participated in a number of conferences/events to promote the Region as a great place to live, work, invest and visit, including Regional and Living Expo, Flavours of Mudgee and Regional Relocation campaign.	Progressing
Work with business and industry groups to facilitate business development workshops for existing businesses in the region	Support the business chambers by attendance at meeting as required	Council continues to support initiatives of local business chambers and attend meetings as requested.	Progressing
Work with business and industry groups to facilitate business development workshops for existing businesses in the region	Formulate policy on provision of financial support for business attraction	Council continues to support business development initiatives in the Region.	Progressing
Establish a process of capturing and monitoring relevant economic data to identify opportunities, trends and needs of local businesses	Produce annual update to Economic and Business Profile booklet	Staff continuously update the latest available statistics for inclusion in the Economic and Business Profile booklet.	Progressing
Develop and strengthen partnerships with major employers in the region	Conduct two Think Tank forums to encourage business leaders to participate in local economic development	Business leaders continue to participate in think tank forums. The next think tank forum is due Feb/Mar 2017.	Progressing
Work with the community to identify economic development opportunities	Be aware of new business investors coming to the Region and work with them to promote benefits	Continue to investigate economic development opportunities and new business enquiries as they arise.	Progressing
Work with the community to identify economic development opportunities	Identify opportunities to invest in infrastructure which attracts new business investors to the Region	Business and industry feedback has been captured through the Community Roadshow.	Progressing
Work with the community to identify economic development opportunities	Pursue opportunity to establish a Tesla Supercharger Station in the Region	A review of current Destination and Super Charging Stations has been completed. Two Destination Stations	Progressing

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Action	Project/Service	Comments	Status
Work with Mudgee Regional (MRTI) to identify target markets and promote the region	Develop parameters for target markets in terms of how tourism will be developed in the Region	already established in Mudgee. Awaiting feedback from Tesla on opportunity to add more stations to the Region. MRTI has a contract with Council to undertake tourism marketing on behalf of the Region.	Progressing
Develop existing events in the region and attract new event proponents to hold major events and festivals in the region	Identify opportunities to submit bids for new events and conferences and support event proponents holding or wishing to hold events in the Region	Council continues to identify opportunities to attract new events to the region and submit bid proposals for new events including a trial match between the NSW Waratahs and ACT Brumbies and NRL Country vs City representative match.	Progressing
Develop existing events in the region and attract new event proponents to hold major events and festivals in the region	Deliver Flavours of Mudgee in September 2016	The Flavours of Mudgee event was held on 24 September 2016.	Completed

Encourage the development of a skilled and flexible workforce to satisfy local industry and business requirements

Action	Project/Service	Comments	Status
Work with business and industry groups to identify the main skills shortage areas	Conduct two think tank forums to encourage business leaders to participate in local economic development and provide feedback on skills issues	Business leaders continue to participate in think tank forums. The next think tank forum is due Feb/Mar 2017.	Progressing
Encourage workers to move to the region for employment opportunities where skills shortages exist	Presence at 2-3 conferences or events where the Region can be marketed	Council has participated in a number of conferences/events to promote the Region as a great place to live, work, invest and visit, including Regional and Living Expo, Flavours of Mudgee and Regional Relocation campaign.	Progressing

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An attractive business and economic environment

Promote the region as a great place to live, work, invest and visit

Action	Project/Service	Comments	Status
Provide brand leadership, market the Region's competitive advantages and targeted marketing of investment opportunities	Presence at 2-3 conferences or events where the Region can be marketed	Council has participated in a number of conferences/events to promote the Region as a great place to live, work, invest and visit, including Regional and Living Expo, Flavours of Mudgee and Regional Relocation campaign.	Progressing

Provide leadership on economic development initiatives and identify resources and infrastructure required to drive investment and economic growth in the region

Action	Project/Service	Comments	Status
Promote the development of infrastructure at the Mudgee Airport as an opportunity for business expansion in the aviation industry	Deliver infrastructure upgrades at Mudgee Airport Precinct in accordance with Restart NSW funding	The project is in the design stage with the major civil works planned for Q4.	Progressing
Promote the development of infrastructure at the Mudgee Airport as an opportunity for business expansion in the aviation industry	Review airport development strategy and promotional opportunities in the future	The update of the Mudgee Airport Master Plan has been completed. Council continues to work with existing and new businesses regarding opportunities to relocate to the Mudgee Airport.	Completed
Facilitate the production of a study on investment opportunities in the local property market	Provide information package regarding development opportunities in property market	Property data trends for the Region are included in the Economic and Business Profile Booklet.	Progressing
Lobby State and Federal Government on infrastructure needs of local businesses including transport and communications linkages	Continue to lobby government agencies and departments on the provision of infrastructure to meet community needs	Council continues to identify issues with local MPs and relevant government ministers.	Progressing

Support the expansion of essential services (education, health) to match business and industry development in the region

Action	Project/Service	Comments	Status
Lobby State and Federal Government for expanded health and education services	Lobby government agencies and departments on the provision of infrastructure to meet community needs	Council continues to identify issues with local MPs and relevant government ministers.	Progressing
Work with local service providers to maintain an acceptable level of service delivery	Participate in regional planning working group	Council continues to work with regional directors on planning for essential services.	Progressing
Work with local service providers to maintain an acceptable level of service delivery	Raise identified deficiencies in education needs across the Region in particular Pre-School and High School	Council continues to work with local service providers to meet the education needs of the Region.	Progressing

Develop tools that simplify development processes and encourage high quality commercial and residential development

Action	Project/Service	Comments	Status
Develop a step by step guide to assist potential investors to work through the regulatory framework	Develop a guide to assist potential investors and developers to work through regulatory framework	The preparation of an informative fact sheet has commenced.	Progressing
Review plans and controls with economic impacts	Update and review guides, as required, to keep up with changes in legislation and the economy	Council maintains and publishes annual data to assist investors and developers understand the local economy.	Progressing

A range of rewarding and fulfilling career opportunities to attract and retain residents

Support projects that create new jobs in the Region and help to build a diverse and multi-skilled workforce

Action	Project/Service	Comments	Status
Work with lead agencies for employment to identify trends and discuss issues impacting employment	Work with employment agencies to identify trends and develop strategies to assist employment opportunities across the Region	Council continues to monitor workforce trends and identify regional projects which will lead to new job creation.	Progressing
Encourage local business to explore traineeships and apprenticeships	Work with local businesses to promote traineeship and apprenticeship positions, including educating businesses on available government support	Council continues to forward relevant information to local chambers of commerce for distribution to members.	Progressing

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Build strong linkages with institutions providing education, training and employment pathways in the Region

Action	Project/Service	Comments	Status
Work with lead agencies for education in the region and understand their roles and responsibilities in economic development	Work with education providers on the provision of services to meet community needs	A review of face to face training courses has been completed. Mudgee TAFE offers 16 face to face courses per semester.	Progressing
Pursue opportunities to develop a university outreach campus with offerings aligned to local industries	Nil activity planned for 2016/17	Continue to investigate education gaps from preschool to higher education and provide feedback to relevant agencies.	Progressing

Connecting our region

Vibrant towns and villages with a rich history, a safe and healthy community, and a strong sense of community pride – a great place for families

High quality road network that is safe and efficient

Provide traffic management solutions that promote safer local roads and minimise traffic congestion

Action	Project/Service	Comments	Status
Work with the RMS to improve road safety	Liaise with the RMS on road safety matters	Works have commenced on the 2017/18 blackspot project to improve safety on Hill End Road. Council continue to foster a good relationship with RMS and regular meetings are held to discuss safety and other traffic related issues.	Progressing
Work with the RMS to improve road safety	Improve pedestrian safety at Lewis St and Mortimer St intersection	The Lewis St and Mortimer St intersection project was completed during the 2015/16 year.	Completed
Regulate effective and appropriate user activities on the road network	Contribute to and support load limit variations and B-Double restrictions on various local roads as necessary	Applications for oversize and overmass loads are reviewed and assessed when received. B-Double routes are reviewed when requested.	Progressing
Regulate effective and appropriate user activities on the road network	Review speed limits and traffic management	Speed limit review and traffic management issues are addressed when requested.	Progressing
Participate in relevant regional transport committees and working parties	Facilitate the Local Traffic Committee	Meetings have been scheduled for the third Friday of each month. The committee held a meeting as required during Q2 2016/17.	Progressing

Provide a roads network that balances asset conditions with available resources and community needs

Action	Project/Service	Comments	Status
Annually review the Roads Asset Management Plan	Continue to update data for Asset Management Plans	The Asset Management Plan continues to be updated and data checked for accuracy. New processes have been developed to capture capital works on road infrastructure assets.	Progressing

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Action	Project/Service	Comments	Status
Implement the works program in accordance with the Roads Asset Management Plan	Manage State Roads in accordance with RMS contracts	Council continues to manage state roads, meeting the requirements of the RMCC (Routine Maintenance Council Contract). The heavy patching program was completed in October and November 2016. The reseal program commences from January 2017.	Progressing
Implement the works program in accordance with the Roads Asset Management Plan	Ongoing maintenance and upgrades of Regional Roads network	Maintenance works continue on the regional network. The Cope Road project has been delayed due to wet weather earlier in the 2016/17 year and will now be completed in late February 2017. Environmental issues on the Wollar Road project have been resolved and construction works will commence early in 2017. The Hill End Road widening project (BLACKSPOT) has commenced and the rehabilitation project on Bylong Valley Way will also commence early 2017.	Progressing
Implement the works program in accordance with the Roads Asset Management Plan	Maintenance of MWRC local road network in accordance with established levels of service	Maintenance grading and gravel resheeting progressed well in Q2. However works have now ceased due to dry weather conditions. Rural reseals are 80% complete and the urban reseals are planned to commence in February 2017. Rehabilitation projects are in progress. Road condition assessments have been completed following the Natural Disaster declaration with Council awaiting the outcome of the application.	Progressing
Implement the works program in accordance with the Roads Asset Management Plan	Upgrade, renewal and extension of local roads in accordance with Capital Works Program 2016/17	Several projects have been deferred until 2017/18 following the wet weather and the Natural Disaster declaration. Resources have been redeployed to undertake emergency works repairs. The projects that are being undertaken this year are progressing.	Progressing
Implement the works program in accordance with the Roads Asset Management Plan	Upgrade and renewal of bridges across the region in accordance with the Capital Works Program 2016/17	The environmental issues associated with the footbridge over the Cudgegong River have been resolved with the project going to tender in January 2017. Completion is not expected until August 2017. The Pipeclay Creek Bridge widening project on Henry Lawson Drive continues to be delayed with environmental issues.	Progressing

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Action	Project/Service	Comments	Status
Implement the works program in accordance with the Roads Asset Management Plan	Sealing of and upgrades to Wollar Road in accordance with Restart NSW funding agreement	The approved AHIP was received in Q2. The tender for Stage 1 Construction was released. Work on the Fitzpatrick Bridge has commenced.	Progressing
Implement the works program in accordance with the Roads Asset Management Plan	Undertake upgrades of Ulan Road in accordance with the Ulan Road Strategy	The Ulan Road project is progressing, but is slightly behind program due to days lost to wet weather. The order of works have been revised to focus on the upgrade of the area around Cooyal Creek which was severally impacted by the wet weather.	Progressing
Pursue additional funding for upgrading of roads infrastructure	Lobby for additional funding for roads	Council continues to identify and pursue new funding for additional projects, such as Hill End Road.	Progressing
Pursue additional funding for upgrading of roads infrastructure	Ensure that major developers pay for the impact additional development will have on road network	Funding commitments for major road upgrades have been obtained through Ulan Road Strategy and Resources for Regions program.	Progressing

Develop and enhance walking and cycling networks across the Region

Action	Project/Service	Comments	Status
Implement the Pedestrian Access Mobility Plan	Upgrade and renewal of footpaths and cycleways in accordance with Capital Works Program 2016/17	Footpath projects have been identified and will commence in Q3.	Progressing
Implement the Pedestrian Access Mobility Plan	Maintain existing footpath and cycleway network in accordance with established levels of service	Footpaths are maintained progressively throughout the year.	Progressing
Implement the Pedestrian Access Mobility Plan	Extension of Cudgegong River shared pathway to Glen Willow/Putta Bucca	The construction of the Putta Bucca and Glen Willow shared pathways projects were completed in 2014/15.	Completed

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Efficient connection of the region to major towns and cities

Develop a regional transport network that grows with the needs of business and industry

Action	Project/Service	Comments	Status
Support the continuation of commercial passenger services at Mudgee Airport	Work with service provider to re-establish passenger services to end from Sydney	Fly Pelican commenced services in June 2015.	Completed
Support the continuation of commercial passenger services at Mudgee Airport	Operation and maintenance of Mudgee Airport in accordance with agreed service levels	November OLS completed and waiting on report. CASA inspection date not yet released. Monthly inspections all satisfactory.	Progressing
Lobby for improved highway linkages along the Great Western Highway and Bells Line	Lobby for improved access to Western NSW from Sydney	Participate in regional meetings to discuss transport infrastructure needs as required.	Progressing

Create a communication network that services the needs of our residents and businesses

Action	Project/Service	Comments	Status
Pursue improved broadband and mobile coverage with Government and major service providers	Lobby for improved internet speeds and mobile coverage throughout the region	Continue to pursue improved broadband and mobile coverage through grant programs and the roll out of the NBN in the Region.	Progressing

Good government

A strong council that is representative of our community and effective in meeting the needs of the community

Strong civic leadership

Provide clear strategic direction through the Community Plan, Delivery Program and Operational Plans

Action	Project/Service	Comments	Status
Ensure actions of the Operational Plan and Delivery Program are completed on time, on budget and meets success criteria	Successful delivery of 2016/17 Operational Plan		Progressing
Ensure actions of the Operational Plan and Delivery Program are completed on time, on budget and meets success criteria	Six monthly progress reporting against Delivery Program and comprehensive Quarterly Budget Reviews against Operational Plan	Six monthly progress reporting against Delivery Program and comprehensive Quarterly Budget Reviews against Operational Plan have been completed.	Progressing

Provide accountable and transparent decision making for the community

Action	Project/Service	Comments	Status
Ongoing review and enhancement of governance framework	Continue to hold "Open Day" prior to Council Meetings	Open days continue to be conducted commencing 5.30pm on Council meeting days.	Progressing
Ongoing review and enhancement of governance framework	Promotion of upcoming Council meetings	Council's web page informs residents of Council's meeting schedule. Community News publishes dates and times of meetings.	Progressing
Ongoing review and enhancement of governance framework	Webcast of Council Meetings	Webcast of Council Meetings continues on an ongoing basis.	Progressing
Ongoing review and enhancement of governance framework	Installation of Audio Loop in Council Chambers	Installation of audio loop in Council Chambers has been completed.	Completed
Provide professional development opportunities to support elected members in fulfilling their obligations as councillors	Provide access to professional development programs for elected members	Induction program was delivered providing professional development opportunities to all Councillors. Council's	Progressing

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Action	Project/Service	Comments	Status
Hold awareness sessions for potential candidates in the six months leading up to each Council election and ensure information packages are available	Develop program for candidate awareness sessions	policy supporting Councillors expenses and facilities will be reviewed during the first quarter of 2017. Council conducted a candidate awareness session on 19 July 2016 which was attended by 19 potential candidates.	Completed

Provide strong representation for the community at Regional, State and Federal levels

Action	Project/Service	Comments	Status
Continue to lobby State and Federal Government on all matters that are of interest to the Mid-Western Region	Work with the Mayor to access Local Members and Ministers on relevant issues	Regular meetings held with local members and access provided to various ministers for specific issues (including transport, regional development, tourism and local government reform).	Progressing
Continue to lobby State and Federal Government on all matters that are of interest to the Mid-Western Region	Strengthen relationships with local State and Federal members	Regular meetings held with local members and access provided to various ministers for specific issues (including transport, regional development, tourism, local government reform).	Progressing
Continue to lobby State and Federal Government on all matters that are of interest to the Mid-Western Region	Engage with Regional Directors of State Government	Regular meetings held with regional directors to discuss regional priorities.	Progressing

Good communications and engagement**Improve communications between Council and the community and create awareness of Council's roles and responsibilities**

Action	Project/Service	Comments	Status
Publish monthly editions of Community News	Community News	October, November and December Community News dispatched to residents as scheduled.	Progressing
Provide an up to date and functional web interface	Launch of new website	New website has been launched and continues to perform well.	Completed

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Action	Project/Service	Comments	Status
Provide an up to date and functional web interface	Ensure web content is kept up to date and relevant	Website content updated and improvements made on a regular basis.	Progressing
Regularly report to the community in a variety of interesting ways	Increased use of all media avenues including social media, radio and television	Council continues to utilise a variety of ways to communicate to the community including mainstream media and social media.	Progressing
Regularly report to the community in a variety of interesting ways	Implementation of Social Media Strategy	Social media continues to be utilised as a communication tool.	Progressing
Operate and maintain a community works request system that provides timely and accurate information and responses	Maintain Works Request System and produce regular reporting on response times	Fortnightly reporting provided to Director Community on all 14+ day overdue works requests which is distributed to all managers for follow up.	Progressing
Operate and maintain a community works request system that provides timely and accurate information and responses	Promote use of Snap Send Solve for community to submit works requests	Council continues to promote the "Snap, Send, Solve" software via the Council website and Facebook/Twitter social media platforms.	Progressing
Ensure the community has clear information about who to contact in Council	Provide a customer focused web site	Continue to work with ICT department to improve functionality, information and presentation of the website.	Progressing
Educate the community on Council's roles and responsibilities	Provide access to Council's corporate documents both through the website and Administration Centres	Continue to make available all documents on exhibition in Mudgee, Rylstone and Gulgong administration centres and on the Council website.	Progressing

Encourage community access and participation in Council decision making

Action	Project/Service	Comments	Status
Seek feedback on policy development and local issues	Ensure policies, strategies and proposals impacting the community are placed on exhibition for public comment	All documents on exhibition are accessible on Council's website and available for viewing at administration centres during the public exhibition period.	Progressing
Seek feedback on policy development and local issues	Utilise a range of formal and informal engagement tools to seek community feedback on a broad range of issues	Council continues to provide ongoing opportunities for community engagement and feedback through the use of survey monkey, workshops, phone surveys and Facebook. The Community Roadshow was launched in Dec 2016 to inform an update of IP&R documentation.	Progressing

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Action	Project/Service	Comments	Status
Provide opportunities and make it easy for the community to participate in and influence decision making	Encourage attendance at Council Meetings in person and via webcast	Council's website provides easy access to the webcast and encourages members of the public to view proceedings.	Progressing

An effective and efficient organisation**Pursue excellence in service delivery**

Action	Project/Service	Comments	Status
Benchmark Council's service delivery against relevant organisations	Provide Planning and Building Statistics to Department of Planning	Reports are completed and submitted to the Department of Planning and Environment as required.	Progressing
Benchmark Council's service delivery against relevant organisations	Participate in Centroc, NSW LGPA, LGNSW and other industry body surveys and benchmarking exercises	Staff continue to participate in relevant activities. In April 2016, Council resolved to discontinue membership of Centroc in 2016/17.	Progressing
Benchmark Council's service delivery against relevant organisations	Desktop analysis of annual financial results against other NSW councils	Review of comparative information to be undertaken in Q3 using LG Solutions data, once released.	Not Due To Start
Benchmark Council's service delivery against relevant organisations	Report on OLG comparatives for Group 4 councils	OLG data not received to date.	Not Progressing
Conduct bi-annual community surveys 2014 & 2016	Undertake 2016 community survey	Community surveys were completed as part of the IP&R review project managed by Council's Development Directorate.	Completed
Provide effective and efficient internal support functions, and undertake regular service reviews	Conduct quarterly Council Staff Updates across all work sites	Quarterly staff update meetings are held.	Progressing
Provide effective and efficient internal support functions, and undertake regular service reviews	Engage with the community on desired levels of service across Council functions	The Community Roadshow was launched in December 2016 to inform an update of the Community Plan and Delivery Program for the next 4 years. This includes asking the community to identify key projects and service initiatives they would like Council to consider.	Progressing
Provide effective and efficient internal support functions, and undertake regular service reviews	Develop program of internal service reviews	Staff are considering the best way to conduct reviews and use of resources required.	Not Progressing

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Action	Project/Service	Comments	Status
Provide effective and efficient internal support functions, and undertake regular service reviews	Provide effective Workshop services for Council fleet	Major plant items have been ordered. Light truck fleet to be designed and order placed in Q3.	Progressing
Provide effective and efficient internal support functions, and undertake regular service reviews	Effective capture and management of corporate records	Council continues to adhere to the State Records Act in the handling, recording and archiving of Council records (including disposal). Council have also recently commenced an internal auditing function conducted by the Records team on a fortnightly basis.	Progressing
Provide effective and efficient internal support functions, and undertake regular service reviews	Ongoing enhancements to Council procurement including Roadmap Best Practice Procurement project	Continual improvements are occurring. Currently considering whether to combine Procurement Policy, Local Preference Policy and Service Provider Management Procedure. A new contract has been designed for General Goods & Services.	Progressing
Provide a responsive customer service function	Reply to all correspondence within 14 days	Continue to monitor and respond to all correspondence through Records and Customer Service departments within 14 days.	Progressing
Provide a responsive customer service function	Review Customer Service Charter and deliver positive, informative, and professional front-of-house and phone customer service function	The introduction of customer service knowledge software (LivePro) and Telstra TIPT call centre software has seen a marked improvement in service delivery to all customers over the phone and in person.	Progressing

Promote Council as a great place to work for talented people

Action	Project/Service	Comments	Status
Attract, retain and develop a skilled workforce	Develop a training program targeted towards achievement of Delivery Program and areas of risk identified in Workforce Plan	Council continues to develop and deliver a training program for staff.	Progressing
Attract, retain and develop a skilled workforce	Promote our core values of Respect, Integrity and Recognition	Council's core values of respect, integrity and recognition are promoted throughout Council from recruitment, commencement of employment, induction, staff updates and the General Manager's update.	Progressing

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Action	Project/Service	Comments	Status
Attract, retain and develop a skilled workforce	Ensure all employees have clearly articulated accountabilities against which they will be assessed	Performance Appraisals were conducted in August/September 2016.	Completed
Provide a safe, healthy and non-discriminatory working environment	Establish a culture of workplace safety	WHS Management System Action Plan is being implemented. Training has been undertaken for all staff.	Progressing
Provide a safe, healthy and non-discriminatory working environment	Review current WHS systems and implement a WHS Management Framework based on AS4801	WHS Management System actions being implemented. Training has been undertaken for all staff.	Progressing
Provide a safe, healthy and non-discriminatory working environment	Align workplace behaviour with core values of Respect, Integrity and Recognition	Council continues to promote values.	Progressing
Provide a safe, healthy and non-discriminatory working environment	Annual review of Equal Employment Opportunity Management Plan	The EEO Management Plan was reviewed and updated.	Completed
Provide a safe, healthy and non-discriminatory working environment	Implement a service provider management framework	The updated procedure has been implemented from Friday 30 October 2016 as endorsed by EMT 6 September 2016.	Completed
Conduct annual Employee Opinion Surveys	Seek staff feedback via Employee Opinion Survey 2016/17	The Employee Opinion Survey is scheduled for Q3 of the 2016/17 Financial Year.	Not Due To Start
Conduct annual Employee Opinion Surveys	Identify and implement improvement strategies based on feedback from Employee Opinion Survey	This activity is ongoing with management groups.	Progressing

Prudently manage risks associated with all Council activities

Action	Project/Service	Comments	Status
Monitor and review Council's policies and strategies	Provide up to date Policy Register	The Policy procedure has been finalised and register updated. Ongoing review by Managers is an item for discussion at the Managers Forum early 2017.	Progressing
Monitor and review Council's policies and strategies	Run test exercise against Business Continuity Plan	Revision of BCP following desktop exercise is incomplete and overdue. Work to be progressed early 2017.	Progressing
Monitor and review Council's policies and strategies	Identify and resolve existing policy gaps	Council continues to actively participate in the Risk Management Action Plan process sponsored by Council's Insurer Statewide Mutual.	Progressing

Bi-Annual Report | 2017

Action	Project/Service	Comments	Status
Monitor and review Council's policies and strategies	Education program to ensure staff understand policy requirements	Policy review procedures will be considered by the Managers Forum early 2017.	Progressing
Enhance the information systems that support delivery of Council activities	Implementation of VOIP system	VOIP system in use, final project closure underway.	Progressing
Enhance the information systems that support delivery of Council activities	Canvass options for increasing speed and reliability of Council network	Saleyards microwave testing underway.	Progressing
Enhance the information systems that support delivery of Council activities	Continued investment in existing information systems to delivery productivity enhancements	System updates have been completed.	Progressing
Enhance the information systems that support delivery of Council activities	Implementation of Corporate Performance Reporting software solution	Pulse corporate reporting software was introduced from Q1 2016.	Completed
Enhance the information systems that support delivery of Council activities	Implementation of mobility solutions for integrated asset management	There are some software and hardware issues to resolve over the coming months.	Progressing
Enhance the information systems that support delivery of Council activities	Implementation of online employee performance management system	Pulse Employee Performance Management online system was implemented in September 2015.	Completed
Provide long term financial sustainability through sound financial management	Identify opportunities to increase revenue from property related investments	Council is actively pursuing a new tenant for a vacancy in the Mortimer Street property.	Progressing
Provide long term financial sustainability through sound financial management	Update Long Term Financial Plan	The Long Term Financial Plan 2017/2026 was adopted by Council on 17 July 2016. The next update will occur after the December QBR is adopted.	Progressing
Provide long term financial sustainability through sound financial management	Monthly reporting against budget and schedule for major works programs/strategic projects	Monthly reporting updated and completed per OLG and statutory requirements to December 2016.	Progressing
Provide long term financial sustainability through sound financial management	Comprehensive Quarterly Budget Review reporting	Quarterly budget reports provided within statutory deadlines, and produced to OLG Guidelines and requirements to 31 December 2016.	Progressing
Provide long term financial sustainability through sound financial management	Development of Rating Strategy to support LTFP	Base Date 1/7/2016 Revaluation received (State Govt legislation to bring all NSW councils valuation bases in line for ESPL implementation). Statistics and impact of revaluation still being produced. Result will need to be	Progressing

Bi-Annual Report | 2017

Action	Project/Service	Comments	Status
		conveyed to Council with view to seek guidance for Rating Strategy direction and development.	
Provide long term financial sustainability through sound financial management	Integration of long term impacts on financial sustainability indicators incorporated into Council decision making process	A new reporting template will be devised to include Fit For The Future sustainability impacts, with Long Term Financial Planning and Asset Management impacts before 30 June 2017.	Progressing
Ensure strategic and asset management plans are underpinned by sound financial strategies	Ongoing improvements to asset data and asset system capabilities	Data cleansing is currently focused on Water/Sewer assets in line with the Fair Value schedule. Good progress is being made.	Progressing
Ensure strategic and asset management plans are underpinned by sound financial strategies	Integrate long term asset management considerations into Council decision making process	A new reporting template will be devised to include Fit For The Future sustainability impacts, with Long Term Financial Planning and Asset Management impacts before 30 June 2017.	Progressing
Ensure strategic and asset management plans are underpinned by sound financial strategies	Improved integration of Asset Management Plans and Long Term Financial Plan	Due to be further developed with preparation of 2017/18 Long Term Financial Plan in Q4.	Not Due To Start
Comply with relevant accounting standards, taxation legislation and other financial reporting obligations	Achieve a high standard of financial management	Received unqualified audit report on 10 October 2016. All legislative deadlines to date have been met.	Progressing
Comply with relevant accounting standards, taxation legislation and other financial reporting obligations	All rating, taxation, statutory, and grant reporting obligations satisfied in an accurate and timely manner	All statutory reporting has been submitted on time, to date, with an unqualified audit report provided for the 2015/16 Financial Statements on the 10 October 2016.	Progressing



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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

 TOWARDS 2030



INCORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

Application Form

APPLICANTS DETAILS

Name of Organisation	Mudgee Show Society
Contact Person	Allison Beer
Address	Po Box 199, Mudgee, NSW, 2850
Phone	0412815827
Email	secretary@mudgeeshow.org.au
ABN	
Bank Account Name	Mudgee Show Society
BSB	082726
Account Number	691314649

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Mudgee Annual Show
Amount of funding requested	\$ 3,000.00
Start and finish date	March 3rd to 5th 2017
Briefly describe Project / Activity	Community event to showcase district livestock, arts etc

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<p>Showcasing Mudgees finest livestock, cooking, gardening, arts etc</p>
<p>What is the expected amount of resident participation?</p>	<p>5000 plus</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<p>MSS involves locals from a large area of interests from cattle, sheep, horses, dogs, poultry to name a few. We have the community local radio involved with competitions and advertising for sponsors.</p>
<p>Outline your organisation capacity to deliver the Project / Activity <u>OR</u> describe previous experiences.</p>	<p>Mudgee Show has been running for over 150years and its wonderful to see the community from all ages get involved. We use Local Radio for most of our advertising and facebook along with our website- www.mudgeeshow.org.au With all our wonderful sponsors on board we strive to make the most of funds to give Mudgee the best show possible.</p>

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$ 3,000.00
	Club / Organisation / Individual cash towards the project	\$ 3,000
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	
	Other Income:	
	TOTAL INCOME	\$ 6,000

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

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you registered for Goods & Services Tax (GST) purposes?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have an ABN?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	ABN	
	<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' form</i>	
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Year	03/2016
	Amount	\$ 3,000
** Applicable for grants after 1 July 2016	Did your group return the acquittal form?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION CHECKLIST

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

AUTHORISATION OF APPLICANT

Name	Allison Beer
Position	Secretary
Date	11/28/2016
<input type="checkbox"/>	I confirm that the information contained in the application form and within the attachments are true and correct.
<input type="checkbox"/>	I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

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

CUSTOMER SERVICE LOCATIONS:

86 Market Street
MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
RYLSTONE



POSTAL ADDRESS:

Attn: Finance Department
 PO Box 156
 MUDGEE NSW 2850

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Community Grants Policy

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From: Hunter White
To: [Alison Cameron](#)
Subject: community grants program
Date: Monday, 5 December 2016 11:38:25 AM

Hi Alison

Allison Beer asked for the project budget information. I cannot see your form to download on MWRC website

Our events include

Mudgee Show – 3-4-5 March 2017 2016 attendance 4382 paid 2088 members and complimentary = 6470 attendance

Mudgee Rodeo – 2 rodeos. 1.held as part of the Mudgee Show each year. 2. Additional event December 2017

Mudgee Spring Horse Show – held in the spring, 100 horses and 350 people

Mudgee Showgirl Competition – personal development program for young women

Mudgee Region Flock Ewe Competition - covers the greater MWRC area,2 days and 650km travel and presentation dinner

2017 Project budget

Project income			
MWRC community grant sought			3000
Club/organisation cash	Agricultural competitions	15500	
	commercial	19500	35000
gate sales/membership			47000
other income	sponsorship cash/in kind		20000
Total Project income			105000
Project expenditure			
gate sales			4000
agricultural competitions			59000
Commercial			14000
showground operations			13000
Administration			12000
Total project expenditure			102000

ABN 43 081 690 052

Not registered for GST

I note that MWRC is holding a bond of \$3700.00. Is it possible to receive a refund as I understand we have fulfilled our obligations to MWRC and will have to pay suppliers as we prepare 2017 show.

Thanks for your assistance

Hunter

Hunter White
Havilah, Mudgee. NSW 2850
02 6373 6507
hunterwhite@bigpond.com

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**DEPARTMENT OF
FAIR TRADING**
NSW Consumer Protection Agency

ASSOCIATIONS INCORPORATION ACT 1984

Registered No: Y0026413

**CERTIFICATE OF INCORPORATION OF
ASSOCIATION**

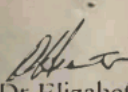
This is to certify that

MUDGEES SHOW SOCIETY INCORPORATED

is on and from the SIXTH DAY OF MAY 1986

incorporated under the Associations Incorporation Act, 1984.

Issued by the Department of Fair Trading and given under my hand
this EIGHTH day of JULY 1996.


For Dr Elizabeth Coombs
Director-General, Department of Fair Trading



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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

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Application Form

APPLICANTS DETAILS

Name of Organisation	NSW National Parks and Wildlife Service
Contact Person	David Crust
Address	27 Inglis St Mudgee
Phone	63 70 9000
Email	david.crust@environment
ABN	30841387271
Bank Account Name	n/a
BSB	n/a
Account Number	n/a

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Upgrading of Visitor Facilities - the Drip DA 0145/2017
Amount of funding requested	\$ 0.00
Start and finish date	1/12/16 - 1/12/17
Briefly describe Project / Activity	<p>The project involves redevelopment and upgrading of visitor facilities at the Drip, including:</p> <ul style="list-style-type: none"> - upgrading of the access road and car park - replacement of the existing unsealed toilet - upgrading of the walking track to improve accessibility - installation of interpretive and directional signage - landscaping of the picnic area including new tables and seating

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<p>The Drip is a significant local natural attraction and is listed on the NSW Heritage Register. The existing visitor facilities at the Drip are run down and inadequate for current visitation to the precinct of around 20 000 each year. The project will enhance visitor experiences and provide capacity for additional visitation resulting in increased tourist visitation and expenditure.</p>
<p>What is the expected amount of resident participation?</p>	<p>Currently the site is visited by around 20 000 people each year. Around 50% are local residents. Visitation is expected to increase again in response to the facilities upgrading</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<p>The project has involved extensive planning and the development of a detailed Masterplan for the precinct. The Masterplan has been based on consultation with all relevant stakeholders, including:</p> <ul style="list-style-type: none"> - adjoining landholders - Mudgee Local Aboriginal Lands Council - Mid Western Regional Council - relevant Government Departments, including Crown Lands <p>The project also involves a formal agreement to collaborate with the local Aboriginal community in management and development of the precinct</p>
<p>Outline your organisation capacity to deliver the Project / Activity <u>OR</u> describe previous experiences.</p>	<p>The NSW National Parks and Wildlife Service has a long and well established record of managing visitor facility development projects in natural areas. Check out the OEH/NPWS Annual Report on our website at www.nationalparks.nsw.gov.au</p> <p>PLEASE NOTE: THIS APPLICATION IS NOT FOR A COUCIL GRANT - THE NPWS ARE SEEKING A WAIVER FROM DEVELOPMENT APPLICATION FEES FOR DA0145/2017</p> <p>THE NPWS IS ALSO SEEKING COUNCILS ASSISTANCE AND COMMITTMENT TO UPGRADE THE VEHICLE ENTRY TO THE DRIP CAR PARK OFF ULAN ROAD.</p>

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$ 0.00
	Club / Organisation / Individual cash towards the project	
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	
	Other Income: NPWS project funding	\$ 420,000
	TOTAL INCOME	\$ 420,000

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)	
		\$ 420,000
	TOTAL EXPENDITURE	\$ 420,000

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you registered for Goods & Services Tax (GST) purposes?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Do you have an ABN?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	ABN	30841387271
	<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' form</i>	
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Year	
	Amount	
** Applicable for grants after 1 July 2016	Did your group return the acquittal form?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION CHECKLIST

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

AUTHORISATION OF APPLICANT

Name	David Crust
Position	Area Manager
Date	11/29/2016
<input type="checkbox"/>	I confirm that the information contained in the application form and within the attachments are true and correct.
<input type="checkbox"/>	I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

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



CUSTOMER SERVICE LOCATIONS:

86 Market Street
MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
RYLSTONE



POSTAL ADDRESS:

Attn: Finance Department
PO Box 156
MUDGEE NSW 2850

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From: [Krystie Baker](#)
To: [Alison Cameron](#)
Subject: RE: Request for Waiver of DA fees - DA0145/2017 - Recreation Area - The Drip 4882 Ulan Road Ulan
Date: Thursday, 1 December 2016 3:54:35 PM
Attachments: [The Drip 4882 Ulan Road ULAN NSW 2850.rtf](#)

Hi Alison,
Please find attached Fee Quote for the above.
Keep in mind the LSL in the process as it is not council money. (I'm sure you are aware already).
This is an estimate on the plans we have provided with the DA.
Cheers
Krystie ☺

From: Alison Cameron
Sent: Thursday, 1 December 2016 1:58 PM
To: Krystie Baker <Krystie.Baker@midwestern.nsw.gov.au>
Cc: Leonie Johnson <Leonie.Johnson@midwestern.nsw.gov.au>
Subject: RE: Request for Waiver of DA fees - DA0145/2017 - Recreation Area - The Drip 4882 Ulan Road Ulan

Hi Krystie,

Could you please arrange a quotation for the CC?

Kindest Regards,
Ali

Alison Cameron | Graduate Accountant - Grants & Contributions
Mid-Western Regional Council
t 02 6378 2833 |
f 02 6378 2815 | e alison.cameron@midwestern.nsw.gov.au
a 86 Market Street | PO Box 156 Mudgee NSW 2850

From: Krystie Baker
Sent: Wednesday, 30 November 2016 1:50 PM
To: Alison Cameron <Alison.Cameron@midwestern.nsw.gov.au>
Subject: RE: Request for Waiver of DA fees - DA0145/2017 - Recreation Area - The Drip 4882 Ulan Road Ulan

No worries
Let me know if you need the quote ☺

From: Alison Cameron
Sent: Wednesday, 30 November 2016 1:33 PM
To: Krystie Baker <Krystie.Baker@midwestern.nsw.gov.au>
Cc: Planning and Development Admin <P&DAdmin@midwestern.nsw.gov.au>
Subject: RE: Request for Waiver of DA fees - DA0145/2017 - Recreation Area - The Drip 4882 Ulan Road Ulan

Hi Krystie,

Thanks for the heads up!

I have spoken with Leonie regarding this request – there maybe consideration for the CC charges to also be included.

If this is the case I will obtain a quotation from you for the expected cost.

Kindest Regards,
Ali

Alison Cameron | Graduate Accountant - Grants & Contributions
Mid-Western Regional Council
t 02 6378 2833 |
f 02 6378 2815 | e alison.cameron@midwestern.nsw.gov.au
a 86 Market Street | PO Box 156 Mudgee NSW 2850

From: Krystie Baker
Sent: Wednesday, 30 November 2016 9:09 AM
To: Alison Cameron <Alison.Cameron@midwestern.nsw.gov.au>
Cc: Planning and Development Admin <P&DAdmin@midwestern.nsw.gov.au>
Subject: RE: Request for Waiver of DA fees - DA0145/2017 - Recreation Area - The Drip 4882 Ulan Road Ulan

Hi Alison

At this stage they have only applied for their DA. They will at some stage be required to submit a Construction Certificate however they haven't at this stage and there is also the chance that they could get a private certifier.

Hope that helps 😊

From: Alison Cameron
Sent: Tuesday, 29 November 2016 3:37 PM
To: Planning and Development Admin <P&DAdmin@midwestern.nsw.gov.au>
Subject: Request for Waiver of DA fees - DA0145/2017 - Recreation Area - The Drip 4882 Ulan Road Ulan

Hi Ladies,

I have recently received a request to reimburse development application fees for the Drip DA0145/2017.

After review of this application, I can see that fees to the amount of \$1044.00 have been raised and paid via receipt 372156.

Could you please confirm if there are likely to be any additional fees to be raised for this application?

Kindest Regards,
Ali

Alison Cameron

Graduate Accountant - Grants & Contributions
Mid-Western Regional Council

t 02 6378 2833 |

f 02 6378 2815 | e Alison.cameron@midwestern.nsw.gov.au

a 86 Market Street | PO Box 156 Mudgee NSW 2850

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Mid-Western Regional Council Quote Estimate

Quote No: QUOT00110/2017 **Date Issued:** 01/12/2016
Expiry Date: 30/06/2017

Applicant: NSW National Parks & Wildlife Service
27-31 Inglis Street
MUDGEE NSW 2850

Property: Lot 7301 DP 1136299 **Stage/Decision:** Issue

Details: Recreation Facility @ The Drip 4882 Ulan Road ULAN NSW 2850 **Status:** Current

Group: Council Certified CC's from 01/07/2005

Category: Recreation Facility **Estimated Cost:** \$220,000.0

AssessOfficer*: DCU

(10a) area*: 59.1

Description	Quantity	Amount	GST	Total
Construction Certificate Class 10	59.19	\$228.18	\$22.82	\$251.0
CC Mandatory Inspection Fee - Sheds/Garages	1.00	\$360.00	\$36.00	\$396.0
Long Service Levy	220,000.00	\$770.00		\$770.0
Occupation Certificate Class 10	1.00	\$36.00		\$36.0
	Sub Total:	\$1,394.18	\$58.82	\$1,453.0
	Total:	\$1,394.18	\$58.82	\$1,453.0

This estimate has been prepared based on the specifications and legislative charge details available to Council on the date that it was prepared.



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COMMUNITY GRANTS
PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

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INCORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

Application Form

APPLICANTS DETAILS

Name of Organisation	BreastScreen Greater Western
Contact Person	Cathy Gutterson
Address	Forest Road Orange 2800
Phone	63693606
Email	cathy.gutterson@health.nsw.gov.au
ABN	50629556404
Bank Account Name	Note: Bank account details to follow as discussed with the Finance Department
BSB	
Account Number	

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Transportation of the BreastScreen Mobile Van from Minto to Rylstone
Amount of funding requested	\$ 1,595.00
Start and finish date	3rd January, 2017

Transportation of the BreastScreen Mobile van from Minto in Sydney to Rylstone. The proposed dates for screening in Rylstone are from the 4th January to the 24th January.

Briefly describe Project / Activity

.....

ADDRESS CRITERIA

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

BreastScreen NSW provides free screening mammograms for women between the ages of 50 and 74 across NSW. 1 in 8 women in NSW will be diagnosed with breast cancer in their lifetime. Breast screening can find cancers before they can be felt or noticed – a woman has a better chance of survival when breast cancer is found early. BreastScreen NSW recommends that women aged 50 to 74 have a screening mammogram every 2 years. As such, the BreastScreen NSW Mobile Van travels across NSW offering this free health service to women in regional, rural and remote towns to ensure that all women have equal access to this important service. The BreastScreen NSW Mobile Van last visited Rylstone in early 2015 and is due to return to Rylstone in January 2017. This service will ensure that the women of Rylstone have access to free screening mammograms without the need to travel to Bathurst, Orange or Dubbo.

What is the expected amount of resident participation?

The Rylstone community has supported the BreastScreen NSW Mobile Van over the past few years with the number of women accessing the Van growing with each visit. In 2015 we screened 328 in the Rylstone area. We aim to increase this number by 10-20% with an aim to screen around 325-350 women during our 2017 visit.

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

BreastScreen NSW works closely with key stakeholders within each of the communities it visits and relies on strong working relationships to promote the service to the women of each community. BreastScreen works closely with the Rylstone Health Service, Women's Health Nurses, local General Practitioners, local newspapers and radio stations, local schools, clubs (RSL) and local businesses and events (e.g. markets etc) to promote the service and to ensure that all women across the Rylstone area have the opportunity to have their free screening mammogram while the Van is in Rylstone.

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

Mid Western Regional Council has supported BreastScreen in previous years by transporting the mobile unit on our behalf and we are grateful for their ongoing assistance. The BreastScreen NSW mobile van visits over 40 towns across Western and Far West NSW every 2 years providing free mammograms to all women aged 50 to 74 years. We have previously visited Rylstone with wonderful support from the community and uptake of the service by women in the Rylstone area. As such, we wish to continue to provide this service to the women of Rylstone.

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$ 1,595.00
	Club / Organisation / Individual cash towards the project	
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	
	Other Income:	
TOTAL INCOME		\$ 1,595

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)	
		\$ 1,595
	TOTAL EXPENDITURE	

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	
Have you registered for Goods & Services Tax (GST) purposes?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	
Do you have an ABN?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No	
	ABN	50629556404			
<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' form</i>					
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No	
	Year				
	Amount				
** Applicable for grants after 1 July 2016	Did your group return the acquittal form?	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

APPLICATION CHECKLIST

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

AUTHORISATION OF APPLICANT

Name	Cathy Gutterson
Position	Administration Coordinator
Date	22/11/2016
<input checked="" type="checkbox"/>	I confirm that the information contained in the application form and within the attachments are true and correct.
<input checked="" type="checkbox"/>	I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

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

📍 CUSTOMER SERVICE LOCATIONS:
 86 Market Street MUDGEE 109 Herbert Street GULGONG 77 Louee Street RYLSTONE

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

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Current details for ABN 50 629 556 404

ABN details

Entity name:	WESTERN NSW LOCAL HEALTH DISTRICT
ABN status:	Active from 01 Jan 2011
Entity type:	State Government Other Incorporated Entity
Goods & Services Tax (GST):	Registered from 01 Jan 2011
Main business location:	NSW 2060

Trading name(s)

Trading name	From
WESTERN NSW LOCAL HEALTH DISTRICT	01 Jul 2011
Western NSW Local Health Network	06 Jul 2011
Western NSW Local Health District	01 May 2011
Baradine Multi Purpose Service	01 Jan 2011
Bathurst Health Service	01 Jan 2011
Blayney Multi Purpose Service	01 Jan 2011
Bloomfield Hospital	01 Jan 2011
Bourke Community Health	01 Jan 2011
Bourke Multi Purpose Service	01 Jan 2011
Breastscreen New South Wales Central & Western	01 Jan 2011
Brewarrina Multi Purpose Service	01 Jan 2011
Canowindra Health Service	01 Jan 2011
Cobar Health Service	01 Jan 2011
Collarenebri Hospital	01 Jan 2011
Condobolin District Hospital	01 Jan 2011
Coolah Multi Purpose Service	01 Jan 2011
Coonabarabran Health Service	01 Jan 2011
Coonambie Health Service	01 Jan 2011
Cowra District Hospital	01 Jan 2011
Cudal War Memorial Hospital	01 Jan 2011
Dubbo Health Service	01 Jan 2011
Dunedoo Multi Purpose Service	01 Jan 2011
Enngonia Community Health	01 Jan 2011
Egowra Memorial Mult Purpose Health Service	01 Jan 2011
Forbes Health Service	01 Jan 2011
Gilgandra Multi Purpose Service	01 Jan 2011

Goodooga Primary Care Centre	01 Jan 2011
Greater Western Area Health Service	01 Jan 2011
Grenfell Multi Purpose Service	01 Jan 2011
Gulgambone Multi Purpose Service	01 Jan 2011
Gulgong Primary Care Centre	01 Jan 2011
Lightning Ridge Mult Purpose Service	01 Jan 2011
Molong Health Service	01 Jan 2011
Mudgee Health Service	01 Jan 2011
Narromine Health Service	01 Jan 2011
Nyngan Multi Purpose Service	01 Jan 2011
Oberon Multi Purpose Service	01 Jan 2011
Orange Health Service	01 Jan 2011
Parkes Health Service	01 Jan 2011
Peak Hill Health Service	01 Jan 2011
Rylstone Multi Purpose Service	01 Jan 2011
Tottenham Multi Purpose Service	01 Jan 2011
Trangie Multi Purpose Service	01 Jan 2011
Trundle Multi Purpose Service	01 Jan 2011
Tullamore District Hospital	01 Jan 2011
Walgett Health Service	01 Jan 2011
Wanaaring Community Health	01 Jan 2011
Warren Multi Purpose Service	01 Jan 2011
Weilmoringle Health Service	01 Jan 2011
Wellington Health Service	01 Jan 2011

Deductible gift recipient status

WESTERN NSW LOCAL HEALTH DISTRICT is endorsed as a Deductible Gift Recipient (DGR) from **01 Jan 2011**. It is covered by **Item 1** of the table in section 30-15 of the *Income Tax Assessment Act 1997*.



Important

Please read **Deductible Gift Recipient (DGR)** information before making a gift.

ABN last updated: 06 Jul 2011

Record extracted: 25 Nov 2016

Disclaimer

The Registrar makes every reasonable effort to maintain current and accurate information on this site. The Commissioner of Taxation advises that if you use ABN Lookup for information about another entity for taxation purposes and that information turns out to be incorrect, in

certain circumstances you will be protected from liability. For more information see **disclaimer**.

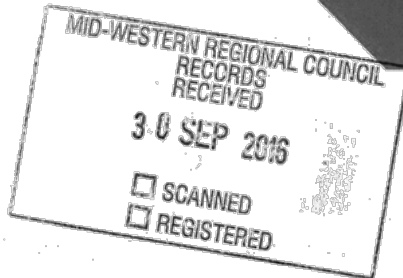


*Good
Government*

COMMUNITY GRANTS
PROGRAM

APPLICATION FORM

15 JUNE 2016



MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

Application Form

APPLICANTS DETAILS

Name of Organisation: MUDGEE CIVILIAN RIFLE & SMALL BORE CLUB INC.

Contact Person: LSIAM MILTON

Address: 39 RIFLE RANGE ROAD MUDGEE
P.O. BOX 206 MUDGEE

Phone: 02 63 724013

Email:

ABN: 97 978 709 574

Bank Account Name: MUDGEE CIVIL RIFLE & SMALL BORE CLUB INC

BSB: 062-577

Account Number: 10263730

PROJECT / ACTIVITY DETAILS

Name of Project / Activity: RE-IMBURSEMENT OF COUNCIL RATES

Amount of funding requested: \$1499.00

Start and finish date: 01/7/16 TO 30/6/17

Briefly describe Project / Activity

RECREATIONAL RIFLE TARGET SHOOTING

ADDRESS CRITERIA

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

ASSIST IN CONTINUING TARGET SHOOTING AS A RECREATIONAL ACTIVITY

What is the expected amount of resident participation?

ALL MEMBERS OF CLUB AND NEW MEMBERS ARE WELCOME

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

N/A

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

CLUB HAS BEEN ACTIVE SINCE 22/11/1887

CORPORATE FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$ 1,499.55
	Club / Organisation / Individual cash towards the project	N/A
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	\$ 4561.00
	Other Income:	\$ 555.00
TOTAL INCOME		\$ 0

Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)	N/A
		As in budget sheet of Rates.
TOTAL EXPENDITURE		\$ 0

FINANCIAL DETAILS

Is your group/organisation incorporated? Yes No

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

Do you have an ABN? Yes No

ABN 97 978 709 577

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

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

Year 2015

Amount \$ 1487.00

** Applicable for grants after 1 July 2016

Did your group return the acquittal form? Yes No

CORPORATE FINANCE / COMMUNITY GRANTS PROGRAM

APPLICATION CHECKLIST

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

AUTHORISATION OF APPLICANT

Name *LEIGH MILTON*

Position *SECRETARY*

Date *30.9.16*

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

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

SUBMIT YOUR APPLICATION

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

CUSTOMER SERVICE LOCATIONS:

86 Market Street
MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
RYLSTONE

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

Email My Application

Community Grants Policy

Print My Application



Australian Government
Australian Business Register



020

MUDGEE CIVILIAN RIFLE AND SMALL BORE
CLUB INC
PO BOX 206
MUDGEE NSW 2850

Our reference: 3610620693027

Phone: 13 92 26

ABN: 97 978 709 577

7 October 2015

We have registered you on the Australian Business Register

Dear Sir/Madam

Your Australian business number (ABN) is **97 978 709 577**.

Your ABN registration is effective as of 6 October 2015.

Please check that the enclosed ABN details recorded for your business or organisation are correct and advise us if they are not.

Your obligations

You're legally required to ensure your ABN details are kept up-to-date and you must notify the Registrar of any changes to your details within 28 days.

If you have an AUSkey you can update your ABN details online. AUSkey is a secure login that identifies you when you use participating government online services for business. If you don't have an AUSkey you can register at www.abr.gov.au/auskey. Alternatively, you can update your details by contacting us on **13 92 26** between 8.00am and 6.00pm, Monday to Friday.

The Registrar will periodically review your ABN registration. Where there is evidence that you're no longer entitled to hold an ABN your registration will be cancelled. Evidence of entitlement could include declaring business income in your income tax returns, and/or lodging activity statements within two years of your ABN registration.

If you've indicated that you require endorsement as a deductible gift recipient, income tax exempt fund or tax concession charity, an application will be sent to you shortly.

Starting or running a business

The Australian Government's dedicated business website www.business.gov.au is a one-stop shop for business information from all levels of government. The website provides a range of free tools including planning templates, checklists and how-to guides to help you work smarter, not harder. Find business information and support the easy way, visit www.business.gov.au today.

What you need if you phone us

We need to know we're talking to the right person before we can discuss your affairs. We'll ask you for details that only you or someone you've authorised would know. An authorised person is someone who you've previously told us can act on your behalf. If you can, please have your ABN with you.

Yours faithfully

Mark Jackson
Deputy Registrar of the Australian Business Register



Australian Government
Australian Taxation Office



020

MUDGEE CIVILIAN RIFLE AND SMALL BORE
CLUB INC
PO BOX 206
MUDGEE NSW 2850

Our reference: 7103508772096

7 October 2015

Your tax file number

Dear Sir/Madam

The details of your tax file number registration are:

Name: MUDGEE CIVILIAN RIFLE AND SMALL BORE CLUB INC
Tax file number: 969 990 385

It's important to keep this letter and any other document with your tax file number on it, in a safe place.

You should quote this tax file number when contacting us as it will help us find your information faster.

You will be asked to provide your tax file number to financial institutions and investment bodies when you open accounts or make investments with them. You don't have to give your tax file number to these organisations, but if you don't, they may withhold more tax from any investment returns or interest they pay to you.

For more information

You can find out more on our website www.ato.gov.au/tfn

Yours faithfully

David Diment
Deputy Commissioner of Taxation

RATE:

01/07/2016 TO 30/06/2017

ABN 96 149 391 332
TAX INVOICE

Notice is given that the below mentioned rates & charges have been made and levied on the land described hereunder by virtue of S546 of the Local Government Act 1993.



Mudgee Civilian Rifle &
 Small Bore Club
 C/- Mr LJ Milton
 PO Box 206
 MUDGEES NSW 2850

(02) 6378 2850 1300 76
 (02) 6378
 council@midwestern.nsw.g
 www.midwestern.nsw.g

Property Number
8456

Property Location and Description

Mudgee Rifle Range, 39 Rifle Range Road, MUDGEES NSW 2850.
 Lot 204 DP 756894, Lot 68 DP 735127 and 3 more

Valuation Base Date 01/07/2013 Interest R 8.0% p.a

Issue Date 15/07/2016 Due Da 31/08/2016

Particulars of Rates and Charges	Rate in \$	Rateable Value	Amount
Residential Rural	0.663620 C IN \$	173000	1148.06
Water Access Charge - 20mm Service	\$148.00 PER SERVICE	1	148.00
* General Waste Disposal Charge	\$203.50 PER SERVICE	1	203.50
* GST			18.50

First Instalment	Second Instalment	Third Instalment	Fourth Instalment	Please deduct any payments since	TOTAL AMOUNT DUE
\$375.16 31/08/2016	\$374.80 30/11/2016	\$374.80 28/02/2017	\$374.80 31/05/2017	10/07/2016	\$1,499.56 DUE

4056510-Run1-ASA001-0

PAYMENT OPTIONS

Property No.: 8456

Instalment Amount Due: \$375.16

RATE



Mudgee Administrative Services Centre
 86 Marker Street, Mudgee: 8.00am – 4.30pm

Gulgong Service Centre
 109 Herbert Street, Gulgong:
 8.00am – 1.00pm & 1.45pm – 4.30pm

Rylstone Service Centre
 77 Louee Street, Rylstone:
 8.00am – 1.00pm & 2.00pm – 4.30pm



Send your payment to **PO Box 156, Mudgee NSW 2850**



Contact Council for an application form.



Visit www.midwestern.nsw.gov.au and follow the links to pay using Visa or MasterCard.



Call 1300 133 369 anytime to make payments using Visa or MasterCard.



BPAY® this payment via internet or phone banking.
 BPAY View® – View and pay this bill using internet banking.



Billers Code 8698
Customer Ref: 2182 7280 7734 2



Present this notice intact to make your payment by credit or cheque at any Australia Post Office.

*71 158 2182728077342 21

300

Payment can be



Customer Ref:

300



QBN Insurance Services
Authorised Representative of

National Adviser Services Pty Ltd
ABN 60 096 916 184 Australian Financial Services Licence No. 233750



QBN Insurance Services
Phone: (02) 4821 8786 Fax: (02) 4821 8786
Email: qbninsurance@westnet.com.au

CERTIFICATE OF CURRENCY

We hereby confirm that we have arranged the insurance cover mentioned below.

National Rifle Association of Australia Ltd
P.O. Box 414
Carina QLD 4152

Renewal

Attention: Ms Catherine Berry

Date: 05/12/2012

Policy No:	71148913	
Product:	JUA Broadform Liability	
Insurer:	JUA Underwriting Agency Pty Ltd	Period of Cover:
	Level 1, 210 George St Sydney NSW 2000	From: 30/11/2012
The Insured:	National Rifle Association of Australia Ltd	To: 30/11/2013 at 4:00pm

Important Information	The Proposal / Declaration:	The total premium as at the above date is:
	<input checked="" type="checkbox"/> is to be received and accepted by the Insurer	<input checked="" type="checkbox"/> to be paid by the Insured
	<input checked="" type="checkbox"/> has been received and accepted by the Insurer	<input checked="" type="checkbox"/> part paid by the Insured
		<input checked="" type="checkbox"/> paid in full by the Insured

ULTIMATE INSURERS

QBE Insurance (Australia) Ltd 100%
Level 4, 85 Harrington Street
Sydney NSW 2000

Insured: National Rifle Association of Australia Ltd, the Executive, NSW, Victorian, QLD, Tasmania, SA, NT, ACT and Sub-Committees, Branches
W A Rifle Associations, Queensland Shooting Club, Committees, Clubs, Members, Range Officers, Coaches, Trainees and Authorised visitors

Geographical Limit: World wide (Excluding USA & Canada)

Occupation: Rifle Shooting Clubs and any other associated activities of the Insured

Interested Parties: Commonwealth of Australia (as property owner)
ADI Lithgow (as property owner)
National Parks & wildlife (as property owner)
State Forests of NSW (as property owner)
Department of Land & water Conservation (as property owner)
Conservation of Land Management WA (as property owner)
Forestry Tasmania (as property owner)
Department of Primary Industries, Water & Environment (TAS) (as property owner)

Water: Queensland Government - Department of Natural Resources and NSW Department of Arts, Sports and Recreation.
The Minister Administering "Sports Venue Management 2008"
Southern Highlands Regional Shooting Complex Inc
City of Greater Shepparton
Griffith City Council
Northern Territory Firearms Council
"The Crown in Right of Tasmania" (as property owner).
Bathurst Regional Council (as Property Owner)
IJ & BK Tillack (as Property Owner)

QBN Insurance Services
Authorised Representative of



National Adviser Services Pty Ltd

ABN 60 096 916 184 Australian Financial Services Licence No. 233750

QBN Insurance Services
Phone: (02) 4821 8786 Fax: (02) 4821 8786
Email: qbninsurance@westnet.com.au

Limit of Indemnity:	Public Liability	\$ 20,000,000
	Products Liability	\$ 20,000,000
Excess:		\$ 1,000
		\$ 5,000 whilst in USA or Canada
Extensions:	Cross Liability, Property in Care Custody and Control \$	
100,000	Pressure Vessel Explosion, Tenants Liability, Car Parks and	
Member	To Member.	
Note:	Townsville Rifle Club to Include Small Bore Rifle Shooting	
	Katoomba Rifle Club to Include Clay Target Shooting (1 Trap)	
	Darwin Rifle Club including Caravan Accomadation	
	Murwillumbah Rifle Club to Include Clay target shooting (2	
Traps)	Coonabarabran Civilian and Military Rifle Club Inc Includes	
Clay Target Shooting		
Underwriter:	QBE	

Endorsement No 8 as indicated in the Certificate of Insurance Property in Custody or Control

It is hereby agreed and declared that Indemnity granted by this policy extends to indemnify the Insured for claims in respect of Property Damage for property in the custody or control of the Insured. Provided that the Indemnity granted hereby does not extend to Premises (including Landlord's fixtures and fittings) leased by or on behalf of the Insured. Provided further that the limit of liability under this endorsement for all compensation payable in respect of :- 1. Any occurrence or number of occurrences arising directly or indirectly from one source or one cause (including fire, flood or explosion) 2. Any one period of insurance shall not exceed the amount shown above. It is agreed and declared that the Insured shall bear the first amount of each loss, as shown above, in respect of each and every claim for which indemnity is provided by this endorsement.

Page 4 of 6

Subject otherwise to the terms conditions and limitations of the policy. This endorsement forms part of the policy and should be attached thereto.

4.8 Jurisdiction

All disputes arising out of or under this Policy will be subject to determination by any Court of competent jurisdiction within Australia.

Endorsement No 114 as indicated in the Certificate of Insurance

Injury to Contractors and Subcontractors Exclusion

This policy does not cover any liability arising directly or indirectly from or caused by, or contributed to by or arising from Personal Injury to: any contractor or subcontractor or employee of any contractor or subcontractor whilst performing work on your behalf.

TERRORISM INSURANCE IS EXCLUDED FROM THIS COVER

General Information

The Commonwealth Government's Terrorism Insurance Act 2003 commences on 1st July 2003. Eligible insurance contracts which are in-force at 1st July 2003 or which are issued after that date are covered by the legislation. Where an eligible insurance contract excludes terrorism, that exclusion is rendered inoperative if the Treasurer announces that there is a declared terrorist incident. In that event, the insurer will pay a claim arising from the terrorist incident as if the terrorist exclusion did not apply.

In broad terms, eligible insurance contracts are those contracts covering non-residential buildings, structures, other works and their contents. They also include business interruption covers which relate to the ownership or occupation of such property and liability covers to the extent that the liability arises from the ownership or occupation of such property.

The detail as to what policies are covered and what policies are excluded are set out in the Act and the Terrorism Insurance Regulations. More information is available at www.arpc.treasury.gov.au.

What does the Insured need to do?

The Insured does not need to take any action. If a declared terrorist event occurs and the eligible insurance contract has a terrorist exclusion, then a claim will be payable in the same manner as any other claim under the policy. Apart from the terrorist exclusion, all other terms and conditions of your policy remain the same.

Application to this Policy

We have determined that this policy (or part of it) is a policy to which the Terrorism Insurance Act 2003 applies. We have reinsured our liability under the Act with the Commonwealth Government reinsurer, the Australian Reinsurance Pool Corporation.

As a consequence, we may be required to pay a premium to ARPC and that amount (together with the cost of that part of the cover provided by us and administrative costs associated with

QBN Insurance Services
Authorised Representative of

National Adviser Services Pty Ltd

ABN 60 096 916 184 Australian Financial Services Licence No. 233750



QBN Insurance Services

Phone: (02) 4821 8786 Fax: (02) 4821 8786

Email: qbninsurance@westnet.com.au

the legislation) is reflected in the premium charged. As with any other part of our premium, it is subject to Government taxes and charges such as GST, stamp duty and, where applicable, fire service levy.
For further information see the Information Sheet, Terrorism Insurance Act 2003.

Endorsement No. EL-79-Worker to Worker Excess \$25,000

other terms and conditions as per policy wording

Please note that the policy defined above is subject to the receipt of the Proposal Declaration and acceptance by the Insurer (if not already completed and accepted) and subject to the full receipt and clearance of the total premium payable by the insured.

The Policy may be cancelled or varied by agreement between the insurer and the insured.

On behalf of: QBN Insurance Services



Current details for ABN 97 978 709 577

ABN details

Entity name:	Mudgee Civilian Rifle and Small Bore Club Inc
ABN status:	Active from 06 Oct 2015
Entity type:	Other Incorporated Entity
Goods & Services Tax (GST):	Not currently registered for GST
Main business location:	NSW 2850

Deductible gift recipient status

Not entitled to receive tax deductible gifts

ABN last updated: 07 Oct 2015

Record extracted: 30 Sep 2016

Disclaimer

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

From: [Tracey Kane](#)
To: [Alison Cameron](#)
Cc: [Sharon Jones](#)
Subject: RE: Rylstone Pony Club
Date: Tuesday, 13 December 2016 12:49:26 PM
Attachments: [image006.png](#)
[image007.png](#)

Hi Alison

I am happy to hold off on invoicing them for their booking until we hear back regarding their application (they are long standing users). Please ensure the application has the full booking amount including the \$550 for the bond (or \$400 difference between existing and updated amounts), if they are unsuccessful we can then invoice them for all outstanding amounts.

Cheers

Tracey

Tracey Kane | Manager, Recreation Services
Mid-Western Regional Council
102 6376 2818 | m0417.408.258
f02 6376 2815 | e tracey.kane@midwestern.nsw.gov.au
a 69 Market Street | PO Box 186 Mulgoa NSW 2880

From: Alison Cameron
Sent: Monday, 12 December 2016 3:55 PM
To: Tracey Kane
Subject: Rylstone Pony Club

Hi Tracey,

As discussed, I met with Lisa Riley from Rylstone Pony Club this morning at customer service. I have assisted with their Community Grants Application – due to the late submission, I will have to submit to Council in February 2017 for their consideration. Due to this, the first 4 bookings will not have a resolution for waiving of hire fees:

08/01/2017	All Day event	\$58.00
21/01/2017		
22/01/2017	2 day gymkhana	\$116.00
19/02/2017	All Day event	\$58.00
Total Payable		<u>\$232.00</u>

Would you recommend that this amount also be included into the application – and if NOT recommended Council could invoice them after the fact?
I also note that the current security bond Council holds is \$150.00 (dating back to 2013), could you please confirm if you would also consider this amount be accepted for the above bookings dates in lieu of the current amount of \$550?

Kindest Regards,
Ali

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

102 6376 2833
f02 6376 2818 | e alison.cameron@midwestern.nsw.gov.au
a 69 Market Street | PO Box 186 Mulgoa NSW 2880
w www.midwestern.nsw.gov.au
[facebook](#) | [twitter](#) | [youtube](#)



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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



Application Form

APPLICANTS DETAILS

Name of Organisation	Nott So Fast
Contact Person	Raelene Tant
Address	PO Box 431 GULGONG NSW 2852
Phone	0447 091 735
Email	raelene.tant@icloud.com
ABN	
Bank Account Name	RM TANT
BSB	062549
Account Number	10044408

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Coastrek 2017 - a 30 kilometre trek / walk in Sydney - raising awareness and funds for the Fred Hollows Foundation
Amount of funding requested	\$ 1,000.00
Start and finish date	17th March 2017
Briefly describe Project / Activity	Our team of four - Fiona Nott, Jodie McAlpine, Michelle Mutton and myself, Raelene Tant, are local Health Professionals from Mudgee and Gulgong Districts. We are travelling to Sydney on 17th March 2017 to compete in Coastrek 2017 - a 30 kilometre trek to raise awareness and much needed funds for the Fred Hollows Foundation. The foundation trains Doctors, Nurses and other health care workers, distributes antibiotics and raises money for much needed equipment and medical facilities, and performs life transforming eye surgeries, helping to restore sight.

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<p>This project does not directly impact our local community. However as a local team of Health Professionals, we feel this will benefit our group and promote healthy exercise and fitness to our area.</p>
<p>What is the expected amount of resident participation?</p>	<p>We hope to inspire other members of the community to participate in future treks and / or planned walks, or to just improve their general fitness by taking a gentle walk throughout our beautiful region.</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<p>We currently train on the provided walking trails in both Gulgong and Mudgee. We hope to encourage others to do so as well.</p>
<p>Outline your organisation capacity to deliver the Project / Activity <u>OR</u> describe previous experiences.</p>	<p>Two of our team are experienced walkers, competing for the past 4 years in City2Surf - Sydney, Seven Bridges Walk - Sydney (for the cancer council) and the Dubbo Stampede. Our other two members are already quite fit and keen for this new challenge. Training is well underway and varied from gentle 7km walks, intensive interval training with swim training to commence. In early December we aim to include regular treks, taking in the sights of our beautiful district including Munghorn Gap, the Drip, Ferntree Gully & Dunns Swamp. We will also venture further, trekking in the Blue Mountains, Lithgow area such as Newnes - Glow Worm Tunnel. The whole team is ready for the challenge of the 30km trek, raising funds for a worthy foundation in the process. We would greatly appreciate any sponsorship and/or donation Council may wish to provide.</p>

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$ 1,000.00
	Club / Organisation / Individual cash towards the project	
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	
	Other Income:	
	TOTAL INCOME	\$ 1,000

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

FINANCIAL DETAILS

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

APPLICATION CHECKLIST

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

AUTHORISATION OF APPLICANT

Name	Raelene Tant
Position	Team Fundraising Leader
Date	11/25/2016
<input type="checkbox"/>	I confirm that the information contained in the application form and within the attachments are true and correct.
<input type="checkbox"/>	I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

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

CUSTOMER SERVICE LOCATIONS:

86 Market Street
MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
RYLSTONE



POSTAL ADDRESS:

Attn: Finance Department
 PO Box 156
 MUDGEE NSW 2850

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COMMUNITY GRANTS PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



Application Form

APPLICANTS DETAILS

Name of Organisation	Mudgee Lions Club Inc
Contact Person	Lea Leisfield
Address	13 Norman Road, Mudgee, 2850 NSW
Phone	02 63 723 633
Email	leisfield@gmail.com
ABN	8844 7571 504
Bank Account Name	Mudgee Lions Club Inc - Projects A/c
BSB	082 726
Account Number	631 002 002

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Mudgee Lions Club Plein Air Art Exhibition
Amount of funding requested	\$168 - 2 days hire of the Gallery section of "The Stables"
Start and finish date	Start - Friday 5th May, 2017 - for hanging paintings and the official opening Finish - Saturday 6th May
Briefly describe Project / Activity	The Mudgee Lions Club Plein Air Art Exhibition will display the works of approximately 40 artists who visit our District during the first week in May. Painting sites will be organised by Marilyn Carney and the Lions will support her endeavours by assisting her committee of helpers and the artists on the above dates.

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<ul style="list-style-type: none"> * I believe by having the Plein Air Exhibition it will improve our community's image. * It will expose different techniques to budding and established artists. * It will provide a forum for collaboration of the arts community. * It will provide tourist dollars to the restaurants, shops, hotels and other accommodation outlets in Mudgee and District. * Providing a positive experience to the visiting artists and their partners, can only benefit our area by word of mouth advertising.
<p>What is the expected amount of resident participation?</p>	<p>As this is the first time the Lions Club have been involved in this Project, it is hard to ascertain. From Merilyn's accounts, we could have up to 150 to 200 visitors. The Lions Club aim is to advertise the Exhibition as widely as possible, so as to maximise attendances.</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<p>As this project is still in the planning stages, our aim will be to advertise this Project as widely and diversely as possible. Precise planning will begin in January, 2017.</p>
<p>Outline your organisation capacity to deliver the Project / Activity <u>OR</u> describe previous experiences.</p>	<p>Lions Clubs in general and in particular the Mudgee Lions Club, are well known for their ability to deliver a satisfactory conclusion to any project they undertake. Mudgee Lions at present are involved with</p> <ul style="list-style-type: none"> * Ulan Training Day BBQs * Manning the Race Gates * Manning the Rugby Gates * Manning the Show Gates * Running the Lawson Park Markets * Participating in Meals On Wheels * Working with Council at Flavours of Mudgee * Providing a Palliative Care Package in partnership with Mudgee Hospital * Providing 3 year Further Education Scholarships to Students at Mudgee High School, St Matthews High School and Gulgong High School. * Supporting the Community

CORPORATE: FINANCE | COMMUNITY GRANTS PROGRAM

PROJECT BUDGET

Project Income	Community Grant (amount sought from Council)	\$168 - 2 days hire of the Gallery section of
	Club / Organisation / Individual cash towards the project	
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	As part of the planning, we may suggest a
	Other Income:	Nil
	TOTAL INCOME	0

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

FINANCIAL DETAILS

Is your group/organisation incorporated?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Have you registered for Goods & Services Tax (GST) purposes?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Do you have an ABN?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	ABN	8844 7571 504
	<i>Note – if you do not have an ABN please attach a 'Statement by Supplier' form</i>	
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	Year	
	Amount	
** Applicable for grants after 1 July 2016	Did your group return the acquittal form?	<input type="checkbox"/> Yes <input type="checkbox"/> No

APPLICATION CHECKLIST

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

AUTHORISATION OF APPLICANT

Name	Lea Leisfield
Position	Lions Club Member
Date	25th October, 2016
<input type="checkbox"/>	I confirm that the information contained in the application form and within the attachments are true and correct.
<input type="checkbox"/>	I confirm that this application has been submitted with the full knowledge and support of the applicant.

SUBMIT YOUR APPLICATION

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

📍 **CUSTOMER SERVICE LOCATIONS:**

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

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

Email My Application

Community Grants Policy

Print My Application

CERTIFICATE OF CURRENCY

Public and Products Liability

Date of Issue: 17 August 2016 **Issuing Office:** Melbourne

To Whom It May Concern

Insured: The International Association of Lions Club

Policy Number: 01CL440469

Class: Public and Products Liability

Policy Period: From: 01 September 2016 at 4.00pm local standard time
To: 01 September 2017 at 4.00pm standard time, subject to annual renewal

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

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

Participation: ACE Insurance – 100%

Signed for and on behalf of ACE Insurance Limited:



Authorised Officer
ACE Insurance Limited ABN 23 001 642 020

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

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insured.™

**JUA Underwriting Agency Pty Limited**ACN 004 566 465
ABN 70 004 566 465
AFSL 235411

P O Box 6003, KINCUMBER NSW 2251

Telephone: 02 4369 8317

Mobile: 0408 674 770

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

17 August 2016

CERTIFICATE OF CURRENCY **TO WHOM IT MAY CONCERN**

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

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

INSURER: Lloyds of London

CLASS: LEGAL LIABILITY to the GENERAL PUBLIC.

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

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

POLICY No.: 110962703

DUE DATE: 1st SEPTEMBER, 2017

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

With Kind Regards

Garry Galvin

Garry Galvin
Authorised Representative - AFSL 001239538
Lions Australia Insurance Programme Consultant.



Current details for ABN 88 447 571 504

ABN details

Entity name:	Lions Club of Mudgee Inc.
ABN status:	Active from 06 Apr 2010
Entity type:	Other Incorporated Entity
Goods & Services Tax (GST):	Not currently registered for GST
Main business location:	NSW 2850

Trading name(s)

Trading name	From
Lions Club of Mudgee Inc.	06 Apr 2010

Deductible gift recipient status

Not entitled to receive tax deductible gifts

ABN last updated: 06 Apr 2010

Record extracted: 28 Oct 2016

Disclaimer

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

**ABN Lookup****Current details for ABN 88 447 571 504****ABN details**

Entity name:	Lions Club of Mudgee Inc.
ABN status:	Active from 06 Apr 2010
Entity type:	Other Incorporated Entity
Goods & Services Tax (GST):	Not currently registered for GST
Main business location:	NSW 2850

Trading name(s)

Trading name	From
Lions Club of Mudgee Inc.	06 Apr 2010

Deductible gift recipient status

Not entitled to receive tax deductible gifts

ABN last updated: 06 Apr 2010

Record extracted: 25 Nov 2016

Disclaimer

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



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COMMUNITY GRANT PROGRAM

APPLICATION FORM

15 JUNE 2016

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



Application Form

APPLICANTS TAILS

VISION AUSTRALIA – BLACK & WHITE COMMITTEE	
ANNIE JOHNSTON	
648 CASTLEREAGH HIGHWAY BURRUNDULLA	
Phone 6373 1441	
Email lovettslodge@bigpond.com	
ABN 67 108 391 831	
Bank Account Name BLACK & WHITE	
BSB 112 879	
Account Number 041681666	

PROJECT / ACTIVITY TAILS

Name of Project / Activity	St.PATRICK'S DAY LUNCHEON
Amount of funding requested	\$2,000
Start and finish date	17 TH MARCH 2017 / 17 TH MARCH 2017

Briefly describe Project / Activity

We are holding a fund raising luncheon to raise funds on behalf of Vietnam Australia at Augustines. We envisage to have 120 attend for a three course luncheon with live music. ALL proceeds raised stay in the Mudgee region to help those in need of support.

ADDRESS CRITERIA

<p>How will your project benefit the Mid-Western Region community?</p>	<p>The Council will get a lot of exposure in the way of the Council being put on the Invitation as a supporter also on flyers around town and on the day. We send out over 300 invitations to Mudgee folk & Sydney people who have supported us in the past.</p>
<p>What is the expected amount of resident participation?</p>	<p>Resident participation will probably be 80% the other come from Dunedoo, Coona, Gulgong, Rylstone & Lithgow & Sydney</p>
<p>What level of consultation and collaboration with other local groups has your organisation undertaken?</p>	<p>Nil.</p>

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

Over the past 12 years we have had functions at the Regional Theatre & more recently we have bought an Opera Company up from Sydney to perform two performances at AREC in which we provided a three course dinner & the other at the Opera House in Gulgong where we provided finger food lunch. We have also had two functions with the Opera at the Mudgee Town Hall .As my Committee members are ageing we held a St. Patricks luncheon this year and it was extremely successful having to turn people away so that why we have booked a larger venue for next year.

CORPORATE: FINANCE □ COMMUNITY GRANTS PROGRAM

PROJECT BUDGET		
Project Income	Community Grant (amount sought from Council)	\$2,000
	na	
	Expected Sales Revenue i.e. Entry Fee, Membership Sales:	Luncheon cost \$35 p/h
	Other Income: Raffles: approx. \$1,000	
	TOTAL INCOME	\$ 3.000
Project Expenditure	List proposed cash expenditure (provide copies of quotes for equipment)	
	Venue Hire @\$10 per person = Min \$1200. Food made by members \$700 which includes alcohol. Live music \$200. Laundry & Ironing \$200	
	TOTAL EXPENDITURE	\$ 2300.00

FINANCIAL DETAILS

incorporated?	<input type="checkbox"/>	Yes	<input type="checkbox"/>
Have you registered for Goods & Services Tax (GST) purposes? <small>Yes</small>	<input type="checkbox"/>	No	
Do you have an ABN?	<input type="checkbox"/>	Yes	<input type="checkbox"/> No
	ABN 67 108 391 831		
	<i>Note – if you do not have an ABN please attach a Statement</i>		<i>by Supplier' form</i>
Has your organisation / group previously received a community grant from Council?	<input type="checkbox"/>		<input type="checkbox"/> No
	Year		
	Amount		
	Did your group return the acquittal form?	<input type="checkbox"/> Yes	<input type="checkbox"/>

** Applicable for grants after 1 July 2016

PAGE 4 OF 4 **MID-WESTERN REGIONAL COUNCIL CORPORATE: FINANCE COMMUNITY GRANTS PROGRAM**

APPLICATION CHECKLIST

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

AUTHORISATION OF APPLICANT

Name	
Position	
Date	

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

BMIT YOUR APPLICATION

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



CUSTOMER SERVICE LOCATIONS:

86 Market Street
MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
RYLSTONE



POSTAL ADDRESS:

Attn: Finance
Department PO Box
156
MUDGEE NSW 2850

Email My Application Email My Application

Community GrantCommunity Grants Policyicy

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Certificate of Currency

Risk Services Australia Limited
17 000 434 720 AFSL 241141

Melbourne
in Australia
Glenferrie Rd
MELB VICT 3144

In our capacity as Insurance Brokers to Vision Australia, we hereby certify that the under mentioned insurance policy is current.

Issue Date

1 August 2016

Policy Information

Class of Insurance Public & Products Liability Insurance

Broker (Lead) ANSVAR INSURANCE LTD ABN: 21 007 216 506

Policy Number(s)
672911196

Expiry Date
31/07/2017

Insured

Risk Services Australia Limited, and or Subsidiary Companies including Australian Business Services Pty Ltd, RVIB Foundation Pty Ltd, Royal Blind Society New South Wales, Vision Australia Foundation, Royal Victorian Institute for the Blind, Braille Productions Ltd National Information and Library Service, RVIB Foundation, and Vision Australia Trust, The Blind Lottery Australia Pty Ltd, Shades for Sight Pty Ltd, Royal Blind Foundation for the Deaf Ltd, SEDA Seeing Eye Dogs Australia and Vision Queensland Pty Ltd or those acquired or incorporated during the period of insurance for their effective rights and interests.

Business Insured

Insured's Legal Liability to pay compensation in respect of:

Personal Injury to any person
Property Damage
Advertising Injury

occurring within the Geographical Limits during the Period of Insurance as a result of an Occurrence happening in connection with the Insured's Business operations.

Exclusion of Risk

Operations elsewhere in the world except United States of America and Canada other than in respect of:

Products sent to the United States of America and/or Canada without the knowledge of the Insured or
Commercial visits by directors and non manual employees normally resident outside USA or Canada

Sum Insured \$ 50,000,000 any one occurrence or in respect of

Important notes

- This certificate is a summary of cover only. Please refer to the Policy Wording and Schedule for its full terms and conditions.
- Aon does not guarantee that the insurance outlined in this Certificate will continue to remain in force for the period referred to as the Policy may be cancelled or altered by either party to the contract, at any time, in accordance with the terms of the Policy and the *Insurance Contracts Act 1984 (Cth)*.
- Aon accepts no responsibility or liability to advise any party who may be relying on this Certificate of Currency in relation to alteration to or cancellation of the Policy.
- This Certificate does not
 - represent an insurance contract or confer rights to the recipient or
 - amend, extend or alter the Policy



Current details for ABN 67 108 391 831

ABN details

Entity name:	VISION AUSTRALIA LIMITED
ABN status:	Active from 11 May 2004
Entity type:	Australian Public Company
Goods & Services Tax (GST):	Registered from 11 May 2004
Main business location:	VIC 3144





Australian Charities and Not-for-profits Commission (ACNC)

VISION AUSTRALIA LIMITED is registered with the Australian Charities and Not-for-profits Commission (ACNC) as follows:

ACNC registration	From
Registered as a charity view ACNC registration	03 Dec 2012

Business name(s)

Business name	From
Melbourne Low Vision Services	01 Feb 2013
Digital Access	20 Nov 2012
5RPH	01 Dec 2011
RPH ADELAIDE	01 Dec 2011
VISION AUSTRALIA CAROLS BY CANDLELIGHT	20 Dec 2005
BRILLE & TALKING BOOK LIBRARY	28 Nov 2005
VISION AUSTRALIA ENTERPRISES	10 Nov 2005
VISION AUSTRALIA EQUIPMENT SOLUTIONS	10 Nov 2005
DAISY BOOKS	09 Nov 2005
DAISY ENTERPRISES	09 Nov 2005
1 800 PUPPYS	11 May 2004
ACCESSIBLE INFORMATION SOLUTIONS	11 May 2004
ACCESSIBLE INFORMATION SOLUTIONS	11 May 2004
ASSOCIATION FOR THE BLIND	11 May 2004
LADY NELL SEEING EYE DOG SCHOOL	11 May 2004
LADY NELL SEEING EYE DOG SCHOOL	11 May 2004
LOUIS BRAILLE BOOKS	11 May 2004
ROYAL VICTORIAN INSTITUTE FOR THE BLIND	11 May 2004
RVIB	11 May 2004
SEDA PAW PALS	11 May 2004

SEEING EYE DOGS AUSTRALIA 	11 May 2004
SEEING EYE DOGS AUSTRALIA 	11 May 2004
SIGHT AUSTRALIA 	11 May 2004
VISION AUSTRALIA 	11 May 2004

ASIC registration - ACN or ARBN

108 391 831 [View record on the ASIC website](#) 

Charity tax concession status

VISION AUSTRALIA LIMITED is a Public Benevolent Institution endorsed to access the following tax concessions:

Tax concession	From
GST Concession	01 Jul 2005
FBT Exemption	01 Jul 2005
Income Tax Exemption	12 May 2004

Deductible gift recipient status

VISION AUSTRALIA LIMITED is endorsed as a Deductible Gift Recipient (DGR) from **12 May 2004**. It is covered by **Item 1** of the table in section 30-15 of the *Income Tax Assessment Act 1997*.



Important

Please read **Deductible Gift Recipient (DGR)** information before making a gift.

ABN last updated: 22 Jul 2016

Record extracted: 28 Oct 2016

Disclaimer

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



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QUARTERLY BUDGET
REVIEW STATEMENT
DECEMBER 2016

ATTACHMENTS

2 FEBRUARY 2017

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



CORPORATE: FINANCE |

THIS DOCUMENT HAS BEEN PREPARED BY LEONIE JOHNSON, CHIEF FINANCIAL OFFICER 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: 2 FEBRUARY 2017

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CORPORATE: FINANCE |

1. Proposed Budget Variations & Cash Position

1.1 General Fund

Council finished the 2016 financial year with an unrestricted cash balance of \$12.674* million. The 2017 Original Budget for General Fund as adopted by Council projected a negative movement to 30 June 2017 in unrestricted cash of \$304k. Council has since adopted the following budget movements, summarised below.

VARIATION	AMOUNT (\$'000)	MOVEMENT
Original Budget	(304)	Deterioration
Revotes	(292)	Deterioration
Council Minutes – July to Dec	(262)	Deterioration
September QBR variations	(5,011)	Deterioration
December QBR proposed variations	88	Improvement
Estimated movement to 30 June 2017	(5,781)	Deterioration
Projected balance at 30 June 2017	6,893	

*Note that the reported unrestricted cash figure in the 2015/16 Financial Statements was \$12,435, however post statement adjustments to the closing balances of unspent grants and internally restricted reserves of \$239k have resulted in a higher unrestricted cash figure at year end.

A projected unrestricted cash balance of \$6.893 million represents about 6 weeks of Council's 2016/17 operating expenditure budget. This is a high level of unrestricted cash, and is adequate to ensure Council is able to meet its debts and obligations as they fall due.

Proposed variations to the 2016/17 Operational Plan for General Fund are shown below.

Code
U - Unfavourable
F - Favourable
C - Contra

COMMUNITY PLAN THEME	VARIATION	AMOUNT	
GENERAL FUND			
Positive Variations			
Good Government	Saving in Workers Compensation insurance premium	300,000	F
Good Government	Savings in internal plant hire for Executive Support	22,000	F
Good Government	Savings in Government Lobbying due to reduced travel requirements in the first half of the financial year	5,000	F
Good Government	Deferral of installation of solar panels at Operations administrative offices until an alternate energy strategy has been developed and approved	100,000	F

CORPORATE FINANCE |

COMMUNITY PLAN THEME	VARIATION	AMOUNT	
Looking after our Community	Strategic Planning - savings in employee cost savings due to vacancies	177,600	F
Looking after our Community	Kandos Baby Health Centre - remove the remaining budget for electricity and cleaning as Council no longer has an agreement in place for this building	2,637	F
Connecting our Region	Bridges Local Roads - Savings on completion of the following projects: - Green Gully Bridge \$30,605 - Butter Factory Bridge \$10,476	41,081	F
Connecting our Region	Sealed Rural Local Roads - net unrestricted cash savings of \$12,529. Variations from the following projects: Project Savings \$36,000: - Eurunderee Lane Reseal savings \$16,000 - Narrango Road Rehab savings \$20,000 unrestricted cash (\$31,220 Roads to Recovery Grant) Budget reductions \$158,261: - Reduction in required linemarking budget \$50,000 - Cudgegong Rd Reseal budget not required, completed late 15/16 \$1,438 - Bonds Rd Reseal cancelled as the connecting Gundowda Rd reseal was cancelled in July \$4,000 - Kurtz Lane Reseal cancelled as the connecting Wollar Rd reseal is proposed to be cancelled \$9,000 - Old Barneys Reef Rd reduce the scope of reseal down to 300m, savings of \$63,823 - Cudgegong Rd Rehab defer to 17/18 financial year \$30,000 unrestricted cash (\$276,588 Roads to Recovery grant) The above positive variations are offset by the following negative movements: Negative variations (\$181,732) - Maintenance increase required due to previous wet weather impact (\$150,000) - Rocky Waterhole Rd Reseal over budget (\$3,522) - Lue Rd Blackspot project over budget (\$28,210)	12,529	F
Connecting our Region	Unsealed Rural Local Roads - Savings in Tinja Lane Seal Extension	9,400	F
Connecting our Region	Unsealed Rural Local Roads Resheeting - Utilise deferred Roads to Recovery funding for resheeting projects - \$200k additional Roads to Recovery offset by an increase to the program of works by \$50k	150,000	F
Total Positive Variations		820,247	
Negative Variations			
Building a Strong Local Economy	Remove rental income on Mortimer St Development due to delayed construction. Offset by removal of interest expense following removal of loan funding	(49,250)	U
Connecting our Region	Unsealed Rural Local Roads Grading Program	(400,000)	U
Connecting our Region	Urban Local Roads - - Increase maintenance budget \$50,000 - Fairydale lane upgrade complete over budget by \$1,700	(51,700)	U
Looking after our Community	Streetscape Maintenance - increase required for additional slashing required on Council land	(15,000)	U
Good Government	Asset Management System Upgrades - It is proposed to purchase the Asset Defect Management software module to effectively utilise mobility tablets and further improve asset management software capabilities	(18,000)	U
Connecting our Region	Street Lighting Maintenance - An increase in the electricity expenditure budget is required due to a tariff increase of 13%	(27,000)	U
Looking after our Community	Mudgee Pool Operations - increase expenditure budget for cleaning of amenities due to pool remaining open all day	(9,375)	U
Good Government	Upgrade to Councils Enterprise Resource Planning (ERP) software, Technology One, to leverage new efficiencies	(100,000)	U

CORPORATE: FINANCE |

COMMUNITY PLAN THEME	VARIATION	AMOUNT	
Building a Strong Local Economy	Upgrades to Mortimer St commercial complex in order to obtain suitable lessee	(12,000)	U
Looking after our Community	Increase consultant costs in corporate buildings administration to assist in developing an alternate energy strategy	(50,000)	U
Total Negative Variations		(732,325)	
Contra Variations			
Looking after our Community	NSW RFS contributions - receipt of transitional grant to assist with increase in service levy	65,000	C
Looking after our Community	NSW RFS contributions - increase to fire service levy budget to meet approved annual amount (\$63,582) and reduce expected expense reimbursement budget based on RFS correspondence. Funding gap of \$134k still exists.	(65,000)	C
Looking after our Community	Mudgee & Gulgong Dog Off Leash Area Improvements - Amend the funding source from S94 Contributions to Capital Program Reserve. Reduce transfer from S94	(20,000)	C
Looking after our Community	Mudgee & Gulgong Dog Off Leash Area Improvements - Amend the funding source from S94 Contributions to Capital Program Reserve. Increase transfer from Capital program Reserve	20,000	C
Good Government	WHS initiatives - increase in expenditure budget	(3,326)	C
Good Government	WHS Incentive - increased incentive benefits received from Statecover	3,326	C
Protecting our Natural Environment	Koala Conservation project expenditure for guided tour, education and trees.	(4,100)	C
Protecting our Natural Environment	Koala Conservation grant income	4,100	C
Connecting our Region	RMS Grants - Mudgee Public School Pedestrian Signage (grant funded)	(1,400)	C
Connecting our Region	RMS Grants - Rylstone Public School Crossing - increase in scope of works to install pedestrian fencing (grant funded)	(6,800)	C
Connecting our Region	RMS Grants - approved amount for Mudgee and Rylstone - Pedestrian Infrastructure Safety Around Schools Program	8,200	C
Looking after our Community	Glen Willow Walkway - Reduce planned expenditure on walkway to offset increase in expenditure for Glen Willow Stage 2 preliminary design (reserve funded)	7,200	C
Looking after our Community	Glen Willow Sports Ground Upgrades - Expenditure budget required for Glen Willow Stage 2 preliminary design (reserve funded)	(7,200)	C
Protecting our Natural Environment	Drainage Capital Improvements are proposed at Fitzgerald Street Rylstone (\$40k), Mason Street Kandos (\$45k) and Bent Street Kandos (\$80k). Funded from Drainage Capital Improvement Budget Only	(165,000)	C
Protecting our Natural Environment	Drainage Capital Improvements - transfer from budget only out to identified projects (Asset Replacement Reserve funded)	165,000	C
Looking after our Community	Development Control - Proposal to engage a surveyor to assist in completing drainage diagram site visits required to confirm infrastructure	(15,000)	C
Looking after our Community	Development Control - Increase drainage diagram income budget to reflect current number of applications	15,000	C
Looking after our Community	Rural Halls Upgrade - remove this budget as Public Halls maintained by Council already have existing budgets allocated (reserve funded)	(25,625)	C
Looking after our Community	Rural Halls Upgrade - reduce transfer from Asset Replacement Reserve	25,625	C

CORPORATE: FINANCE |

COMMUNITY PLAN THEME	VARIATION	AMOUNT	
Connecting our Region	Natural Disaster event, flooding - Emergency repair costs for roads flood damage: Sealed Rural Local Roads \$138,658 Unsealed Rural Local Roads \$361,342	(500,000)	C
Connecting our Region	Natural Disaster event, flooding - NSW Government initial Natural Disaster Relief funding for flood damage. Currently awaiting outcome of application for further natural disaster relief.	500,000	C
Connecting our Region	Sealed Regional Roads - sealed road maintenance budget increase required due to wet weather, offset by reduction in linemarking (\$50,000) and part transfer from Wollar Rd Reseal (\$11,238)	(61,238)	C
Connecting our Region	Sealed Regional Roads - reduce linemarking budget to cover increase in maintenance required (Regional Roads Block Grant funded)	50,000	C
Connecting our Region	Sealed Regional Roads - Reseal Wollar Road Segment 1285, \$45,691, cancelled project due to: - reduction in Block Grant income of \$31,953 - transfer to Macdonalds Creek Bridge \$2,500 - transfer to maintenance \$11,238	45,691	C
Connecting our Region	Sealed Regional Roads - Expenditure on final claim Macdonalds Creek Bridge, Regional Bridge (Block grant funded)	(2,500)	C
Connecting our Region	Sealed Regional Roads - Reduction in approved Block grant income compared to budget	(31,953)	C
Connecting our Region	Regional Reseal Wollar Road Segment 1345 - 1350 - cancelled project in order to fund increased budget requirements of Ulan Road Strategy Capital Works.	380,594	C
Connecting our Region	Regional Reseal Wollar Road part of cancelled budget transferred to Ulan Road Winchester Cres to Midblock 31.106 completed over budget (\$254,727) - Wattlegrove Ln to Midblock 19.999 projected to run over budget (\$125,867)	(380,594)	C
Connecting our Region	Ulan Road Wattlegrove Ln to Midblock 19.999 -Defer part of the expenditure budget of this project to 2017/2018.	342,718	C
Connecting our Region	Ulan Road Wattlegrove Ln to Midblock 19.999 - Defer part of the income budget to 2017/2018.	(342,718)	C
Connecting our Region	Ulan Road Mt Pleasant Ln to Buckaroo Ln - project completed in 15/16 financial year. Transfer expenditure budgets to Wattlegrove Ln to Midblock 19.999 project	46,600	C
Connecting our Region	Ulan Road Mt Pleasant Ln to Buckaroo Ln - project completed in 15/16 financial year. Transfer income budgets to Wattlegrove Ln to Midblock 19.999 project	(46,600)	C
Connecting our Region	Ulan Road Cope Rd to UCML Mine Entrance. Amended timing project is to be deferred to 2017/2018.	233,000	C
Connecting our Region	Ulan Road Cope Rd to UCML Mine Entrance. Grant funding and mining company contribution income deferred to 2017/2018	(233,000)	C
Connecting our Region	Ulan Road Church Ln to Overtaking Ln 14.5. Due to amended timing of this project it is expected that this project will be complete this financial year. It is proposed to bring forward expenditure from 2017/2018 year for this.	(1,299,234)	C
Connecting our Region	Ulan Road Church Ln to Overtaking Ln 14.5. Bring forward grant funding and mining company contribution income to 2017/2018.	1,299,234	C
Connecting our Region	Ulan Road Wyaldra Ln to Quarry Entrance 27.783. This project has been deferred to 2017/2018 in order to complete Church Ln to Overtaking Ln 14.5.	(1,711,301)	C
Connecting our Region	Ulan Road Wyaldra Ln to Quarry Entrance 27.783	1,711,301	C
Connecting our Region	Wollar Road Seal Extension - Revised cash flow forecasts indicate that part of this budget will not be spent this financial year and it is recommended the budget be transferred to 17/18.	4,033,494	C
Connecting our Region	Wollar Road Seal Extension - Project grant funding transferred to 17/18 in line with expenditure.	(4,033,494)	C
Connecting our Region	Storm Water Drainage Maintenance - required increase to maintenance budget. Transferred from Culvert replacement budget.	(90,000)	C

CORPORATE: FINANCE |

COMMUNITY PLAN THEME	VARIATION	AMOUNT	
Connecting our Region	Storm Water Culvert Replacement - reduce project budget to fund required increase in maintenance work.	90,000	C
Connecting our Region	Urban Sealed Roads - Market & Lewis Street Intersection additional \$45,000 budget required	(45,000)	C
Connecting our Region	Urban Sealed Roads - Dabee Road Rehab - reduce scope of project to reseal only	45,000	C
Connecting our Region	Kellett Drive Rehab - completed over budget (fully funded Roads to Recovery)	(656)	C
Connecting our Region	Kellett Drive Rehab - Increase Roads to Recovery grant allocation	656	C
Connecting our Region	Sealed Rural Local Roads - Savings in reseal projects (reserve funded) - Frog Rock Rd \$7,639 - Kains Flat Road \$5,430	13,069	C
Connecting our Region	Sealed Rural Local Roads - reduce transfer from Asset Replacement Reserve	(13,069)	C
Connecting our Region	Sealed Rural Local Roads - Savings in projects (Roads to Recovery Grant funded) - Windeyer Road Heavy Patching \$20,132 - Mud Hut Creek Rd Heavy Patching \$2,521	22,653	C
Connecting our Region	Sealed Rural Local Roads - reduce Roads to Recovery grant income	(22,653)	C
Connecting our Region	Sealed Rural Local Roads - Henry Lawson Dr Heavy Patching over budget (Roads to Recovery grant funded)	(5,493)	C
Connecting our Region	Sealed Rural Local Roads - increase allocated Roads to Recovery grant income	5,493	C
Connecting our Region	Rural Rehab Cooper Drive Segment 90 - Proposal to widen and rehabilitate par of Cooper Drive (Unspent contribution funded)	(170,000)	C
Connecting our Region	Rural Rehab Cooper Drive Segment 90 - Increase transfer from Unspent Contributions	170,000	C
Looking after our Community	Playground Upgrade Moufarriage Park - savings (VPA funded)	8,000	C
Looking after our Community	Playground Equipment - Anzac Park Gulgong. Proposal to replace play structure following savings in Moufarriage Park. (VPA funded)	(8,000)	C
Good Government	Depot Chemical Shed Upgrades - Upgrades to chemical shed at both Rylstone and Mudgee Depots are required to comply with WHS and EPA regulations.	(23,000)	C
Good Government	Depot Chemical Shed Upgrades - Transfer from Capital Program Reserve	23,000	C
Looking after our Community	Glen Willow Cricket Wicket - Defer project to 17/18 financial year due to major events occurring and the optimum time for construction is September (reserve and contribution funded)	80,000	C
Looking after our Community	Glen Willow Cricket Wicket - Defer funding for project to 17/18 financial year. Asset Replacement Reserve (\$50,000) and Capital Contributions (\$30,000)	(80,000)	C
Building a Strong Local Economy	Defer Mortimer St Development works - reduce construction costs in 2016/17, it is currently anticipated works will go ahead in 2017/18	4,700,000	C
Building a Strong Local Economy	Defer Mortimer St Development works - transfer cash allocated to construction of Mortimer St development to the Land Development Reserve in order to set aside funds for development of Councils commercial portfolio, in line with the endorsed FFTF Business Improvement Plan.	(4,700,000)	C
Looking after our Community	Emergency storm response - Buildings \$5k, Pools \$5k, Active Parks \$5k, Parks & Gardens \$62k	(77,000)	C
Connecting our Region	Emergency storm response - Urban roads \$80k, Local sealed roads \$30k, Regional sealed roads \$1k, Rural unsealed roads \$2k	(113,000)	C
Good Government	Emergency storm response - transfer from Emergency Reserve, awaiting approval for Natural Disaster funding	190,000	C
Total Contra Variations		0	

COMMUNITY PLAN THEME	VARIATION	AMOUNT
TOTAL GENERAL FUND		87,922
	<i>Non-cash variations</i>	0
	<i>Unrestricted cash variations</i>	87,922

1.2 Water Fund

Council finished the 2016 financial year with a Water Fund cash balance of \$10.613 million, made up of:

RESTRICTED/UNRESTRICTED	AMOUNT (\$'000)
S64 Developer Contributions	4,256
Water Reserves	2,524
Unspent Grants	1
Unrestricted	3,832
Total	10,613

Council has a large amount of capital works budgeted within the 2016/17 Operational Plan, funded from restricted cash which will see the unrestricted balance reduced, once complete.

The 2017 Original Budget for Water Fund, as adopted by Council, projected a negative movement to 30 June 2017 in unrestricted cash of \$782k.

Subsequent to the Original Budget, Council has adopted budget variations as summarised below:

VARIATION	AMOUNT (\$'000)	MOVEMENT
Original Budget	(782)	Deterioration
Revotes	(50)	Deterioration
Council Minutes – July to Sep	0	Nil
September QBR variations	10	Improvement
December QBR proposed variations	100	Improvement
Estimated movement to 30 June 2017	(722)	Deterioration
Projected balance at 30 June 2017	3,110	

Proposed variations to the 2016/17 Operational Plan for Water Fund are listed below.

COMMUNITY PLAN THEME	VARIATION	AMOUNT
WATER FUND		
Positive Variations		
Protecting our Natural Environment	Remove loan interest following deferral of loan funding.	100,000 F
Total Positive Variations		100,000
Contra Variations		

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COMMUNITY PLAN THEME	VARIATION	AMOUNT
Protecting our Natural Environment	Emergency storm response - transfer from water reserve	5,000 C
Protecting our Natural Environment	Emergency storm response - Initial water clean up estimated at \$5k	(5,000) C
Total Contra Variations		0
TOTAL WATER FUND		100,000
		<i>Non-cash variations</i> 0
		<i>Unrestricted cash variations</i> 100,000

1.3 Sewer Fund

Council finished the 2016 financial year with a Sewer Fund cash balance of \$8.775 million, made up of:

RESTRICTED/UNRESTRICTED	AMOUNT (\$'000)
S64 Developer Contributions	1,928
Sewer Reserves	6,052
Unrestricted	795
Total	8,775

Council aims to increase Sewer Fund cash balances primary to fund large capital works budgeted within the 2018/19 and 2019/20 Operational Plans.

The 2017 Original Budget for Sewer Fund as adopted by Council projected a negative movement to 30 June 2017 in unrestricted cash of \$947,529. Due to an unfavourable variance to the projected opening balance of unrestricted cash and capital works projects continuing from 2015/16, a budget variance is proposed to reduce the transfer to Sewer Reserves by \$1.3 million. This will correct a current budget estimate whereby unrestricted cash is projected to be negative at 30 June 2017.

Subsequent to the Original Budget, Council has adopted budget variations as summarised below:

VARIATION	AMOUNT (\$'000)	MOVEMENT
Original Budget	(947)	Deterioration
Revotes	0	Nil
September QBR variations	1,300	Improvement
December QBR proposed variations	0	Nil
Estimated movement to 30 June 2017	353	Improvement
Projected balance at 30 June 2017	1,148	

There are no proposed variations to the 2016/17 Operational Plan for Sewer Fund this quarter.

1.4 Waste Fund

Council finished the 2016 financial year with a Waste Fund cash balance of \$4.550 million, made up of:

RESTRICTED/UNRESTRICTED	AMOUNT (\$'000)
Waste Reserves	2,889
Unspent Grants	526
Unrestricted	1,135
Total	4,550

The 2017 Original Budget for Waste Fund as adopted by Council projected a negative movement to 30 June 2017 in unrestricted cash of \$212k.

Subsequent to the Original Budget, Council has adopted budget variations as summarised below:

VARIATION	AMOUNT (\$'000)	MOVEMENT
Original Budget	(212)	Deterioration
Revotes	0	Nil
September QBR variations	0	Nil
December QBR proposed variations	0	Nil
Estimated movement to 30 June 2017	(212)	Deterioration
Projected balance at 30 June 2017	923	

There are no proposed variations to the 2016/17 Operational Plan for Waste Fund this quarter.

1.5 Other Funds

There are no proposed variations to the 2016/17 Operational Plan for other funds.

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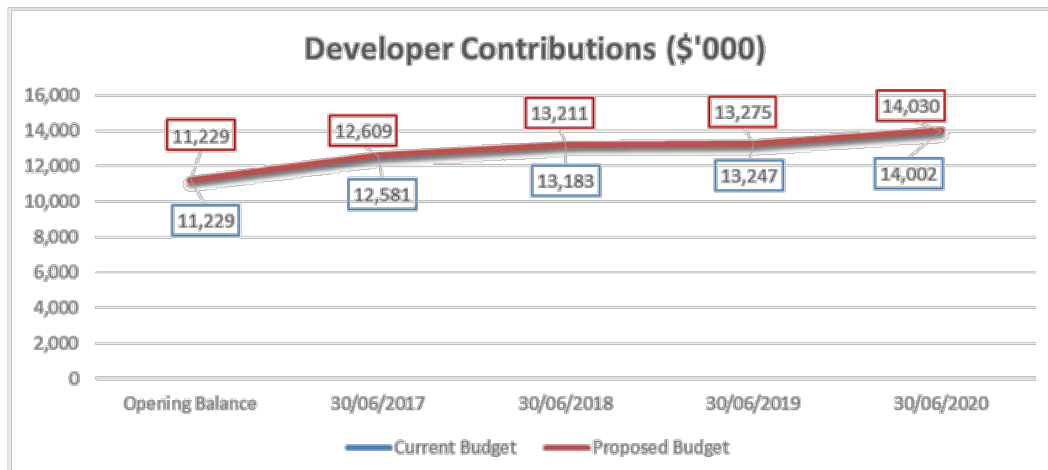
2. Developer Contributions – Section 64, 94 and 93F

Council finished the 2016 financial year with a Developer Contributions balance of \$11.229 million. Council's Original Budget estimated an increase in Developer Contributed reserves of \$1.538 million to \$12.767 million. Council has since adopted the following variations:

VARIATION	AMOUNT (\$'000)	MOVEMENT
Original Budget	1,538	Increase
Revotes	(211)	Decrease
September QBR variations	25	Increase
December QBR proposed variations	28	Increase
Estimated movement to 30 June 2017	1,380	Increase
Projected balance at 30 June 2017	12,609	

Budget variations include removing Section 94 funding for the Dog Off Leash Area projects (\$20,000), and savings on the replacement of Moufarriage Park Playground (\$8,000).

The following chart shows the projected balances over a four year period.



Detailed Section 64, 94 & 93F movements and current balances are as follows:

S94/64 Plan Item	opening balance	budget transfers to	budget transfers from	budget closing balance	current balance
TRAFFIC MANAGEMENT	570	146	95	621	517
OPEN SPACE	1,549	491	10	2,030	1,664
COMMUNITY FACILITIES	567	79	11	635	579
ADMINISTRATION	349	72	35	386	368
CIVIC IMPROVEMENTS	(4)	0	0	(4)	(4)
CAR PARKING	245	10	0	255	247
S94A LEVIES	496	73	0	569	501
DRAINAGE – 2A	58	59	58	59	106
TOTAL S94 CONTRIBUTIONS	3,830	930	209	4,551	3,976
S64 SEWER	1,928	341	47	2,222	2,196
S64 WATER	4,256	691	1,000	3,947	4,852
VOLUNTARY PLANNING AGREEMENTS	1,215	966	292	1,889	1,565
TOTAL DEVELOPER CONTRIBUTIONS	11,229	2,928	1,548	12,609	12,589

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3. Loan Borrowings

Council's Original 2016/17 Operational Plan included the proposed borrowings below. The September 2016 quarterly budget review approved budget variations to remove the loan funding for Property Development Mortimer Street and defer the Rylstone Dam Upgrade borrowing.

PROJECT	FUND	ORIGINAL BUDGET \$'000	REVISED BUDGET \$'000	PROPOSED VARIATIONS \$'000	PROPOSED BUDGET \$'000	ACTUAL YTD \$'000
Property Development Mortimer Street	General	4,830	0	0	0	0
Rylstone Dam Upgrade	Water	4,000	0	0	0	0
Total		8,830	0	0	0	0

4. Reserves

4.1 Internally Restricted Reserves

Council finished the 2016 financial year with an Internally Restricted Reserve balance of \$9.022 million. Council's Original 2016/17 budget estimated a decrease in Internally Restricted Reserves of \$3,270 to \$9.019 million.

Council has since adopted the following variations:

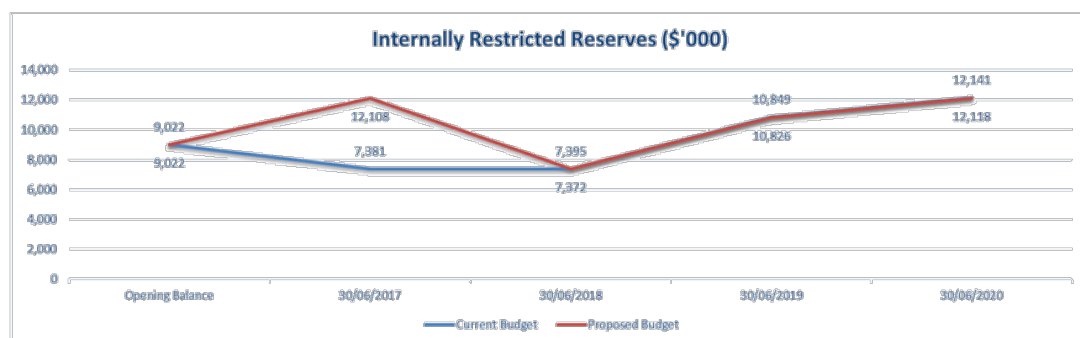
VARIATION	AMOUNT (\$'000)	MOVEMENT
Original Budget	(3)	Decrease
Revotes	(1,437)	Decrease
Council minutes – July to Dec	(30)	Decrease
September QBR variations	(171)	Decrease
December QBR proposed variations	4,727	Increase
Estimated movement to 30 June 2017	3,086	Increase
Projected balance at 30 June 2017	12,108	

Significant budget variations proposed for internally restricted reserves include:

- The proposed deferral of the Mortimer Street Development includes transferring the cash allocated to this project to the Land Development Reserve \$4,700,000.
- The proposed deferral of Glen Willow Cricket Wicket \$50,000
- Transfer \$23k from Capital Program Reserve for upgrades to chemical sheds at the Mudgee and Rylstone depots.

All other variations are listed in section 1 of this report.

The following chart shows the projected balances over a four year period.



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4.2 Externally Restricted Reserves

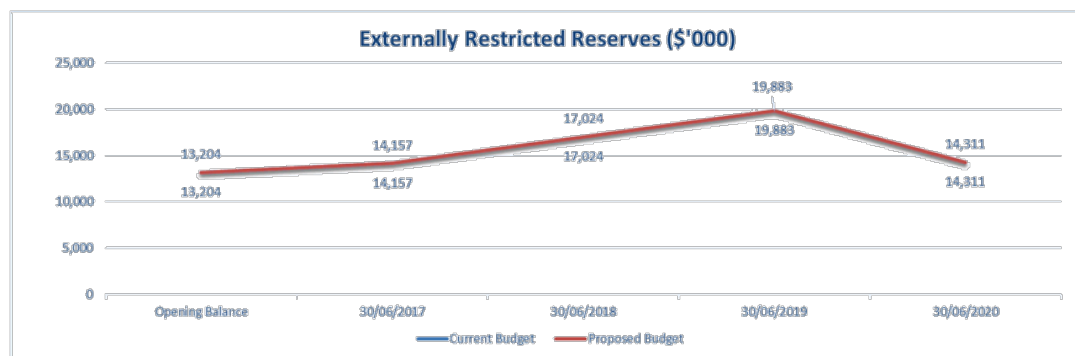
Council finished the 2016 financial year with an Externally Restricted Reserve balance of \$13.204 million. Council's Original 2016/17 budget estimated an increase in Externally Restricted Reserves of \$2.095 million to \$15.299 million.

Council has since adopted the following variations:

VARIATION	AMOUNT (\$'000)	MOVEMENT
Original Budget	2,095	Increase
Revotes	(409)	Decrease
Council minutes – July to Mar	0	Nil
September QBR variations	(733)	Decrease
December QBR proposed variations	0	Nil
Estimated movement to 30 June 2017	953	Increase
Projected balance at 30 June 2017	14,157	

There are no proposed variations to Externally Restricted Reserves this quarter.

The following chart shows the projected balances over a four year period.



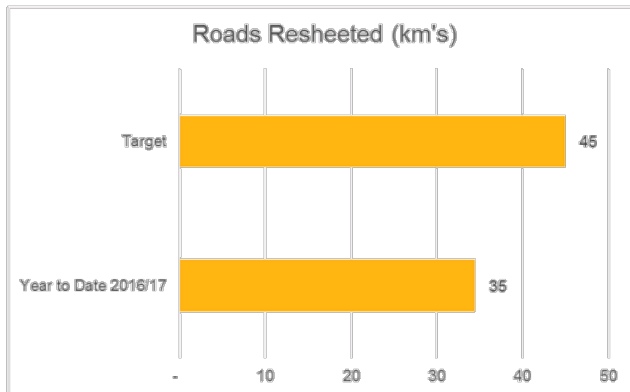
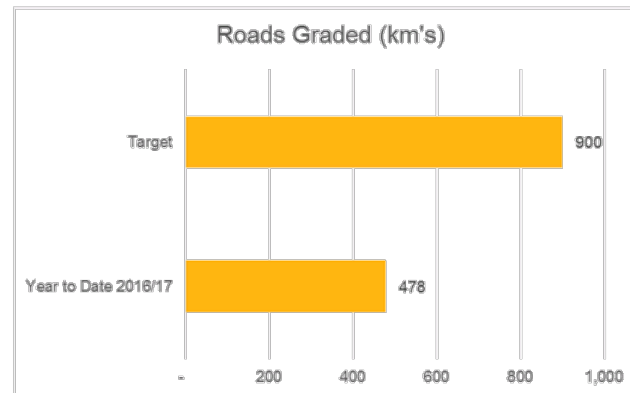
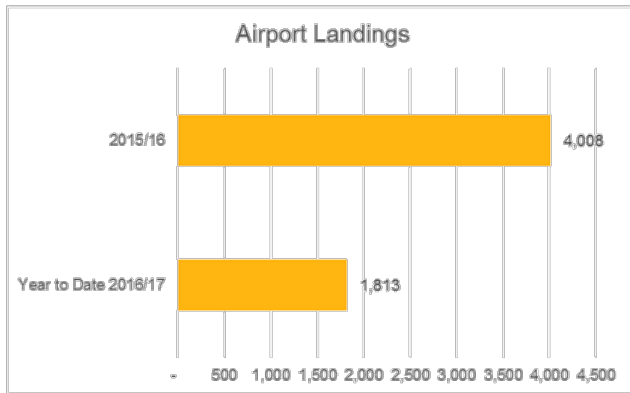
Detailed budgeted reserve movements are included in the following table.

Reserves	opening balance	budget transfers to	budget transfers from	budget closing balance	current balance
EMPLOYEE LEAVE ENTITLEMENTS	2,295,184	0	0	2,295,184	2,295,184
EMERGENCY	200,254	0	0	200,254	200,254
LAND DEVELOPMENT	439,631	4,700,000	31,000	5,108,631	427,266
ELECTION	254,870	61,500	180,000	136,370	285,620
PLANT REPLACEMENT	2,612,805	3,137,845	3,420,000	2,330,650	2,662,394
ASSET REPLACEMENT	1,656,640	1,228,437	1,803,160	1,081,917	1,790,376
CAPITAL PROGRAM	779,515	517,500	1,107,698	189,317	695,044
LIVESTOCK EXCHANGE	44,555	15,000	10,000	49,555	42,055
STATE ROADS WARRANTY	200,000	0	0	200,000	200,000
RYLSTONE CHILDRENS CREATIVE ARTS	6,060	0	0	6,060	6,060
COMMUNITY PLAN	32,723	0	32,723	(0)	32,723
FUTURE FUND	500,000	0	0	500,000	500,000
MUDGEE BICENTENARY	0	10,000	0	10,000	5,000
TOTAL INTERNAL RESERVES	9,022,235	9,670,282	6,584,581	12,107,936	9,141,975
EXTERNALLY RESTRICTED RESERVES					
WASTE	2,889,160	1,000,000	546,641	3,342,519	3,296,506
SEWER	6,052,242	1,400,000	1,898,238	5,554,004	6,381,636
WATER	2,523,776	2,300,000	1,995,547	2,828,229	3,673,776
CHILDCARE CENTRE	(0)	0	0	(0)	(0)
COMMUNITY SERVICES	77,382	0	0	77,382	77,382
COMMUNITY TENANCY SCHEME - WALTER & DENISON ST UNITS	95,560	0	0	95,560	95,560
FAMILY DAY CARE	109,477	0	0	109,477	109,477
SECTION 355 COMMITTEES - CROWN RESERVES ONLY	(0)	0	0	(0)	(0)
BEQUEST - SIMPKINS PARK	100,611	0	0	100,611	100,611
BEQUEST - KANDOS MUSEUM	33,537	0	0	33,537	33,537
COMMUNITY TRANSPORT VEHICLE REPLACEMENT	119,297	46,125	46,125	119,297	142,359
ULAN ROAD STRATEGY	1,202,716	693,897	0	1,896,613	1,549,665
TOTAL EXTERNAL RESERVES	13,203,756	5,440,022	4,486,551	14,157,227	15,460,508
TOTAL RESERVES	22,225,992	15,110,304	11,071,132	26,265,164	24,602,483

5. Budget Summary

5.1 Connecting Our Region

Key Performance Indicators



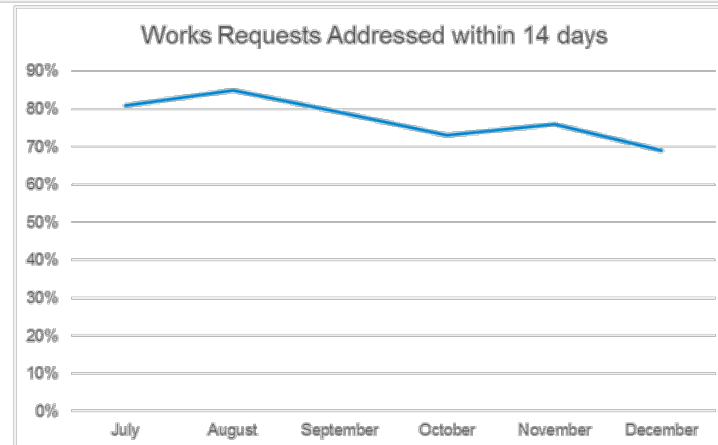
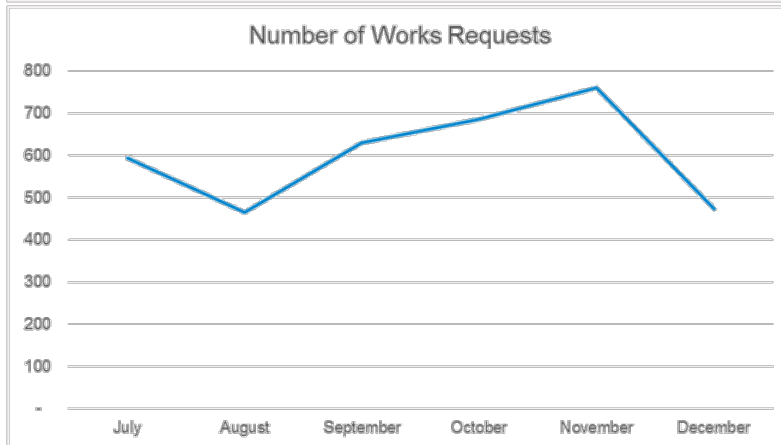
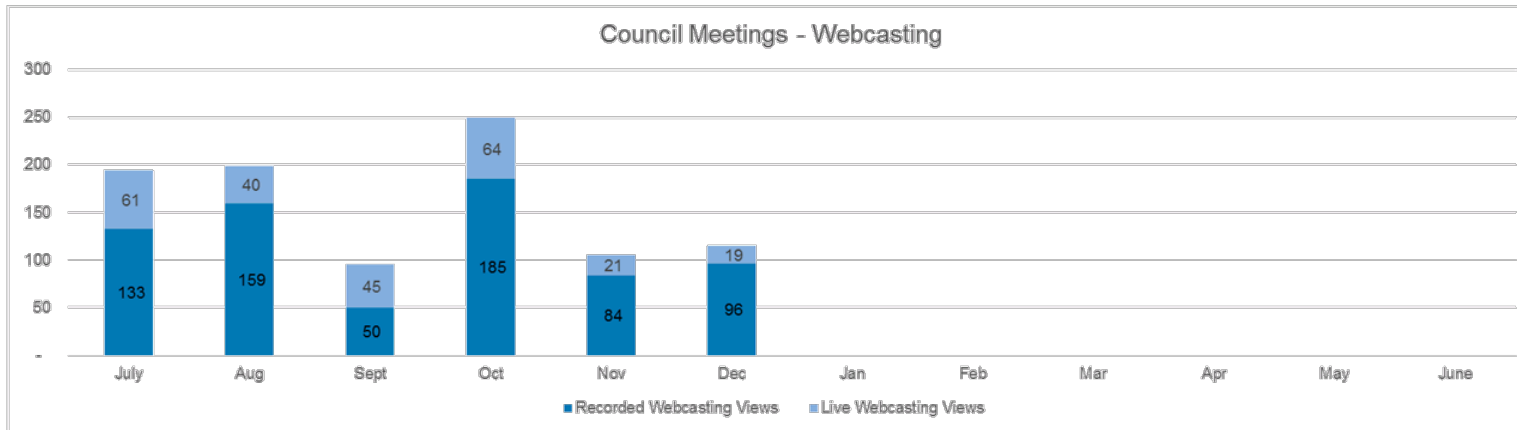
Significant Capital Projects

\$'000	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	COMMITMENTS	COMMENT
Connecting our Region						
REHAB - ANGUS AVE KANDOS	15	0	15	10	20	Preliminary investigation works are complete. The project construction has been deferred until 2017/18.
BLACKSPOT HILL END ROAD	1,280	0	1,280	90	314	Works have commenced as planned at the eastern end of the project with tree clearing and drainage works. The AHIP process is nearing completion, the application has been submitted to OEH.
REHAB COPE ROAD UPGRADE - MILESTONE 4	184	0	184	129	197	Milestone 4 works are complete.
REHAB COPE ROAD UPGRADE - MILESTONE 5	1,431	0	1,431	703	1,774	Works are progressing and the upgrade of Caladonian Street will be completed in January 2017. Works will then be directed to Station Street with the final project works completed at the end of February 2017. The project completion is 2 months behind schedule a result of the wet weather experienced during 2016.
RESHEETING - BUDGET ONLY	1,369	(150)	1,219	933	2,360	Resheeting resumed after the wet weather and is progressing. The proposed variation is to increase the total resheeting program by \$50,000. Following this \$200,000 will be transferred out to separate projects for identified roads to be funded from Roads to Recovery grant.
SEAL EXTENSION - WOLLAR ROAD	8,595	(4,033)	4,561	184	997	The widening of Fitzpatrick Bridge commenced, with construction expected to be completed early Q1 of 2017. The first stage of the road construction tender was released and staff are negotiating with the preferred contractor. Construction works are expected to commence in February 2017 on Stage 1. Stage 4 and the road cutting through Curren's cutting will both be tendered in January 2017.

ULAN ROAD - CHURCH LN TO OVERTAKING LN 14.5	2,376	1,299	3,675	1,111	2,515	The major widening works to the culvert at Box's Lane is complete and roadworks are progressing northwards towards the overtaking lane.
ULAN ROAD - COPE RD TO UCML MINE ENTRANCE	233	(233)	0	8	19	Works not planned until 2017/18
ULAN ROAD - WATTLEGROVE LN TO MIDBLOCK 19.999	1,870	(170)	1,700	85	327	Following the wet weather events during 2016, the water breached the road at Cooyal Creek and caused substantial damage to the road pavement. This section was starting to fail significantly and therefore was prioritised. The construction schedule amended. Works commenced in January 2017 with the construction of the side track to facilitate the construction of the culvert.
ULAN ROAD - WYALDRA LN TO QUARRY ENTRANCE 27.783	1,711	(1,711)	0	70	161	Works rescheduled and now not planned until 2017/18
ULAN ROAD - WINCHESTER CRES TO MIDBLOCK 31.106	400	255	655	645	1,324	Project has been completed.
Total	19,464	(4,744)	14,720	3,968	10,009	

5.2 Good Government

Key Performance Indicators

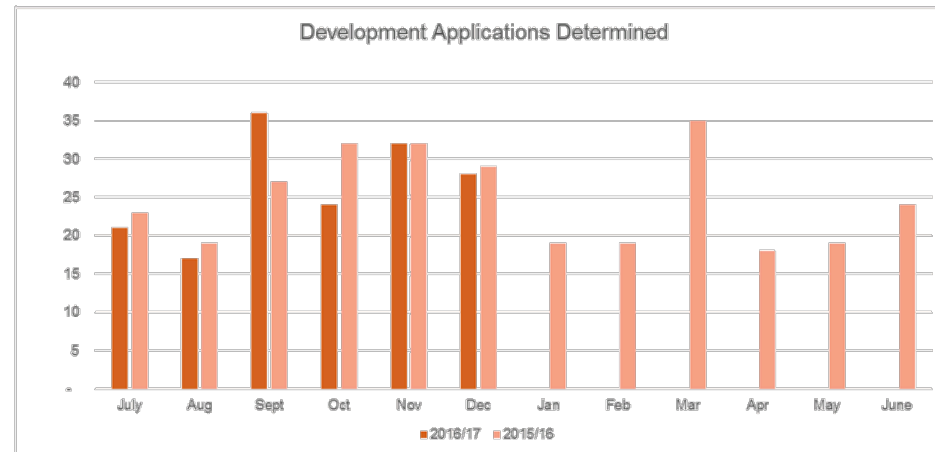
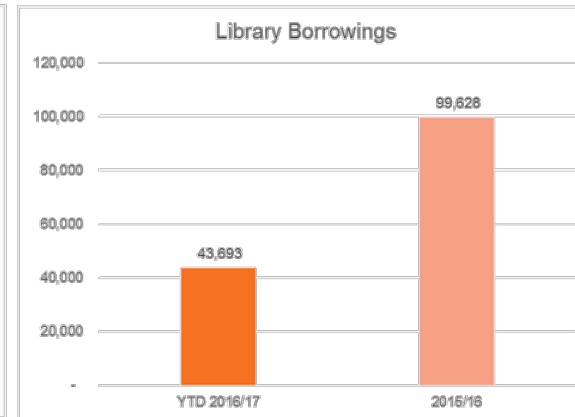
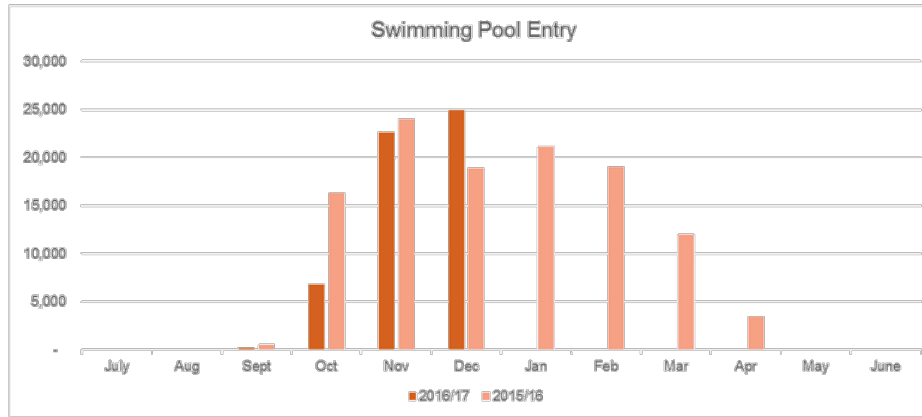


Significant Capital Projects

\$'000	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	COMMITMENTS	COMMENT
Good Government						
MUDGEES ADMINISTRATION BUILDING UPGRADE	200	0	200	27	54	Painting of the staff and public toilets in the Administration building have now been completed - Air-conditioning issues have now been resolved with the mains system being adjusted twice yearly for the change in seasons. Investigation of solar panel or solar farm options for Council to consider is underway in line with the resolution from December meeting.
PLANT PURCHASES	4,442	0	4,442	1,519	3,121	Heavy plant items have been ordered and light vehicle replacements will occur prior to April 2017
GULGONG DEPOT CAPITAL WORKS – WASH BAY	220	0	220	0	0	Initial consultation with builder has begun for final layout and costing for the wash bay.
Total	4,862	0	4,862	1,546	3,175	

5.3 Looking after Our Community

Key Performance Indicators

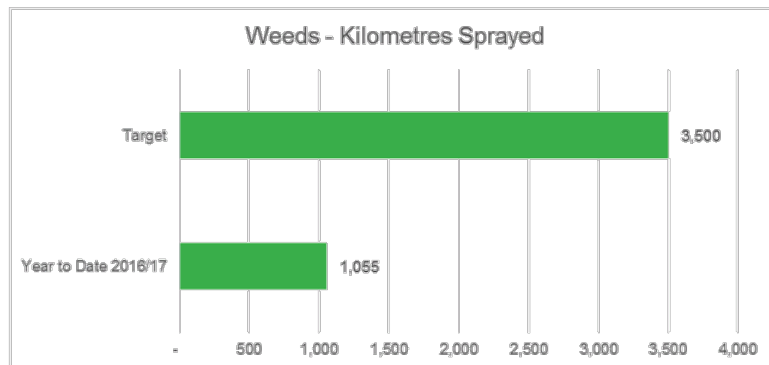
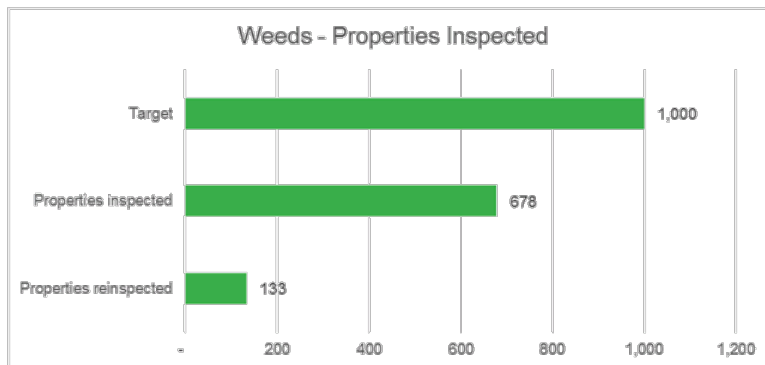
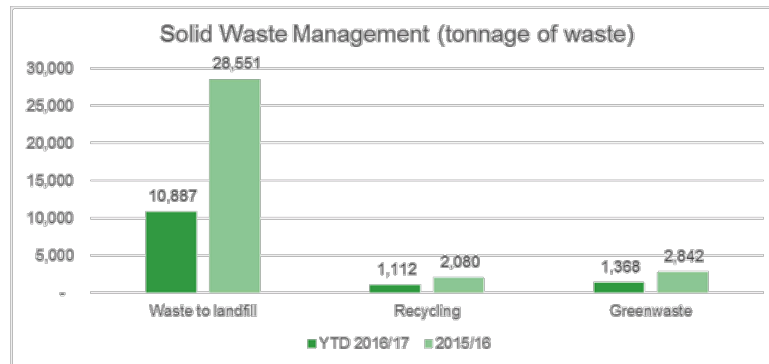
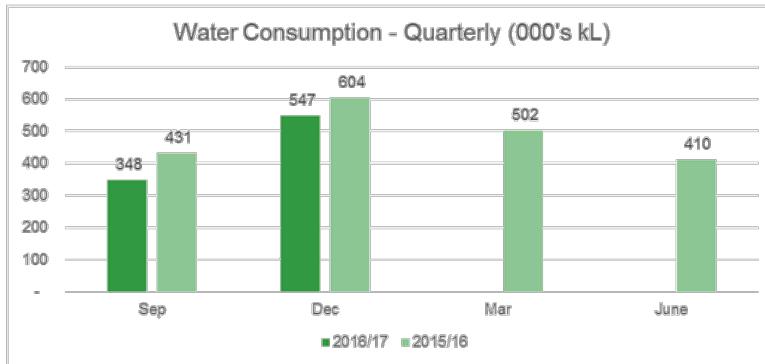


Significant Capital Projects

\$'000	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	COMMITMENTS	COMMENT
Looking after our Community						
CAPITAL UPGRADE - KANDOS HALL	125	0	125	11	90	The new amenities are at the final stage of construction with only a few minor works outstanding. The existing kitchen has been demolished, and contractors are currently being engaged to reinstate new kitchen.
GULGONG POOL - DISABLED ACCESS	250	0	250	143	299	Works are complete and the pool has been reopened.
YOUTH INFRASTRUCTURE	500	0	500	0	0	Budget reliant on grant funding. Awaiting outcome of grant applications.
Total	875	0	875	155	389	

5.4 Protecting our Natural Environment

Key Performance Indicators

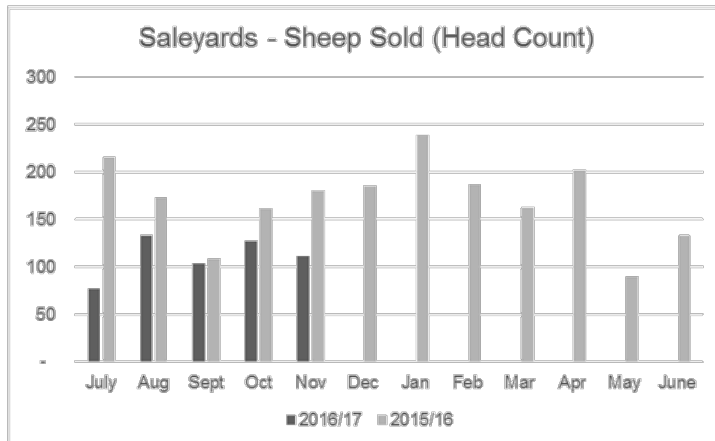
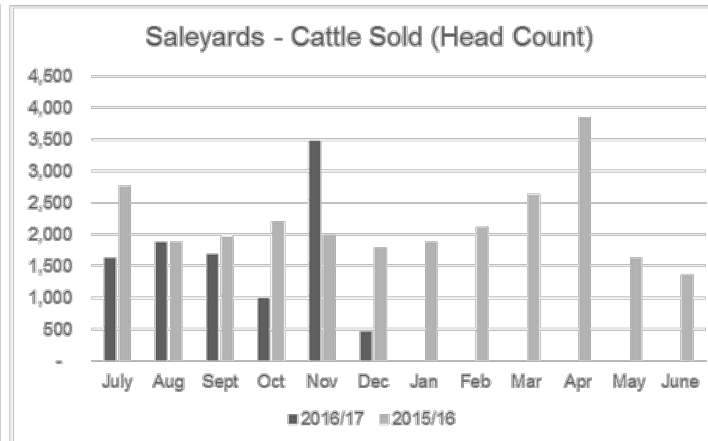
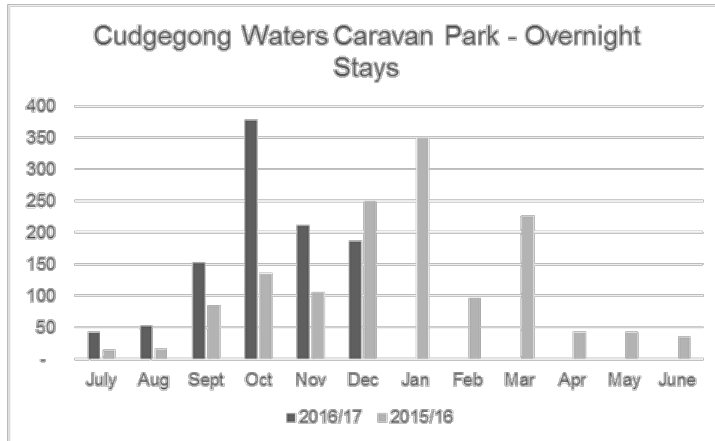


Significant Capital Project

	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	COMMITMENTS	COMMENT
\$'000						
Protecting our Natural Environment						
DRAINAGE CAPITAL IMPROVEMENTS	272	(165)	107	22	98	Project scoping complete. Proposal to allocate part of this budget out to drainage improvements in Kandos and Rylstone.
WATER AUGMENTATION - ULAN RD EXTENSION	1,600	0	1,600	0	4	Hydraulic modelling underway with calibration to commence January 2017. Design requirements expected to be confirmed in February 2017 in preparation to proceed with construction in quarter 3, 2017.
WATER RYLSTONE DAM UPGRADE	200	0	200	68	136	Draft reports for hydrology, dambreak and consequence assessment update and Dam Safety Review received.
WATER MAINS - BARNEYS REEF RD GULGONG	194	0	194	1	13	Construction commenced in January 2017 and expected to be completed by end of February 2017.
SEWER AUGMENTATION - RYLSTONE & KANDOS	515	0	515	0	0	Land matters yet to be progressed this financial year.
Total	2,781	(165)	2,616	91	250	

5.5 Building a Strong Local Economy

Key Performance Indicators

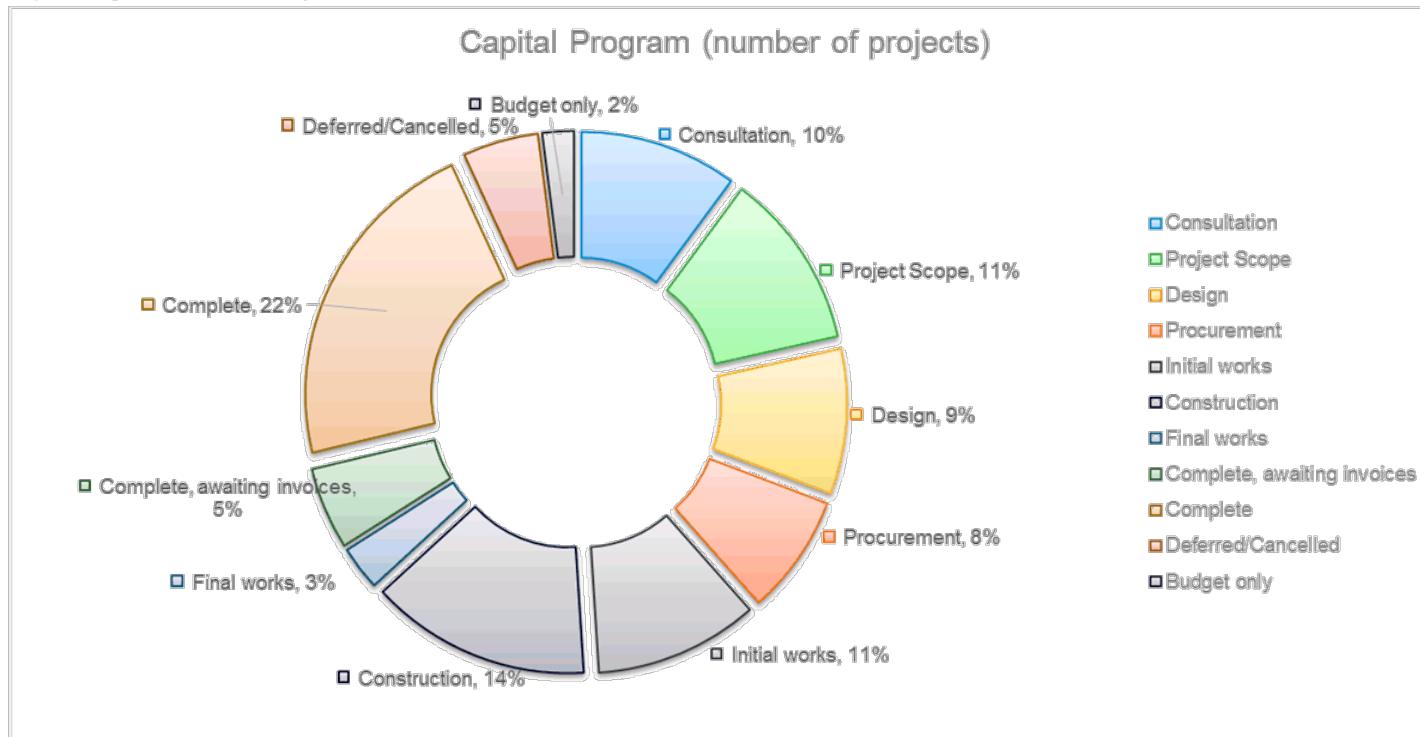


Significant Capital Projects

\$'000	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	COMMITMENTS	COMMENT
Building a Strong Local Economy						
PROPERTY - EX SALEYARDS STAGE I	400	0	400	8	16	Awaiting finalisation of road reserves, before any survey work can be undertaken
PROPERTY - DEVELOPMENT MORTIMER ST	4,830	(4,700)	130	7	14	The Mortimer St development is still in the initial feasibility stage. A consultant has been engaged to prepare a site analysis and business case feasibility. The decision to proceed is also dependent on securing a tenant. Deferral of the construction budget to 2017/18 is proposed along with transferring funding to the Land Development Reserve.
Total	5,230	(4,700)	530	15	30	

6. Capital Works Program

Capital Program Status Summary



KEY

Status	Description
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 is for budget purposes only. Now fully allocated out to projects.

Detailed Capital Works

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS
Looking after our Community									
CHILD CARE CENTRE SHORT/DOURO - CAPITAL	10	0	10	0	10	6	56%	0	Complete
COMM. TRANSPORT- VEHICLE PURCHASE	74	0	74	0	74	0	0%	22	Project Scope
MUDGEES CEMETERY CAP IMPV	95	(25)	70	0	70	0	0%	0	Design
GULGONG CEMETERY CAP IMPV	34	(19)	15	0	15	0	0%	0	Procurement
GPS CEMETERY SITES	22	19	41	0	41	2	5%	0	Initial works
MUDGEES CEMETERY INTERNAL ROADS	0	25	25	0	25	0	0%	0	Construction
PUBLIC TOILETS - CAPITAL UPGRADES	87	0	87	0	87	0	0%	3	Design
PUBLIC TOILETS - GULGONG CEMETERY	5	0	5	0	5	1	17%	0	Complete
DEMOLITION - JACK TINDALE TOILETS	25	0	25	0	25	9	38%	0	Complete
LIBRARY BOOKS	67	0	67	0	67	63	95%	0	Construction
CAPITAL UPGRADE - KANDOS HALL	125	0	125	0	125	11	9%	21	Construction
CAPITAL UPGRADE - KANDOS PRESCHOOL	5	0	5	0	5	0	0%	0	Design
CAPITAL UPGRADE - RYLSTONE & KANDOS HALLS CHAIRS/TABLES	10	0	10	0	10	0	0%	0	Procurement
CAPITAL UPGRADE - MUDGEES TOWN HALL STAGE LIGHTING	8	0	8	0	8	0	0%	0	Design
GULGONG POOL - DISABLED ACCESS	150	100	250	0	250	143	57%	80	Complete
KANDOS POOL TILING	0	60	60	6	66	66	100%	0	Complete
POOL CLEANER REPLACEMENT	15	0	15	0	15	14	98%	0	Complete
POOL FILTER REPLACEMENT	20	0	20	0	20	0	0%	0	Procurement
GULGONG POOL CLUB ROOM	10	0	10	0	10	3	30%	0	Construction

CORPORATE FINANCE	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS	PROPOSED ANNUAL BUDGET	PROPOSED VARIATIONS	CURRENT ANNUAL BUDGET	APPROVED VARIATIONS	ORIGINAL ANNUAL BUDGET	\$'000	
										ACTUAL YTD
MUDGEES POOL ROOF RESTORATION	0	14	14	0	14	0	14	0	12	Procurement
MUDGEES SHOWGROUNDS - REDEVELOPMENT	0	19	19	0	19	12	61%	3	3	Consultation
GLENWILLOW SPORTS GROUND UPGRADES	0	0	0	20	20	0	0%	7	7	Consultation
GLEN WILLOW CRICKET WICKET	30	50	80	(80)	0	0	0%	0	0	Design
GLEN WILLOW CARPARK	25	10	35	0	35	18	52%	3	3	Design
CAPITAL UPGRADE - KANDOS SPORTSGROUND CANTEEN	60	0	60	0	60	7	11%	0	0	Construction
CAPITAL UPGRADE - VICTORIA PARK MUDGEES AMENITIES	5	0	5	0	5	3	53%	0	0	Construction
CAPITAL UPGRADE - BILLY DUNN GRANDSTAND	3	0	3	0	3	0	10%	0	0	Complete, awaiting invoices
CAPITAL UPGRADE - VICTORIA PARK GULGONG AMENITIES	2	0	2	0	2	2	91%	0	0	Complete
BILLY DUNN OVAL - UPGRADES	27	0	27	0	27	0	0%	26	26	Procurement
GULGONG TENNIS COURTS	70	0	70	0	70	0	0%	0	0	Procurement
CAPITAL UPGRADE - BILLY DUNN CANTEEN	55	0	55	0	55	0	0%	14	14	Initial works
CAPITAL UPGRADE - MUDGEES SHOWGROUND	33	(33)	0	0	0	0	0%	0	0	Complete
PASSIVE PARKS - LANDSCAPING IMPROVEMENTS	5	0	5	0	5	5	103%	0	0	Complete
RED HILL RESERVE - TOURISM DEVELOPMENT INVESTIGATION	0	8	8	0	8	3	39%	0	0	Construction
ROBERTSON PARK ROTUNDA	0	10	10	0	10	9	87%	0	0	Complete
PLAYGROUND EQUIPMENT UPGRADE - MOUFARRIAGE PARK	43	0	43	(8)	35	35	100%	0	0	Complete
PLAYGROUND EQUIPMENT UPGRADE - INTERACT PARK	13	0	13	0	13	13	98%	0	0	Complete
PLAYGROUND EQUIPMENT UPGRADE - GILBEY PARK	30	0	30	0	30	29	96%	0	0	Complete

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS
PLAYGROUND UPGRADE - ANZAC PARK GULGONG	0	0	0	8	8	0	0%	0	Consultation
SCULPTURES ACROSS THE REGION	30	10	40	0	40	32	80%	0	Construction
PLAYGROUND SHADING PROGRAM	30	0	30	0	30	13	42%	0	Complete
PATH BINS AND BAG DISPENSERS	10	0	10	0	10	9	89%	0	Complete
PLAYGROUND RUBBER SOFTFALL PROGRAM	62	0	62	0	62	56	91%	0	Complete
YOUTH INFRASTRUCTURE	500	0	500	0	500	0	0%	0	Consultation
IRRIGATION RENEWAL PROGRAM	30	0	30	0	30	8	26%	15	Initial works
SHADESAIL CHARBON PLAYGROUND	16	(16)	0	0	0	0	0%	0	Deferred/Canceled
MUDGEES DOG OFF LEASH AREA IMPROVEMENTS	10	0	10	0	10	10	103%	0	Complete
GULGONG DOG OFF LEASH AREA IMPROVEMENTS	10	0	10	0	10	10	99%	0	Complete
ART GALLERY FACILITY	30	15	45	0	45	5	11%	0	Consultation
STREETSCAPE - BIN REPLACEMENT PROGRAM	13	0	13	0	13	0	0%	0	Design
STREETSCAPE - TREE PLANTING RYLSTONE/KANDOS	5	0	5	0	5	3	50%	3	Initial works
Total	1,907	248	2,155	(54)	2,101	599	29%	210	

Protecting our Natural Environment

RURAL WASTE DEPOT UPGRADES	59	0	59	0	59	0	0%	0	Design
MUDGEES WASTE DEPOT UPGRADES	33	0	33	0	33	16	47%	0	initial works
NEW TIP CONSTRUCTION	150	8	158	0	158	78	49%	2	Design

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL	COMMITMENTS	STATUS	
							YTD/ PROPOSED ANNUAL BUDGET			
\$'000										
REMOTE SECURITY CAMERAS AT WTS	46	0	46	0	46	0	0%	53	Procurement	
WTS - HARGRAVES UPGRADE	50	0	50	0	50	0	0%	0	Project Scope	
WTS - BYLONG UPGRADE	30	0	30	0	30	0	0%	0	Project Scope	
WASTE SITE REHAB - MUDGEES	50	0	50	0	50	0	0%	0	Budget only	
COMMUNITY RECYCLING CENTRE	0	21	21	0	21	15	74%	0	Final works	
SEDIMENT DAM	69	51	120	0	120	0	0%	110	initial works	
DRAINAGE CAPITAL IMPROVEMENTS	272	0	272	(165)	107	22	21%	2	Initial works	
CAUSEWAY IMPROVEMENTS	60	(55)	5	0	5	0	10%	0	Project Scope	
RIFLE RANGE ROAD CULVERT UPGRADE	0	58	58	0	58	1	2%	7	Initial works	
HORATIO ST DETENTION BASIN	0	189	189	0	189	101	53%	22	Final works	
CAUSEWAY IMPROVEMENT - BARNEY'S REEF ROAD	0	12	12	0	12	12	100%	0	Complete	
CAUSEWAY IMPROVEMENT - CAMBELLS CREEK ROAD	0	43	43	0	43	4	8%	26	Initial works	
WINTER STREET DETENTION BASIN	0	70	70	0	70	12	17%	3	Complete	
FITZGERALD STREET DRAINAGE IMPROVEMENTS	0	0	0	40	40	0	0%	14	Consultation	
MASON STREET DRAINAGE IMPROVEMENTS	0	0	0	45	45	0	0%	12	Consultation	
BENT STREET DRAINAGE IMPROVEMENTS	0	0	0	80	80	0	0%	0	Consultation	
ENV - PUTTA BUCCA WETLANDS CAPITAL	15	6	21	0	21	0	0%	0	Design	
WATER NEW CONNECTIONS	139	0	139	0	139	27	20%	0	Construction	
WATER AUGMENTATION - WEST MUDGEES EXTENSION	0	39	39	0	39	3	9%	23	Complete, awaiting invoices	
WATER AUGMENTATION - ULAN RD EXTENSION	1,600	0	1,600	0	1,600	0	0%	51	Design	
WATER RYLSTONE DAM UPGRADE	6,000	(5,800)	200	0	200	68	34%	112	Design	

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS
\$'000									
WATER TELEMETRY - BUDGET ONLY	20	0	20	0	20	21	107%	0	Complete
WATER MAINS - CAPITAL BUDGET ONLY	800	(800)	0	0	0	0	0%	0	Budget only
WATER MAINS - MAYNE ST GULGONG	0	80	80	0	80	0	0%	0	Design
WATER MAINS - LYNNE ST GULGONG	0	58	58	0	58	0	0%	0	Design
WATER MAINS - SALEYARDS LN GULGONG	0	48	48	0	48	0	0%	9	Construction
WATER MAINS - ANDERSON ST GULGONG	0	22	22	0	22	10	43%	3	Complete
WATER MAINS - BARNEYS REEF RD GULGONG	0	194	194	0	194	1	1%	39	Construction
WATER MAINS - HOMER ST GULGONG	0	14	14	0	14	7	49%	0	Complete
WATER MAINS - ROBINSON ST GULGONG	0	22	22	0	22	2	11%	0	Construction
WATER MAINS - DABEE RD KANDOS	0	55	55	0	55	46	83%	0	Complete
WATER MAINS - ANGUS AVE KANDOS	0	55	55	0	55	0	0%	0	Design
WATER MAINS - CHURCH ST MUDGEE	0	66	66	0	66	66	100%	0	Complete
WATER MAINS - SYDNEY RD MUDGEE	0	55	55	0	55	55	99%	0	Complete
WATER MAINS - MADEIRA RD MUDGEE	0	48	48	0	48	13	27%	2	Complete, awaiting invoices
WATER MAINS - LAWSON ST MUDGEE	0	34	34	0	34	34	99%	0	Complete
WATER MAINS - SHORT ST MUDGEE	0	49	49	0	49	0	0%	0	Project Scope
WATER PUMP STATION - CAPITAL RENEWALS	76	0	76	0	76	0	0%	0	Project Scope
RAW WATER SYSTEMS RENEWALS	16	0	16	0	16	2	12%	0	Construction
WATER TREATMENT PLANT - RENEWALS	95	0	95	0	95	6	6%	0	Construction
WATER METERS - BULK	150	(15)	135	0	135	21	16%	0	Construction
NEW WATER CONNECTIONS SPS	0	15	15	0	15	3	23%	0	Initial works

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL	COMMITMENTS	STATUS
							YTD/ PROPOSED ANNUAL BUDGET		
SEWER NEW CONNECTIONS	49	0	49	0	49	5	10%	0	Construction
SEWER AUGMENTATION - RYLSTONE & KANDOS	515	0	515	0	515	0	0%	0	Consultation
SEWER AUGMENTATION - MUDGEE	0	4	4	0	4	0	0%	16	Final works
SEWER TELEMTRY	21	0	21	0	21	17	83%	3	Complete
SEWER MAINS - CAPITAL BUDGET ONLY	806	(687)	119	0	119	0	0%	0	Budget only
SEWER MAINS RELINING	0	600	600	0	600	1	0%	0	Procurement
SEWER MAINS - BELLEVUE TO RIFLE RANGE ROAD	0	47	47	0	47	0	0%	0	Complete, awaiting invoices
SEWER MAINS - RISING MAIN CAERLEON	0	12	12	0	12	0	0%	2	Complete, awaiting invoices
SEWER MAINS - BOMBIRA RISING MAIN	0	5	5	0	5	2	41%	0	Complete
SEWER MAINS - CCTV EQUIPMENT	0	32	32	0	32	30	94%	0	Complete
SEWER MAINS - HOLYOAK BRIDGE MUDGEE	0	55	55	0	55	53	97%	0	Complete
SEWER PUMP STATION - CAPITAL RENEWALS	68	0	68	0	68	0	0%	6	Procurement
SEWER PUMP STATION - FLOW METERING	0	18	18	0	18	0	0%	0	Design
SEWER PUMP STATION - CAERLEON	0	308	308	0	308	248	80%	0	Complete
SEWER TREATMENT WORKS - RENEWALS	45	0	45	0	45	20	45%	14	Construction
SOLAR PANEL INSTALLATION MUDGEE STP	100	0	100	0	100	0	0%	0	Procurement
Total	11,334	(4,964)	6,370	0	6,370	1,022	16%	531	

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS
Building a Strong Local Economy									
RYLSTONE TOURIST INFO BAY	35	0	35	0	35	0	0%	0	Construction
SALEYARDS - POST AND RAIL REPLACEMENT	10	0	10	0	10	10	102%	0	Complete
PROPERTY - EX SALEYARDS STAGE I	400	0	400	0	400	8	2%	0	Consultation
PROPERTY - MORTIMER ST PRECINCT	0	30	30	12	42	0	0%	0	Consultation
PROPERTY - BURRUNDULLA LAND DEVELOPMENT	0	21	21	0	21	4	20%	0	Consultation
PROPERTY - DEVELOPMENT MORTIMER ST	4,830	0	4,830	(4,700)	130	7	5%	61	Project Scope
MINERS COTTAGE RED HILL	5	0	5	0	5	0	6%	0	Project Scope
Total	5,280	51	5,331	(4,688)	643	30	5%	61	

Connecting our Region

URBAN RESEALS - MARKET ST SEG 10	12	0	12	0	12	0	0%	4	Project Scope
URBAN RESEAL - DABEE RD SEG 30, 40, 50, 60, 70 & 80	38	0	38	0	38	6	15%	24	Project Scope
URBAN RESEAL - COOPER DR SEG 10, 20 & 30	43	0	43	0	43	0	0%	0	Project Scope
URBAN RESEAL - MCDONALD ST SEG 10, 20, 30 & 50	25	0	25	0	25	0	0%	13	Project Scope
URBAN RESEAL - LITTLE BELMORE STREET GULGONG	14	(14)	0	0	0	0	0%	0	Deferred/Cancelled
URBAN RESEALS - TALLAWANG ST SEG 10	6	0	6	0	6	0	0%	2	Project Scope
URBAN RESEALS - GEORGE ST SEG 10, 20 & 30	38	0	38	0	38	0	1%	34	Project Scope
URBAN RESEALS - MADEIRA RD SEG 20 & 40	26	0	26	0	26	0	0%	26	Initial works

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS	CORPORATE FINANCE
URBAN RESEALS - OPORTO RD SEG 10 TO 80	59	0	59	0	59	0	0%	39	Initial works	
URBAN ROADS KERB & GUTTER CAPITAL	24	0	24	0	24	9	38%	0	Construction	
FAIRY DALE LANE UPGRADE	0	270	270	2	272	272	100%	0	Complete	
REHAB - KELLET DR MUDGEES	32	0	32	1	32	32	100%	0	Complete	
REHAB - CHURCH ST SEG 100	19	0	19	0	19	1	6%	15	Initial works	
REHAB - CHURCH ST SEG 120	156	0	156	0	156	51	32%	24	Complete, awaiting invoices	
REHAB - MADEIRA RD SEG 20 & 30	125	0	125	0	125	6	5%	21	Complete, awaiting invoices	
REHAB - DABEE ROAD SEG 10 & 20	50	0	50	(45)	5	0	0%	0	Initial works	
REHAB - ANGUS AVE KANDOS	465	(450)	15	0	15	10	68%	0	Deferred/Cancelled	
RESHEETING - URBAN ROADS	14	0	14	0	14	0	1%	0	Initial works	
LEWIS & MORTIMER STREET INTERSECTION	0	9	9	0	9	0	0%	9	Project Scope	
MARKET & LEWIS STREET INTERSECTION	179	0	179	45	224	25	11%	80	Construction	
RYLSTONE PUBLIC SCHOOL CROSSING	17	0	17	7	24	0	0%	4	Construction	
TRAFFIC COUNTER REPLACEMENT	0	15	15	0	15	1	4%	0	Procurement	
FAIRYDALE LANE LAND MATTERS CAPITAL	0	36	36	0	36	27	75%	0	Final works	
URBAN ROADS LAND MATTERS CAPITAL	21	0	21	0	21	0	0%	0	Initial works	
RURAL SEALED ROADS RESEALS BUDGET	775	(775)	0	0	0	0	0%	0	Budget only	
RURAL RESEALS - LAHEYS CREEK RD SEG 40, 50	69	(69)	0	0	0	0	0%	0	Deferred/Cancelled	
RURAL RESEALS - CUDGEGONG RD, EVANS CROSSING	1	0	1	(1)	0	0	0%	0	Deferred/Cancelled	

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS
RURAL RESEALS - BOCOBLE ROAD SEG 70 - 80	0	58	58	0	58	10	17%	39	Construction
RURAL RESEALS - BONDS ROAD SEG 10	0	4	4	(4)	0	0	0%	3	Deferred/Canceled
RURAL RESEALS - BOTOBOLAR ROAD SEG 30,40,50	0	75	75	0	75	8	11%	41	Construction
RURAL RESEALS - EURUNDEREE LANE SEG 10,20,30	0	66	66	(12)	54	54	100%	0	Complete
RURAL RESEALS - FROG ROCK ROAD SEG 10, 20, 30	0	65	65	(8)	57	57	100%	0	Complete
RURAL RESEALS - KURTZ LANE SEG 10	0	9	9	(9)	0	0	0%	5	Deferred/Canceled
RURAL RESEALS - WILBETREE ROAD SEG 10, 20, 30, 40	0	146	146	0	146	0	0%	70	Project Scope
RURAL RESEALS - NARRANGO RD SEG 70 TO 120	206	0	206	0	206	3	2%	121	Initial works
RURAL RESEALS - ROCKY WATERHOLE RD SEG 30 - 40	39	0	39	4	42	42	100%	0	Complete
RURAL RESEALS - OLD BARNEYS REEF RD SEG 10	22	0	22	0	22	0	0%	12	Project Scope
RURAL RESEALS - NULLO MOUNTAIN SEG 10 & 110	36	0	36	0	36	0	0%	19	Project Scope
RURAL RESEALS - KAINS FLAT RD SEG 20 & 40	49	0	49	(5)	44	3	6%	0	Complete
RURAL RESEALS - SPRING RIDGE RD SEG 130 - 180	162	(162)	0	0	0	0	0%	109	Deferred/Canceled
RURAL REHAB - NARRANGO RD SEG 60	265	0	265	(51)	214	173	81%	5	Final works
RURAL REHAB - OLD BARNEYS REEF RD SEG 20	69	0	69	(64)	5	2	35%	13	Initial works
RURAL REHAB - CUDGEGONG RD SEG 60	320	0	320	(307)	13	13	100%	34	Deferred/Canceled
RURAL REHAB - HENRY LAWSON DR SEG 170	180	0	180	0	180	0	0%	18	Project Scope
HEAVY PATCHING BUDGET	107	0	107	0	107	8	8%	24	Initial works

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS	CORPORATE FINANCIAL YEAR
RURAL REHAB - NARRANGO RD SEG 20	32	0	32	0	32	2	5%	32	Project Scope	2016/17
RURAL REHAB - LUE RD PART SEG 190, 180	45	0	45	0	45	0	1%	46	Deferred/Cancelled	2016/17
BLACKSPOT LUE ROAD	0	102	102	28	130	131	100%	2	Complete	2016/17
HEAVY PATCHING - HENRY LAWSON DRIVE	0	12	12	5	18	0	0%	0	Complete, awaiting invoices	2016/17
HEAVY PATCHING - WINDEYER RD	0	53	53	(20)	33	9	26%	0	Complete, awaiting invoices	2016/17
HEAVY PATCHING - MUD HUT CREEK RD	0	6	6	(3)	4	0	0%	0	Complete, awaiting invoices	2016/17
RURAL REHAB - COOPER DRIVE SEG 90	0	0	0	170	170	0	0%	0	Consultation	2016/17
FUTURE YRS REFS - BUDGET ONLY	6	0	6	0	6	0	0%	0	budget only	2016/17
RURAL SEALED ROAD LAND MATTERS	26	0	26	0	26	0	1%	0	Initial works	2016/17
RURAL SEALED REGIONAL ROAD REPAIR PROGRAM	800	0	800	0	800	26	3%	5	Initial works	2016/17
BLACKSPOT HILL END ROAD	0	1,280	1,280	0	1,280	90	7%	43	Construction	2016/17
REHAB COPE ROAD UPGRADE - CONFORMING RESEALS	84	(84)	0	0	0	0	0%	0	Complete	2016/17
REHAB COPE ROAD UPGRADE - MILESTONE 2	47	(47)	0	0	0	0	0%	0	Complete	2016/17
REHAB COPE ROAD UPGRADE - MILESTONE 3	(110)	250	140	0	140	97	70%	0	Complete	2016/17
REHAB COPE ROAD UPGRADE - MILESTONE 4	230	(46)	184	0	184	129	70%	0	Complete	2016/17
REHAB COPE ROAD UPGRADE - MILESTONE 5	1,477	(47)	1,431	0	1,431	703	49%	53	Construction	2016/17
REG RESEALS - WOLLAR ROAD SEG 1345 - 1350	390	0	390	(381)	10	5	48%	55	Deferred/Cancelled	2016/17

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS
REG RESEALS - BYLONG VALLEY WAY RESEAL SEG 1095	374	0	374	0	374	4	1%	35	Design
REG RESEAL - WOLLAR RD SEG 1285	46	0	46	(46)	0	0	0%	0	Deferred/Canceled
RURAL SEALED REGIONAL ROAD LAND MATTERS CAPITAL	5	0	5	0	5	0	0%	0	Initial works
TRIANGLE ROAD ACCESS	0	505	505	0	505	21	4%	0	Project Scope
WIDEN AND SEAL MT VINCENT ROAD HILL	8	0	8	0	8	8	98%	0	Complete
SEAL EXTENSION - PYRAMUL ROAD	62	137	199	0	199	98	49%	95	Final works
SEAL EXTENSION - BLACK SPRINGS ROAD	44	0	44	0	44	0	0%	45	Project Scope
SEAL EXTENSION - MT PLEASANT LANE	25	0	25	0	25	0	0%	19	Construction
SEAL EXTENSION - TINJA LANE	80	0	80	(9)	71	71	100%	0	Complete
RESHEETING - BUDGET ONLY	1,397	(28)	1,369	(150)	1,219	933	77%	9	Construction
RESHEETING - R2R DOUGHERTYS JUNCTION ROAD	0	28	28	0	28	0	0%	0	Construction
BISHOPS VIEW ROAD HARGRAVES	0	40	40	0	40	0	1%	4	Construction
RESHEETING - R2R BARTLETTS ROAD	0	0	0	13	13	0	0%	0	Consultation
RESHEETING - R2R COX CREEK ROAD	0	0	0	30	30	0	0%	0	Consultation
RESHEETING - R2R BOWLES LANE	0	0	0	20	20	0	0%	0	Consultation
RESHEETING - R2R WINDLES LANE	0	0	0	8	8	0	0%	0	Consultation
RESHEETING - R2R WATERWORKS ROAD	0	0	0	18	18	0	0%	0	Consultation
RESHEETING - R2R SAWPIT ROAD	0	0	0	8	8	0	0%	0	Consultation
RESHEETING - R2R SPRING FLAT SOUTH LANE	0	0	0	18	18	0	0%	0	Consultation
RESHEETING - R2R MELROSE ROAD	0	0	0	25	25	0	0%	0	Consultation
RESHEETING - R2R BLUE SPRING ROAD	0	0	0	63	63	0	0%	0	Consultation
REALIGNMENT MALONEYS ROAD	5	0	5	0	5	0	0%	0	Project Scope

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/	COMMITMENTS	STATUS	CORPORATE FINANCE
							PROPOSED ANNUAL BUDGET			
UNSEALED ROADS LAND MATTERS CAPITAL	15	0	15	0	15	0	0%	0	Initial works	
RURAL UNSEALED REGIONAL ROAD RESHEETING	0	22	22	0	22	21	100%	0	Complete	
SEAL EXTENSION - WOLLAR ROAD	8,407	188	8,595	(4,033)	4,561	184	4%	324	Initial works	
GREEN GULLY BRIDGE	0	160	160	(31)	129	129	100%	0	Complete	
BUTTER FACTORY BRIDGE	0	32	32	(21)	11	11	97%	0	Complete	
HENRY LAWSON DRIVE BRIDGE	1,028	0	1,028	0	1,028	24	2%	17	Consultation	
REGIONAL ROAD BRIDGE CAPITAL	54	0	54	0	54	0	0%	0	Project Scope	
MACDONALDS CREEK BRIDGE REPLACEMENT	0	0	0	3	3	2	100%	0	Complete	
ULAN ROAD - MIDBLOCK 19.999 TO 22.215	2	0	2	0	2	2	100%	0	Complete	
ULAN ROAD - MT PLEASANT LN TO BUCKAROO LN	47	0	47	(47)	0	0	0%	0	Complete	
ULAN ROAD - CHURCH LN TO OVERTAKING LN 14.5	2,376	0	2,376	1,299	3,675	1,111	30%	31	Construction	
ULAN ROAD - COPE RD TO UCML MINE ENTRANCE	233	0	233	(233)	0	8	0%	0	Design	
ULAN ROAD - WATTLEGROVE LN TO MIDBLOCK 19.999	1,870	0	1,870	(170)	1,700	85	5%	146	Construction	
ULAN ROAD - WYALDRA LN TO QUARRY ENTRANCE 27.783	1,711	0	1,711	(1,711)	0	70	0%	0	Design	
ULAN ROAD - WINCHESTER CRES TO MIDBLOCK 31.106	400	0	400	255	655	645	98%	3	Complete, awaiting invoices	
FOOTWAYS - CAPITAL BUDGET ONLY	115	0	115	0	115	35	30%	0	Procurement	
PEDESTRIAN - GLEN WILLOW WALKWAY	50	0	50	(7)	43	0	0%	8	Design	
GULGONG WALKWAY	80	0	80	0	80	1	2%	0	Procurement	
ROBERTSON ROAD - GOLF COURSE FENCE	0	6	6	0	6	0	0%	0	Procurement	

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS
CYCLEWAY LINK LAWSON PARK TO PITTS LANE	300	0	300	0	300	17	6%	4	Procurement
AIRPORT - RELOCATION OF GEORGE CAMPBELL DRIVE	0	150	150	0	150	0	0%	0	Design
AIRPORT - RELOCATION OF FENCING	0	50	50	0	50	0	0%	0	Project Scope
AIRPORT - TAXIWAY EXTENSION	0	200	200	0	200	0	0%	0	Design
AIRPORT - TERMINAL BUILDING FITOUT	0	50	50	0	50	47	94%	1	Procurement
AIRPORT - EXTENSION OF WATER & SEWER SERVICES	0	365	365	0	365	12	3%	0	Design
Total	25,427	2,667	28,094	(5,350)	22,744	5,545	24%	1,788	

Good Government

MUDGEES ADMINISTRATION BUILDING UPGRADE	200	0	200	0	200	27	13%	24	Construction
OLD POLICE STATION UPGRADE	10	0	10	0	10	16	156%	0	Complete, awaiting invoices
KANDOS LIBRARY	84	0	84	0	84	1	1%	0	Project Scope
CARMEL CROAN GARAGE	20	35	55	0	55	0	0%	29	Procurement
RYLSTONE COUNCIL BUILDING	20	0	20	0	20	3	17%	4	Initial works
MUDGEES COTTAGE AERODROME	15	0	15	0	15	16	109%	0	Complete
CAPITAL UPGRADE - MWRC DEPOT	100	0	100	(100)	0	0	0%	0	Project Scope
MUDGEES TOWN HALL	12	0	12	0	12	0	0%	0	Construction
MUDGEES STORES BUILDING	20	(20)	0	0	0	0	0%	0	Complete
DEPOT CHEMICAL SHEDS UPGRADE	0	0	0	23	23	0	0%	0	Consultation
TELEPHONE SYSTEM - VOIP	0	90	90	0	90	77	86%	0	Complete, awaiting invoices
STORES CAPITAL WORKS	0	15	15	0	15	0	0%	0	Consultation

	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET	COMMITMENTS	STATUS
\$'000									
IT SPECIAL PROJECTS	44	0	44	0	44	2	5%	2	Construction
IT NETWORK UPGRADES	26	56	83	0	83	54	65%	2	Final works
IT CORPORATE SOFTWARE	60	0	60	100	160	0	0%	28	Construction
ASSET MANAGEMENT SYSTEM UPGRADES	15	0	15	18	33	0	0%	0	Procurement
PLANT PURCHASES	3,428	1,014	4,442	0	4,442	1,519	34%	1,577	Procurement
MUDGE DEPOT CAPITAL WORKS	0	45	45	0	45	6	14%	0	Initial works
GULGONG DEPOT CAPITAL WORKS	220	0	220	0	220	0	0%	0	Project Scope
Total	4,274	1,235	5,509	41	5,550	1,722	31%	1,666	

Total Capital Works Program

48,222	(763)	47,459	(10,051)	37,408	8,919	24%	4,257
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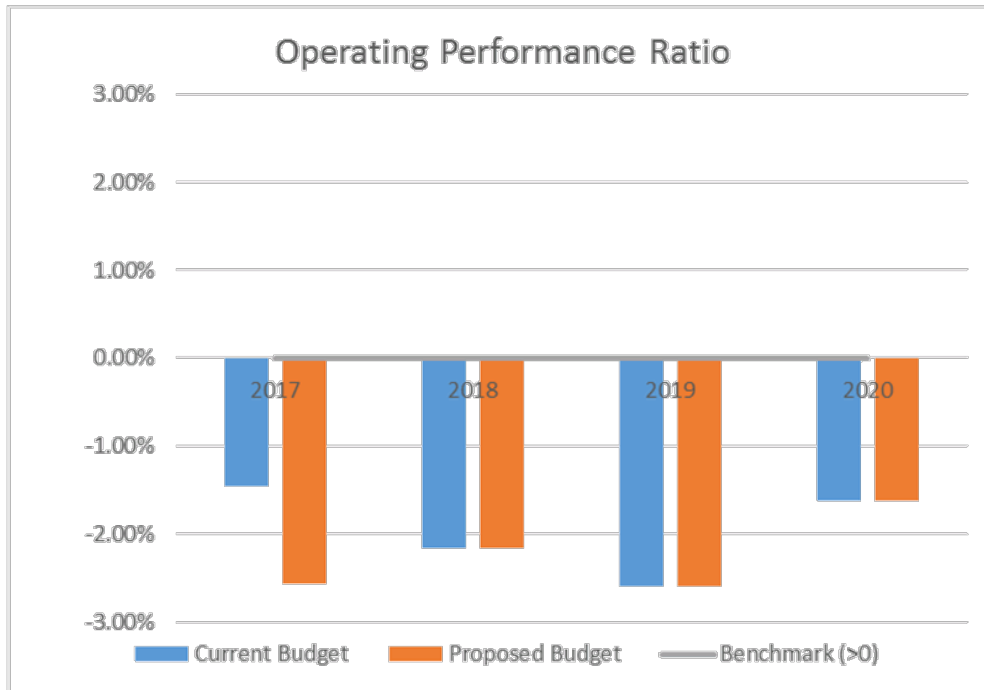
Capital Funding (\$ '000)	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	CURRENT ANNUAL BUDGET	PROPOSED VARIATIONS	PROPOSED ANNUAL BUDGET	ACTUAL YTD	ACTUAL YTD/ PROPOSED ANNUAL BUDGET
CAPITAL GRANTS & CONTRIBUTIONS	(22,462)	(868)	(23,331)	5,174	(18,157)	(3,483)	19%
LOANS	(8,830)	8,830	0	0	0	0	0%
EXTERNAL RESTRICTIONS							
S94 DEVELOPER CONTRIBUTIONS - GENERAL	(31)	(164)	(195)	20	(175)	(108)	62%
S64 DEVELOPER CONTRIBUTIONS - WATER FUND	(1,000)	0	(1,000)	0	(1,000)	0	0%
S64 DEVELOPER CONTRIBUTIONS - SEWER FUND	0	(47)	(47)	0	(47)	0	0%
S93F DEVELOPER CONTRIBUTIONS	(162)	0	(162)	0	(162)	(145)	89%
SPECIFIC PURPOSE UNEXPENDED GRANTS	0	(339)	(339)	(170)	(509)	(421)	83%
RESERVES - WATER	(2,557)	561	(1,996)	0	(1,996)	(354)	18%
RESERVES - SEWERAGE SERVICES	(1,555)	(344)	(1,898)	0	(1,898)	(370)	19%
RESERVES - WASTE MANAGEMENT	(487)	(59)	(547)	0	(547)	(93)	17%
OTHER - WATER	(139)	0	(139)	0	(139)	(31)	22%
OTHER - SEWERAGE SERVICES	(49)	0	(49)	0	(49)	(9)	18%
OTHER - WASTE MANAGEMENT	0	0	0	0	0	0	0%
INTERNAL RESTRICTIONS							
RESERVES - PLANT & VEHICLE REPLACEMENT	(2,406)	(1,014)	(3,420)	0	(3,420)	(1,519)	44%
RESERVES - ASSET REPLACEMENT	(1,331)	(452)	(1,783)	57	(1,726)	(445)	26%
RESERVES - CAPITAL PROGRAM	(855)	(157)	(1,012)	(56)	(1,068)	(334)	31%
RESERVES - LAND DEVELOPMENT	(10)	(21)	(31)	0	(31)	(12)	39%
RESERVES - SALEYARDS	(10)	0	(10)	0	(10)	(10)	100%
INCOME FROM SALE OF ASSETS							
GENERAL PURPOSE REVENUE	(6,338)	(5,164)	(11,501)	5,026	(6,475)	(1,585)	24%
TOTAL CAPITAL FUNDING	(48,222)	763	(47,459)	10,051	(37,408)	(8,919)	24%

7. Consolidated Income Statement and Balance Sheet

\$'000	ORIGINAL ANNUAL BUDGET	APPROVED VARIATIONS	REVISED ANNUAL BUDGET	ACTUAL YTD	% REVISED BUDGET	PROPOSED VARIATIONS	PROJECTED ANNUAL BUDGET	% PROJECTED ANNUAL BUDGET
Income Statement - CONSOLIDATED								
INCOME								
Rates & Annual Charges	(27,764)	0	(27,764)	(27,763)	100%	0	(27,764)	100%
User Charges & Fees	(11,441)	37	(11,404)	(3,629)	32%	(15)	(11,419)	32%
Interest & Investment Revenue	(1,641)	0	(1,641)	(842)	51%	0	(1,641)	51%
Other Revenues	(2,992)	(3)	(2,995)	(1,327)	44%	105	(2,890)	46%
Grants & Contributions Operating	(15,884)	754	(15,130)	(7,470)	49%	(354)	(15,484)	
Grants & Contributions Capital	(21,506)	(1,606)	(23,112)	(4,548)	20%	5,054	(18,058)	25%
Total Income	(81,228)	(818)	(82,046)	(45,579)	56%	4,790	(77,256)	59%
EXPENDITURE								
Employee Benefits & Oncosts	22,707	107	22,814	10,672	47%	(296)	22,518	47%
Borrowing Costs	1,352	0	1,352	565	42%	(221)	1,131	50%
Materials & Contracts	9,863	874	10,737	4,944	46%	1,121	11,858	42%
Depreciation & Amortisation	16,568	0	16,568	9,571	58%	0	16,568	58%
Other Expenses	6,264	31	6,295	3,469	55%	91	6,386	54%
Loss on Disposal of Assets	663	0	663	101	0%	0	663	
Total Expenditure	57,417	1,012	58,429	29,322	50%	695	59,124	50%
Net Result	(23,811)	194	(23,617)	(16,257)		5,485	(18,132)	
Net Result before Capital Items	(2,305)	1,800	(505)	(11,709)		431	(74)	

Balance Sheet		
\$'000	ACTUAL YTD	ACTUAL 30 JUNE 2016
ASSETS		
<i>Current Assets</i>		
Cash & Cash Equivalents	3,900	1,543
Investments	55,800	53,300
Receivables	14,174	7,079
Inventories	1,105	1,080
Other	0	11
Total Current Assets	74,979	63,013
<i>Non-Current Assets</i>		
Investments	0	-
Receivables	0	-
Inventories	0	-
Infrastructure, Property, Plant & Equipment	850,534	851,750
Intangible Assets	260	323
Other	0	-
Total Non-Current Assets	850,794	852,073
TOTAL ASSETS	925,773	915,086
LIABILITIES		
<i>Current Liabilities</i>		
Payables	2,188	6,967
Borrowings	768	1,503
Provisions	6,323	6,323
Total Current Liabilities	9,279	14,793
<i>Non-Current Liabilities</i>		
Borrowings	16,257	16,257
Provisions	1,510	1,455
Total Non-Current Liabilities	17,767	17,712
Total LIABILITIES	27,046	32,505
Net Assets	898,727	882,581
EQUITY		
Retained Earnings	377,816	357,662
Revaluation Reserves	520,911	524,919
Total Equity	898,727	882,581

8. Key Financial Indicators

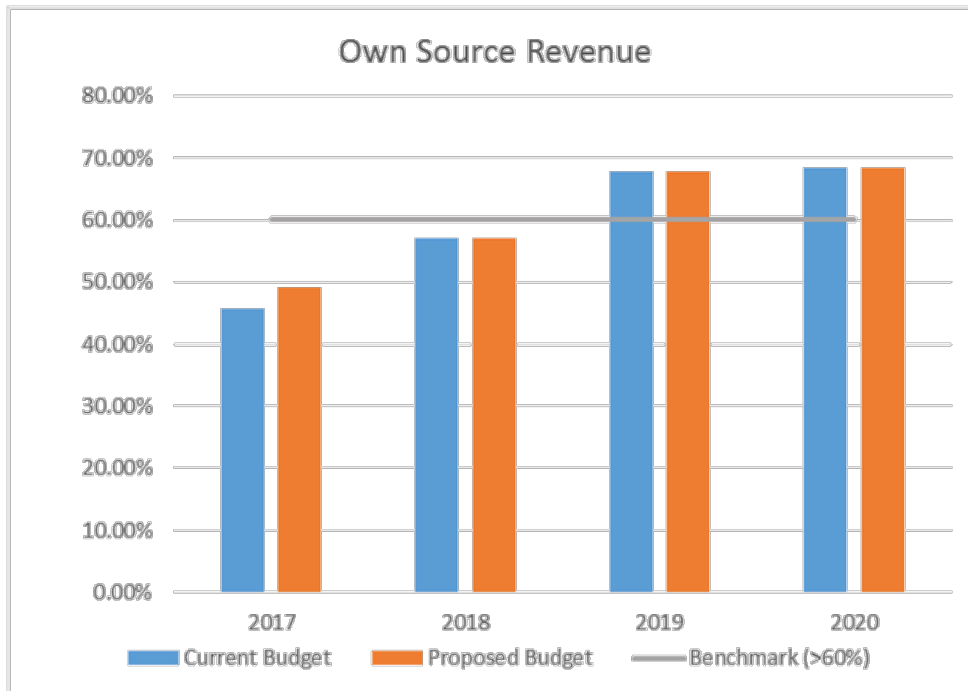


Note: Excludes Water & Sewer Fund

Measures Council's ability to keep operating expenses, including depreciation, within its continuing revenue.

The decline in this ratio is mainly due to:

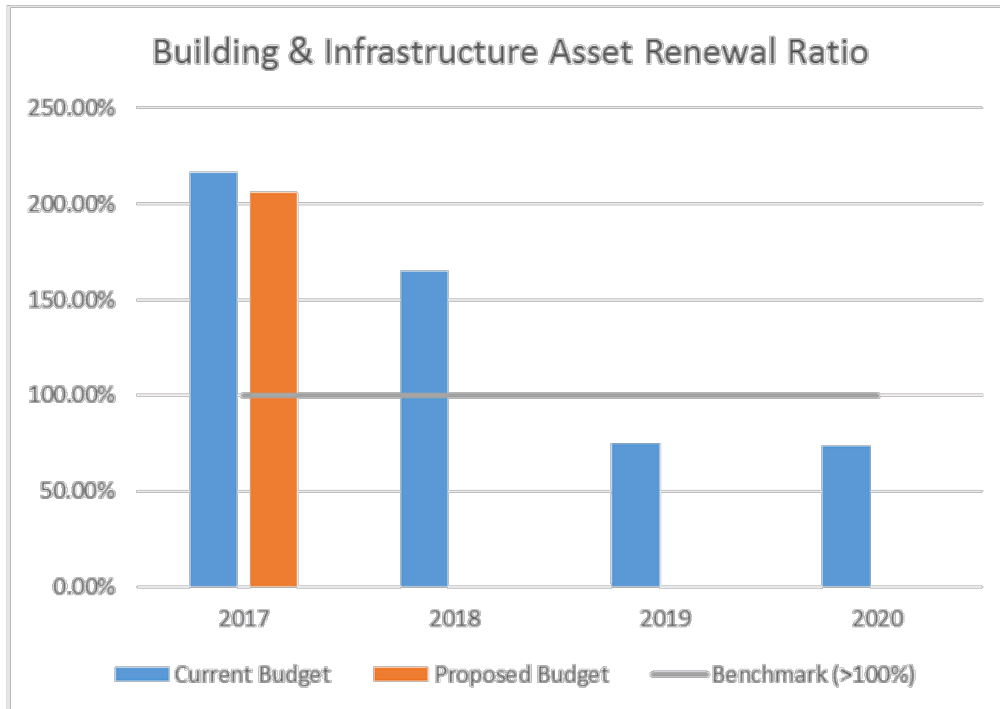
- increasing roads maintenance budgets \$550,000
- emergency storm clean up \$190,000
- deferral of Roads to Recovery grant \$120,000
- offset by savings in Workers compensation premium \$300,000



Note: Excludes Water & Sewer Fund

Measures Council's degree of reliance on external funding.

The increase in this ratio is mainly due to the deferral of \$4,033,494 grant funding for the Wollar Road Seal Extension to the 2017/2018 year.



Note: Excludes Water & Sewer Fund

The rate at which assets are being renewed against the rate of depreciation.

9. Contract, Legal Expenses & Consultancies

CONTRACTS > \$50,000

The following contracts with a value greater than \$50,000 were entered into during the period 1 October 2016 to 31 December 2016 and have yet to be fully performed.

Note that individual Panel Tender appointments are not included in the table below. For example, provision of general contractor services. Council creates panels of preferred suppliers from the tender responses received. Purchases are then made from the preferred supplier lists, and purchase decisions may vary for particular works depending upon availability and location.

Quarterly Budget Review – Contracts (\$50,000 and over)					
CONTRACTOR	CONTRACT DETAIL/PURPOSE	CONTRACT VALUE (\$)	COMMENCEMENT DATE	DURATION (MTHS)	BUDGETED (Y/N)
Westrac	Supply of track loader for waste facility	413,600.00	6/09/2016	6	y
M&S Truck Bodies	Supply of Tri Axle tipping semi trailer	79,970.00	25/10/2016	6	y
IVECO Trucks	Supply of three truck and dogs	1,133,596.00	24/11/2016	9	y

LEGAL EXPENSES

This financial year to date, Council has incurred \$92,306 of legal expenses. The primary areas of expenditure are:

- Debt recovery
- Corporate governance

CONSULTANCIES

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision making by management. Generally, it is the advisory nature of the work that differentiates a consultant from other contractors.

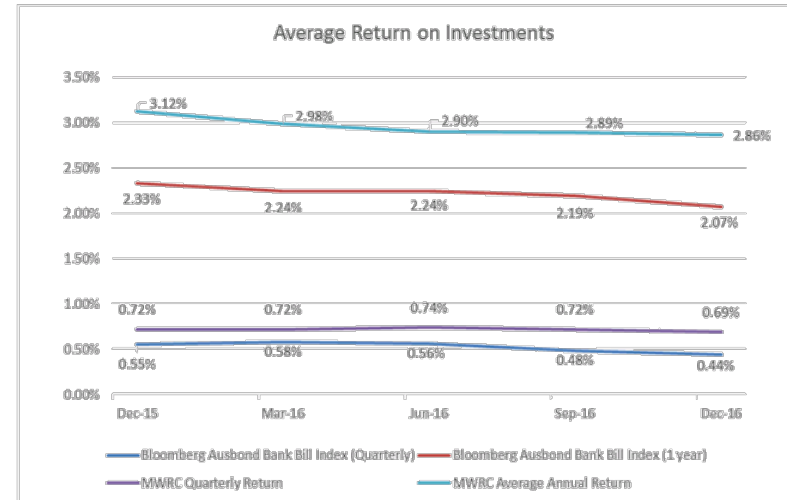
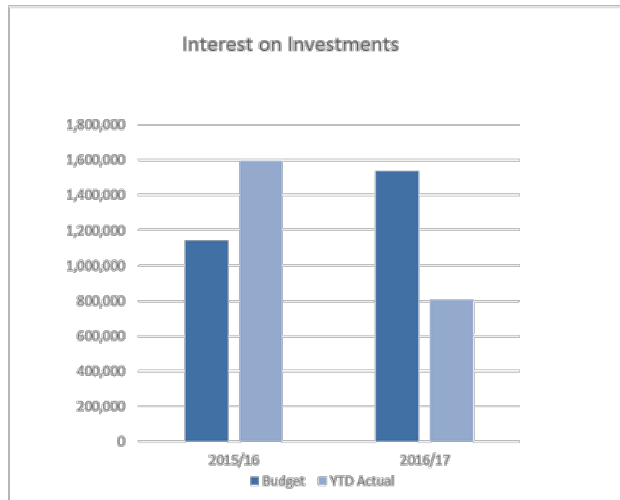
This financial year to date, Council has incurred \$448,094 of consultancy expenses. The primary areas of expenditure are:

- Road Design
- Rylstone Dam assessment

10. Investment Portfolio Commentary

For the quarter ended 31 December 2016, Council's average 1 year return on investment was 2.86%. This exceeded the Bloomberg Ausbond Bank Bill Index 1 year benchmark rate of 2.07%. The quarterly return was 0.69%. Deposits are currently being targeted at the 180 day and 1 year terms, which at present are offering the best interest rates whilst meeting Councils continual cash commitments.

The graphs presented below demonstrate the year to date interest against budget and the performance of Council's portfolio for the last twelve months against the benchmarks.



The Reserve Bank of Australia (RBA) decided to leave the cash rate unchanged at 1.5% at its December 2016 Board meeting. In relation to considerations for the monetary policy decision the RBA Board noted “the international environment had been more positive in recent months, while observing that significant risks to the outlook for global activity persisted”. (Reserve Bank of Australia, 2016).

In the NSW TCorp Economic Commentary December 2016 they note that the US Federal Reserve raised its key policy rate by 25bps to 0.50%-0.75%, with the prospect of further rises in 2017. In Australia the economy shrank by -0.5% in the September quarter. This decline is expected to be temporary and it is not anticipated that Australia is heading towards a recession. In NSW despite positive economic indicators and surplus budgets expected the AAA credit rating is still reliant on the Commonwealth Governments fiscal health. In other term a downgrade of the Commonwealth would likely result in a downgrade for NSW, leading to less access to funding, and at higher levels. (TCorp Local Government Services, 2016).

In view of this, the investment strategy is to continue targeting the majority of maturities at around a 6 month term, while maintaining capital security and sufficient cash flow to fund the large capital works program proposed in the Delivery Program. In order to reduce interest rate risk some investments are being targeted at the 1 year term. Following the adoption of the revised Investments Policy in December options are being considered for placing excess funds out for longer term investment.

Reference List:

Reserve Bank of Australia, 2016. *Minutes of the Monetary Policy Meeting of the Reserve Bank Board, 6 December 2016.*

TCorp Local Government Services, 2016. *Economic Commentary December 2016.*

11. Investment Portfolio Balances as at 31 December 2016

For the month ended: **31-Dec-16**

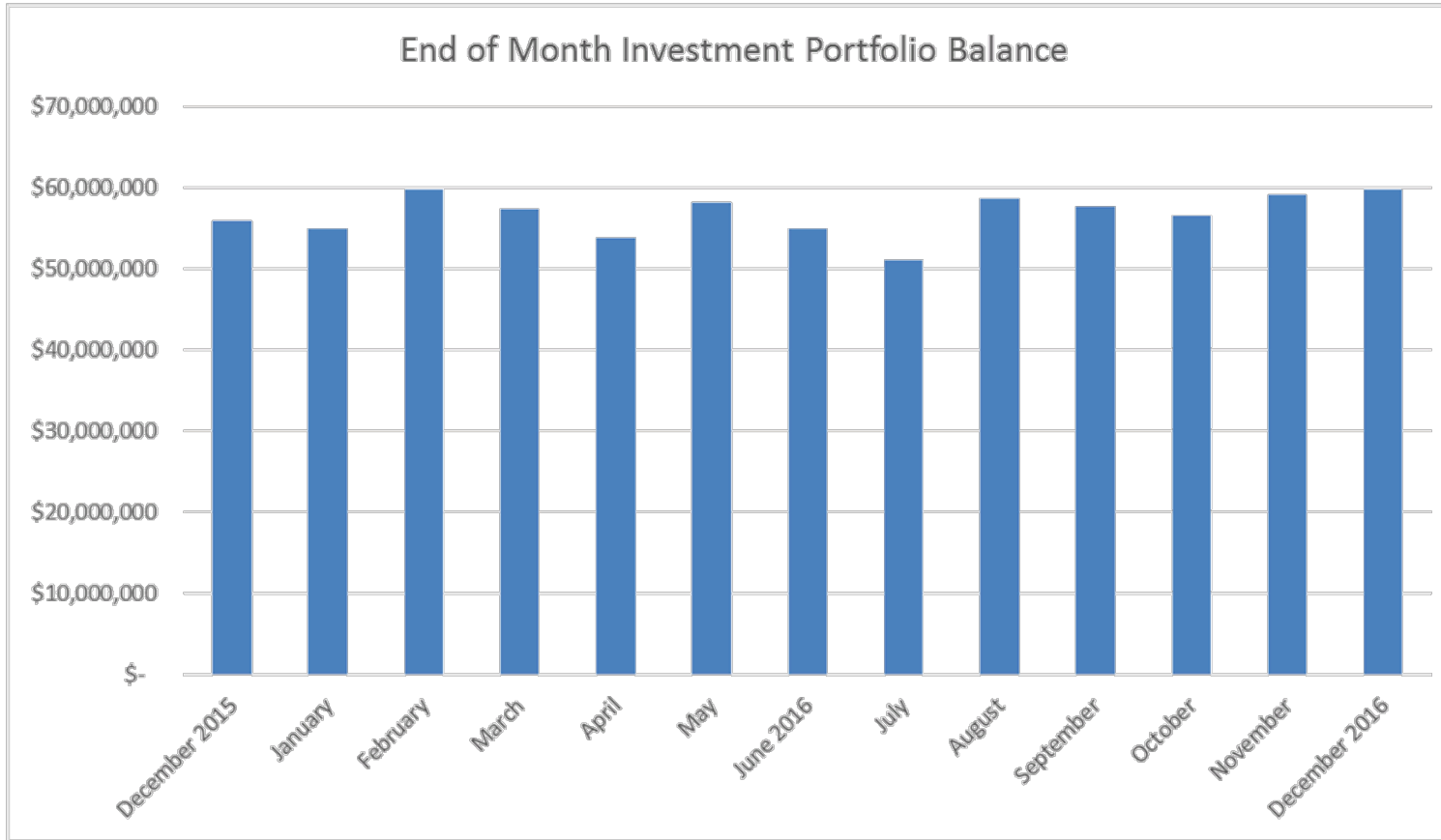
Bank Account	Opening Balance	Receipts	Payments	Closing Balance	Overdraft Limit
National Australia Bank (Cheque Account) \$	2,199,118	\$15,892,558	\$ 18,143,573	\$(51,898)	\$ 700,000

The bank balances have been reconciled to the General Ledger as at 31/12/2016

Financial Claims Scheme

- 1 Guaranteed to \$250,000
- 2 Not Covered

Investments	Type	Amount \$'000	Yield %	Maturity Date	Term	Long Term Rating	Short Term Rating	Financial
								Claims Scheme
National Australia Bank	At Call	2,720	1.80%	NA	At Call	AA-	A-1+	1
National Australia Bank	Term Deposit	1,000	3.00%	15/02/2017	364	AA-	A-1+	2
National Australia Bank	Term Deposit	1,600	2.92%	5/07/2017	364	AA-	A-1+	2
National Australia Bank	Term Deposit	1,500	2.73%	4/10/2017	364	AA-	A-1+	2
National Australia Bank	Term Deposit	1,000	2.76%	25/10/2017	364	AA-	A-1+	2
National Australia Bank	Term Deposit	1,000	2.70%	7/06/2017	203	AA-	A-1+	2
National Australia Bank	Term Deposit	2,000	2.70%	14/06/2017	203	AA-	A-1+	2
National Australia Bank	Term Deposit	1,500	2.68%	26/07/2017	217	AA-	A-1+	2
St George Bank	Term Deposit	1,500	2.85%	25/01/2017	231	AA-	A-1+	1
St George Bank	Term Deposit	1,000	2.75%	12/04/2017	224	AA-	A-1+	2
St George Bank	Term Deposit	500	2.75%	12/04/2017	224	AA-	A-1+	2
St George Bank	Term Deposit	2,000	2.80%	19/04/2017	224	AA-	A-1+	2
St George Bank	Term Deposit	500	2.80%	19/04/2017	224	AA-	A-1+	2
St George Bank	Term Deposit	1,500	2.75%	10/05/2017	224	AA-	A-1+	2
St George Bank	Term Deposit	500	2.70%	5/04/2017	175	AA-	A-1+	2
St George Bank	Term Deposit	500	2.70%	3/05/2017	203	AA-	A-1+	2
St George Bank	Term Deposit	2,500	2.70%	12/07/2017	217	AA-	A-1+	2
Bankwest	Term Deposit	1,500	2.54%	29/03/2017	217	AA-	A-1+	1
Bankwest	Term Deposit	1,000	2.53%	26/04/2017	245	AA-	A-1+	2
Bankwest	Term Deposit	1,500	2.52%	17/05/2017	238	AA-	A-1+	2
ANZ	Term Deposit	2,300	2.66%	28/06/2017	210	AA-	A-1+	1
AMP	Term Deposit	1,000	2.90%	4/01/2017	189	A+	A-1	1
AMP	Term Deposit	2,000	2.85%	8/02/2017	189	A+	A-1	2
AMP	Term Deposit	1,000	2.95%	15/03/2017	210	A+	A-1	2
AMP	Term Deposit	1,000	2.95%	5/04/2017	217	A+	A-1	2
Suncorp Metway	Term Deposit	2,000	2.50%	8/03/2017	208	A+	A-1	1
Suncorp Metway	Term Deposit	1,500	2.55%	22/03/2017	210	A+	A-1	2
Suncorp Metway	Term Deposit	1,000	2.55%	3/05/2017	231	A+	A-1	2
Suncorp Metway	Term Deposit	2,000	2.70%	31/05/2017	210	A+	A-1	2
Suncorp Metway	Term Deposit	1,000	2.71%	24/05/2017	182	A+	A-1	2
Bank of Queensland	Term Deposit	800	3.00%	4/01/2017	224	A-	A-2	1
Bank of Queensland	Term Deposit	2,000	3.00%	1/02/2017	224	A-	A-2	2
Bank of Queensland	Term Deposit	800	2.75%	22/02/2017	203	A-	A-2	2
Bank of Queensland	Term Deposit	1,000	2.80%	24/05/2017	196	A-	A-2	2
Bank of Queensland	Term Deposit	1,000	2.80%	21/06/2017	203	A-	A-2	2
Bendigo & Adelaide Bank	Term Deposit	1,000	2.80%	1/11/2017	364	A-	A-2	1
ING Bank	Term Deposit	1,500	3.10%	1/03/2017	364	A-	A-2	1
Members Equity Bank	Term Deposit	2,000	2.68%	26/04/2017	231	BBB+	A-2	1
Beyond Bank	Term Deposit	1,500	3.00%	11/01/2017	224	BBB+	A-2	1
Beyond Bank	Term Deposit	1,500	3.00%	18/01/2017	231	BBB+	A-2	2
Newcastle Permanent	Term Deposit	1,500	2.80%	22/02/2017	196	BBB+	A-2	1
MySlate Bank	Term Deposit	1,000	2.70%	29/03/2017	217	BBB+	A-2	1
MySlate Bank	Term Deposit	1,000	2.88%	19/07/2017	210	BBB+	A-2	2
Defence Bank	Term Deposit	1,000	2.88%	13/09/2017	280	BBB+	A-2	1
Family First Credit Union	Term Deposit	500	3.00%	25/01/2017	224	Unrated	Unrated	1
Total Investments		59,720						



12. Councillor Fees Paid & Expenses Paid or Reimbursed as at 31 December 2016

Councillor Fees Paid & Expenses Paid or Reimbursed as at 31 December 2016															
	General Operations	Cr Cavalier	Cr Holden	Cr Karavas	Cr Kennedy	Cr Martens	Cr O'Neill	Cr Paine	Cr Shelley	Cr Thompson	Cr Walker	Cr Weatherley	Cr Webb	Cr White	TOTAL
Councillor Fees	-	5,362.73	2,822.49	2,822.49	5,362.73	5,362.73	2,822.49	2,822.49	5,362.73	5,362.73	2,195.27	2,195.27	2,195.27	2,195.27	\$ 46,884.69
Mayoral Fees	-	-	-	-	11,699.26	-	-	-	-	-	-	-	-	-	\$ 11,699.26
Council Meeting Expenses (inc. accommodation, travel & meals)	5,225.65	-	-	-	-	800.90	-	-	488.40	-	-	-	-	-	\$ 6,604.95
Councillor Conferences, Seminars and Representational/Lobbying Expenses (inc. accommodation, travel, meals & out-of-pocket)	-	-	-	-	100.00	-	-	-	-	-	-	-	-	-	\$ 100.00
Provision of Vehicle	5,427.16	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 5,427.16
Memberships & Subscriptions	47,058.36	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 47,058.36
Miscellaneous expenses (meals, sundries, stationery, etc) but not associated with Conferences, Seminars & Training	115.09	1,742.73	1,751.68	1,171.17	862.21	869.81	868.04	859.09	859.09	860.66	-	-	-	-	\$ 9,959.77
Provision of office equipment, such as laptop computers, mobile telephones, landline telephones and facsimile machines installed in Councillors homes (including equipment and line rental costs and internet access costs but not including call costs)	258.97	278.96	-	1,116.46	1,713.64	84.17	1,116.46	84.17	1,441.01	84.17	338.42	79.51	31.70	235.00	\$ 6,882.24
Training and provision of skill development for Councillors	7,732.64	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 7,732.64
Totals	\$ 65,817.87	\$ 7,384.02	\$ 4,574.17	\$ 5,110.12	\$ 19,737.84	\$ 7,207.61	\$ 4,806.99	\$ 3,765.75	\$ 8,151.23	\$ 6,307.76	\$ 2,533.69	\$ 2,274.78	\$ 2,226.97	\$ 2,430.27	\$ 142,329.07

CORPORATE: FINANCE |



*Protecting our
Natural Environment*

MUDGEE COMMON

PLAN OF MANAGEMENT

15 FEBRUARY 2017

MID-WESTERN REGIONAL COUNCIL
OPERATIONS

 TOWARDS 2030



Acknowledgements

Mudgee Common Plan of Management version 1- Mark Lyndon, Town Planner Mid-Western Regional Council

Mudgee Common Plan of Management version 1 amendments- Tracey Kane, Open Spaces Coordinator Mid-Western Regional Council

Applied Ecology Pty Limited

Russell Conchie, President Mudgee Cycle Club

THIS DOCUMENT HAS BEEN PREPARED BY CASSANDRA LINEY, ENVIRONMENT COORDINATOR FOR MID-WESTERN REGIONAL COUNCIL. VERSION

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

DATE OF PUBLICATION:

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1. Executive Summary

Mid-Western Regional Council has been engaged by the Mudgee Cycle Club to prepare a Plan of Management (PoM) for the development of the area known as Mudgee Common into a designated mountain bike track. It should be noted that there are other users of the site aside from mountain bike riders. These include walkers and birdwatchers amongst others. The purpose of this plan is to provide direction for the future use and development of Mudgee Common.

The subject land is identified as Lot 7304 in DP 1151583, described as Reserve 120019 58 Common Road, Mudgee, NSW 2850. The subject site is 110ha in area, is located to the west of Mudgee and is adjacent to the Avisford Nature Reserve. The land was gazetted as a Crown Reserve for the purpose of Public Recreation on 23 January 1987.

Although known as Mudgee Common, the land is not a Common for the purposes of the Commons Management Act 1989. Under section 77 of the Crown Lands Act 1989, Crown land that has been vested in Council is to be treated as Community Land for the purposes of the Local Government Act 1993 (LG Act). Section 35 of the LG Act requires Community Land to be used and managed in accordance with a Plan of Management.

Access to the site is provided by the existing unsealed road known as Common Road, which adjoins Bellevue Road. A locked gate prevents unauthorised vehicles from entering the site. The area is densely vegetated with native and some non-native species. The local cyclists and motorcycle riders have developed a number of trails throughout the site. The mountain bike club has sought approval from Mid-Western Regional Council in order to legitimise the existing trails as dual use mountain biking /walking trails and to develop a plan for the potential development of further trails in the future.

It should be noted that the use of the Common for riding motorcycles is prohibited. The proposed development of the trails is detailed in the request to Council which is included in the appendices of this report.

Land uses adjoining the subject area include National Parks and Nature Reserves to the west, and urban release areas to the north, the town of Mudgee to the east and further privately owned E3 zoned land to the south.

There are a number of illegal structures within the site that are used for the purpose of 'bike jumps'. These will need to be identified and either removed or upgraded to an acceptable standard to ensure the safety of users of the site.

In September 2015 Council engaged Applied Ecology to undertake an ecological assessment of the Mudgee Common after receiving reports in October 2014 that the threatened species *Swainsona recta* was discovered. The findings of Applied Ecology and references to their report has been included in this Management Plan.



FIGURE 1- LOCALITY MAP

2. Relevant Legislation

2.1 Crown Lands Act 1989

The land is owned by Crown Lands NSW and is subject to the provisions of the Crown Lands Act 1989. Control of the land has been vested in Council and as such is subject to the provisions of the Local Government Act 1993.

Council still, however, requires the consent of NSW Crown Lands to prepare the PoM. This was requested by Council on 3 June 2013 and consent was received on 5 July 2013. Since then the *Swainsona recta* was discovered and Council has had to revise the PoM.

2.2 Local Government Act 1993

In accordance with the provisions set out in the Local Government Act 1993 and accompanying Regulations, Mudgee Common should be classified into the following category of Community Land:

- Natural Area – Bushland
-

The LG Act further specifies the core objectives for areas of this classification.

The core objectives for management of community land categorised as a natural area are:

- a) to conserve biodiversity and maintain ecosystem function in respect of the land, or the feature or habitat in respect of which the land is categorised as a natural area, and
- b) to maintain the land, or that feature or habitat, in its natural state and setting, and
- c) to provide for the restoration and regeneration of the land, and
- d) to provide for community use of and access to the land in such a manner as will minimise and mitigate any disturbance caused by human intrusion, and
- e) to assist in and facilitate the implementation of any provisions restricting the use and management of the land that are set out in a recovery plan or threat abatement plan prepared under the Threatened Species Conservation Act 1995 or the Fisheries Management Act 1994.

The core objectives for management of community land categorised as bushland are:

- (a) to ensure the ongoing ecological viability of the land by protecting the ecological biodiversity and habitat values of the land, the flora and fauna (including invertebrates, fungi and micro-organisms) of the land and other ecological values of the land, and
- (b) to protect the aesthetic, heritage, recreational, educational and scientific values of the land, and
- (c) to promote the management of the land in a manner that protects and enhances the values and quality of the land and facilitates public enjoyment of the land, and to implement measures directed to minimising or mitigating any disturbance caused by human intrusion, and
- (d) to restore degraded bushland, and
- (e) to protect existing landforms such as natural drainage lines, watercourses and foreshores, and
- (f) to retain bushland in parcels of a size and configuration that will enable the existing plant and animal communities to survive in the long term, and
- (g) to protect bushland as a natural stabiliser of the soil surface

Formalising the existing trails throughout the site will ensure that environmental damage is minimised. This should achieve the balance of preserving and protecting the environmentally sensitive features of the site whilst also ensuring the public can enjoy using the land.

2.3 Mid-Western Regional Local Environmental Plan 2012

The land is zoned E3 Environmental Management pursuant to the LEP 2012. The proposed mountain bike trails are classified as an outdoor recreation facility which is a permissible land use within the zone.

The objectives of the E3 zone are:

- To protect, manage and restore areas with special ecological, scientific, cultural or aesthetic values.
- To provide for a limited range of development that does not have an adverse effect on those values.
- To manage development within the water supply catchment lands of Windamere and Burrendong Dams, to conserve and enhance the district's water resources.

The land is already being used for mountain biking and bushwalking and many trails have already been established. At this stage it is not proposed to clear any further land to establish more trails. Further trails may be provided in the future and will be the subject of further environmental assessment under Part 5 of the Environmental Planning & Assessment Act 1979. The Mountain Bike Club has advised that any trail work will be done to meet the standards set by the International Mountain Bicycling Association (IMBA) and Mountain Bike Australia (MTBA).

2.4 State Environmental Planning Policy (Infrastructure) 2007

Development for the purpose of an outdoor recreation facility is development permitted without consent on a public reserve under clause 65 of the SEPP if the work is carried out by or on behalf of Council. This, however, does not exempt Council from carrying out an environmental assessment under Part 5 of the Environmental Planning and Assessment Act 1979.

A Review of Environmental Factors was carried out prior to the preparation of this Plan of Management and concluded that the use of the site as a designated mountain bike track would have minimal environmental impact. Any future works will also be required to be subject to further environmental assessment under Part 5 of the Act.

2.5 Threatened Species Conservation Act 1995

The Threatened Species Conservation Act 1995 establishes the legislative framework for the conservation of threatened species, populations and ecological communities of plants and animals in NSW. It also aims to improve the identification, conservation and recovery of threatened species and reduce the threats faced by those species.

Any development of existing trails will need to ensure there is minimal additional disturbance to adjacent vegetation and known threatened species and communities. Awareness of threatened species locations is essential prior to any trails being formalised.

4. Environment

4.1 Surrounding Land Uses

The land to the west of the site is a National Parks owned Nature Reserve, the land to the north and east is used for residential purposes and the land to the south it privately owned land zoned E3 Environmental Management.

Fencing and/or signage will need to be placed on any track on the western side of the Reserve that may encroach into Avisford Nature Reserve. NPWS has recently placed signage on the fire trail at the north-western corner, and at other access points, highlighting to users that they are now entering Avisford Nature Reserve and stating the allowed activities within the reserve.

The proposed parking arrangement during major events has the potential to have an impact on the adjoining residential uses. A Traffic Management Plan will need to be prepared at full cost to the proponent of the event to ensure that parking arrangements have minimal impacts on these properties.

4.2 Vegetation surveys

Boundaries of vegetation communities were mapped by Applied Ecology in 2015 using a handheld GPS during traverses of the site. Most of the site had White Box Woodland present in a range of conditions.

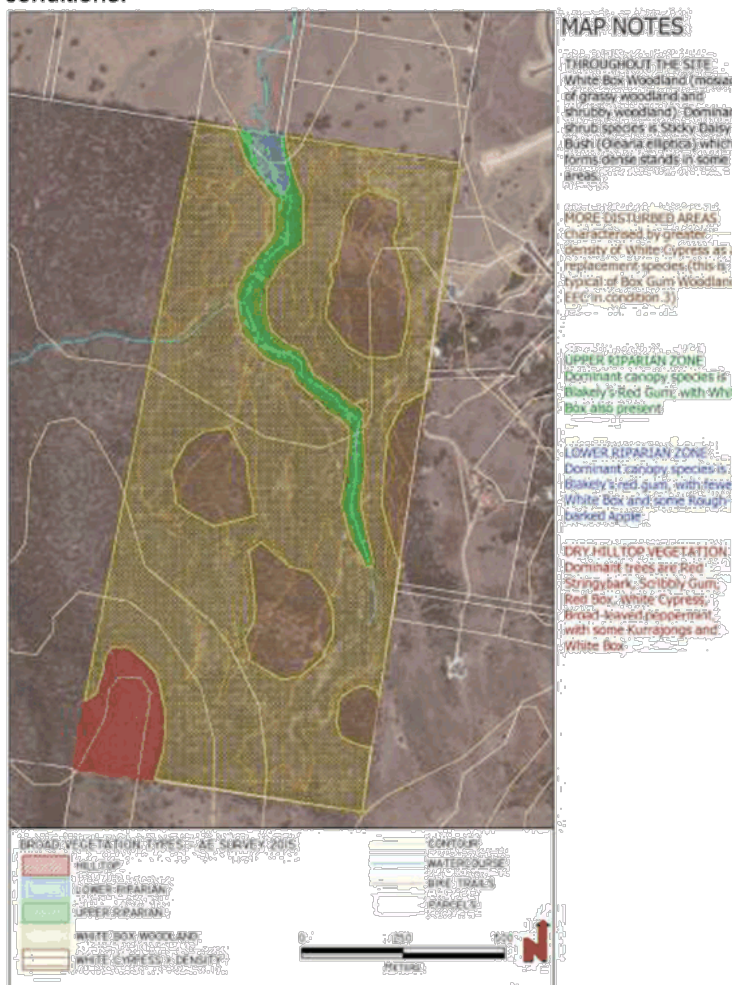


FIGURE 3- VEGETATION MAP (APPLIED ACOLOGY 2015)

4.3 Targeted Threatened Species surveys

Applied Ecology undertook targeted searches for threatened species in the area where these species were previously reported (BioNET records from October 2014). Searches then continued around this area to include a buffer strip where no threatened species were recorded. Other areas of suitable habitat were searched, as were corridors associated with existing trails and areas identified in the Mudgee Common Mountain Bike Trail Concept Plan. An area 3 to 5m either side of trail routes was searched, and if threatened species were recorded, the search area was extended around the threatened species location(s). This resulted in a large number of threatened plants being recorded, with many in addition to previous reported sightings

Numbers of Swainsona spp plants recorded at the Common

SPECIES	TOTAL NUMBER OF PLANTS	TOTAL RECORD LOCATIONS
<i>Swainsona recta</i>	1313	482
<i>Swainsona sericea</i>	464	147
<i>Other Swainsona spp.</i>	289	96

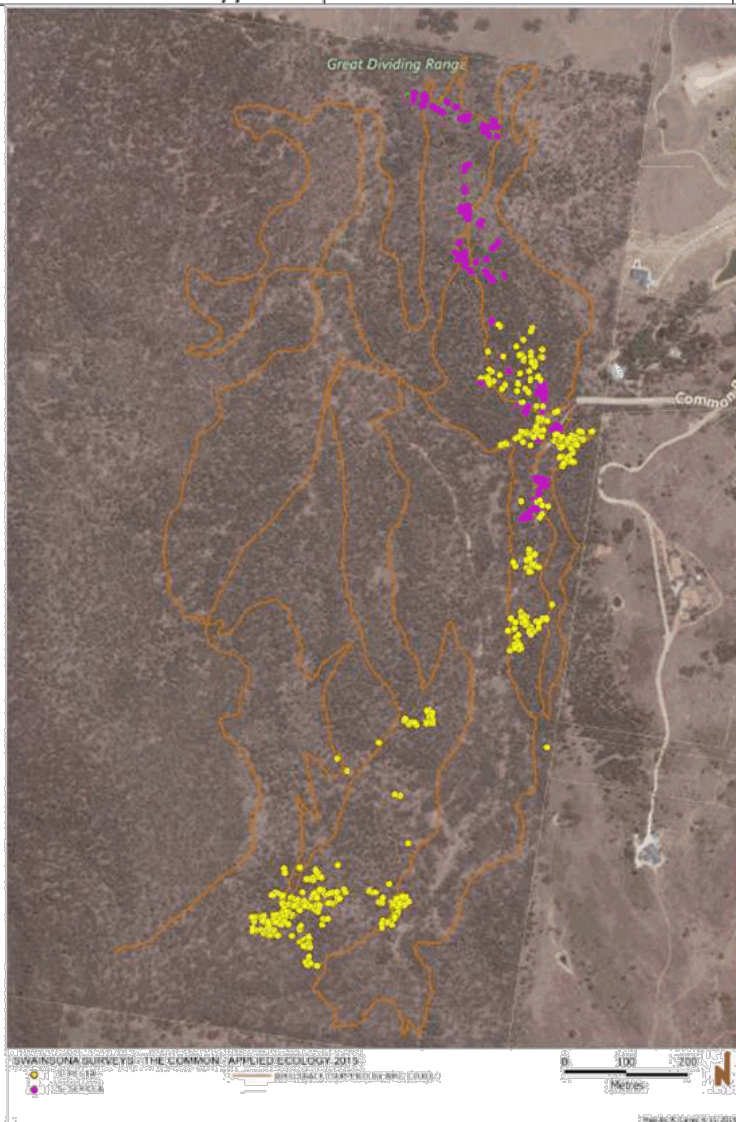


FIGURE 4- THREATENED SPECIES SURVEY RESULTS (APPLIED ACOLOGY 2015)

Swainsona recta was recorded from a range of habitats, including under White Cypress Pine trees in comparatively sparse groundcover that comprised a mixture of grasses and herbs/forbs. More often, however, the species was recorded in open White Box Woodland with a grassy understorey.



Figure 5- *Swainsona recta* under White Cypress Pine, near the reserve gate



Figure 6- *Swainsona recta* under White Box/White Cypress in grassy understorey, near the southern end of the reserve

4.1 Flora

The site is extensively vegetated with mostly dry sclerophyll forest. The major vegetation community within the reserve was classified as White Box Cypress Pine community which is a potential EEC (see Applied Ecology report).

Flora surveys were conducted in September 2015 by Applied Ecology. A total of 94 species of native plants were recorded on site during recent surveys (Appendix 1). This included 2 species of

Swainsona listed under the Threatened Species Conservation Act 1995. A further 13 species of introduced plants were recorded, of which 6 are listed as noxious weeds in Mid-Western Region.

4.2 Fauna

The reserve is home to a variety of fauna species, some of which are considered threatened species. At this stage, the only works that are required to be carried out are for the construction of a small car park at the entrance to the site. This would only involve a small amount of the understorey being removed and some earthworks being carried out. The small area that is proposed to be excavated to construct the car park did not contain any hollow bearing trees or threatened species and it is considered that the works will have a minimal environmental impact, subject to appropriate erosion and sediment control measures being put in place during construction.

Bird surveys

A total of 56 species were reported, including 33 recorded by Applied Ecology staff and 45 recorded by surveyors from E-Bird (full list in Appendix 2). The diversity of avian fauna reflects the size and quality of the reserve.

Other fauna surveys

A number of native and introduced mammals were recorded on site, and several reptiles were also recorded (Appendix 2). The Red Fox and European Hare are introduced species that are resident in the site, while dogs are regular visitors with walkers.

4.3 Waterways

There is a third order drainage line running through the Common which meets the Cudgegong River 3km to the north-east. Any trails to be constructed across this drainage line will require consultation with the Department of Primary Industries (Fishing and Aquaculture) and a fisheries Part 7 permit issued.

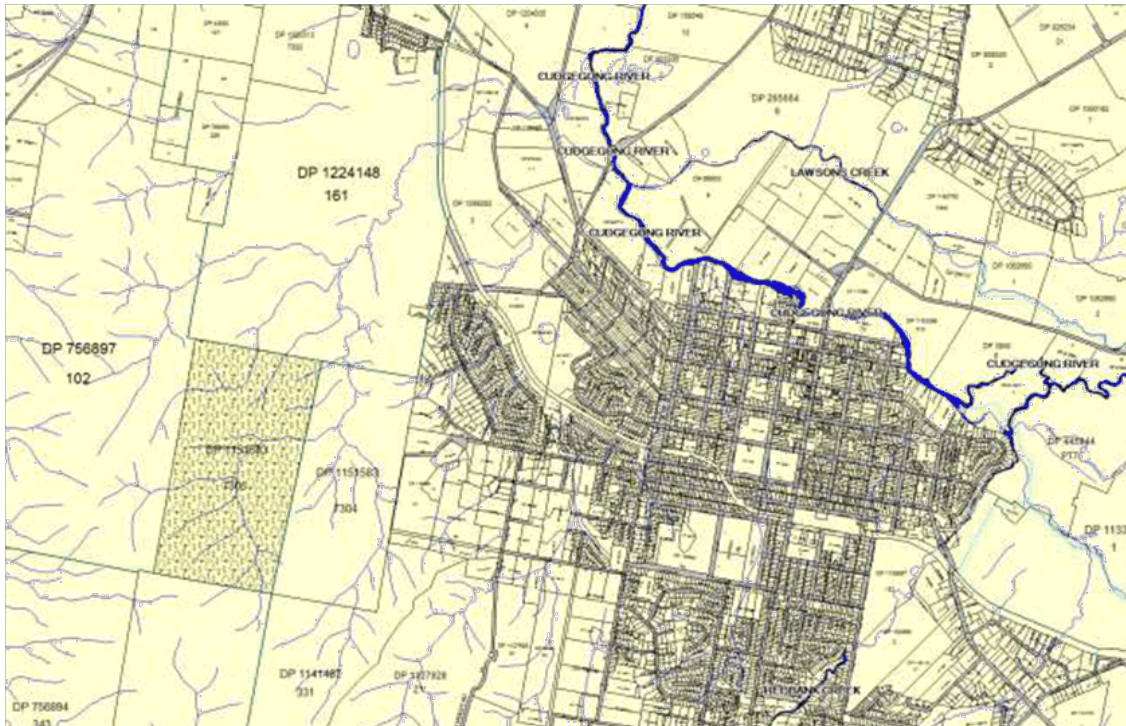


FIGURE 7- DRAINAGE

4.4 Aboriginal Heritage

The Avisford Nature Reserve and Mudgee Common lie within the traditional lands of the Wiradjuri people. The Plan of Management for the adjacent Avisford Nature Reserve mentions that a significant Aboriginal Camping Site exists somewhere near the western boundary of the Common.

The proposed use of the site as a designated mountain bike track will involve minimal ground disturbance of the site, with the exception of the upgraded car parking area which will be subject to erosion and sediment controls. It is therefore unlikely that the existing use of the site as a mountain bike track will have any adverse impacts on heritage items.

Future development in Mudgee Common will be subject to an Aboriginal Heritage survey which will be carried out by a suitably qualified person to identify any heritage items on the site. Any future trails will need to be carefully planned, taking into consideration the results of this survey to avoid any potential impact on heritage items.

4.5 Natural Hazards

The site is bush fire prone and it is important that safe operational access and egress is available for emergency services and for people using the reserve. The NSW Rural Fire Service's document 'Planning for Bush fire Protection 2006' (PBP 2006) applies to all development on bush fire prone land. The NSW Rural Fire Service was consulted in the preparation of this document and no objections were raised.

The road into the Common is a public road maintained by Council. The road has a carriageway width of approximately 3.5m. An access driveway midway along the road provides opportunity for a passing bay. Maintenance of the access road to the entrance of the Common will need to be maintained to satisfy the requirements for PBP 2006.

5. Management of Reserve

5.1 Ownership of the reserve

The subject site is owned by NSW Crown Lands but the management of the Reserve is vested in Council. Under clause 65 of State Environmental Planning Policy (Infrastructure) 2007, development for the purpose of an outdoor recreation facility is development permitted without consent if undertaken by or on behalf of Council.

The objectives of this plan are as follows:

- To identify appropriate recreation uses within the Reserve;
- To set out the rules and obligations for users of the Reserve;
- To identify the obligations of Mid-Western Regional Council as the trustee of the Reserve;
- To ensure the protection of the Reserve's environmental characteristics through the formalisation of bike tracks and the closure of unauthorised tracks
- Protection of the threatened species identified

5.2 Recognised Recreational Uses

One of the objectives of this plan of management is to set out the appropriate uses of the reserve and ensure that inappropriate uses do not occur.

Recognised uses of the reserve;

- *Land Management and Conservation*
 - Land rehabilitation (including tree planting and riparian restoration)
 - Nature conservation and environmental protection (including threatened species)
 - Aboriginal and European heritage protection and conservation
 - Bushfire control
 - Weed control –include spraying of weeds in alignment with the Noxious Weed Act and the Pesticide Notification Act
 - Feral animal control
 - Soil conservation
 - Noise, water and air pollution control
- *Recreation*
 - Birdwatching
 - Walking and jogging on designated paths
 - Bicycle riding on designated paths
 - Horse riding on designated paths
 - On-lead dog walking
 - Picnicking
 - Photography
- *Tourism, Film Making, Education, Community Purposes and Services*
 - Filming
 - Emergency occupation
 - Guided tours
 - Outdoor class sessions for school groups
 - Environmental themed courses, classes and training days
 - Commemorative events
- *Infrastructure*
 - Walking and bike tracks

- Bollards to mark and guard environmentally sensitive heritage and environmental items/values
- Signage
- Car park
- *Additional Land Uses/Activities*
 - Other activities or land uses approved by council, subject to their compatibility with this PoM.

5.3 Undesirable Uses

The following activities will not be permitted:

- Cattle and sheep grazing
- Motorcycle, quad bike and 4WD driving
- Unauthorised vehicle movements off designated tracks
- Hunting for consumption or recreational purposes using any form of hunting method
- Lighting of fires
- Harvesting of firewood
- Destruction of fauna habitat without appropriate assessment and impact mitigation measures
- Vegetation removal without appropriate assessment and impact mitigation measures
- Introducing exotic pest plants or animals of any kind
- Unauthorised herbicide usage – Any spraying works require prior permission from Council and be undertaken by qualified person(s). Work needs to be undertaken in conjunction with Councils Pesticide Notification Act and environmental legislation. Qualifications, spray records and any relevant paperwork can be requested by Council at any time.
- Quarrying or mining
- Cropping
- Exotic plantations or gardens
- Unauthorised functions, events or parties

5.4 Car Parking and Access

Access to the site is via Common Road, which intersects with Bellevue Rd approximately 250m from the entry gate. Common Road is sealed for the first 50m and unsealed for the remaining 200m to the front gate.

The current parking arrangement is informal with few cars able to be parked at a time. Currently most of the users of the trails are local mountain bike riders who ride from home to the Common, however some do drive to the entrance and park their cars on the dirt in front of the main gate. This has not caused any known problems previously; however it may make it difficult for a vehicle to execute a U-turn. Following consultation with members of Mudgee Cycle Club, an agreement was reached for the area immediately within the gate be formalised for the parking of up to 6 vehicles. This will require the gate to be moved back a sufficient distance to accommodate the additional parking area. These works may be undertaken by Council or by the applicant on behalf of Council. Funding for these works will be borne by the cycle club and government grants.

The Cycle Club intends on holding club events throughout the year, however they have also indicated that they would like to attract large cycling events to the area. This would generally occur 1-2 times per year. The current parking arrangement is not satisfactory to cater for the number of cars these events are likely to produce. Parking during these smaller club events would generally generate no more than 12 vehicles, with many of the local riders choosing to ride their bikes from home.

Additional parking can be accommodated along the side of Bellevue Road all the way up to the end of the cul-de-sac. A Traffic Management Plan will need to be prepared by any users of the site wishing to hold a major event to help ensure residents in the immediate vicinity of the reserve will not be adversely impacted and will be the subject of assessment by Council staff.



FIGURE 7- ENTRANCE TO MUDGEE COMMON

5.5 Signage

There is currently a sign at the front gate prohibiting motorbikes from using the site, as well as prohibiting the use of the site for hunting and trapping. There is no evidence to suggest that the site has been used for hunting or trapping, however the riding of motorbikes is a common occurrence on the site. It is clear that the existing signage does not provide adequate deterrence as there are regular reports of motorbikes on the site.

New signage will need to be provided at the entrance to the site to prevent unauthorised access and to advise users of the site of the potential risks associated with mountain biking activities. This signage will also advise riders of the 'Rules of the Trail', that the site may be concurrently used by other community members and that care will need to be taken when using the trails.

A map of the trail and ride direction will also be included on the signage at the Common entrance. Colour coded trail markers with grades and trails names will be placed at strategic points to help guide users along the trail network. Additional signage may be placed along Common Road to direct users to the Common entrance and ensure that users do not end up trespassing on private land or leaving designated tracks.

Interpretative signage will be placed at the front gate with information about the *Swainsona* species, their importance, how to identify them, and a warning to not disturb them. This signage will be produced in collaboration with Council and the Central Tablelands Local Land Service.

5.6 Rules and obligations of Users

Signage will be provided at the entrance to the reserve and around the designated cycle track that sets out the rules. In essence this will mean the following;

- Cyclists give way to bush walkers;
- Cyclists and walkers are only to use the designated cycle tracks as depicted in this plan;
- Cyclists and walkers are not to impact the *Swainsona* plants

For the day-to-day use of the reserve, liability will come under council's parks and reserves public liability insurance. For organised events, the event holder will need to provide council with a copy of their public liability insurance.

5.7 Obligations

Mid-Western Regional Council is the trustee of the Reserve known as Mudgee Common. Council's obligations in regard to the use of the Reserve are limited to environmental management such as threatened species conservation (with Office of Environment and Heritage), bushfire hazard reduction (with the Rural Fire Service), 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. Ongoing environmental management will be dependent on funding becoming available through Council's Delivery Program and Operational Plan and/or external grant funding.

Council's Weeds Department will conduct weed inspections and carry out weed control when necessary and when resources are available.

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 club's ability to use the reserve and requires the club to assist Council in the reserves management. The cycle club will be responsible for the removal of rubbish generated after any major club event.

5.8 Management of Threatened Species and Communities

Through the formalisation of the Common trail network it is anticipated that ongoing disturbance to the threatened species and communities will be reduced, this is because currently the network is unclear and sporadic consequently the reserve users often venture off of the trails which disturbs the vegetation. By clearly marking out the trails and making the trail linkages community members will stay on the designated tracks.

5.8.1 *Swainsona species*

Swainsona recta is listed as Endangered under the NSW Threatened Species Conservation (TSC) Act 1995 and listed as Endangered under the national Environment Protection and Biodiversity Conservation (EPBC) Act 1999. *Swainsona sericea* is listed as Vulnerable under the TSC Act and is not listed under the EPBC Act.

According to the NSW Office of Environment and Heritage (2012) National Recovery Plan for Small Purple-pea (*Swainsona recta*), the future recovery actions for this species relevant to this site include:

- Undertake additional survey in vicinity of recently recorded sites
- Monitor all known sites
- Weed control
- Negotiate improved management and/or formal protection of sites
- Investigate potential sites suitable for enrichment planting or re-establishment of Small Purple-pea populations and undertake translocation projects
- Increase community awareness and involvement in the Small Purple-pea recovery effort

The Office of Environment and Heritage will monitor the population within the reserve and is the administering body for the *Threatened Species Conservation Act 1995* which determines penalties for harming threatened species.

Throughout the process of surveying and recording the *Swainsona* plants and the ongoing consultation between the bike club and Council there has been a substantial increase in the concern and interest in the protection of the plants by members of the bike club, neighbours and other members of the community. These community members have since been undertaking additional citizen science to identify the *Swainsona* plants in other areas of the reserve and neighbouring lands. Through the formalisation of tracks, additional consultation and installation of the interpretative signage more community members will be engaged in the involvement of the recovery effort.

Furthermore by Council formally adopting the Management Plan and acknowledging the trail network it commits to the protection and monitoring of the *Swainsona* plants and weed management.

Note that the numbers of the threatened *Swainsona* plants recorded in the 2015 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 higher. Likewise the Common adjoins Avisford Nature Reserve which has not been surveyed for these 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 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
- 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 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

5.8.2 Ecological Community

Parts of the Mudgee Common site is consistent with White Box-Yellow Box-Blakely's Red Gum Grassy Woodland and Derived Native Grassland Critically Endangered Ecological Community (EEC). This Community is listed as a Critically Endangered Ecological Community under the Environment Protection and Biodiversity Conservation Act 1999 and is listed as Endangered Ecological Community under the Threatened Species Conservation Act 1995.

Specific management actions for this site are:

- Alter the trails set out in the Mountain Bike Trail Concept Plan where required to attempt to avoid areas of high quality EEC
- No trucks or heavy plant equipment larger than a bobcat will be permitted within reserve to undertake trail maintenance/ construction
- No trees greater than 100mm DBH 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

5.9 Timeframe for Development

- November 2016: Revised plan adopted by Council
- November 2016: PoM placed on public exhibition for 30 days and referred to Crown Lands and other relevant Government Departments for comment
- December 2016-January 2017: Review of submissions and changes made to plan if appropriate
- February 2017: PoM sent back to Council for formal adoption
- February 2017: Adopted PoM sent to Crown Lands for sign off by minister
- March 2017: Final designs and REF for car park and pathway upgrades completed (OEHL 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

5.10 Future Works

Any works or maintenance proposed by organisations such as the Mudgee Cycle Club will need to be approved by Council. A Review of Environmental Factors (REF) must be completed prior to any construction activities, this is a requirement under part 5 of the *Environmental Planning and Assessment Act 1979*. Within the REF factors such as impacts to flora and fauna, erosion, noise, waste production and the cumulative impacts must all be addressed and mitigation measures outlined.

Permitted future works are-

- Construction of new car park and new entrance to the Common, including a upgraded access gate to restrict motorbike access
- Installation of basic 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.

References

Applied Ecology Pty Ltd. (2015). Ecological Assessment of the Common Reserve Mudgee.

Department of Environment, Climate Change and Water NSW. 2010. National Recovery Plan for White Box - Yellow Box - Blakely's Red Gum Grassy Woodland and Derived Native Grassland. Department of Environment, Climate Change and Water NSW, Sydney.

NSW Office of Environment and Heritage (2012). National Recovery Plan for Small Purple-pea (*Swainsona recta*). Hurstville, NSW.

World Trail Pty Ltd. (2013). Mudgee Common Mountain Bike Trail Concept Plan.

Appendix 1- Flora species list

SPECIES NAME	COMMON NAME	HABIT
<i>Acacia dealbata</i>	Silver Wattle	tall shrub
<i>Acacia decora</i>	Western Golden Wattle	shrub
<i>Acacia penninervis</i>	Hickory Wattle	tall shrub
<i>Acacia spectabilis</i>	Mudgee Wattle	shrub
<i>Acacia ulicifolia</i>	Prickly Moses	small shrub
<i>Acacia verniciflua</i>	Varnish Wattle	shrub
<i>Acacia vestita</i>		small shrub
<i>Acaena ovata</i>	Sheep's Burr	herb
<i>Actinotus helianthi</i>	Flannel flower	herb
<i>Ajuga australis</i>	Austral Bugle	herb
<i>Allocasuarina gymnanthera</i>		tree
<i>Angophora floribunda</i>	Rough-barked Apple	tree
<i>Aristida ramosa</i>	Wire Grass	grass
<i>Austrostipa scabra</i>	Rough Speargrass	grass
<i>Boronia angustisepala</i>	Narrow-leaved Boronia	small shrub
<i>Bossiaea obcordata</i>	Spiny Bossiaea	small shrub
<i>Bothriochloa macra</i>	Redleg Grass	grass
<i>Brachychiton populneus</i>	Kurrajong	tree
<i>Brachyscome angustifolia</i>	Cut-leaf Daisy	herb
<i>Bulbine bulbosa</i>	Leek Orchid	herb
<i>Bursaria spinosa</i>	Blackthorn	tall shrub
<i>Callitris glaucophylla</i>	White Cypress	tree
<i>Calocephalus lacteus</i>		herb
<i>Calotis cuneifolia</i>	Blue Burr Daisy	herb
<i>Carex appressa</i>	Tall Sedge	graminoid
<i>Cassinia aculeata</i>	Common Dogwood	shrub
<i>Cassinia quinquefaria</i>		shrub
<i>Centipeda cunninghamii</i>	Common Sneezeweed	herb
<i>Chielanthes sieberi</i>	Poison Rock Fern	fern
<i>Chrysocephalum apiculatum/semipapposum complex</i>	Yellow Buttons	herb
<i>Craspedia variabilis</i>	Common Billy Buttons	herb
<i>Cyanicula caerulea</i>	Blue Fairy, Blue Caladenia	herb
<i>Cymbonotus lawsonianus</i>	Bears Ears	herb
<i>Cymbopogon refractus</i>	Barbed Wire Grass	grass
<i>Daucus glochidiatus</i>	Native Carrot	herb
<i>Dichanthium sericeum</i>	Queensland Blue Grass	grass
<i>Dichondra repens</i>	Kidney Weed	herb
<i>Digitaria diffusa</i>	Umbrella Grass	grass
<i>Dillwynia phylloides</i>	Variable Parrot Pea	small shrub
<i>Diuris lineata?</i>	Donkey orchid	herb
<i>Dodonaea viscosa</i>	Hopbush	shrub
<i>Drosera peltata</i>	Pale Sundew	herb
<i>Einadia polygonoides</i>	Fish Bones	herb
<i>Eragrostis brownii</i>	Brown's Lovegrass	grass
<i>Erodium crinitum</i>	Blue Storksbill	herb
<i>Eucalyptus albens</i>	White Box	tree
<i>Eucalyptus blakelyi</i>	Blakely's Red Gum	tree
<i>Eucalyptus macrorhyncha</i>	Red Stringybark	tree
<i>Eucalyptus polyanthemos</i>	Red Box	tree
<i>Eucalyptus rossii</i>	Scribbly Gum	tree
<i>Exocarpus cupressiformis</i>	Cherry Ballart	tree
<i>Geranium solanderi</i>	Australian Cranesbill	herb
<i>Glycine clandestina</i>	Lesser Love Creeper	vine
<i>Goodenia hederacea</i>	Forest Goodenia	herb
<i>Hardenbergia violacea</i>	False Sarsparilla	vine
<i>Hibbertia diffusa</i>	Wedge Guinea Flower	herb
<i>Hibbertia linearis</i>	Narrow-leaved Guinea Flower	small shrub
<i>Hydrocotyle laxiflora</i>	Stinking Pennywort	herb
<i>Hypericum gramineum</i>	Lesser St Johns Wort	herb

<i>Linum marginale</i>	Native Flax	herb
<i>Lissanthe strigosa</i>	Peach Heath	small shrub
<i>Lomandra bracteata</i>	Tufted Matrush	graminoid
<i>Lomandra confertifolia ssp pallida</i>	Matrush	graminoid
<i>Lomandra longifolia</i>	Spiny Matrush	graminoid
<i>Lomandra multiflora</i>	Many-flowered Matrush	graminoid
<i>Lythrum hyssopifolia</i>	Hyssop Loosestrife	herb
<i>Microlaena stipoides</i>	Weeping Meadow Grass	grass
<i>Myoporum montanum</i>	Western Boobialla	tall shrub
<i>Olearia elliptica</i>	Sticky Daisy Bush	shrub
<i>Oxalis perennans</i>	Soursob	herb
<i>Ozothamnus diosmifolius</i>	Pill Flower, White Dogwood	shrub
<i>Panicum effusum</i>	Hairy Panic	grass
<i>Petalochilus carneus</i>	Pink Fingers	herb
<i>Petalochilus catenatus</i>	White Fingers	herb
<i>Plantago gaudichaudii</i>	Narrow Plantain	herb
<i>Poa sieberiana</i>	Snow Grass	grass
<i>Podolepis neglecta</i>	Copper Wire Daisy	herb
<i>Pterostylis parviflora?</i>	Greenhood Orchid	herb
<i>Ranunculus lappaceus</i>	Common Buttercup	herb
<i>Rytidosperma caespitosum</i>	Wallaby Grass	grass
<i>Senecio diaschides</i>	Groundsel Bush	small shrub
<i>Sigesbeckia australiensis</i>	Indian Weed	herb
<i>Solanum prinophyllum</i>	Forest Nightshade	herb
<i>Solenogyne bellioides</i>		herb
<i>Stackhousia monogyna</i>	Creamy Candles	herb
<i>Swainsona galegifolia</i>	Smooth Darling Pea	herb
<i>Swainsona recta</i>	Small Purple Pea	herb
<i>Swainsona sericea</i>	Silky Swainson-Pea	herb
<i>Thysanotus tuberosus</i>	Fringe Lily	herb
<i>Urtica incisa</i>	Stinging Nettle	herb
<i>Wahlenbergia communis</i>	Tufted Bluebell	herb
<i>Wurmbea dioica ssp dioica</i>	Early Nancy	herb
<i>Xanthorrhoea johnsonii</i>	Johnson's Grass Tree	shrub
<i>Xerochrysum bracteatum</i>	Golden Everlasting	herb

Introduced flora species recorded at the Common, Mudgee during recent surveys

SPECIES NAME	COMMON NAME	NOXIOUS
<i>Arctotheca calendula</i>	Cape Daisy	
<i>Cineraria lyratiformis</i>	Cineraria	Y
<i>Conyza bonariensis</i>	Fleabane	
<i>Dactylus glomeratus</i>	Cocksfoot	
<i>Echium plantagineum</i>	Patersons Curse	
<i>Ehrharta erecta</i>	Panic Veldt Grass	
<i>Fumaria bastardi</i>	Bastards Fumitory	
<i>Hypericum perforatum</i>	St Johns Wort	Y
<i>Nassella trichotoma</i>	Serrated Tussock	Y
<i>Opuntia stricta</i>	Prickly Pear	Y
<i>Rubus fruticosus</i> aggregate species	Blackberry	Y
<i>Senecio madagascariensis</i>	Fireweed	Y
<i>Sonchus oleraceus</i>	Milk Thistle	

Appendix 2- Fauna species list

Results of bird surveys in The Common reserve between September 2014 and September 2015

COMMON NAME	SPECIES NAME
Australian King Parrot	<i>Alisterus scapularis</i>
Australian Magpie	<i>Cracticus tibicen</i>
Australian Raven	<i>Corvus coronoides</i>
Black-faced Cuckoo-shrike	<i>Coracina novaehollandiae</i>
Brown Falcon	<i>Falco berigora</i>
Brown Thornbill	<i>Acanthiza pusilla</i>
Brown Treecreeper *	<i>Climacteris picumnus</i>
Brown-headed Honeyeater	<i>Melithreptus brevirostris</i>
Buff-rumped Thornbill	<i>Acanthiza reguloides</i>
Common Bronzewing	<i>Phaps chalcoptera</i>
Common Starling	<i>Sturnus vulgaris</i>
Crested Pigeon	<i>Ocyphaps lophotes</i>
Crimson Rosella	<i>Platycercus elegans</i>
Double-barred Finch	<i>Taeniopygia bichenovii</i>
Eastern Rosella	<i>Platycercus eximius</i>
Eastern Spinebill	<i>Acanthorhynchus tenuirostris</i>
Eastern Yellow Robin	<i>Eopsaltria australis</i>
Galah	<i>Eolophus roseicapilla</i>
Golden Whistler	<i>Pachycephala pectoralis</i>
Grey Butcherbird	<i>Cracticus torquatus</i>
Grey Fantail	<i>Rhipidura fuliginosa</i>
Grey Shrikethrush	<i>Colluricincla harmonica</i>
Laughing Kookaburra	<i>Dacelo novaeguineae</i>
Lewins Honeyeater	<i>Meliphaga lewinii</i>
Magpie Lark	<i>Grallina cyanoleuca</i>
Musk Lorikeet	<i>Glossopsitta concinna</i>
Noisy Friarbird	<i>Philemon corniculatus</i>
Noisy Miner	<i>Manorina melanocephala</i>
Pacific Koel	<i>Eudynamis orientalis</i>
Pied Butcherbird	<i>Cracticus nigrogularis</i>
Pied Currawong	<i>Strepera graculina</i>
Red Wattlebird	<i>Anthochaera carunculata</i>
Red-browed Finch	<i>Neochmia temporalis</i>
Rufous Flycatcher	<i>Rhipidura rufifrons</i>
Rufous Whistler	<i>Pachycephala rufiventris</i>
Shining Bronze-cuckoo	<i>Chrysococcyx lucidus</i>
Silveryeye	<i>Zosterops lateralis</i>
Speckled Warbler	<i>Pyrrholaemus sagittatus</i>
Spotted Pardalote	<i>Pardalotus punctatus</i>
Striated Pardalote	<i>Pardalotus striatus</i>
Striated Thornbill	<i>Acanthiza lineata</i>
Sulphur-crested Cockatoo	<i>Cacatua galerita</i>
Superb Fairy Wren	<i>Malurus cyaneus</i>
Wedge-tailed Eagle	<i>Aquila audax</i>
Weebill	<i>Smicromis brevirostris</i>
Welcome Swallow	<i>Hirundo neoxena</i>
White-browed Scrubwren	<i>Sericornis frontalis</i>
White-cheeked Honeyeater	<i>Phylidonyris niger</i>
White-eared Honeyeater	<i>Nesoptilotis leucotis</i>
White-naped Honeyeater	<i>Melithreptus lunatus</i>
White-throated Treecreeper	<i>Cormobates leucophaea</i>
White-winged Chough	<i>Corcorax melanorhamphos</i>
Willy Wagtail	<i>Rhipidura leucophrys</i>
Yellow Thornbill	<i>Acanthiza nana</i>
Yellow-faced Honeyeater	<i>Lichenostomus chrysops</i>
Yellow-rumped Thornbill	<i>Acanthiza chrysorrhoa</i>

Mammals and reptiles recorded during recent surveys at Mudgee Common, September 2015

COMMON NAME	SPECIES NAME
MAMMALS	
Domestic Dog	<i>Canis lupus familiaris</i>
Eastern Grey Kangaroo	<i>Macropus giganteus</i>
Euro	<i>Macropus robustus erubescens</i>
European Brown Hare	<i>Lepus europaeus</i>
Red Fox	<i>Vulpes vulpes</i>
Short-beaked Echidna	<i>Tachyglossus aculeatus</i>
Swamp Wallaby	<i>Wallabia bicolor</i>
REPTILES	
Delicate Skink	<i>Lampropholis delicata</i>
Eastern Water Skink	<i>Eulamprus quoyii</i>
Lace Monitor	<i>Varanus varius</i>
Nobbi Dragon	<i>Diporiphora nobbi</i>
Pale-flecked Garden Sunskink	<i>Lampropholis guichenoti</i>

Appendix 3- Applied Ecology Flora/Fauna Report

Appendix 4- Mountain Bike Trail Concept Plan