

# 2018

MID-WESTERN REGIONAL COUNCIL  
**COUNCIL BUSINESS PAPERS**

ORDINARY MEETING  
WEDNESDAY 20 JUNE 2018

## SEPARATELY ATTACHED ATTACHMENTS



*A prosperous and progressive community,  
we proudly call home*

# ATTACHMENTS

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**GULGONG HOLTERMANN MUSEUM INC.**  
**PO BOX 313**  
**GULGONG NSW 2852**

ABN 54 479 691 318  
INC 1401165 (Incorporation Number)

The General Manager  
MWRC  
Box 156  
MUDGEES NSW 2850

28.3.2018



**COUNCIL BUDGET 2018-2019**  
**RED HILL (RH) PRECINCT AND GULGONG GOLD EXPERIENCE (GGE)**

Dear Brad

Thank you for the opportunity to nominate a project for consideration in your 2018-2019 budget.

As a member of Council's 355 Red Hill Development Committee, I wish to on behalf of Gulgong Holtermann Museum (GHM) committee, endorse Council's Master Plan for the RH precinct and request urgent funding for same.

GGE is growing in popularity as a Shire tourist/educational attraction.

GGE now boasts more AV components, static and tactile interactive gold displays along with the ever popular panning activities which families with children flock to. We've also received excellent feedback on the quality of the displays from vision impaired groups and the elderly.

Your investment to date in GGE and RH is paying dividends as we hosted over 3000 visitors in the first 12 months of operation, and are well on target to exceed that figure FY 2017-18.

We are enjoying repeat bus visitations from the metropolitan areas along with more school groups.

Channel Seven's "Sydney Weekender" TV travel show will soon feature GGE, leading to even greater awareness of the Shire and what it has to offer.

Unfortunately, GGE was built without toilet facilities or running water.

Your nearby cottage has provided "emergency" facilities but they are tired and do

meet disabled standards which is now proving very problematic.

The cottage has great potential as an adjunct to GGE displays, community facility, VIC or tourist based business premises to further enhance this important site.

GGE and the RH Precinct generally have an important ongoing role as a staging and or finishing point for the various annual festivals which Gulgong hosts – I refer to the June LWE Henry Lawson Heritage parade, the October Chamber of Commerce Chinese/Gold Mining Festival etc.

Some work on the cottage has been undertaken in recent times, but more needs to be done, and quickly.

The kitchen area too is very substandard.

Power, water and sewerage already exist at the cottage, providing a good start for refurbishment.

GHM's MOU with Council to administer GGE expires in just 9 months.

GHM fears that the next body to consider a MOU will hesitate if visitors (inc. the disabled, the elderly, the vision impaired and mothers) are unable to access decent toilet facilities.

Our committee and volunteer base are very keen to see GGE grow, and to assist Council in improving RH precinct with better signage, seating, attractions, path consolidation, tree planting etc., all to be duly considered in a consolidated professional manner as part of the Master Plan.

The potential of the RH precinct cannot be overestimated.

We trust you can give this application for capital works the consideration it deserves.

Please don't hesitate to contact me if any further information is required.

Yours faithfully,



Chris Pearson  
(Chairman GHM/GGE)  
0263741844

cc MWRC Councillors



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**PO BOX 313**  
**GULGONG NSW 2852**

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INC 1401165 (Incorporation Number)

28.3.2018

Dear Councillor Kennedy

**2018-2019 MWRC BUDGET CONSIDERATIONS**

I enclose a copy of letter to Council and trust it is self explanatory.

If you have not recently visited Red Hill or GGE, may I extend an invitation on behalf of GHM, to do so.

Our committee is willing to meet you anytime to host an inspection of RH and GGE.

Hoping to hear from you soon.

Kind regards,

A handwritten signature in black ink, appearing to be "Chris Pearson".

Chris Pearson  
(Chairman GHM/GGE)  
0263741844



The General Manager  
MWRC  
Box 156  
MUDGEES NSW 2850

28.3.2018

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We trust you can give this application for capital works the consideration it deserves.

Please don't hesitate to contact me if any further information is required.

Yours faithfully,

Chris Pearson  
(Chairman GHM/GGE)  
0263741844

cc MWRC Councillors



PO Box 794  
MUDGEES NSW 2850  
[www.mudgeefinefoods.com.au](http://www.mudgeefinefoods.com.au)

## **Submission to Mid-Western Regional Council Draft Operational Plan 2018/2019 for Financial Assistance to Mudgee Fine Foods Incorporated**

For the past 3 years Mid-Western Regional Council (MWRC) has generously supported Mudgee Fine Foods Incorporated (MFFI) with an annual grant of \$3000.00 towards the organisation's activities.

**MFFI is requesting that this financial assistance be continued for another 3 years and if possible increased. As well MFFI is seeking a one off additional contribution from MWRC towards the cost overrun of the publication "Farm Gate and Foodie Trail"**

The flagship event for MFFI is the monthly Mudgee Farmers Market which is held in the grounds of St Mary's Catholic Church on the 3<sup>rd</sup> Saturday of the month. Organised around the market are two other events – Kids Cooking and, on the Sunday morning following the market, Mudgee Farm Walks. As well, on each long weekend MFFI organises and runs the Makers Market which allows local artists and crafts people to promote and sell their works.

MFFI activities make a significant contribution to the regional community by providing a venue for local producers to market and sell local product, promote Kids Cooking and through the Farm Walks program for tourists and locals. More recently MFFI has assisted and advised on the setting up of the Rylstone Community Market which will be held in the morning of the third Sunday of the month.

### **What is a Farmers Market?**

A Farmers Market is a predominantly fresh food market that operates to provide an environment where farmers and food producers can sell farm and associated value added products directly to the consumer. With the emphasis on quality and provenance, Farmers Markets allow the producer and consumer to interact in a way that is not readily available in day-to-day consumer activities.

The Mudgee Farmers Market is open to **all** producers in the Mid-Western Regional Council area, provided they comply with the MFFI charter. An important objective is to increase public awareness of the Mid-Western Region local food industry and to promote the region as a tourism food destination.

### **Who is MFFI and How does it Operate?**

MFFI is a not-for-profit organisation, launched in 2005. MFFI's objective is to provide local producers the opportunity to meet and sell to consumers at a low cost. As a non-for-profit organisation MFFI relies heavily on volunteers.

MFFI is governed by a committee currently comprising an Acting President, Treasurer/Secretary and 4 members. A part-time Market Manager is employed to coordinate and manage the Farmers Market, Makers Market and other activities it is involved with. MFFI retains the services of an administration assistant to maintain financial records and for ATO compliance. Until recently, the services of a marketing consultant were used to promote MFFI on social media, namely Facebook and Instagram. Each of these people contributes many additional unpaid hours. On Market days 2 young people are employed as to assist with the set up and break down. Volunteers assist on Market Days.

### **How does MFFI promote the Markets and the Mudgee Region as a Food Destination?**

In the past 12 months MFFI has launched a new website [www.mudgeefinefoods.com.au](http://www.mudgeefinefoods.com.au), produced the new publication "Farm Gate and Foodie Trail" and retained the services of a marketing consultant to market and promote all the activities of MFFI, across a wide range of media – print, radio, television, Facebook and Instagram.



Combined, these initiatives have contributed to placing Mudgee firmly on the food and wine tourism trail, something that is widely recognised by the tourism industry. Recent acknowledgements includes Mudgee being designated #1 Foodie Hotspot in Australia by Australian Traveller Magazine and Booking.com (Nov. 2017) and in The Australian November 2017 "***There are many good reasons to visit Mudgee but I'd never have guessed unearthing the world's best sausage rolls would be among them. On a glorious spring Saturday morning, we stroll into the Mudgee Farmers' Market in the churchyard of the stately sandstone St Mary's. The produce here is divine, and it's all local***".

The Farmers Market is a tourism destination in its own right, attracting people from many locations outside the region. Kids Cooking and Farm Walks attract a lot of interest, so much so the Kids Cooking is often booked out early in the week preceding the market and the Farm Walks attracting 20-30 people and sometimes more.

However these initiatives have placed a considerable burden on the financial resources of MFFI, so much so that at its April meeting the MFFI Committee decided to cut costs in order to rebuild its financial base.

#### **What is MFFI doing to improve its financial position?**

The Committee is attempting to do this as follows;

- Reducing the hours of Market Manager to a 25 hours/month,
- Suspending the work of the digital marketing consultant until MFFI financial circumstances improve,
- Increasing the annual membership fee from \$120 to \$150,
- Increasing the cost of attending the Farmers Market and Makers Market by \$10-\$15 per stall,
- Increasing the fees for Kids Cooking and Farm Walks to make them cost neutral
- Committee members taking on some of the work of the Market Manager and social media consultant, and
- Seeking new members

#### **MFFI is Seeking Financial Support from MRWC to:**

1. Provide a one off grant of \$3000 towards the shortfall of \$4,000 to assist with the cost overrun on the production and publication costs of the Farm Gate & Foodie Trail. It should be noted that MFFI has previously received a grant of \$2000 from the MRWC Community Grants Scheme towards the cost of this pamphlet.
2. To continue the current 3 year funding programme for another 3 years. If possible the Committee asks that the Council consider increasing this amount to \$5000.00/annum.

#### **Why did costs blow out on the "Farm Gate & Foodie Trail" Publication?**

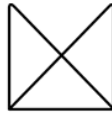
The costs of this publication increased due to the following:

1. The original plan was to sign up around 16 participants. In fact over 30 signed up, making the publication much larger than originally estimated.
2. Such a large response demanded a higher quality publication to promote the Mudgee region as a foodie destination.
3. The initial fee for joining was set too low for the quality and number of the publication that was finally produced and printed.
4. Despite a significant donated component by the coordinator, designers and printers, costs blew out placing pressure on MFFI's finances.

In conclusion in making this submission, the CEO of Mudgee Region Tourism has provided the attached letter in support of MFFI's ongoing work.

#### **For further information contact**

Mr Paul Willoughby - Acting President - contact 0402027890  
Ms Julie Watt - Market Manager - contact 041222442  
Mr David Sargeant - MFFI Committee member - contact 0410477688



## MUDGEE REGION

01 May 2018

Mid-Western Regional Council  
86 Market Street  
Mudgee NSW 2850

### LETTER OF SUPPORT FOR MUDGEE FINE FOODS

To whom it may concern

On behalf of Mudgee Region Tourism, I write to offer support of Mudgee Fine Food's request for funding to support their ongoing efforts to develop, market and promote 'foodie' initiatives, including the Mudgee Farmer's Market, Farm Gate Trail, Kid's Cooking Classes and Farm Walks.

Mudgee Region is becoming increasingly known for its fresh local produce and foodie experiences, in turn becoming a highly sought-after destination, with initiatives such as this contributing to the growth of the visitor economy. Ensuring Mudgee Region continues to offer a variety of compelling tourism experiences and events, appealing to a wide audience, is vital to our destination's success.

Mudgee Fine Foods' initiatives align perfectly with our region's key experience theme of Food + Wine.

As you know, Mudgee Region Tourism is committed to increasing visitation in the long term via promotion of quality experiences, collaborative partnerships, targeted and cooperative marketing campaigns, digital and social media activities.

I wish Mudgee Fine Foods, an active member of our organisation, every success in their application and look forward to continuing to promote their 'foodie' initiatives as an important part of our region's offering.

If I can answer any questions, or provide additional information, please do not hesitate to contact me.

Yours sincerely

**Cara George**  
CEO  
Mudgee Region Tourism  
02 6372 1020 | [ceo@visitmudgeeregion.com.au](mailto:ceo@visitmudgeeregion.com.au)

Mudgee Region Tourism  
84 Market Street  
Mudgee NSW 2850  
02 6372 1020  
[www.visitmudgeeregion.com.au](http://www.visitmudgeeregion.com.au)  
ABN 18 997 389 853

**Alison Cameron**

---

**From:** Simon Jones  
**Sent:** Friday, 18 May 2018 9:51 AM  
**To:** Alison Cameron  
**Subject:** FW: Mid-Western Regional Council Draft Operational Plan 2018/19 - Submission from Mudgee Fine Foods Inc  
**Attachments:** Submission to MWRC v2.docx; Letter of support - MFF.PDF

Did you get this one?

---

**From:** David and Judy [mailto:judy-and-david@karraboololives.com.au]  
**Sent:** Thursday, 17 May 2018 9:09 PM  
**To:** Council <Council@midwestern.nsw.gov.au>  
**Cc:** Simon Jones <Simon.Jones@midwestern.nsw.gov.au>  
**Subject:** Mid-Western Regional Council Draft Operational Plan 2018/19 - Submission from Mudgee Fine Foods Inc

To whom it may concern,

Please find attached a submission to the Council's 2018/19 Draft Operational Plan made on behalf of Mudgee Fine Foods Inc. seeking financial assistance from MWRC. As well a letter of support from the CEO of Mudgee Regional Tourism is attached.

If any additional information is required, Mudgee Fine Foods are happy to assist where possible. Please contact myself or either the Acting President Mr Paul Willoughby 0402027890 or Ms Julie Watt Market Manager 0412222442.

More information about the activities of Mudgee Fine Food is available on the website

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

Your sincerely

David Sargeant  
Member Mudgee Fine Foods Committee  
0410477688

*David Sargeant & Judy Rogers*  
*Karrabool Olives*  
*408 Botobolar Rd, Mudgee*  
*PO Box 45 Mudgee NSW 2850*  
*Email: [info@karraboololives.com.au](mailto:info@karraboololives.com.au)*  
*[www.karraboololives.com.au](http://www.karraboololives.com.au)*  
*Ph: 0263735464: Mob: 0410477688*

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Thursday, 29 March 2018 11:07:56 AM

---

Name : Jackie Perring

Postcode : 2850

Phone : 0414742042

Email : micknjack23@bigpond.com

PROJECTFORCONSIDERATION : Some sort of barrier on Douro St at Wells Park at Horatio St. I have followed vehicles west along Horatio St and watched them cross Douro St and Wells Park to continue on Horatio St. The speed that this was undertaken was shocking and I felt very dangerous if there had been a pedestrian walking through the park as they would not have been seen because of the bushes. I find this illegal activity very dangerous and feel that it should be stopped by putting some sort of barrier (Poles?) across the entrance to Wells Park. Thank you.

REASONFORPROJECT : Safety of pedestrians and other road users.

PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Thursday, 22 March 2018 1:10:25 PM

---

Name : Brian Gudgeon

Postcode : 2852

Phone : 0429386616

Email : bgudge7@bigpond.com

PROJECTFORCONSIDERATION : Playing field lighting at Gulgong's Victoria Park oval.

REASONFORPROJECT : Night training facilities for sporting groups in Gulgong, currently Billy Dunn Park, are very congested at this time with Terriers Rugby League, Mid West Falcons Soccer and the Touch Football Association all vying for ground space at different times. Also now that rye grass sowing at Dunn Park is carried out every March, training at this important time has no lighted venue. lights at Victoria Park would provide the opportunity for these sports plus others such as cricket, with which I am associated, to schedule night events, training and competitions at this venue as well as the current venues. I am aware that Council has future plans for this project but forwarding to 2018/19 would alleviate a problem we have now. Thanks for your consideration Brian Gudgeon Snr Vice President Gul District Cricket Assoc

PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Thursday, 29 March 2018 9:38:21 AM

---

Name : tim papworth

Postcode : 2852

Phone : 0447157149

Email : timnjane@live.com.au

PROJECTFORCONSIDERATION : bring forward the vic park lights in Gulgong to the 2018/19 budget

REASONFORPROJECT : It would benefit the little athletics club cause we run Thursday arvo's in the summer and with the extreme heat we have had , we have had to cancel some arvo's. so with the lights we could start later so the kids will not miss out on training and competition days.

PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Wednesday, 28 March 2018 12:42:41 PM

---

Name : Jeff Rayner

Postcode : 2852

Phone : 0263742239

Email : jrayner5@bigpond.net.au

PROJECTFORCONSIDERATION : Lights at Victoria Park Gulgong

REASONFORPROJECT : Being involved with junior cricket over the last 8 years the biggest thing holding the sport back regarding participation rates is the often severe heat of summer for young kids. lights at vic park would enable the ground to be used in the evenings when the weather is significantly cooler.

PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Saturday, 24 March 2018 2:26:14 PM

---

Name : Steve Clark  
Postcode : 2852  
Phone : 0459741447  
Email : [Steveneilclark@gmail.com](mailto:Steveneilclark@gmail.com)  
PROJECTFORCONSIDERATION : Lights at Victoria Park Gulgong  
REASONFORPROJECT : For the further development of sport in Gulgong. Cricket under lights, dog shows etc  
PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Saturday, 31 March 2018 2:45:38 AM

---

Name : Hayley Morrow

Postcode : 2852

Phone : 0413044310

Email : haylz.m14@hotmail.com

PROJECTFORCONSIDERATION : Suitable Lights at Victoria Park Gulgong for sporting groups to use.

REASONFORPROJECT : If Victoria Park was to have lights like Billy Dunn oval, it would mean more sporting groups could use Victoria Park as a facility to train at night time, especially during winter. The benefits to myself and why I am putting this proposal in, is on behalf of the Gulgong Touch Football Committee. Every year we have to cut our competition short due to the seeding of Billy Dunn Oval. If we had lights put in at Victoria Park it would mean we could continue the competition longer by moving the last part of our season down there. Which we would be more than happy to do, but without lights it gets too dark too early and this isn't possible. I'm sure other sporting committees, would agree that this would benefit Gulgong. Thank you.

PrivacyPolicy : Yes

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**From:** Peter Willis  
**To:** [Council](#)  
**Subject:** Draft Operational Plan  
**Date:** Saturday, 12 May 2018 3:42:22 PM

---

Attn: General Manager

Can the following be included in the next available budget as discussed with Simon Jones and Garry Hemsworth at the walk around with the Gulgong Chamber of Commerce representative in April?

- 1) Provision of a dedicated parking area for tourist coaches near Red Hill
- 2) Pavement repair of Industrial Avenue in Gulgong

Regards,  
Peter Willis  
1331 Spring Ridge Road  
Mebul

---

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## Trish Elsegood

---

**From:** Garry Hemsworth  
**Sent:** Thursday, 31 May 2018 10:15 AM  
**To:** Simon Jones; Neil Bungate; Mette Sutton; Exec  
**Cc:** Trish Elsegood; Sally Mullinger  
**Subject:** RE: ETM\_22052018\_MIN\_173

Neil

My recommendation would be to support repair the whole road (280m) for \$100k in 2019/20 from existing budgets.  
Thanks

---

**From:** Simon Jones  
**Sent:** Wednesday, 23 May 2018 7:50 AM  
**To:** Neil Bungate <Neil.Bungate@midwestern.nsw.gov.au>; Mette Sutton <Mette.Sutton@midwestern.nsw.gov.au>; Exec <Exec@midwestern.nsw.gov.au>  
**Subject:** RE: ETM\_22052018\_MIN\_173

Hi,

250 metres looks like the full length of Industrial Avenue. Garry would know more but I think it was only a part of the road that needed repair so it might not be that much.

I think the intent was that it would come from existing budgets so I think the response should be that it will be programmed against other priorities?

Thanks

Simon

---

**From:** Neil Bungate  
**Sent:** Tuesday, 22 May 2018 5:39 PM  
**To:** Mette Sutton <[Mette.Sutton@midwestern.nsw.gov.au](mailto:Mette.Sutton@midwestern.nsw.gov.au)>; Exec <[Exec@midwestern.nsw.gov.au](mailto:Exec@midwestern.nsw.gov.au)>  
**Subject:** RE: ETM\_22052018\_MIN\_173

Hi

One question please; for the budget submission of Industrial Ave Gulgong pavement repair, is this supported or not? Sally has come back with a desktop cost estimate of \$96k. If we support we would need to ask Sally to do more detailed costing. We could bring this back to Council at a later time if needed.

I will forward Sally's email for reference as there are other submission cost estimates.

Neil Bungate | Acting CFO  
Mid-Western Regional Council  
t 02 6378 2850  
f 02 6378 2815 | e [neil.bungate@midwestern.nsw.gov.au](mailto:neil.bungate@midwestern.nsw.gov.au)  
a 86 Market Street | PO Box 156 Mudgee NSW 2850

---

**From:** Mette Sutton  
**Sent:** Tuesday, 22 May 2018 1:36 PM  
**To:** Exec <[Exec@midwestern.nsw.gov.au](mailto:Exec@midwestern.nsw.gov.au)>  
**Subject:** ETM\_22052018\_MIN\_173

Good Afternoon Executive

Please find attached draft minutes of this morning's meeting.

Any changes required, just let me know.

cheers

**Mette**

Mette Sutton | Executive Assistant to the General Manager & Mayor

**Mid-Western Regional Council**

t 02 6378 2820

f 02 6378 2815 | e [mette.sutton@midwestern.nsw.gov.au](mailto:mette.sutton@midwestern.nsw.gov.au)

a 86 Market Street | PO Box 156 Mudgee NSW 2850

**From:** Brian Hobson  
**To:** [Council](#)  
**Cc:** [Barbara Hickson](#); [Colonial Inn Museum](#); [Daphne Webb](#); [David Blyth](#); [Di simmonds](#); [Fay Wells](#); [jc bentley](#); [Margaret Charlesworth](#); [Pat Dickinson](#); [Paul and Patricia Wurth](#); [Pauline Morrissey](#); [Timothy Cox](#); [Vanessa Riley](#); [Wally Markowski](#); [Hugh Bateman](#)  
**Subject:** Submission for further funding.  
**Date:** Friday, 11 May 2018 10:46:52 AM  
**Attachments:** [MWRC Tree 21022018.docx](#)

---

Mid Western Regional Council,

On behalf of the “Friends of the Historic Tree” I am requesting further funding to be allocated for the continuation of improvements to the **“Historic Camping Tree Reserve”** situated along Wilbertree Road on the bank of the Cudgegong River.

Without repeating myself, I would like to say that I personally addressed the M.W.R.C. on Wednesday 21st February 2018, **a copy of which is attached. PLEASE ACCEPT THIS DOCUMENT AS AN APPLICATION/SUBMISSION FOR CONTINUING FUNDING AT THIS VERY IMPORTANT SITE.**

We (the F.H.T.) expected a reply from M.W.R.C. to our submission, but, so far to date, none has not been received. Almost by accident we found out that no funds were available in the latest budget for the Reserve’s improvements in the near future.

We, as the F.H.T., and other locals and visitors, wish to thank most sincerely M.W.R.C. for the great work already completed; the picnic table which has already seen quite a lot of use, the trimming and capping of The Tree, the recently installed bollards, and all the other work to date. We would dearly like to see work continue. ***The new hardwood fence is an immense credit to the Reserve.***

***Thanking you in anticipation of a receipt of this email before the closing date 18th May 2018.***

(G.) Brian Hobson, for, and on behalf of the “Friends of the Historic Camping Tree.”

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# 1.

Mayor, Councillors, General Manager.

Mid Western Regional Council.

Thank you for allowing me time to speak on behalf of the “Friends of the Historic Camping Tree Reserve” on the bank of the Cudgegong River along the Wilbertree Road. This is the first of our two submissions today.

Over the last few years, Mid Western Regional Council have generously allocated money for the preservation of this Mudgee Icon and its reserve.

Amongst the work carried out by Council and our small band of dedicated volunteers to date, has been the removal of the dilapidated fence around The Tree; the trimming and capping of the trees dangerous boughs and branches; the placement of stout bollards to stop illegal dumping and camping; the set up a picnic table; regular clean-ups and mowing, and improvements to the public access to the Reserve.

Right now we are awaiting confirmation regarding the erection of a new hardwood post-and-rail fence around The Tree. It appears that the cost of this new fence is almost \$8,700 which is well above our allocation for this year. We are asking Council to consider meeting this quotation and erect this fence soon, which will endure many years of Mudgee’s weather, be protective of The Tree, and look very much the rural fence that it should be.

Whilst we, as a small group are very grateful for Council’s participation in the ongoing preservation of the Historic Camping Tree Reserve, we feel that it is essential that this iconic Tree is recognised by locals and visitors alike, and that, as a picnic reserve, it will be well used.

Trying not to appear to be too greedy, we recognise that to get visitors and locals using this reserve, it has to be located, and, once it is found, it needs to have information boards to tell the visitors, and locals, why The Tree is so important. We are quite sure that you will all know the history of the discovery of this wonderful area back in 1821. We would like to propose having two signs; (1) a small metal sign set in or near the position of the corrected 1921 photograph, and (2) a large vertical information board telling the story of the first Mudgee settlement at Menah (Munna) and its move to its present location, about 4 kms. to the south. Better street signage is also important in finding The Tree.

Cara, at Mudgee Region Visitor Centre has indicated to us that they would be interested in including The Tree in the Visitor Guide *when the improvements have been completed*. We find this hard to believe that this icon is not automatically mentioned in the Guide, as not many places in Australia can point to the very spot where European Settlement began. We have been working at the reserve when interested visitors have arrived, almost by accident, having heard about The Tree from some ~~other~~ source other than the Visitor Centre. ~~People have actually been seen fishing, and we've heard that the Carp are plentiful (too plentiful) in this stretch of water, as indeed are platypus!~~

Could Council place an advertisement, or story, highlighting The Tree's/Town's history, in the next Visitor Guide closing in May 2018 ?

I will say more about the Historic Camping Tree Reserve in our number two submission which is tied into to this submission and coming up next.

Thank you all for listening to this submission.

**From:** Coralene  
**To:** [Council](#)  
**Subject:** OFF LE,ASH COUNCIL DOG AREA  
**Date:** Monday, 7 May 2018 7:40:16 PM

---

Dear Council

Please.....

The off leash area is disastrous....I and quite a few dog lovers use this area to exercise their dogs....I hate complaining but.....It is unbelievable that it is so neglected....considering all the sporting grounds are beautiful...

All the dogs run around in what is basically dirt and dust..grass is rare!! !

Why do you Ignore this park?....Don't you like dogs?.....or us rate paying dog owners?

PLEASE PLEASE COULD YOU SPEND SOME OF OUR MONEY TO PUT IN SPRINKLERS .....or at the least do something to make it GRASS.....

We pay to have our dogs bathed.....what is the point?...money just wasted!!!

Please help us to enjoy our time with our dogs....we would be so grateful....

Thank you .....Coralene Forshaw.....

Phone 6372 7693

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**From:** Owen Rogerson  
**To:** [Council](#)  
**Subject:** Consideration of Tucklan Rd to be sealed.  
**Date:** Tuesday, 8 May 2018 10:08:39 AM

---

To whom it may concern.

For the past thirty years I have had a property at 99 Suzanne Rd Tallawang and I have observed over time the increased use of Tucklan Rd as an access road to Dunedoo. Mid-western Council section is dirt whilst the adjoining council have sealed their section of road. With this increased use, the road deteriorates very quickly becoming corrugated and extremely dusty with dust hanging in the air for considerable time.

My request therefor is to ask council to consider bitumen sealing the road so as improve the quality of experience for those driving on Tucklan Road and those properties that would feel the impact of constant dust through this increased use. I would ask council to consider this request favourably.

Kind regards.

Yours faithfully

Lyn Rogerson.



Virus-free. [www.avast.com](http://www.avast.com)

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** Online works request submitted  
**Date:** Thursday, 19 April 2018 1:58:56 PM

---

First\_name : David  
Surname : O'Rourke  
Your\_street : 88 medley st, Gulgong  
Town : gulgong  
State : NSW  
Postcode : 2852  
Phone\_number : 0423427627  
Email\_address : dave-or@hotmail.com  
Location\_of\_request : Corner of Medley St and Short St Gulgong  
Request\_type : Roads  
Description\_of\_request : We have lived on the corner of Medley St and Short St since 2011. Several years ago a development was put on Wilbetree St (behind us) and only half of Short street was tarred and guttered. Because of the increased traffic the dirt section of Short St is now in terrible condition. We get copious amounts of dust covering our house and there are major water ruts running down the length of Short St. We would like the rest of Short street to be tarred and guttered. I believe it is one of the only dirt roads left in Gulgong. Thankyou.

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Thursday, 26 April 2018 9:24:03 AM

---

Name : Nathan Coates

Postcode : 2850

Phone : 0410312100

Email : nathan@coatescivil.com.au

PROJECTFORCONSIDERATION : The sealing of Gundowda and Black Willow roads.

REASONFORPROJECT : My wife and I own 772 Black Willow Rd, Hargraves 2850 We bought this property in 2014. We have had many issues with accessing our property in the past 4 years due to the road been inaccessible for various reasons as set out below: 1) Receiving fuel trucks 2) Receiving feed for cattle and sheep 3) Accessing the property ourselves due to Gundowda Creek crossing flooded. This has happened several times where we have had to sleep in our car for hours to wait until it has subsided If there was a emergency, the ambulance would not be able to access the property. I believe the sealing of these roads would also bring more investors to the area in turn people will be spending more money at local rural supplies etc. and also being able to employ more locals. We have spent a substantial amount of money on contractors and local rural supplies since we bought the property, and I believe these road issues would be holding other investors from buying in the area. My manager and his wife have issues with a lot of damage to their vehicles due to the road condition. It is also a safety issue with large wash outs accruing between maintenance schedule. Your assistance in this matter will be greatly appreciated.

Regards Nathan and Jacqueline Coates Wanda Vale Pastoral

PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Tuesday, 17 April 2018 4:10:00 PM

---

Name : megan warn  
Postcode : 2850  
Phone : 0411382717  
Email : pup09@live.com.au  
PROJECTFORCONSIDERATION : sealing the dirt section on Bruce road between  
Melton and Roberrision road  
REASONFORPROJECT : Reduce the amount of dust, help the extra flow of traffic stop  
extra maintenance of road after storm with potholes and trenches from the run off.  
PrivacyPolicy : Yes

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## 12.2 Local Traffic Committee Meeting - December 2017

REPORT BY THE MANAGER DEVELOPMENT ENGINEERING  
TO 21 FEBRUARY 2018 ORDINARY MEETING  
GOV400066, A0100009

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager Development Engineering on the Local Traffic Committee Meeting - December 2017;**
2. **approve to convert the 'Nose to Kerb' parking of Church Street adjoining the tennis courts to 'Rear to Kerb' 60 degree angle parking; and**
3. **accept the recommendation regarding Disabled Parking around Kandos and Rylstone:**
  - a) **develop an ongoing program to improve compliance with the Australian Standard 2890.5 Parking Facilities – on street Parking**
  - b) **that a community Planning Proposal be put forward for the allocation of funds in the 2018/19 Financial year for the investigation and construction of dedicated compliant Disabled Parking Spaces within Kandos and Rylstone**
  - c) **rescind the Motion carried by Minute number 503/13, Item 3b**

---

### Executive summary

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

### Disclosure of Interest

There are no disclosure of interest associated with this report.

### Detailed report

The Local Traffic Committee meeting was held on 15 December 2017.

There were two reports tabled for consideration with two recommended for approval by Council:

- convert 'Nose to Kerb' parking near the tennis courts on Church Street
- Disabled Parking in Kandos and Rylstone

The minutes and comments for the LTC meeting are attached.

## 392

MID-WESTERN REGIONAL COUNCIL | ORDINARY MEETING - 21 FEBRUARY 2018  
REPORT 12.2

## Community Plan implications

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

## Strategic implications

**Council Strategies**

Facilitating the Local Traffic Committee is covered in Council's Delivery Program, Strategy 4.1.1. Pedestrian Access Mobility Plan

**Council Policies**

Not Applicable

**Legislation**

Roads Act 1993  
Roads Transport Act 2013  
Road Rules 2014

## Financial implications

Not Applicable

## Associated Risks

Not Applicable

DANIEL BUCKENS  
MANAGER DEVELOPMENT ENGINEERING

GARRY HEMSWORTH  
DIRECTOR OPERATIONS

21 December 2017

*Attachments:* 1. LTC Meeting Minutes - December 2017.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

Mid-Western Regional Council

Date: 15 December 2017

## Minutes of the Local Traffic Committee

Held at the 54 Depot Road Mudgee  
on 15 December 2017.

---

Present	Daniel Bucken MWRC – (Chairperson), Phillip Blackman (Members Representative), Chief Inspector Jeff Boon (NSW Police), Prue Britt (RMS), Daniel Buckens (MWRC), Garry Hemsworth (MWRC)
Apologies	Cr Alex Karavas (Councillor)
Secretary	Michelle Neilsen (MWRC)

The LTC meeting commenced at 9:30am.

### MINUTES OF PREVIOUS MEETING

#### RECOMMENDATION

**No minutes to confirm due to the email circulation of the November items.**

MATTERS IN PROGRESS

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
Yellow Line Methodology	29 Jan LTC Meeting		Council convert no stopping zones to yellow line methodology.  Conversion will be continued by Council progressively. Council to conduct educational campaign as the changes occur.
Mudgee Town Pedestrian Crossings	20 Jan LTC Meeting	Council conduct an audit on all crossings, place counts on Market and Church Street and provide a report to the committee with findings and suggestions for improvements	This is still an on-going process. There are new standards in place by Essential Energy regarding the lighting. The globes in the lights will be replaced when they go and not prior to.
Caravans on Mayne Street Gulgong	20 Jan LTC Meeting	Council provide a proposal of what options may be available. Council to table an item at Gulgong Access Committee with the proposal	Council has a study that was undertaken in 2007 that was never reviewed by the committee or endorsed by Council.
Sawpit and Bruce Road Intersection	20 Jan LTC Meeting  15 Sept 2017 LTC	Council inspect and provide report back to LTC for treatment options  Warning signage to be installed on the approach to the Bruce Rd and Sawpit Road Intersection	RMS recommendation to straighten road and trim vegetation that obscure views.  Works request SI0035/2018 has been raised.
Disabled parking Kandos IGA	28 April 2017	RMS and Council to meet onsite and discuss viable options. Provide report to June meeting.	Reports forms part of this agenda
No Stopping Signs	15 September 2017	Install "No Stopping" signs on the NW side of Horatio St and Lewis St and at the NE side of Market St and Cox Street Intersection	Works request SI0034/2018 has been raised.

PAST EVENT DEBRIEF

EVENT	



CALENDAR OF EVENTS

DECEMBER	Date	Comments
JANUARY	Date	Comments
FEBRUARY	Date	Comments
Charity Shield	24 February 2018	

Red = Unapproved  
Green = Approved

17/038 CONVERSION TO "REAR TO KERB" PARKING - CHURCH STREET ADJOINING THE TENNIS COURTS

**RECOMMENDATION**

That Council convert the "Nose to Kerb" parking on the western side of Church Street adjoining the Tennis Courts to "Rear to Kerb" 60° Angle Parking.

**MOTION:** Ms Prue Britt / Sgt Jeff Boon

That the above recommendation be accepted and approved.

17/039 DISABLED CARPARKING - KANDOS AND RYLSTONE

**RECOMMENDATION**

1. That Council develop an ongoing program to improve compliance with Australian Standard 2890.5 Parking Facilities – On-street Parking.
2. That a Community Planning Proposal be put forward for the allocation of funds in the 2018/19 Financial Year for the investigation and construction of dedicated compliant Disabled Parking Spaces within Kandos and Rylstone.
3. Rescind the Motion carried by Minute Number 503/13, Item 3 b

**MOTION:** Chief Inspector Jeff Boon / Prue Britt

That the above recommendation be accepted and approved.

17/040 GENERAL BUSINESS

SCHOOL CROSSING NEAR CUDGEGONG SCHOOL

A works request (SI0040/2018) has been raised requesting a proper school crossing on Church Street near Cudgegong Public School.

RMS SPECIAL EVENTS BRIEFING NIGHTS

Prue has invited Council staff and Councillors to attend special events briefing nights that are scheduled early in the new year. Topics to be discussed include traffic management plans and approvals for special events

CHRISTMAS TOY RUN

Police mentioned there have been some complaints with regards to the Christmas Toy Run. There were issues with regards to traffic management and complaints had come from the station where they gathered before the run. They did not apply for any traffic management plans and there were no plans were put in place.

CLOSURE

There being no further business the meeting concluded at 10.30am.

2017; and

3. **endorse that the Gulgong Arts Council have a membership position on the Gulgong Memorial Hall Committee.**

*The motion was put and carried with Councillors voting as follows:*

Councillors	Ayes	Nayes
Cr Shelley	✓	
Cr Kennedy	✓	
Cr Martens		✓
Cr Thompson	✓	
Cr Cavalier	✓	
Cr Paine	✓	
Cr Karavas	✓	
Cr O'Neill	✓	
Cr Holden	✓	

12.2 LOCAL TRAFFIC COMMITTEE MEETING - DECEMBER 2017  
GOV400066, A0100009

39/18


**MOTION: Shelley / Holden**

**That Council:**

1. **receive the report by the Manager Development Engineering on the Local Traffic Committee Meeting - December 2017;**
2. **approve to convert the 'Nose to Kerb' parking of Church Street adjoining the tennis courts to 'Rear to Kerb' 60 degree angle parking; and**
3. **accept the recommendation regarding Disabled Parking around Kandos and Rylstone:**
  - a) **develop an ongoing program to improve compliance with the Australian Standard 2890.5 Parking Facilities – on street Parking**
  - b) **that a community Planning Proposal be put forward for the allocation of funds in the 2018/19 Financial year for the investigation and construction of dedicated compliant Disabled Parking Spaces within Kandos and Rylstone**
  - c) **rescind the Motion carried by Minute number 503/13, Item 3b**

*The motion was put and carried with Councillors voting as follows:*

Councillors	Ayes	Nayes
Cr Shelley	✓	



①

29/3/18

Letter to Local Council  
Regarding the Tar Sealing  
of the Rest of Black Springs Rd  
Mudgee.

MID-WESTERN REGIONAL COUNCIL RECORDS RECEIVED 29 MAR 2018 <input type="checkbox"/> SCANNED <input type="checkbox"/> REGISTERED
---

To Mid Western Council,

I would like to submit this letter as a proposal to continue tar sealing the unfinished end of Black Springs Rd.

It has been 40 years of dust and haze in the valley outside our home farm/property.

The end of Black Springs Rd that has been tar sealed is closest to town and has been done in the last 2 years and we were very happy about that however our standard of living is adversely affected due to increased traffic with Road works on Ulan Rd, more miners vehicles residents moving to the area which has resulted in a much too heavy use of a dirt Road

A large majority of traffic comes along this unsealed section of Road and this makes life very miserable for us especially when it doesn't Rain for months on end, to settle the dust clouds created by 4WDs, the school bus, trucks, horse floats and everything in between.

This Road was not created for such heavy use.

②

Ask any one walking how they get totally covered in dust when vehicles wiz past.

Mum cannot hang washing outside and forget having clean windows

I believe it is time we had the basic tar sealed Road other ratepayers get. Living conditions have become unbearable.

A once or twice a year grading is no longer a solution for the state of the road and the dust hazard it creates.

Further out of town other roads have been tar sealed such as Linburn lane + Mud Hut Creek Rd.

No it is not a dead end Road it is a continuation of Black Springs Rd therefore meet the criteria of having enough residents living along side it.

When the Bobadah Estate was formed in the 70s we believed it would be tar sealed soon. Now 40 years later town Roads have been sealed + ressealed regularly multiple times whereas we have no relief in sight from the Dust.

I now feel I must speak up lest we be forgotten once again.

(3)

My health is deteriorating and I have breathing difficulty.

My Dad had emphysema and I watched his health decline until he was forced to spend his last days in a town caravan park. If it was your family living with this dust hazard would you act faster?

I can not do much about the drought but I can request to Council that the rest of Black Springs Rd be Tar Sealed Finally to Frog Rock Rd.

No other estates would be allowed for subdivision without suitable roads in this day and age.

I request you make this right and seal the rest of Black Springs Rd. Mum is 82 hope she sees this done.

Many thanks for your attention to this matter.

Concerned Resident on behalf of  
My Rate Payer Mum Grete Burzynski  
1089 Black Springs Rd Mudgee

Regards Leigh + Ilona McMaster  
1087 Black Springs Rd Mudgee

email lonilee@harbourcat.com.au  
Mob 0427940765.

# LING DESIGN



FOR YOU  
BY SIMON PARR



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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Thursday, 29 March 2018 10:16:57 AM

---

Name : Jackie Perring

Postcode : 2850

Phone : 0414742042

Email : micknjack23@bigpond.com

PROJECTFORCONSIDERATION : Signs for Roundabouts. "Do not queue across roundabout", "Give way to traffic on roundabout" & "Blink off" signs would hopefully give drivers a clue as to how to manage a roundabout.

REASONFORPROJECT : Driver and pedestrian safety. Unfortunately a number of drivers in Mudgee and surrounding areas do not care about road rules and cause a lot of problems for other drivers. Having the signs leading up to roundabouts will hopefully draw their attention to the proper rules of the roundabouts. Many thanks.

PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Thursday, 29 March 2018 10:13:19 AM

---

Name : Jackie Perring  
Postcode : 2850  
Phone : 0414742042  
Email : micknjack23@bigpond.com  
PROJECTFORCONSIDERATION : Request for Speed slow devices and/or Zig zag lines to be painted onto roads leading up to ALL pedestrian crossing in Mudgee.  
REASONFORPROJECT : Pedestrian safety. Having the lines on the road or speed slow devices will bring attention to the pedestrian crossing and hopefully ensure pedestrian safety. Thank you.  
PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** Online works request submitted  
**Date:** Wednesday, 28 March 2018 9:19:22 PM

---

First\_name : DARYL  
Surname : CROAKE  
Your\_street : OAK HILLS, 1329 PYRAMUL ROAD  
Town : PYRAMUL  
State : NSW  
Postcode : 2850

Phone\_number : 0427003576  
Email\_address : croake.oakhills@gmail.com

Location\_of\_request : Pyramul Road

Request\_type : Roads

Description\_of\_request : Not reporting a problem. Thank You for the recent resheeting of the road to Pyramul. It is a good surface with great width. Is there any possibility of further tarring to Pyramul village? Between Windeyer and Pyramul there are only 2 remaining sections of dirt measuring 1.2 km and 1.8 km - the 1.8 km being closest to Pyramul. This road is a school bus route and tarring would increase safety on our roads. Thank You.

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GULGONG

# HOLTERMANN MUSEUM

INCORPORATED

1<sup>st</sup> March 2018

Mr Brad Cam,  
General Manager  
Mid-Western Regional Council  
PO Box 156  
MUDGEE NSW 2850

Dear Brad,

**RE: HERITAGE STREET LIGHTING**

As you are no doubt aware a number of heritage buildings in Mudgee are illuminated at night with special street lighting which really enhances not only the buildings but also the streetscape. GHM Inc. believes that there is justification in providing such lighting for **The Greatest Wonder of the World** and **The American Tobacco Warehouse** buildings both of which are now restored and have also been placed on the NSW State Heritage Register. Since there is a light pole directly opposite both buildings installation of the lighting should be easily facilitated.

After checking the Essential Energy website requests for street lighting apparently have to be made to that body by the local Council. It would be very much appreciated therefore if you could make this request on behalf of GHM Inc.

Apart from highlighting these 2 very significant Australian buildings, the lighting will provide additional security for what soon will be an extremely valuable community asset once the facility opens.

Thanking you in anticipation of any assistance you may be able to provide.

Kind regards,

A handwritten signature in black ink that reads 'David Warner'. The signature is fluid and cursive.

A D Warner (GHM INC. Hon. Secretary)

All correspondence to: Secretary PO Box 313 Gulgong NSW 2852

**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** Have your say - online submission  
**Date:** Saturday, 24 March 2018 11:37:37 AM

---

First\_name : janet

Surname : de rooy

Your\_street : 22 mulgoa way

Town : mudgee

State : nsw

Postcode : 2850

Phone\_number : 0263720430

Email\_address : mdg2850-email@yahoo.com.au

Your\_say : As per your Council news letter asking for suggestions for work to be done I wish to suggest that a foot path from Mortimer Street along the park side of Mulgoa Way. I find it hard to walk on the foot path due to narrow area covered in tree roots e.c.t. Sadly most people walk on the road & are hard to see due to cars parked along this narrow road . I like to walk for exercise but due to a bad leg I find it very difficult to do so because of the to the state of the foot path area.

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** Have your say - online submission  
**Date:** Thursday, 22 March 2018 12:40:36 PM

---

First\_name : Martin  
Surname : Charlton  
Your\_street : 9 Catleen Crescent  
Town : Mudgee  
State : NSW  
Postcode : 2850  
Phone\_number : 0429805478  
Email\_address : martincharlton@bigpond.com

Your\_say : Hello, as a committee member and a spokes person of the Kandos, Rylstone Fishing Cub inc I would like to say that our club has been paying for the replenishment of fish species as fingerlings into Windemere Dam for some years now with our own funds. Just recently we helped NSW Fisheries release 100,000 fingerlings into Windemere. We are a small club compared to many around 180 members, and we will see many of these plus guests at our club camp over the Easter period. We have been informed that the Cudgegong Waters Park which is owned by Council will be expecting around 2000 visitors who most will be fishing. This is not unusual as many hundreds visit the Park most long weekends. I wish to propose that Council would consider helping our club replenish fish stocks as this would make Lake Windemere a very popular tourist destination and help keep the fish stocks at a healthy level. Thank you for this opportunity to seek your advice.  
Martin Charlton.

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**Alison Cameron**

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**From:** Jenny Duff <jennyduff247@gmail.com>  
**Sent:** Friday, 18 May 2018 12:40 AM  
**To:** Council  
**Subject:** Submission Towards the Draft Operational Plan 2018  
**Attachments:** Submission Towards the Draft Operational Plan 2018.pdf

Attn: The General Manager of Mid-Western Regional Council,

Dear Mr. Cam,

Please find attached my Submission Towards the Draft Operational Plan 2018, regarding Upgrading and Sealing Iron Barks Road and Kemps Valley Road, Kains Flat.

I am more than happy to meet with the Mayor and yourself in regards to the content of this submission.

Kind Regards,  
Jennifer Duff

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Submission Towards the Draft Operational Plan 2018

## Upgrading Iron Barks Road and Kemps Valley Road, Kains Flat.

Compiled by Jennifer Duff

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Image: Iron Barks Road, corner T2 (refer to map below)

## Overview

Kemps Valley Road and Iron Barks Road are gravel roads and have a combined length of approximately 4.2 Km, with part of Kemps Valley Road and all of Iron Barks Road forming a school bus route. This particular stretch of gravel road is in need of an upgrade for several reasons. It becomes badly deteriorated between grading, due to the increase in traffic and also weather conditions. It has more corners and tighter bends than other gravel roads on the bus routes, some spots on the road are truly an accident waiting to happen, with countless drivers losing traction, driving on the wrong side of the road on a corner to avoid losing traction, near misses becoming more frequent, several unreported accidents, and one serious accident in recent years.



Google Maps Image: Kemps Valley Road and Iron Barks Road, Kains Flat  
The major corners are labelled T1 to T4



## Findings

### 1. Bends and Corners

- 1.1 As shown in the image on page one, Iron Barks Road has a series of sharp of bends, including a very sharp 60° turn (T1 on map) from Kemps Valley Road, and three additional 90° turns (T2, T3 and T4 on map) along the length of the gravel road. Due to the slope of the gravel road surface, and the loose gravel that has accumulated on these bends, they are areas where vehicles can drift out easily and this means greater likelihood of accidents occurring.

The combination of an unsealed road with corrugations, loose matter, and wildlife frequently on it *and so many* corners and such tight bends contributes to a higher risk of an accident occurring.

### 2. Current Management Plan for these Roads

- 2.1 According to the Roads Asset Management Plan 2016-2026 (page 78) Kemps Valley Road is on the plan to be graded every 48 months, and Iron Barks Road is currently on the plan to be graded once every 12 months. However often when dry conditions prevail, routine grading of gravel roads is postponed. According to Andrew Kearins, Mid-Western Regional Council (MWRC) Senior Works Engineer, this is because despite having access to water and a water truck, if there is insufficient ground moisture, grading during these dry times means that the grade does not last as long as it should, and the gravel road would deteriorate much quicker than if grading was held off until there was more sufficient ground moisture. With limited resources of graders and rollers and funding, it makes more sense to wait until weather conditions enable a decent grading. Over the last 7 years, Iron Barks Road would have received 7.15 grades, which is in line with its 12-monthly maintenance plan. (The 0.15 was 600 meters which was fixed, presumably following an accident).
- 2.2 The gravel roads become badly corrugated within weeks of being graded and, according to the Roads Asset Management Plan 2016-2026, Page 38, table 5-3, they are not inspected between grading.
- 2.3 The gravel roads are also on the plan for a resheet every 13 years (according to a spreadsheet provided by MWRC, which has been included in section 9 of this submission). A resheet is completed in sections at a time. The following table indicates dates and lengths of resheets to Iron Barks Road in recent years (provided by the Senior Works Engineer at MWRC). This indicates that 3010m (of its 3700m length) of Iron Barks Road has been resheeted within the last 8 years. Prior to 2012, information is limited to the length completed along the road, as opposed to a specific segment of the road.

Date	Length m
3/09/2010	1400
6/01/2012	400
24/09/2013	780
30/08/2017	430

- 2.4 Residents frequently make complaints about these gravel roads, because of safety concerns of accidents and near misses, health concerns (from the dust) and the huge amount of additional wear and tear on vehicles. According to MWRC Senior Roads Engineer, Iron Barks Road is one of the three most complained about gravel roads within the Council Local Government Area.
- 2.5 From a survey of the residents on Iron Barks Road undertaken in April 2018 (5 months before the gravel road is scheduled for routine grading), all residents stated a concern about the state of the gravel road, and safety hazards. Residents that have road bikes mentioned being unable to ride them safely. Many residents made mention of damage to vehicles. Damage and excessive wear and tear on vehicles has included: a snapped top ball joint, worn out suspension, CV joints and tyre punctures. Some of these issues are enough to cause an accident or to roll a vehicle, particularly if the vehicle is travelling at speed.

### 3 Increase in Traffic

- 3.1 Iron Barks Road has some 37 residences, over 3.7Km of gravel road, this equates to a fairly high density for a gravel road. These residences have become largely full-time residences over the last decade. With more properties being occupied by working families, most with two or more vehicles, traffic on the gravel road has increased substantially over the last decade. Judging from the survey of residents, traffic would be over 100 vehicle movements per day, in addition to the school bus.

### 4 Current State of the Roads and Safety Hazards

- 4.1 On one particular corner (T2 on map) of Iron Barks Road, the corrugations have become extreme, to the point where a driver travelling around the outside of the corner has one wheel on very deep corrugations, and the other wheel on very loose material which is a recipe for sliding and losing traction even when “travelling to conditions” at 15Km/hr.
- 4.2 Most drivers opt to drive on the wrong side of the gravel road around the corner (T2 on map), to avoid bumping and slipping off the road. In this instance, due to the height of grass on the roadside corridor, the only way to know if a vehicle is coming from the other direction, is that one can observe a large oncoming cloud of dust. This only works whilst conditions are dry, and if the sun is not in the driver’s eyes. The necessity of driving on the wrong side to avoid bumping or slipping increases the risk of an accident and the severity of an accident.
- 4.3 When this section of gravel road becomes wet or gets a frost, if left in its current condition, it increases the already high risk of accident. No matter which choice a driver makes around this corner (T2 on map) they will not be able to avoid a very serious hazard. They can either drive on the wrong side of the road and risk a collision with an oncoming car (which will not be visible until it is too late and steering clear of another vehicle means hitting loose road material) or deliberately drive on the corrugated and extremely loose material (which in the wet is virtually impossible to stay on). Furthermore, when driving around this corner of a morning, as many do on the way to work and is the peak time of day for road use, a driver is blinded by the sun.

- 4.4 On a particularly badly corrugated stretch of Iron Barks Road between T1 and T2 on map, drivers travelling East, on their way to work in the mornings are driving directly into the sunlight. Drivers travelling west on their way home from work in the afternoons are driving directly into the sunlight. This coupled with the dust factor, completely impairs vision. There are times whereby driver cannot see *at all*. Loss of vision is bad enough but when combined with the poor condition of the road including the corrugations and loose material, the risk of driving off the gravel road is greatly increased. Then add the presence of wildlife as well, which is frequently the case, and pedestrians (people exercising).
- 4.5 There are boulders (rock with size greater than 25.6 centimetres in diameter) on the side of the roads in places, which prevent drivers from being able to get off the gravel road, and also create further hazards if a car was to slide off the gravel road.

## 5 The Health Concern of the Dust Haze

- 5.1 The dirt roads are creating huge amounts of dust for residents. During dry times, a haze hangs around the whole area. This impairs vision and also creates problems for residents, a number of whom suffer from asthma.
- 5.2 One resident's house on Iron Barks Road is set back just 26.1m from the road, council stipulates that residences are to be built 60m from the road side boundary. When he bought there, he (and most residents at the time) were told that the gravel road would be getting sealed within the next few years. That was over 15 years ago. This particular resident started suffering from asthma since moving in, and his doctor has made a link with his asthma and the dust created by the gravel road. When he goes away on business for a couple of weeks, his asthma symptoms subside. He has also suffered with two types of cancer.
- 5.3 Iron Barks Road is also home to a young child with Cystic Fibrosis, an incurable condition in which lung disease is the primary cause of death in 90% of sufferers.
- 5.4 A gravel sample collected from Iron Barks Road was tested for Silica dust, a known carcinogen, which is found in stone, rock, sand, gravel and clay. Results were Silica: 16mg/kg and Silicon 8mg/kg. it is yet to be determined if the exposure levels are within the national standards and goals for criteria air pollutants set by the National Environment Protection (Ambient Air Quality) Measure (Air NEPM)..

The Following is an excerpt from the Cancer Council Australia's website (emphasis added):

### Silica dust and cancer

Silica dust is harmful when inhaled into your lungs. As it is 100 times smaller than a grain of sand, you can be breathing it in without knowing.

Exposure to silica dust can lead to the development of [lung cancer](#), silicosis (an irreversible scarring and stiffening of the lungs), kidney disease and chronic obstructive pulmonary disease. It is estimated that 230 people develop lung cancer each year as a result of past exposure to silica dust at work. Not all exposed workers will develop cancer; [cancer risk increases with long term or repeated high-level exposure](#).

## Air monitoring for silica dust

The mandatory limit for silica dust exposure in Australia is 0.1mg/m<sup>3</sup> averaged over an eight hour day, although the ACGIH have recommended this be limited to 0.025mg/m<sup>3</sup>. However, there is no evidence to support a safe level of silica dust exposure. Work Health and Safety (WHS) Regulation 50 states air monitoring by an occupational hygienist must be conducted every 12-18 months if there is health safety risk or if there is potential of exceeding the exposure limit. However, air sampling on its own is not enough.

It should be noted that the stipulated workplace limit is for an 8 hour day, 5 days per week scenario, not a 24 hours a day, 7 days per week scenario.

## 6 Current Policy

- 6.1 The MWRC Road Asset Management Plan 2016-2026, page 52 (excerpt given below) states:

“5.7.1. What We Cannot Do:

... Extension of the sealed network, with the exception of Wollar Road “

HOWEVER

It also states in table 3-3 Community Levels of Service, page 25, that the Service Objectives are:

- Road Service Meets User Objectives
- Ride-ability
- Road Network Provided is Fit for Purpose
- Road Surface is Free from Hazards

From the findings compiled in this submission, and from residents’ correspondence, it can be stated that:

- The user objectives are for users to get to and from their homes safely without the roads causing damage to the user’s vehicles. As mentioned, many residents have voiced their concerns about this section of gravel road, as they feel unsafe using it, and there has been a lot of damage to vehicles, and excessive wear and tear.
- The ride-ability is below standard, hence the problems mentioned above.
- These gravel roads are not fit for purpose: the management plan of grading 12 monthly is insufficient for Iron Barks Road. Grading means dragging the fine dirt particles from the sides of the roads to cover the corrugations and rocks, the road material is wet down, and is safe when it is first graded. However, with no binding agent, the road deteriorates very quickly. Hence, the frequency in complaints about this gravel road
- The road is not free from hazards, and the hazards are posing a substantial amount of risk.

TABLE 3-3: COMMUNITY LEVEL-OF-SERVICE

SERVICE ATTRIBUTE	SERVICE OBJECTIVE	PERFORMANCE MEASURE PROCESS	CURRENT PERFORMANCE	EXPECTED POSITION IN 10 YEARS <sup>1</sup>
<b>COMMUNITY OUTCOMES</b>				
A community that feels that they have equitable access to the provision of infrastructure and services that meets their needs				
<b>COMMUNITY LEVELS OF SERVICE</b>				
Quality	Road service meets user requirements	Total number of customer service requests (minus those not related to roads service <sup>1</sup> )	628	<628pa, reducing by 5% annually
	Rideability	Customer service requests relating to issues affecting rideability including grading/ resheeting requests, reseal requests, patching and potholing requests	343	<300pa
Function	Road network provided is fit for purpose	Customer service requests relating to design issues (e.g. road width) or requests for new assets (e.g. new kerb and gutter or overtaking lanes)	23	<20pa
	Associated drainage infrastructure has suitable hydraulic capacity and provides clear flow of water away from the pavement	Customer service requests related to poor / blocked drainage or damaged drainage	45	<40pa
Accessibility	Continuous access available at all reasonable times, except during unforeseen incidents	Customer service requests relating to road or driveway inaccessibility	15	<10pa
Safety	Safety of road network is maintained and improved	Number of injury accidents, not attributed to driver factors or animals <sup>2</sup>	45	<45pa
	Maintain roadside corridors to minimise sight distance hazards	Customer service requests relating to visual obstructions and roadside maintenance	43	<40pa

## OPERATIONS: WORKS | ROADS ASSET MANAGEMENT PLAN 2016–2026

SERVICE ATTRIBUTE	SERVICE OBJECTIVE	PERFORMANCE MEASURE PROCESS	CURRENT PERFORMANCE	EXPECTED POSITION IN 10 YEARS <sup>1</sup>
	Road surface is free from hazards	Customer service requests relating to loose gravel, slippery surface and tar issues	32	<20pa
	Provide clear signage, delineation and guard rail	Customer service requests relating to signage, delineation, guide posts and guard rails	26	<25pa
	Provide adequate street lighting	Customer service requests relating to street lighting	5	<5pa

*Note: <sup>1</sup>Based on current LTFP*

## 8. Risk

8.1 The MWRC Policy regarding Risk Management (adopted 1/05/13, page 6) stipulates that one of its Objectives is to:  
 “Integrate Risk Management into Strategic Plans”

It offers this Risk Matrix:

MID-WESTERN REGIONAL COUNCIL		RISK MATRIX					REF: HS-5-T1 REV: 1.0.14012008				
POTENTIAL CONSEQUENCE						LIKELIHOOD					
No.	Key Word	Health & Safety	Environmental	Financial	Public Image	A	B	C	D	E	
						Rare Requires unusual chain of events	Unlikely Not expected to occur	Possible May Occur	Likely Will occur occasionally	Almost Certain Expected to occur	
5	Catastrophic	Fatality or work related fatal disease	Detrimental impact to environment or community. High level prosecution.	Greater than \$500,000	International media coverage	Moderate 13	High 19	Critical 22	Critical 24	Critical 25	
4	Severe	Serious Permanent injury or illness	Long term negative impact. Low level prosecution.	No more than \$500,000	National media coverage	Moderate 10	Moderate 12	High 18	Critical 21	Critical 23	
3	Serious	Lost time injury or illness	Serious but reversible impact Media enquiry.	No more than \$100,000	State media coverage	Low 6	Moderate 9	Moderate 11	High 17	Critical 20	
2	Significant	Medically treated injury or illness	On-site incident promptly contained requiring external clean up aid.	No more than \$25,000	Local media coverage.	Low 4	Low 5	Moderate 8	High 15	High 16	
1	Minor	First Aid treated injury or illness	On-site incident immediately contained & cleaned up.	No more than \$5,000	Public complaint.	Low 1	Low 2	Low 3	Moderate 7	High 14	
STATUS	ACTION REQUIRED					NOTIFY					MONITOR
Critical	Do not commence activity. Immediate senior management action required.					General Manager (Notified by Group Mgr)					N.A.
High	Immediate action required to reduce risk. Authorisation required before commencing activity.					Group Manager (Notified by Operational Mgr)					Weekly
Moderate	Risk reduction required to as low as reasonable practicable before commencing task					Operational Manager					Monthly
Low	Follow routine procedures and monitor risk.					Team Leader					Annually

HS-5-3-F1 Risk Assessment Form

Page 5 of 4

The hazards conveyed in this submission are:

- The severity of and the frequent occurrences of the Corrugations forming
- The presence of loose material
- The condition on corners where drivers are being forced to drive on the wrong side of the road in order to avoid sliding off the road
- The combination of sunlight and dust completely blocking vision at times
- The presence of wildlife, pedestrians, and boulders on the side of the road
- The hazard to people’s health from the dust
- The hazard of vehicle parts failing, due to the wear and tear from continuous travelling on deep corrugations and exposed rock

All of these factors increase the likelihood of a serious accident individually. For the residents in this locality the risk is impounded because all of these factors can exist at once, therefore greatly increasing the likelihood.

It would equate to a potential consequence that is 5: Catastrophic: a fatality is the Health and safety concern. And the likelihood is *at least* a C: possible. Therefore giving these roads in their current state a Critical rating of 22.

## 9. Costing

- 9.1. The explanation given as to why this section of gravel road has not been upgraded as yet is the cost:

A letter from the Senior Works Engineer at MWRC dated 18/08/2017, in response to a resident's request for maintenance and sealing of Iron Barks Road, states [“The Road Asset Management Plan details the cost to construct and maintain sealed roads versus unsealed roads and shows that a sealed road is more expensive to maintain over the life of the road than an unsealed road.”](#)

Below is a spreadsheet which has been provided by Garry Hemsworth, Operations Manager at MWRC, it explains the figures regarding road costing found in the Roads Asset Management Plan 2016-2026.

Please observe down the bottom, year 75, a costing on the sealed road of \$121,590. This figure should not appear on this line, it should be on Year number 1 of the next 75 years of life. This point alone would mean that the total lifetime expense of the sealed road would come to \$288,890, not \$410,480. Making the sealed road just \$17,090 more expensive than the unsealed road. Which is just \$227.87 per year, per Km.

This inaccuracy within the costing comparison was brought to the attention of the MWRC Operations Manager in an email dated 14/05/2018, which he then responded to:

Jennifer Duff wrote:

“On the sealed road scenario, the initial Upgrade and Seal is stated in year one at \$121,590, but it has been added again at year 75. Shouldn't the Upgrade and Seal figure be on year 1 of a whole new 75 year plan?”

Garry Hemsworth wrote:

“Yes that is correct a similar cost cycle would repeat for the next 75 years. At year 1 the road has a 75 year life and after year 75 it has a further 75 year life.”

Jennifer Duff wrote: “One would also expect that the figure on the first year of the following 75 year life, of redoing the road, using a road reclaimer, or I should say, digging up the Road Surface to reuse it, would likely have a cost that would differ slightly from an Upgrade and Seal figure, wouldn't it? It is a slightly different process...”

Garry Hemsworth wrote:

“The second rehabilitation after 75 years would most likely be slightly cheaper than the initial upgrade however for simplicity it has been repeated as it is most likely to be a requirement to overlay with some material and stabilise after 75 years (similar to the first upgrade)”

Jennifer Duff wrote:

“Assuming only point 1 though, this gives a total of \$288,890 for a sealed Road (not \$410,480), to compare with the \$271,800 for an unsealed road. That would mean that a 7m



width sealed road is \$17,090 more expensive per Km, or just \$227.87 a year more expensive per Km than an unsealed road?”

Garry Hemsworth wrote:

“The cost to maintain a sealed road is similar to an unsealed road. However the capital cost to upgrade from sealed and then the ongoing renewal cost is what Council cannot afford. We are better off maintaining what we have rather than to continue to expand the network and not have the funds to renew when required.”

	A	B	C	D	E	F	G
1	<b>Sealed -vs- Unsealed</b>						
2							
3		7m wide x 1000m long					
4		Area		7000 m <sup>2</sup>			
5		75 year life					
6							
7							
8		<b>Sealed</b>	Maintenace	Capital		<b>Unsealed</b>	
9	Year 1	Upgrade & Seal	\$ -	\$ 121,590		Resheet	\$ 20,000.00
10	Year 2		\$ -			Grade	\$ 2,200.00
11	Year 3		\$ -			Grade	\$ 2,200.00
12	Year 4		\$ -			Grade	\$ 2,200.00
13	Year 5		\$ 500.00			Grade	\$ 2,200.00
14	Year 6		\$ 500.00			Grade	\$ 2,200.00
15	Year 7		\$ 500.00			Grade	\$ 2,200.00
16	Year 8		\$ 500.00			Grade	\$ 2,200.00
17	Year 9		\$ 500.00			Grade	\$ 2,200.00
18	Year 10		\$ 500.00			Grade	\$ 2,200.00
19	Year 11		\$ 700.00			Grade	\$ 2,200.00
20	Year 12		\$ 700.00			Grade	\$ 2,200.00
21	Year 13		\$ 700.00			Grade	\$ 2,200.00
22	Year 14		\$ 700.00			Resheet	\$ 20,000.00
23	Year 15		\$ 700.00			Grade	\$ 2,200.00
24	Year 16		\$ 700.00			Grade	\$ 2,200.00
25	Year 17		\$ 700.00			Grade	\$ 2,200.00
26	Year 18		\$ 700.00			Grade	\$ 2,200.00
27	Year 19	Reseal	\$ 700.00	\$ 24,500		Grade	\$ 2,200.00
28	Year 20		\$ 1,000.00			Grade	\$ 2,200.00

	A	B	C	D	E	F	G
29	Year 21		\$ 1,000.00			Grade	\$ 2,200.00
30	Year 22		\$ 1,000.00			Grade	\$ 2,200.00
31	Year 23		\$ 1,000.00			Grade	\$ 2,200.00
32	Year 24		\$ 1,000.00			Grade	\$ 2,200.00
33	Year 25		\$ 1,000.00			Grade	\$ 2,200.00
34	Year 26		\$ 1,000.00			Grade	\$ 2,200.00
35	Year 27		\$ 1,000.00			Grade	\$ 2,200.00
36	Year 28		\$ 1,000.00			Resheet	\$ 20,000.00
37	Year 29		\$ 1,000.00			Grade	\$ 2,200.00
38	Year 30		\$ 1,000.00			Grade	\$ 2,200.00
39	Year 31		\$ 1,000.00			Grade	\$ 2,200.00
40	Year 32		\$ 1,000.00			Grade	\$ 2,200.00
41	Year 33		\$ 1,000.00			Grade	\$ 2,200.00
42	Year 34		\$ 1,000.00			Grade	\$ 2,200.00
43	Year 35		\$ 1,000.00			Grade	\$ 2,200.00
44	Year 36		\$ 1,000.00			Grade	\$ 2,200.00
45	Year 37		\$ 1,000.00			Grade	\$ 2,200.00
46	Year 38	Reseal	\$ 1,500.00	\$ 24,500		Grade	\$ 2,200.00
47	Year 39		\$ 1,500.00			Grade	\$ 2,200.00
48	Year 40		\$ 1,500.00			Grade	\$ 2,200.00
49	Year 41		\$ 1,500.00			Grade	\$ 2,200.00
50	Year 42		\$ 1,500.00			Resheet	\$ 20,000.00
51	Year 43		\$ 1,500.00			Grade	\$ 2,200.00
52	Year 44		\$ 1,500.00			Grade	\$ 2,200.00
53	Year 45		\$ 1,500.00			Grade	\$ 2,200.00
54	Year 46		\$ 1,500.00			Grade	\$ 2,200.00
55	Year 47		\$ 1,500.00			Grade	\$ 2,200.00
56	Year 48		\$ 1,500.00			Grade	\$ 2,200.00
57	Year 49		\$ 1,500.00			Grade	\$ 2,200.00
58	Year 50		\$ 1,500.00			Grade	\$ 2,200.00
59	Year 51		\$ 1,500.00			Grade	\$ 2,200.00
60	Year 52		\$ 1,500.00			Grade	\$ 2,200.00
61	Year 53		\$ 1,500.00			Grade	\$ 2,200.00
62	Year 54		\$ 1,500.00			Grade	\$ 2,200.00
63	Year 55		\$ 1,500.00			Grade	\$ 2,200.00
64	Year 56		\$ 1,500.00			Resheet	\$ 20,000.00
65	Year 57	Reseal	\$ 2,000.00	\$ 24,500		Grade	\$ 2,200.00
66	Year 58		\$ 2,000.00			Grade	\$ 2,200.00
67	Year 59		\$ 2,000.00			Grade	\$ 2,200.00
68	Year 60		\$ 2,000.00			Grade	\$ 2,200.00
69	Year 61		\$ 2,000.00			Grade	\$ 2,200.00
70	Year 62		\$ 2,000.00			Grade	\$ 2,200.00
71	Year 63		\$ 2,000.00			Grade	\$ 2,200.00
72	Year 64		\$ 2,000.00			Grade	\$ 2,200.00
73	Year 65		\$ 2,000.00			Grade	\$ 2,200.00
74	Year 66		\$ 2,000.00			Grade	\$ 2,200.00
75	Year 67		\$ 2,000.00			Grade	\$ 2,200.00
76	Year 68		\$ 2,000.00			Grade	\$ 2,200.00
77	Year 69		\$ 2,000.00			Grade	\$ 2,200.00
78	Year 70		\$ 2,000.00			Resheet	\$ 20,000.00
79	Year 71		\$ 2,000.00			Grade	\$ 2,200.00
80	Year 72		\$ 2,000.00			Grade	\$ 2,200.00
81	Year 73		\$ 2,000.00			Grade	\$ 2,200.00
82	Year 74		\$ 2,000.00			Grade	\$ 2,200.00
83	Year 75	Upgrade & Seal	\$ 2,000.00	\$ 121,590		Grade	\$ 2,200.00
84			\$ 93,800.00	\$ 316,680			
85				\$ 410,480.00			\$ 271,800.00
86							

<b>Rates</b>			
Upgrade & Seal	\$ 17.37	m <sup>2</sup>	Cost Range - \$11.50 - \$23/m <sup>2</sup>
Reseal	\$ 3.50	m <sup>2</sup>	
Resheet	\$ 20,000.00	km	
Grade	\$ 2,200.00	km	Average Cost
Maint cost	\$ 1,978.00	km	Average Cost /km sealed network
<b>NOTE:</b>			
Based on 12 monthly grade			

9.2. From these figures, to seal Iron Barks Road, and a section of Kemps Valley Road, giving a total of 4.2Km, assuming a 7m road width, would equate to:

- Initial Upgrade and sealing:	\$510,678
- Resealing costs over the 75 years	\$308,700
- Maintenance over the 75-year life:	\$393,960
<b>TOTAL</b>	<b>\$1,213,338</b>

Instead of:

- Maintaining them as unsealed roads for the 75 years: \$1,141,560

The difference for this 4.2Km of road would be \$71,778

Which, broken down to per year figure, is a difference of just \$957.04 per year

## 10. Alternative Solution

10.1. Another solution to the problem could be the use of a cementitious binder such as lime. Adding this to the gravel road during grading could potentially make the gravel road last longer and wear better. In a letter to Jennifer Duff dated 11/05/2018, the MWRC Senior Roads Engineer stated:

“Cementitious binders are an option for unsealed roads, however the cost is currently prohibitive. My understanding is that it is not common practice in local government. Council currently has only 2km of unsealed road that was stabilised with lime (a cementitious binder) as a trial only recently. Results from that trial won't be evident for at least 2 years, it was conducted on a section that historically has been a maintenance problem.”

However, due to the fact that this practice is still currently in trial form, the residents of Iron Barks and Kemps Valley Roads feel that upgrading and sealing these gravel roads are the preferred option.

## Conclusion

Upgrading and Sealing Iron Barks Road and Kemps Valley Road would:

- Decrease the likelihood of accidents
- *Permanently* solve the issue of drivers being forced to drive on the wrong side of the road around a blind corner
- Solve the issue of loose material that causes drifting out on the corners
- Dramatically reduce the number of complaints and works requests from residents
- Mean that residents can travel to and from their homes safely
- Reduce the wear and tear on residents' vehicles, and therefore reduce the risk of vehicle part failures, which would further reduce the risk of accidents
- Eliminate the dust created by vehicles travelling on the gravel road. This would increase driver visibility, further reducing the likelihood of accidents
- Reduce residents' exposure to silica dust created by the gravel road
- Provide better service and meet the Mid-Western Regional Council's Service Objectives, as stated in the Road Asset Management Plan 2016-2026, page 25-26
- Observe the Council's Policy Regarding Risk Management (adopted 1/05/2013, page 6)

Given the safety hazards, the severity and likelihood of the risk, and the low cost-comparison figure over the lifetime of the road equating to \$957.04 per year for 4.2Km, upgrading and sealing Iron Barks Road and Kemps Valley Road seems to be a viable solution.

**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Thursday, 12 April 2018 12:07:24 PM

---

Name : Jennifer Duff  
Postcode : 2850  
Phone : 63735154  
Email : jennyduff247@gmail.com  
PROJECTFORCONSIDERATION : Tarring Iron Barks Road in Kains Flat  
REASONFORPROJECT : Iron Barks Road is unsafe, it is currently graded once every 12 months. It becomes badly corrugated within a month of being graded and drivers are having near misses on the corner. Houses are close to the road and the dust from the road is also a major health concern for residents.  
PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Friday, 23 March 2018 1:18:31 PM

---

Name : Roy Walsh

Postcode : 2850

Phone :

Email : roy.walsh@gmail.com

PROJECTFORCONSIDERATION : Sealing of Iron Barks Road

REASONFORPROJECT : Iron Barks Road, Kains Flat includes elderly, vulnerable and school age children as residents. The condition of the road is often corrugated and presents risks to both occupants of vehicles and residents. The massive amount of fine dust that is generated by road use stays airborne and presents potential harmful health effects for local residents which may also contain crystalline silica.

PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Thursday, 22 March 2018 11:14:20 AM

---

Name : ian McMaster  
Postcode : 2850  
Phone : 0263726850  
Email : ianmac@hwy.com.au

PROJECTFORCONSIDERATION : I would like a footpath established in the public walkway from Wentworth Avenue to Church Street.

REASONFORPROJECT : The public walkway is used extensively on a daily basis by numerous school children, and older members of the community who walk for exercise or to the town centre for shopping. The alternate route along Clifton Ave and Bawden Rd. do not have concrete foot paths. After rain the walkway becomes "slosshy" and becomes unpleasant and quite dangersous for elderly walkers and school children riding bicycles. and women pushing prams. I would like it to be wide enough for a shared path.

PrivacyPolicy : Yes

---

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Tuesday, 20 March 2018 3:33:09 PM

---

Name : Edwina McEgan

Postcode : 2848

Phone : 0428249619

Email : emcegan@gmail.com

PROJECTFORCONSIDERATION : I propose that Kandos should host Triple Js One Night Stand at Simpkins Oval.

REASONFORPROJECT : It will bring people into the area and provide an exciting event for the youth and young families in town. The town will feel proud of itself, provide support and volunteering time and give businesses the boost it desperately need. There is huge support across many interest groups and the triple J concert will look amazing with our Coomber Melon backdrop with hints of our industrious beginnings. Please consider.

PrivacyPolicy : Yes

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** Have your say - online submission  
**Date:** Tuesday, 20 March 2018 7:11:41 AM

---

First\_name : Barry  
Surname : Astill  
Your\_street : Acacia Drive  
Town : Rylstone  
State : NSW  
Postcode : 2849  
Phone\_number : 0425240955  
Email\_address : bun4224@gmail.com

Your\_say : Hi, We badly need a PROPER walking track in Rylstone near the river. It could start from north end of Mudgee st down to the bridge with a new walk way over the river to connect to the new rest area over there, it also needs a pedestrian crossing to stairs up through the garden to the west. It could also go under the bridge then around the show ground to the old swimming pool PEOPLE NEED SOME WARE NICE TO WALK OR RIDE AROUND . Cheers Barry.

---

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Thursday, 15 March 2018 5:48:24 PM

---

Name : Dianne Munday

Postcode : 2848

Phone : 0429149640

Email : maude@hwy.com.au

**PROJECTFORCONSIDERATION :** Main sewerage to Charbon and Clandulla. Repairs to Angus Avenue from McDonald Street to Noyes Street. Extend footpath on corner of Angus Ave Kandos and McDonald Street to carparking area at Kandos IGA. Noyes street requires kerb and guttering as do many other streets in Kandos.

**REASONFORPROJECT :** This is the year 2018 and many years ago the sewerage extension to Charbon and Clandulla was put on the agenda to be done and it has never been done. The roadway in front of IGA has no guttering and the road is uneven so it needs fixing. The footpath stops at the disabled parking spot but many elderly park down that side of the street or in the IGA carpark and they have trouble pushing their trolley load of groceries to their cars. Noyes street is in need of kerb and guttering on one side. A foot path extension in Noyes street leading to the park in Fleming street would also be good for those with young children who use the park. Councillors need to visit Kandos and drive around all the streets to actually see all the streets that do require attention.

PrivacyPolicy : Yes

---

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**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** RE: Budget Submission - FIN300179  
**Date:** Tuesday, 24 April 2018 12:25:54 PM

---

Name : Helen Lawson

Postcode : 2850

Phone : 0263738516

Email : phcwaterside@activ8.net.au

PROJECTFORCONSIDERATION : Sealing Triamble and Gundowda Road

REASONFORPROJECT : When ever these roads are graded the grade bearly last a month and then they are back to the same state again. we are lucky if these roads are graded every 18 months or so. So by the time these roads are due to be graded again they are in a very dangerous state Cars are falling to pieces because of the state of the roads I dont think Council realizes how many people uses these roads

PrivacyPolicy : Yes

---

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# 2018/19

## OPERATIONAL PLAN PROPOSAL

Council's annual Operational Plan preparation begins in December 2017 and will culminate in the adoption of the 2018/19 Operational Plan in June 2018.

As part of this process, the community is invited to have their say to help Council determine priorities for the region.

Complete the form below before **31 March 2018** to make a submission.

NAME	Drago Sestic	POSTCODE	2850
EMAIL	lizsestic@gmail.com	PHONE	0418474365
PROJECT / ACTIVITY FOR CONSIDERATION:			
extension of Bitumen seal for Triamble and Gundowda roads			
WHY IS THIS PROJECT / ACTIVITY IMPORTANT?			
<ol style="list-style-type: none"> <li>1. That a rough road is a direct barrier to timely access of services' (such as a Doctor) in Mudgee.</li> <li>2. Our vehicles are much more expensive to maintain and depreciate much faster than those with Bitumen seal.</li> <li>3. Irregular and rough surfaces are a hazard for all road users'.</li> <li>4. The Climate variability causes the gravel roads' with high traffic volumes to deteriorate almost immediately after they are graded.</li> </ol>			

Please email your completed form to [council@midwestern.nsw.gov.au](mailto:council@midwestern.nsw.gov.au)

*A prosperous and  
progressive community.*

**From:** Diane Page  
**To:** [Council](#)  
**Subject:** Draft Operational Plan 2018/2019  
**Date:** Wednesday, 16 May 2018 10:17:37 AM

---

The General Manager,  
Mr Brad Cam.

Dear Mr Cam,

We wish to comment on Strategy 4.3.1 in the Draft Operational Plan 2018/2019, in particular the Pedestrian Bridge Rylstone.

We moved to the Rylstone just over 3 years ago and have noticed in that time, a significant increase in the traffic (both pedestrian and vehicle) using the road/bridge and subsequently an increase in the risks pedestrians face using the road to cross the bridge.

Currently, all pedestrians share the road with vehicles ranging from bicycles to semi-trailers. A footbridge would provide:

- \* safe pedestrian access to the northern streets of Rylstone,
- \* a safe opportunity to improve fitness by forming a potential walking loop
- \* a link to the parks and sculptures at the southern end of the Showground with those at the northern part of the town.

We strongly support the strategy and urge council to endorse it as a priority.

Yours sincerely,  
Bob and Di Page.  
2625 Bylong Valley Way,  
Rylstone.

---

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Denise Jamieson  
22 Ilford Road  
RYLSTONE NSW 2849

Phone: 6379 1150

14<sup>th</sup> May 2018

The General Manager  
Mid-Western Regional Council  
P O Box 156  
MUDGEE NSW 2850

Dear Sir

### **Rylstone Footbridge**

I am annoyed to see that the Rylstone Footbridge is again in the Council news,

We had a public meeting some long time ago where a number of children got up and read impassioned letters requesting this footbridge and it was not long after that the family moved to Coxs Crown!!!

**As I have said in a previous letter that the most suitable place for this footbridge is in Hall Street as there are still foundations from a previous river bridge there and it would also be the most logical place to put another footbridge because it would bring pedestrians right into the main street adjacent to FoodWorks and Home Hardware and not too far for people to walk to access other businesses.**

**Also I believe that it would be more cost effective to place a bridge in here and also that more people live closer to this position than to the current river bridge.**

Please let sanity prevail and if we do need another footbridge put it in Hall Street and not cantilevered from the north side of the river bridge.

Council is well aware that I conducted a survey monitoring traffic and pedestrians over this bridge two hours a day for one week and I submitted that to Council.

Yours faithfully  
Denise M Jamieson

**From:** Peter Willis  
**To:** [Council](#)  
**Subject:** Draft Operational Plan  
**Date:** Saturday, 12 May 2018 3:42:22 PM

---

Attn: General Manager

Can the following be included in the next available budget as discussed with Simon Jones and Garry Hemsworth at the walk around with the Gulgong Chamber of Commerce representative in April?

- 1) Provision of a dedicated parking area for tourist coaches near Red Hill
- 2) Pavement repair of Industrial Avenue in Gulgong

Regards,  
Peter Willis  
1331 Spring Ridge Road  
Mebul

---

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**Trish Elsegood**

---

**From:** Garry Hemsworth  
**Sent:** Thursday, 31 May 2018 10:15 AM  
**To:** Simon Jones; Neil Bungate; Mette Sutton; Exec  
**Cc:** Trish Elsegood; Sally Mullinger  
**Subject:** RE: ETM\_22052018\_MIN\_173

Neil

My recommendation would be to support repair the whole road (280m) for \$100k in 2019/20 from existing budgets.  
Thanks

---

**From:** Simon Jones  
**Sent:** Wednesday, 23 May 2018 7:50 AM  
**To:** Neil Bungate <Neil.Bungate@midwestern.nsw.gov.au>; Mette Sutton <Mette.Sutton@midwestern.nsw.gov.au>; Exec <Exec@midwestern.nsw.gov.au>  
**Subject:** RE: ETM\_22052018\_MIN\_173

Hi,

250 metres looks like the full length of Industrial Avenue. Garry would know more but I think it was only a part of the road that needed repair so it might not be that much.

I think the intent was that it would come from existing budgets so I think the response should be that it will be programmed against other priorities?

Thanks

Simon

---

**From:** Neil Bungate  
**Sent:** Tuesday, 22 May 2018 5:39 PM  
**To:** Mette Sutton <[Mette.Sutton@midwestern.nsw.gov.au](mailto:Mette.Sutton@midwestern.nsw.gov.au)>; Exec <[Exec@midwestern.nsw.gov.au](mailto:Exec@midwestern.nsw.gov.au)>  
**Subject:** RE: ETM\_22052018\_MIN\_173

Hi

One question please; for the budget submission of Industrial Ave Gulgong pavement repair, is this supported or not? Sally has come back with a desktop cost estimate of \$96k. If we support we would need to ask Sally to do more detailed costing. We could bring this back to Council at a later time if needed.

I will forward Sally's email for reference as there are other submission cost estimates.

Neil Bungate | Acting CFO  
Mid-Western Regional Council  
t 02 6378 2850  
f 02 6378 2815 | e [neil.bungate@midwestern.nsw.gov.au](mailto:neil.bungate@midwestern.nsw.gov.au)  
a 86 Market Street | PO Box 156 Mudgee NSW 2850

---

**From:** Mette Sutton  
**Sent:** Tuesday, 22 May 2018 1:36 PM  
**To:** Exec <[Exec@midwestern.nsw.gov.au](mailto:Exec@midwestern.nsw.gov.au)>  
**Subject:** ETM\_22052018\_MIN\_173



Good Afternoon Executive

Please find attached draft minutes of this morning's meeting.

Any changes required, just let me know.

cheers

**Mette**

Mette Sutton | Executive Assistant to the General Manager & Mayor

**Mid-Western Regional Council**

t 02 6378 2820

f 02 6378 2815 | e [mette.sutton@midwestern.nsw.gov.au](mailto:mette.sutton@midwestern.nsw.gov.au)

a 86 Market Street | PO Box 156 Mudgee NSW 2850



13 April 2018

The General Manager  
Mr Brad Cam  
Mid-Western Regional Council  
PO Box 156  
MUDGEE NSW 2850

**MUDGEE BUSHWALKING**  
&  
**BIKE RIDING CLUB Inc**  
P.O. Box 1070, Mudgee, 2850



**Cycle/Path-way Rylstone**

Dear Brad,

Our local cycle group have used the walking track/cycleway between Rylstone and Kandos for many years as you are aware and thank you for this. However the members have some growing concerns as to the poor condition of the track and would like to bring it to your attention.

As you know this track is a link between two towns and is used by many people and groups. In particular the former Health One walking program, the 'pram' walking group, and the general public. The local bushwalking members use it regularly also and have often spoken of its rough or loose edges and warn each other when using the pathway. So it has raised some obvious safety concerns within the group.

The club did raise its concern back in 2014 and have not noted any change in the pathway other than its deterioration. Of recent one of our experienced cycle members had a fall from his bike due to the poor surface condition. This cycle/path way encourages people to walk between the towns, and is the only safe link for children to use particularly from Rylstone to the pool. Everywhere you look there is encouragement to exercise and get fit and the cycleway reminds people every day about this important message; we want them to use it!

We feel that cycle ways in the council area should be of similar standard. This cycleway in its current condition with collapsing shoulders and loose gravel, drainage issues is well below the standard of the track that runs around Mudgee. Why not link them all up and provide great cycle event surfaces?

Several other issues which need addressing and had been suggested in our previous 2014 letter was to have the removal of poles in the middle of the cycle way.

To assist in providing a great cycle/walk pathway for all members of the general public to enjoy we would like to assist with identifying issues of concern or perhaps a council members would like to take a walk or ride along the pathway.

Kind Regards

President  
*Johanna Mitchell*

Secretary  
*Elly Rands*

Mudgee Bushwalking and Bike Riding Club Inc  
PO Box 1070  
MUDGEE NSW 2850  
Email: [berands@bigpond.com](mailto:berands@bigpond.com)

---

**EXECUTIVE COMMITTEE**

**President:** Johanna Mitchell  
**Secretary:** Elly Rands

0427721062 **Vice President:** Ross Mayberry  
0458722070 **Treasurer:** Angela Rayner

0428726594  
0428722159

Website: [www.mudgeebushwalking.org.au](http://www.mudgeebushwalking.org.au)

**From:** council@midwestern.nsw.gov.au  
**To:** [Council](#)  
**Subject:** Have your say - online submission  
**Date:** Wednesday, 14 March 2018 5:18:49 AM

---

First\_name : Jo  
Surname : Ioane  
Your\_street : Winter  
Town : Mudgee  
State : NSW  
Postcode : 2850

Phone\_number : 0427722825  
Email\_address : joandnico@gmail.com

Your\_say : I have seen in the news that MWRC has received funding for community projects. 2 projects which have previously been promised and I would like to see happen are 1). Pedestrian crossing or island on Duoro St south of the railway crossing, to enable school children to safely cross that road, especially from Bellevue area to CVPS. 2) Synthetic hockey field-“prioritised” at a council meeting back in April 2016. Could you please pass my suggestions to the councillors. Thank you.

---

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# DELIVERY PROGRAM 2017/18 - 2020/21 OPERATIONAL PLAN 2018/19

MID-WESTERN REGIONAL COUNCIL



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## MID-WESTERN REGIONAL COUNCIL

**Address**  
**Email** 86 Market St, Mudgee, NSW 2850  
 council@midwestern.nsw.gov.au

**Telephone**  
**Fax** 02 6378 2850  
 02 6378 2815

**Mayor**  
**General Manager** Councillor Des Kennedy  
 Brad Cam

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### MID-WESTERN REGIONAL COUNCIL

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**Telephone**  
**Fax** 02 6378 2850  
02 6378 2815

**Mayor**  
**General Manager** Councillor Des Kennedy  
Brad Cam

# WELCOME

More than 24,500 people call the Mid-Western Region home. One of regional NSW's fastest growing areas, the region is the gateway to the Central West and Far West regions of the state. Just over 3 hours drive from Sydney and Newcastle, it is easily accessible and centrally located to other major regional centres.

Gulgong, Kandos, Mudgee and Rylstone townships are alive with visitors and families. The region has open spaces, parks and sporting facilities for activities and a large number of events held each year. Local markets celebrate culture by way of local produce and artisan creativity.

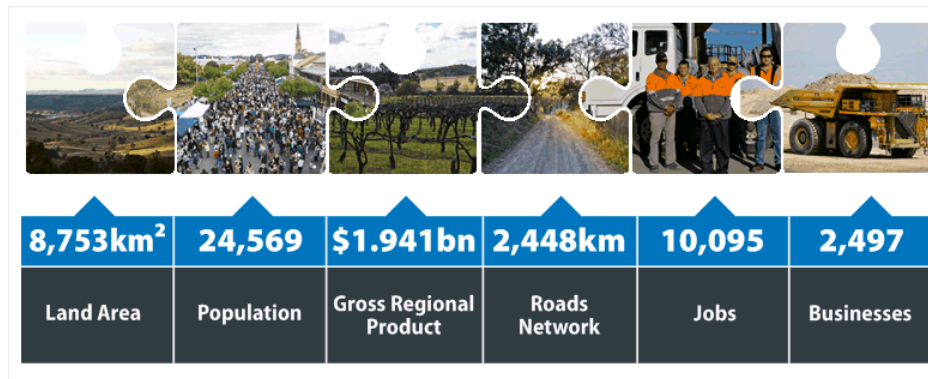
A key feature of the region's economy is its diversity. Business and investment is driven by four major industry sectors – agriculture, mining, tourism and retail.

Each of these industries continues to provide job opportunities. The quality and diversity of the local labour force provides the region with a competitive edge.

Whilst the current labour force provides access to a wide range of skills and education levels, the future growth expected in the region will continue to increase the demand for new skills and qualifications.

Skilled workers such as engineers, builders, tradespeople, childcare and health professionals are likely to be in highest demand in the next three to five years.

Visitors to the region experience a real country community with heart, soul and spirit. Locals love the place they call home and are happy to share the surroundings with 528,000 visitors each year.



## FAST FACTS



### MAJOR Towns and Centres

Mudgee, Gulgong, Kandos and Rylstone



### MAJOR Industries

Agriculture, Mining, Tourism, Retail



### COMPETITIVE Advantages

- Diverse and growing economic base
- Centrally located to Sydney and Newcastle and major regional centres in NSW
- Regular coach and air services
- Skilled workforce
- Strong business services sector
- Great lifestyle benefits
- Thriving tourism, arts and cultural sectors
- Adequate water supply

## MESSAGE FROM THE MAYOR



**“I am very proud to present the Mid-Western Regional Council’s 2018/19 Operational Plan as part of the Delivery Program 2017/18 - 2020/21”**

As a Local Government organisation, one of the most important things we do is budget and plan for the projects Council will undertake. Council has now prepared our Operational Plan 2018/19, setting out how much money Council will spend, what it will be spent on, and how we will fund this expenditure. This is the action plan and budget that staff will follow.

This year is the second year in our four year Delivery Program 2017/18 - 2020/21. We are focused on managing and improving our key infrastructure and investing in a sustainable future. We are promoting a budget that includes \$51 million in capital expenditure in 2018/19, and \$141 million over the next four years. Major projects included in the Plan are:

- Continuation of the Wollar Road upgrade, realignment of Ulan Wollar Road and continued investment in our road networks
- Stage 2 of Glen Willow Regional Sports Complex
- A new Art Gallery facility
- Further property development in Mortimer Street
- Recreational infrastructure for our youth including a water park, skate park upgrades and district adventure playground
- Upgrade of important waste management infrastructure
- Continuation of our shared pathways around the region, including a new footbridge
- Upgrades to a wide range of corporate and community buildings across the region

- Ongoing renewal and upgrade of the water supply and sewerage networks
- Stormwater drainage improvements

Your Council is committed to ensuring we show leadership on what matters to our community and to best representing your needs and aspirations. I look forward to working with community members, partners, stakeholders, staff and fellow Councillors to put this Plan into action.

We will provide quarterly reporting on our progress against the Operational Plan, and prepare a comprehensive Annual Report for the community demonstrating what is achieved during the course of 2018/19. We will also complete our end of term reporting in three years time to show how we delivered what we set out to achieve at the beginning of our term.

This Plan will be on public exhibition for 28 days and we welcome feedback from the community in this time. Please forward submissions to the General Manager for Council’s consideration.

DES KENNEDY  
MAYOR



## MESSAGE FROM THE GENERAL MANAGER



### **“A prosperous and progressive community that we proudly call home”**

This is the clear vision we have for our region – a great place to live, work, invest and visit.

Local government across NSW is challenged with ensuring a financially sustainable future for our communities, through the Fit for the Future process. The goal for Council is to maintain and enhance the current lifestyle enjoyed by our residents and continue to meet the expectations of our community into the future, in a long term sustainable manner. The Operational Plan continues to test Council in prioritising initiatives from the various representatives within our community. Additional resources have been identified to support new initiatives, and strategies are in place to continue to improve and develop our ability to resource the needs of the community.

Through ongoing engagement activities, Council works with local residents, businesses and other stakeholders to understand community expectations and then carefully allocate its resources – funds, staff and time – to best achieve them.

The 2017/18 - 2020/21 Delivery Program and 2018/19 Operational Plan, spells out how we plan to do this. It identifies how we will protect our community assets and direct essential funding to ensure our roads, footpaths, water and sewer networks, parks and sporting grounds are maintained to the standards set by the community. It explains how Council will embed sustainability and innovation as the underlying principles that drive everything we do.

It shows how we will work smarter to connect with new and existing partners and community organisations to collaborate on projects and initiatives. It clearly sets out how we plan to maintain and renew key community buildings and sporting facilities,

and how an inclusive approach will allow us to achieve more with less.

Ultimately, I hope this plan demonstrates our organisation's commitment to apply good governance to meet both our community expectations and our legislative obligations.

I look forward to working with Councillors, staff and the community on the initiatives outlined in our Delivery Program and Operational Plan, and hope you will help us to achieve our vision for the Mid-Western Region in the future.

A handwritten signature in black ink, appearing to be 'B. Cam', written over a horizontal line.

BRAD CAM  
GENERAL MANAGER

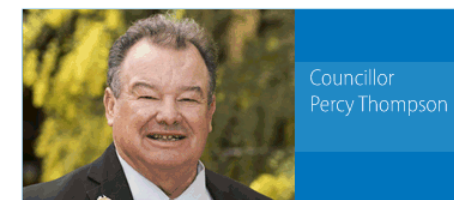
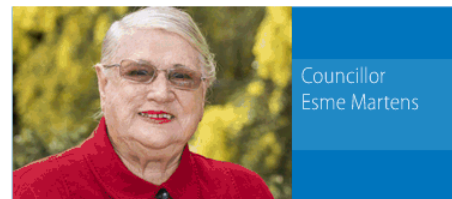
## YOUR COUNCIL

Mid-Western Regional Council is represented by nine Councillors including a Mayor elected every two years from within.

Councillors are elected to a four year term, with the most recent elections occurring in September 2016. That election saw 34 candidates nominated to serve the Mid-Western Region, with Councillors Des Kennedy, Paul Cavalier, Russell Holden, Alex

Karavas, Esme Martens, John O'Neill, Sam Paine, Peter Shelley, and Percy Thompson elected.

Council elected Clr Kennedy as Mayor, and Clr Cavalier as Deputy Mayor for the period September 2016 through to September 2018.



# INTEGRATED PLANNING AND REPORTING

The Mid-Western Region *Towards 2030* Community Plan is Council's highest level strategic plan and sets out the community's vision for the future - where we are, where we want to be and how we will get there. The Plan represents an opportunity to create and foster community based goals, values and aspirations - to drive a sustainable community that reconciles the economic, social, environmental and civic leadership priorities for the region.

## TWO PLANS IN ONE

### Delivery Program – Operational Plan

The Community Plan is supported by a four year Delivery Program; a Resourcing Strategy identifying the assets, people and funds required; an annual Operational Plan; and an end of term report on achievements. This suite of documents collectively forms Council's Integrated Planning and Reporting (IP&R) Framework.

The Delivery Program details all of the principle activities Council will undertake to achieve the goals established in the Community Plan. It has a fixed four year term aligned with the local government election cycle and is reviewed by the incoming Council within 9 months of an election.

The Operational Plan has been integrated into the Delivery Program and sets out the projects and activities to which Council is committed to over the coming financial year, with measures, time-frames, and responsibilities identified.

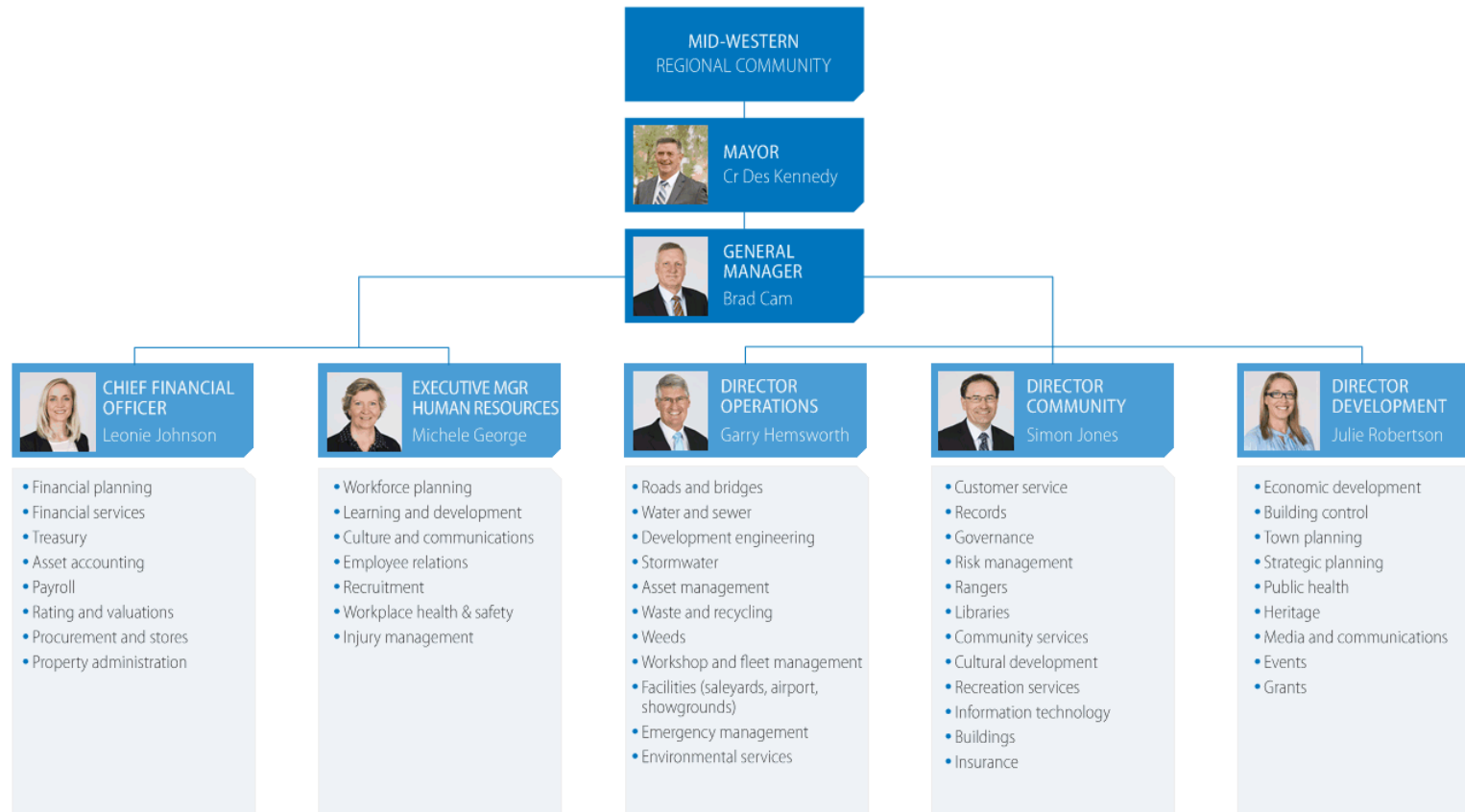
## TOWARDS 2030 INTEGRATED PLANNING AND REPORTING FRAMEWORK



## RELATIONSHIP OF THE VARIOUS PLANS IN THE INTEGRATED, PLANNING AND REPORTING FRAMEWORK



# ORGANISATION STRUCTURE



## OPERATIONAL PLAN HIGHLIGHTS



### [COMMUNITY INVESTMENT]

Investment in public infrastructure continues to be a priority, and in 2018/19, Council's total capital expenditure is budgeted at \$51.6m



### [INVESTMENT IN ROADS]

Council will invest \$14m in Roads, Bridges and Footpaths capital works in 2018/19



### [CHARBON SEWER SCHEME]

The \$2.8m Charbon Sewer Scheme will commence in 2018/19 and is expected to be completed by the end of 2019/20



### [REDUCING WASTE TO LANDFILL]

The new Food and Garden Waste collection service will commence from 1 July 2018. Currently, the average household waste bin has 60% kitchen food waste and garden material that could otherwise be diverted from landfill and turned into a new resource



### [REVENUE POLICY]

Council has increased total income from rates by 2.3%, the maximum increase as capped by IPART. Council's budget is based on applying the increase evenly across all rating categories of Farmland, Residential, Business and Mining



### [INVESTMENT IN YOUTH]

Recreational infrastructure for our youth including \$1.05M water park, \$150k Gulgong skate park and \$800k adventure playground

## FINANCIAL STATEMENTS BY NATURE

This table provides a summary of Council's budgeted income and expenditure for 2018/19 to 2021/22.

More detailed information on income and expenditure is provided in the following pages.

### FINANCIAL ASSUMPTIONS

The 2018/19 budget projects total operating expenditure of \$63 million, and a capital works program of \$51.6 million. It shows a consistently sound financial position, and is structured around maintaining or improving our Fit for the Future benchmarks, with particular emphasis on investment in existing infrastructure.

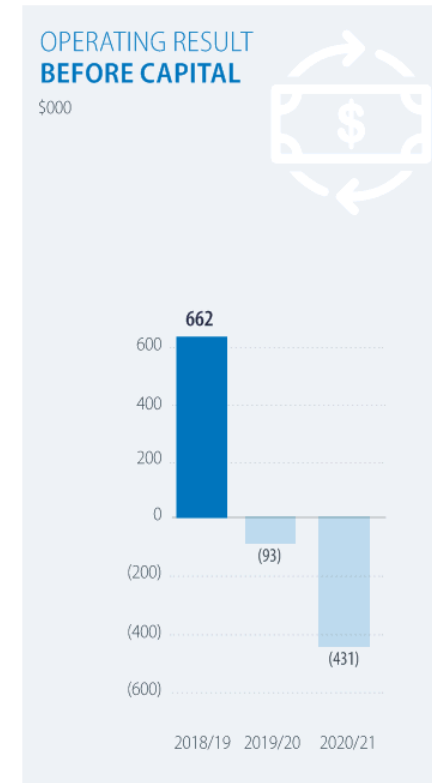
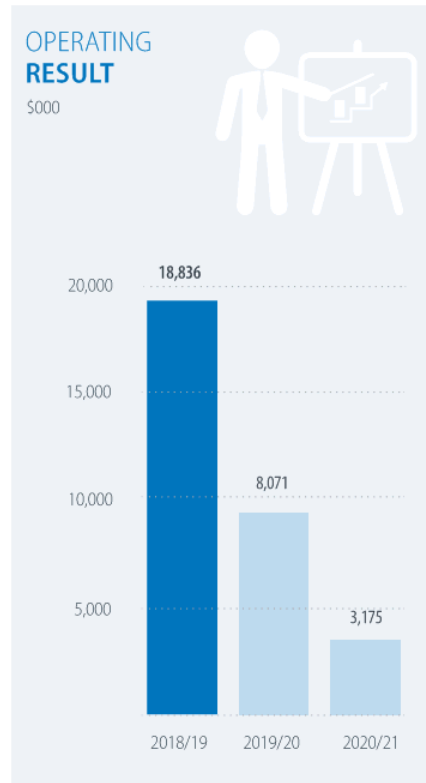
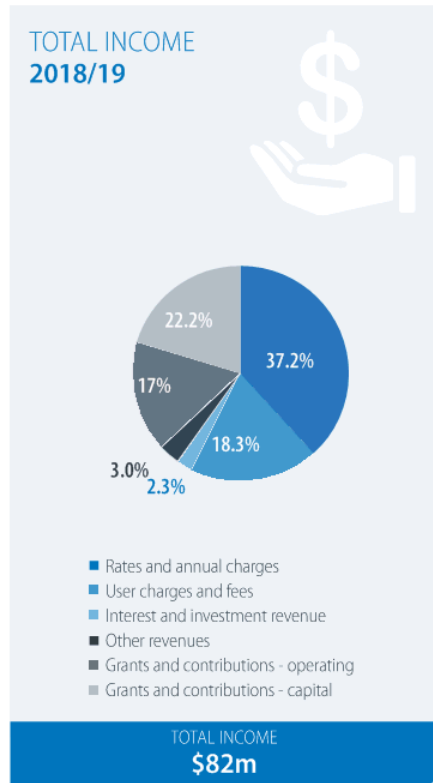
Council has and will continue to pursue operational efficiencies in order to maintain existing service levels and the delivery of quality outcomes to the community.

The budget provides for a 2.3% increase in ordinary rates yield for the 2018/19 year, in line with the rate cap determined by the NSW Independent Pricing and Regulatory Tribunal (IPART).

In planning for the 2018/19 financial year and beyond, the best possible assumptions about factors outside of Council's control have been made, such as inflation, population growth, superannuation, and grant funding. Budgets are based on what Council believe to be the most likely scenarios.

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates and Annual Charges	30,636	31,624	32,627	33,614
User Charges & Fees	15,021	11,926	12,302	12,706
Interest & Investment Revenue	1,897	1,867	1,883	1,725
Other Revenues	2,516	2,645	2,716	2,784
Grants & Contributions provided for Operating Purposes	13,937	13,490	13,546	13,735
Grants & Contributions provided for Capital Purposes	18,173	8,164	3,607	3,132
<b>Total Income</b>	<b>82,179</b>	<b>69,716</b>	<b>66,681</b>	<b>67,697</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	24,467	24,871	25,543	26,301
Borrowing Costs	936	1,089	1,188	1,186
Materials & Contracts	15,341	11,487	11,880	11,894
Depreciation & Amortisation	16,170	16,645	16,942	17,386
Impairment	0	0	0	0
Other Expenses	6,880	6,973	7,241	7,409
Net losses (gain) from the disposal of assets	(451)	580	712	451
<b>Total Expenditure</b>	<b>63,343</b>	<b>61,645</b>	<b>63,506</b>	<b>64,627</b>
<b>Net Operating Result</b>	<b>18836</b>	<b>8071</b>	<b>3175</b>	<b>3070</b>
Operating Result excluding Capital Grants & Contributions	662	(93)	(431)	(62)

## FINANCIAL STATEMENTS BY NATURE (CONT'D)



# REVENUE

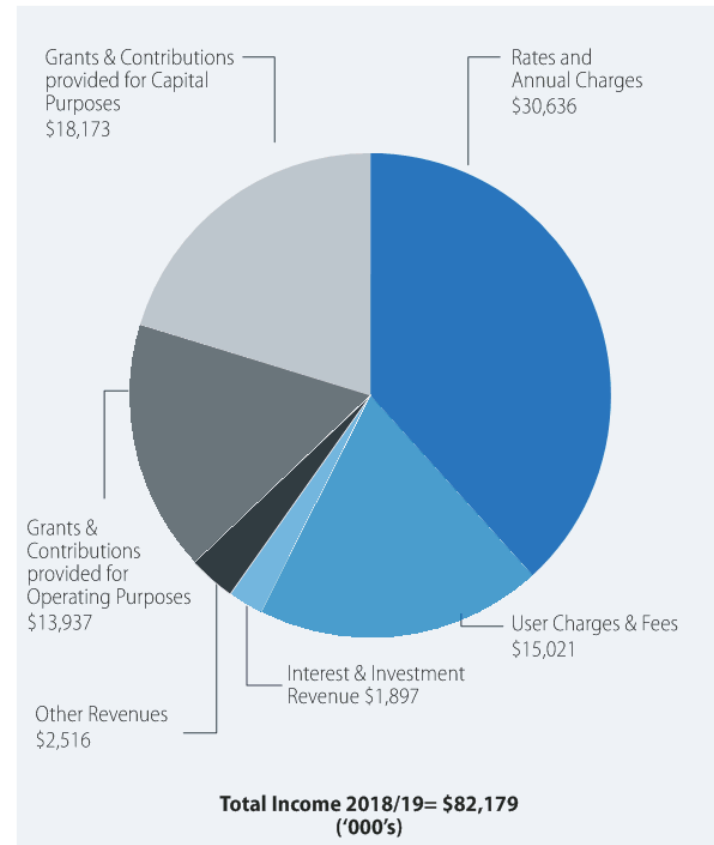
## INCOME

Council receives money in the form of rates on residential, business, mining and farmland properties; interest on investments; government grants and subsidies; contributions from major industry; annual charges for services like water, sewer and waste; and user charges and fees.

Council's primary source of income is from Rates and Annual Charges of \$30.6 million or 37.2% of total income.

Council generates a significant portion of revenue from fees and charges associated with the provision of services and facilities such as swimming pools; contract works; planning and building regulation; water consumption; and waste management. This amounts to \$15 million or 18.3%.

Grants and contributions from Government and Industry continue to be an important funding source for provision of services to, and maintenance and construction of infrastructure for the community. Council estimates to receive a total of \$32.1 million or 39.1% in grants and contributions for 2018/19.





# REVENUE POLICY

## RATES

The total income that can be raised from levying rates on property is capped by IPART, which has determined that NSW Council's may increase general income from rates by a maximum of 2.3% in 2018/2019. The proposed rate model, is to apply the full IPART capped increase of 2.3% evenly across all rating categories.

Rate assessments are based upon property valuations (ad valorem), with minimum amounts applied where appropriate. No base amounts apply to the proposed 2018/19 rate structure. Annual rate liability shall be calculated based on the latest valuations received from the NSW Valuer General. Upon registration of a new strata plan or deposited plan Council will re-rate the property(s) from the commencement of the following quarter of the rating year.

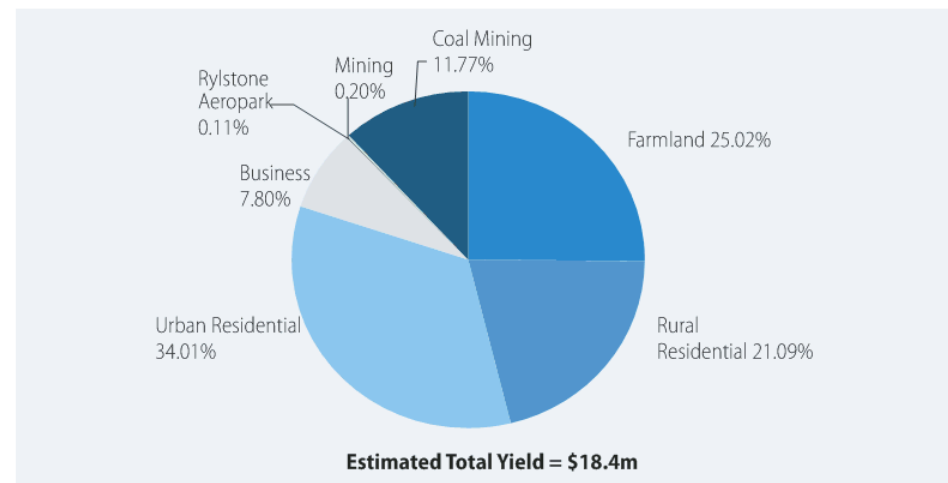
For rating purposes, land in the Mid-Western region is categorised as Farmland, Residential, Business, or Mining with further subcategories existing for Residential, Business and Mining.

The ad valorem amounts and the estimated yields cited in the table are compiled from the land values of properties recorded by Council as at January 2018. Since this time, Council has been issued with additional valuations as a result of recent subdivision activity which has increased the estimated yield from Ordinary rates for 2018/2019.

Category	Sub Category	Minimum Amount	Ad Valorem (c in \$)	Estimated Yield
Farmland		\$659.47	0.614634	\$4,628,311
Residential		\$659.47	0.654123	\$3,900,662
Residential	Urban	\$659.47	0.654123	\$6,289,534
Business		\$659.47	0.982504	\$1,442,746
Business	Rylstone Aeropark	\$216.49	0.982504	\$19,555
Mining		\$659.47	8.445008	\$37,876
Mining	Coal	\$659.47	8.445008	\$2,176,225

**Estimated Total Yield from Ordinary rates**

**\$18,494,909**



## REVENUE POLICY (CONT'D)

### SPECIAL RATES

Council will continue to levy a Special Rate for the Hunter Valley Catchment within the defined area.

Special Rate	Minimum Amount	Ad Valorem (c in \$)	Estimated Yield
Hunter Catchment Contribution	-	0.0111	\$15,211
<b>Estimated Total Yield from Special Rates</b>			<b>\$15,211</b>

### CHARGES

Council will levy various charges which are incorporated in the attached Fees and Charges schedule.

#### Water Charges<sup>1,2</sup>

This charge will be levied on all rateable and non-rateable properties where the service is available.

Charge Type	Detail	Amount	Estimated Yield
Service Availability	20mm meter	\$154	\$1,402,873
	25mm meter	\$241	
	32mm meter	\$394	
	40mm meter	\$616	
	50mm meter	\$963	
	80mm meter	\$2,464	
	100mm meter	\$3,850	
	150mm meter	\$8,663	
Usage - per kL	Residential	\$3.03	\$4,151,030
	Business	\$3.03	\$969,056
	Raw Water	\$0.66	\$30,081
	Standpipe	\$5.55	\$76,597

<sup>1</sup> In relation to any multi-unit residential development, including any strata development, each unit will be levied a 20mm service availability charge. In relation to vacant land where a water meter is not connected, each property will be levied with a 20mm service availability charge.

<sup>2</sup> Charges are developed in conjunction with the Water 30 Year Financial Plan, which is compliant with the requirements of the State Government Best Practice Guidelines.

## REVENUE POLICY (CONT'D)

### DOMESTIC WASTE MANAGEMENT INCLUDING TOWN RECYCLING

This charge will be levied on all rateable and non-rateable properties where the service is available.

Charge Type	Detail	Amount	Estimated Yield
Service availability	All locations	\$275	\$2,095,315

Where there is more than one service, the annual charge will be multiplied by the number of services.

### GENERAL WASTE DISPOSAL

This charge will be levied on all rateable and non-rateable properties. The charge is based on all waste management costs, less the cost of providing domestic waste management services and the cost of street and parks litter bins.

Charge Type	Detail	Amount excluding GST	Amount including GST	Estimated Yield
Service availability	All locations	\$205	\$225.5	\$2,843,137

Where there is more than one service, the annual charge will be multiplied by the number of services<sup>1</sup>.

<sup>1</sup> Except certain farmland property that can identify in the manner required by Council that they have a landholding that is comprised of multiple adjoining assessments, but with a lesser number of residences than assessments. They will be levied a charge for each residence on that holding.

<sup>2</sup> Charges are developed in conjunction with the Sewer 30 Year Financial Plan, which is compliant with the requirements of the State Government Best Practice Guidelines.

### BUSINESS WASTE MANAGEMENT INCLUDING TOWN RECYCLING

This charge will be levied on all rateable and non-rateable properties where the service is available.

Charge Type	Detail	Amount	Estimated Yield
Service availability	All locations	\$212	\$145,094

Where there is more than one service, the annual charge will be multiplied by the number of services.

### SEWERAGE CHARGES

This charge will be levied on all rateable and non-rateable properties where the service is available<sup>2</sup>.

Charge Type	Detail	Amount	Estimated Yield
Service availability	Residential	\$839	\$5,894,445
	Non-Residential	\$468	\$326,991
Usage - Non Residential	Based on kLs of water that would reasonably be deemed to enter MWRC sewer schemes	\$2.68	\$805,876
Liquid Trade Waste - Annual Charge	Category 1 Discharger	\$95	\$760
	Category 2 Discharger	\$190	\$21,090
	Large Discharger	\$630	\$0
	Industrial Discharger	\$190 - \$ 630	\$0
	Re-inspection Fee	\$90	\$0
Liquid Trade Waste - Usage Charge	Per kilolitre	\$1.76	\$27,977

## BORROWINGS

### PROPOSED BORROWINGS

It is Council's intention to borrow money to support the following programmed works:

Project	Fund	2018/19	2019/20	2020/21	2021/22
Rylstone Dam Upgrade	Water	-	\$4,000,000	-	-
Rylstone Kandos Sewer Augmentation	Sewer	-	\$8,500,000	-	-
Rylstone Kandos Water Augmentation	Water	-	-	-	\$2,000,000
Mudgee Water Headworks	Water	-	-	-	\$3,000,000
<b>Total</b>			<b>\$12,500,000</b>		<b>\$5,000,000</b>

Funds are to be sourced from lending authorities approved by the Office of Local Government in accordance with the Ministerial Order on Borrowings. Security is in the form of a mortgage over Council's consolidated funds and income from any source.

## BORROWINGS (CONT'D)

### EXISTING BORROWINGS

Purpose	Bank	Original Amount	Drawdown Date	Rate	Term	Annual Repayments	Maturity Date	Principal Outstanding at 30 June 2018	Proposed 2018/19	Proposed 2019/20	Proposed 2020/21	Proposed 2021/22
Water Fund - Mudgee Augmentation Project	CBA	\$3,635,000	29/06/2004	6.56%	20 years	\$325,538	29/4/2024	\$1,593,399	\$1,368,483	\$1,129,090	\$873,512	\$600,892
Water Fund - Mudgee Augmentation Project	CBA	\$900,000	10/06/2005	5.93%	20 years	\$76,934	28/4/2025	\$435,478	\$383,614	\$328,687	\$270,396	\$208,598
Multiple funds - Re-finance Water, Sewer, Waste & Saleyards loans	CBA	\$3,848,000	30/05/2006	6.52%	13 years	\$441,162	28/4/2019	\$420,472	-	-	-	-
General Fund - Showground buildings*	NAB	\$1,000,000	12/03/2010	8.05%	10 years	\$97,666	28/4/2020	\$740,998	\$702,052	\$658,611	\$634,902	\$594,902
General Fund - Mortimer St Precinct	NAB	\$1,845,000	6/01/2012	6.18%	10 years	\$247,260	28/10/2021	\$767,443	\$564,802	\$349,078	\$119,914	-
General Fund - Swimming Pools	NAB	\$4,467,000	14/02/2013	5.52%	10 years	\$577,924	28/10/2022	\$2,274,720	\$1,816,141	\$1,332,136	\$820,807	\$280,972
Sewer Fund - Mudgee Augmentation	NAB	\$9,765,844	14/02/2013	6.53%	20 years	\$841,050	28/10/1932	\$8,435,498	\$8,140,565	\$7,827,487	\$7,492,202	\$7,134,666
<b>Total</b>		<b>\$25,460,844</b>				<b>\$2,607,534</b>		<b>\$14,668,008</b>	<b>\$12,975,657</b>	<b>\$11,625,089</b>	<b>\$10,211,733</b>	<b>\$8,820,030</b>

\*Amortised over 20 years, requires refinance for further 10 years in 2020

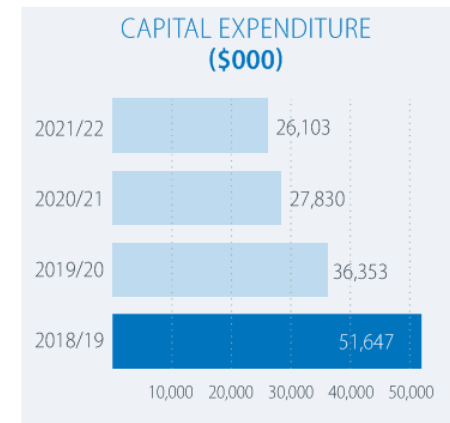
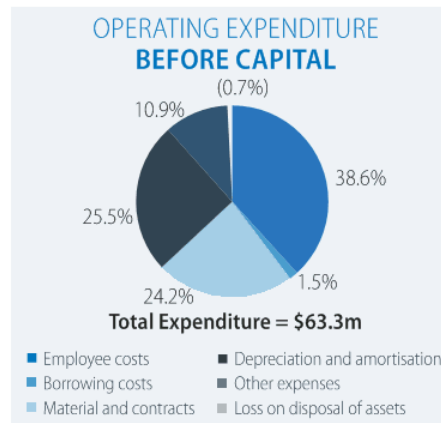
# EXPENDITURE

## EXPENDITURE

Council continues to invest as much money as possible into the renewal of existing infrastructure to ensure it is in a satisfactory and serviceable condition.

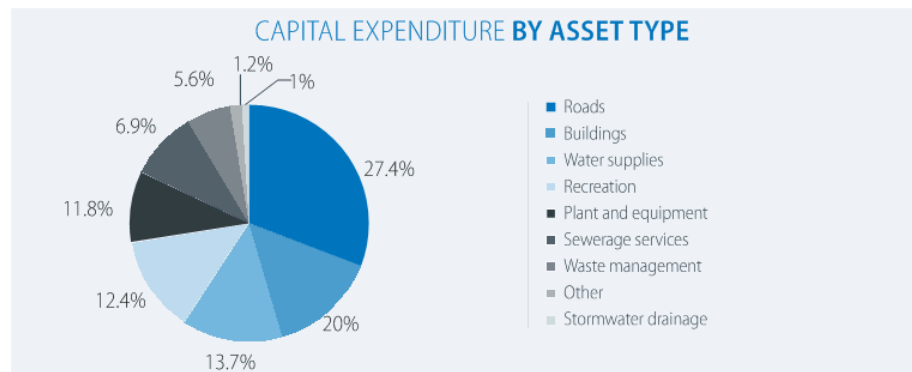
Council also continues to invest in new infrastructure to meet the demands of a growing community.

Council's major operating cash outflows include \$24.4m (38.6%) employee benefits and oncosts for approximately 319 full time equivalent employees; materials and contractors \$15.3m (24.2%); and other expenses such as electricity \$1.3m; insurances \$1m and software \$910k.



## ASSET MANAGEMENT

Council owns and maintains over half a billion dollars' worth of infrastructure including roads, parks, buildings, swimming pools, sports grounds, stormwater drainage, water and sewer networks, footpaths, buildings, and waste management facilities. These assets, which are used by the community every day, deteriorate over time, and require ongoing maintenance and renewal or replacement to keep them in a satisfactory condition.

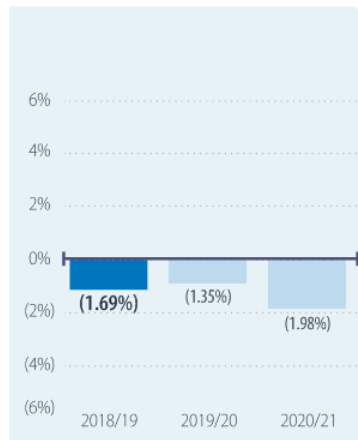


# PERFORMANCE MEASURES

## OPERATING PERFORMANCE RATIO

This ratio measures operating expenditure against operating revenue. It is important to distinguish that this ratio is focusing on operating performance and hence capital grants and contributions, fair value adjustments and reversal of revaluation decrements are excluded.

The benchmark is greater than 0%.

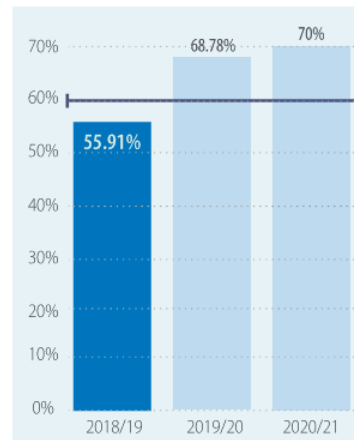


\*All ratios exclude Water and Sewer funds as per the fit for future (FFTF) benchmarking.

## OWN SOURCE OPERATING REVENUE RATIO

This ratio measures fiscal flexibility. It is the degree of reliance on external funding sources such as operating grants and contributions. Council's financial flexibility is improved by a higher level of own source revenue.

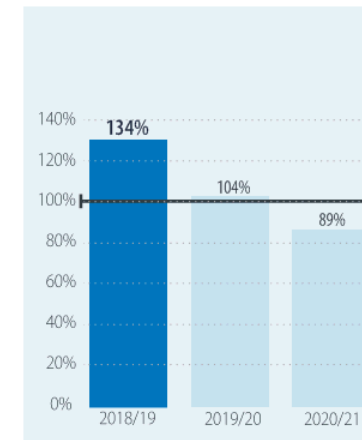
The benchmark is equal to or greater than 60%.



## BUILDINGS AND INFRASTRUCTURE ASSET RENEWAL RATIO

This ratio assesses the rate at which assets are being renewed against the rate at which they are depreciating.

The benchmark for this ratio is 100%.



## CASH RESERVES

### INTERNALLY RESTRICTED RESERVES BALANCES

Internally Restricted Reserves are funds that Council has determined to use for a specific purpose. Council may resolve to change the purpose of these funds.

Closing Balance (\$'000)	Estimated 2017/18	Proposed 2018/19	Proposed 2019/20	Proposed 2020/21	Proposed 2021/22
<b>Internal Reserves</b>					
Employee Leave Entitlements	2,545	2,795	3,045	3,295	3,545
Land Development	4,983	739	739	739	739
Election	186	203	220	37	54
Plant Replacement	3,163	1,306	2,930	1,424	2,535
Asset Replacement	1,614	753	588	733	830
Capital Program	175	229	94	286	638
Livestock Exchange	55	38	28	17	6
State Roads Warranty	200	200	200	200	200
Future Fund	500	500	500	500	500
Mudgee Bicentenary	20	20	20	20	20
<b>Total Internal Reserves</b>	<b>13,441</b>	<b>6,784</b>	<b>8,365</b>	<b>7,252</b>	<b>9,068</b>



## CASH RESERVES (CONT'D)

### EXTERNALLY RESTRICTED RESERVES BALANCES

Externally Restricted Reserves are where legislation governs the use of the funds. These funds must be spent for the specific purpose defined and cannot be used by Council for general operations.

Closing Balance (\$'000)	Estimated 2017/18	Proposed 2018/19	Proposed 2019/20	Proposed 2020/21	Proposed 2021/22
<b>External Reserves</b>					
Waste	3,706	822	294	613	872
Sewer	7,413	7,865	8,170	1,531	1,477
Water	6,442	4,757	3,885	3,280	3,022
Community Services	77	77	77	77	77
Community Tenancy Scheme - Walter & Denison St Units	104	79	79	79	79
Family Day Care	156	187	203	203	203
Bequest - Simpkins Park	101	101	101	101	101
Community Transport Vehicle Replacement	158	81	69	83	97
Ulan Road Strategy	2,020	2,603	2,688	2,774	2,863
<b>Total External Reserves</b>	<b>20,177</b>	<b>16,572</b>	<b>15,565</b>	<b>8,741</b>	<b>8,791</b>
<b>TOTAL INTERNAL AND EXTERNAL RESERVES</b>	<b>33,618</b>	<b>23,356</b>	<b>23,929</b>	<b>15,993</b>	<b>17,859</b>

## CASH RESERVES (CONT'D)

### OTHER EXTERNAL RESTRICTIONS

Council receives other income such as developer contributions and grant funding that must be used for the specific purpose in which it was received.

Closing Balance (\$'000)	Estimated 2017/18	Proposed 2018/19	Proposed 2019/20	Proposed 2020/21	Proposed 2021/22
<b>Other External Restrictions</b>					
Section 94 Plan Contributions	4,580	3,383	3,715	4,093	4,481
Section 64 Development Servicing Plan Water Supply	5,667	2,609	2,160	2,160	358
Section 64 Development Servicing Plan Sewerage	2,717	2,085	2,360	2,541	828
Voluntary Planning Agreements	2,836	3,086	3,320	3,575	3,888
<b>Total Developer Contributions</b>	<b>15,801</b>	<b>11,163</b>	<b>11,555</b>	<b>12,368</b>	<b>9,556</b>
<b>Unspent Funds</b>					
Unspent Grants	421	218	218	218	218
<b>Total Unspent Funds</b>	<b>421</b>	<b>218</b>	<b>218</b>	<b>218</b>	<b>218</b>
<b>TOTAL</b>	<b>16,222</b>	<b>11,381</b>	<b>11,773</b>	<b>12,586</b>	<b>9,774</b>

# KEY THEMES IN COMMUNITY STRATEGIC PLAN

The Towards 2030 Community Plan sets out the community vision for the future - where we are, where we want to be, how we will get there and how we know that we are there.

The Plan represents an opportunity for Council and the community to strategically create and foster sustainable communities that reflect local values and aspirations. It allows the community to define and reconcile the economic, social, cultural and environmental priorities for the region.

The Towards 2030 Community Plan was developed following an extensive consultation process in which over 2,500 residents participated in varying forms.

The key strategies and priorities identified are outlined below.



# LOOKING AFTER OUR COMMUNITY

Our planning framework of goals, strategies, and actions is built around five key themes.



## FIRE PROTECTION - RFS



# \$580k

COUNCIL'S NSW RURAL FIRE  
FIGHTING FUND LEVY

## DID YOU KNOW?

COUNCIL ADMINISTERS  
PAYMENT OF THE MAINTENANCE  
AND REPAIRS EXPENSES FOR THE  
CUDGEGONG DISTRICT

### PLANNING STRATEGIES AND ACTIONS



#### Strategy 1.1.4:

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

#### ► Action:

Work effectively with State Agency partners to maintain and enhance public safety



#### Project

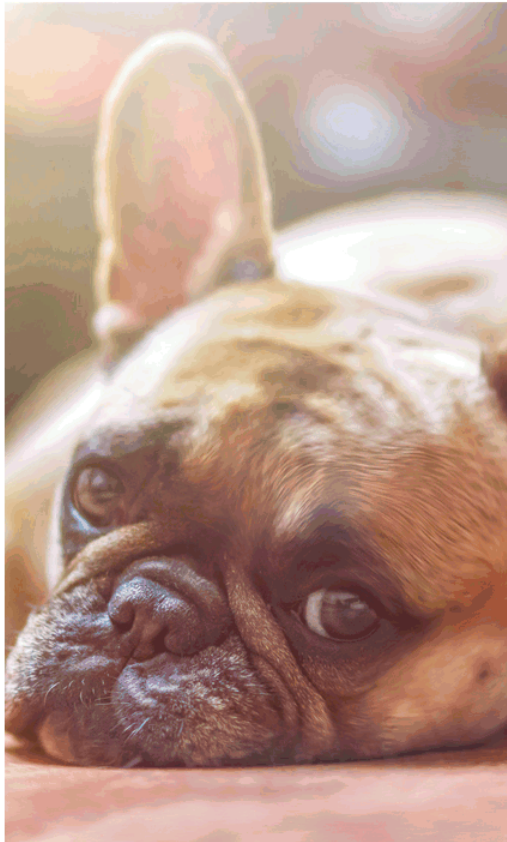
Participate in review of Emergency Plan as required

## FIRE PROTECTION - RFS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	386	395	404	413
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>386</b>	<b>395</b>	<b>404</b>	<b>413</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	66	68	70	72
Borrowing Costs	0	0	0	0
Materials & Contracts	208	213	218	224
Depreciation & Amortisation	123	126	129	132
Other Expenses	754	772	790	808
<b>Total Expenditure</b>	<b>1,150</b>	<b>1,178</b>	<b>1,206</b>	<b>1,235</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(765)</b>	<b>(783)</b>	<b>(802)</b>	<b>(822)</b>

## ANIMAL CONTROL



47

REPORTED DOG ATTACK  
INCIDENTS IN 2016/17

469

COMPANION ANIMALS WERE  
REGISTERED THROUGH COUNCIL

126

OF SEIZED ANIMALS WERE ABLE  
TO BE RE-HOMED OR RETURNED

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.4:**

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

► **Action:**

Effective animal control regulation



**Strategy 2.1.4:**

Control invasive plant and animal species

► **Action:**

Collaborate with agencies to manage feral animals

## ANIMAL CONTROL | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	7	7	7	7
Interest & Investment Revenue	0	0	0	0
Other Revenues	63	64	65	67
Grants & Contributions - Operating	5	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>74</b>	<b>71</b>	<b>72</b>	<b>74</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	197	202	208	215
Borrowing Costs	0	0	0	0
Materials & Contracts	66	62	63	65
Depreciation & Amortisation	6	6	7	7
Other Expenses	4	4	4	4
<b>Total Expenditure</b>	<b>273</b>	<b>274</b>	<b>282</b>	<b>290</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(199)</b>	<b>(204)</b>	<b>(210)</b>	<b>(216)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Mudgee Pound - Cage Repairs	20	0	0	0
	<b>20</b>	<b>0</b>	<b>0</b>	<b>0</b>



## EMERGENCY SERVICES



**\$40k**

COUNCIL'S EXPECTED NSW SES  
LEVY

**\$57k**

COUNCIL'S EXPECTED NSW FIRE  
AND RESCUE LEVY

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.4:**

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

► **Action:**

Work effectively with State Agency partners to maintain and enhance public safety



**Project**

Participate in review of Emergency Plan as required

EMERGENCY SERVICES | **BUDGET**

## OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	2	2	2	2
Depreciation & Amortisation	15	16	16	17
Other Expenses	101	104	106	109
<b>Total Expenditure</b>	<b>118</b>	<b>121</b>	<b>124</b>	<b>127</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(118)</b>	<b>(121)</b>	<b>(124)</b>	<b>(127)</b>

## PUBLIC ORDER & SAFETY ORDER



### 3 PIECES OF LEGISLATION

RANGERS ACT IN ACCORDANCE WITH 3 MAIN ACTS;

1. LOCAL GOVERNMENT ACT
2. ROADS ACT
3. INCLOSED LANDS ACT

#### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.4:**

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

▶ **Action:**

Support and implement programs which aim to reduce anti-social behaviour

▶ **Action:**

Maintain clean and attractive streets and public spaces where people feel safe

PUBLIC ORDER & SAFETY ORDER | **BUDGET**

## OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	6	6	7	7
Interest & Investment Revenue	0	0	0	0
Other Revenues	100	102	105	107
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>106</b>	<b>109</b>	<b>111</b>	<b>114</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	101	103	107	110
Borrowing Costs	0	0	0	0
Materials & Contracts	17	17	18	18
Depreciation & Amortisation	0	0	0	0
Other Expenses	3	3	3	3
<b>Total Expenditure</b>	<b>121</b>	<b>124</b>	<b>127</b>	<b>131</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(14)</b>	<b>(15)</b>	<b>(16)</b>	<b>(17)</b>

# PUBLIC HEALTH



120

FIXED FOOD PREMISES  
INSPECTED EACH YEAR

70

TEMPORARY FOOD STALLS  
INSPECTED EACH YEAR

200

ASSESSMENTS AND  
INSPECTIONS EACH YEAR

## PLANNING STRATEGIES AND ACTIONS



### Strategy 1.1.4:

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

#### ► Action:

Effective public health regulation and continuing education

## PUBLIC HEALTH | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	140	143	147	150
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>140</b>	<b>143</b>	<b>147</b>	<b>150</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	56	58	60	61
Borrowing Costs	0	0	0	0
Materials & Contracts	1	1	1	1
Depreciation & Amortisation	0	0	0	0
Other Expenses	41	42	43	44
<b>Total Expenditure</b>	<b>99</b>	<b>101</b>	<b>104</b>	<b>107</b>
<b>Net Operating Surplus (Deficit)</b>	<b>41</b>	<b>42</b>	<b>43</b>	<b>43</b>

## HEALTH OTHER



**\$15k**

ASSISTANCE PROVIDED TO  
SUPPORT RURAL DOCTORS

**\$6k**

UNIVERSITY OF WOLLONGONG  
SCHOLARSHIP

**\$27k**

HEALTHY COMMUNITIES  
PROGRAM

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.2:**

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

► **Action:**

Explore funding opportunities for improved health services. Work in partnership with Western Local Area Health Network to promote health projects



**Strategy 1.1.3:**

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

► **Action:**

Promote and support programs aimed at increasing community health and wellbeing

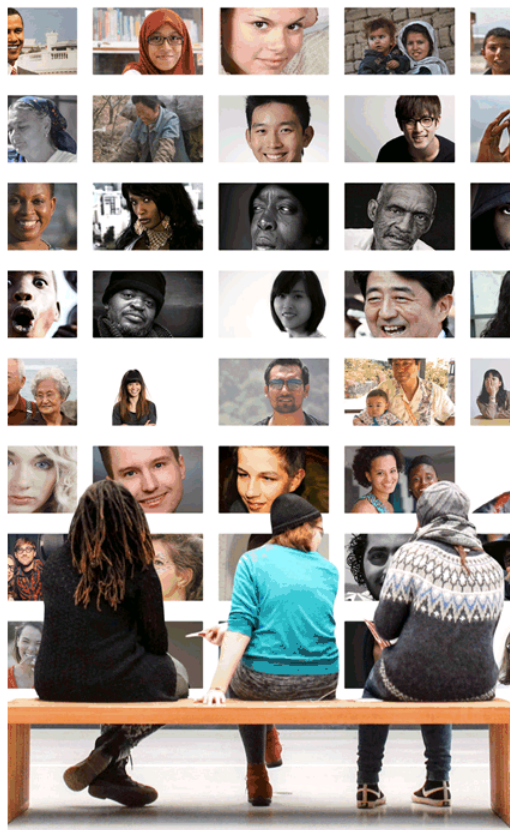
HEALTH OTHER | **BUDGET**

## OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	38	35	36	36
Depreciation & Amortisation	3	3	4	4
Other Expenses	7	7	7	7
<b>Total Expenditure</b>	<b>48</b>	<b>46</b>	<b>47</b>	<b>48</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(48)</b>	<b>(46)</b>	<b>(47)</b>	<b>(48)</b>



# COMMUNITY SERVICES ADMINISTRATION



## DID YOU KNOW?

COMMUNITY SERVICES SUPPORTS PROGRAMS FOCUSED ON

AGED | DISABLED | YOUTH | ARTS  
FAMILY DAY CARE | HOUSING |

# \$120k

GRANTS PROVIDED FOR  
COMMUNITY BUILDERS PROGRAM

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.2.4:**

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

► **Action:**

Maintain and beautify civic open space and street access areas within towns and villages in the Region



**Strategy 1.4.1:**

Support programs which strengthen the relationships between the range of community groups

► **Action:**

Work with lead agencies to ensure adequate provision of a range of services

► **Action:**

Promote volunteering through the community

## COMMUNITY SERVICES ADMINISTRATION | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	70	72	73	75
Grants & Contributions - Operating	120	123	126	128
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>190</b>	<b>194</b>	<b>199</b>	<b>204</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	282	289	298	306
Borrowing Costs	0	0	0	0
Materials & Contracts	22	22	23	23
Depreciation & Amortisation	0	0	0	0
Other Expenses	36	36	37	38
<b>Total Expenditure</b>	<b>339</b>	<b>347</b>	<b>358</b>	<b>368</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(149)</b>	<b>(153)</b>	<b>(159)</b>	<b>(164)</b>

## FAMILY DAY CARE



22

EDUCATORS SERVING OUR  
REGION

**DID YOU  
KNOW?**

FAMILY DAY CARE SERVICES THE  
MID-WESTERN REGION, AS WELL  
AS WELLINGTON

182

CHILDREN ENROLLED

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.1:**

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

► **Action:**

Provide comprehensive community support programs that embrace social justice, access and equity



**Project**

Provide a Family Day Care Service

## FAMILY DAY CARE | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	142	145	149	152
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	829	834	832	829
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>971</b>	<b>979</b>	<b>981</b>	<b>981</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	190	195	201	207
Borrowing Costs	0	0	0	0
Materials & Contracts	9	10	10	10
Depreciation & Amortisation	0	0	0	0
Other Expenses	740	758	776	794
<b>Total Expenditure</b>	<b>940</b>	<b>963</b>	<b>987</b>	<b>1,011</b>
<b>Net Operating Surplus (Deficit)</b>	<b>31</b>	<b>16</b>	<b>(6)</b>	<b>(30)</b>

## YOUTH SERVICES



**YOUTH COUNCIL**  
PROVIDES AN OPPORTUNITY FOR YOUNG PEOPLE IN THE REGION TO HAVE A VOICE IN HELPING DETERMINE COUNCIL'S PRIORITIES AND HIGHLIGHT ISSUES

**\$120k**  
KEPCO GRANT FUNDING FOR 3YRS - FOR YOUTH OFFICER

**\$1,500**  
GRANT FUNDING PROVIDED FOR YOUTH WEEK

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.1:**

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

► **Action:**

Provide comprehensive community support programs that embrace social justice, access and equity



**Strategy 1.4.1:**

Support programs which strengthen the relationships between the range of community groups

► **Action:**

Provide youth representation through the Youth Council

## YOUTH SERVICES | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	121	121	1	2
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>121</b>	<b>121</b>	<b>1</b>	<b>2</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	90	96	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	81	75	52	52
Depreciation & Amortisation	0	0	0	0
Other Expenses	0	0	0	0
<b>Total Expenditure</b>	<b>171</b>	<b>171</b>	<b>52</b>	<b>52</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(50)</b>	<b>(50)</b>	<b>(50)</b>	<b>(50)</b>

## AGED & DISABLED



**8,000**

NUMBER OF MEALS ON WHEELS  
DELIVERED EACH YEAR

**8,500**

NUMBER OF COMMUNITY  
TRANSPORT TRIPS COMPLETED  
EACH YEAR

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.1:**

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

► **Action:**

Provide comprehensive community support programs that embrace social justice, access and equity



**Strategy 1.4.1:**

Support programs which strengthen the relationships between the range of community groups

► **Action:**

Provide meaningful employment to members of the disabled community



**Strategy 1.4.3:**

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

► **Action:**

Public facilities to be accessible

## AGED & DISABLED | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	201	206	211	216
Interest & Investment Revenue	0	0	0	0
Other Revenues	99	102	104	106
Grants & Contributions - Operating	397	406	416	426
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	36	26	16	16
<b>Total Income</b>	<b>733</b>	<b>740</b>	<b>746</b>	<b>764</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	449	460	474	488
Borrowing Costs	0	0	0	0
Materials & Contracts	205	210	214	219
Depreciation & Amortisation	55	57	58	59
Other Expenses	81	83	85	87
<b>Total Expenditure</b>	<b>791</b>	<b>810</b>	<b>831</b>	<b>853</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(41)</b>	<b>(70)</b>	<b>(85)</b>	<b>(90)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Comm. Transport-Vehicle Purchase	173	84	46	46
	<b>173</b>	<b>84</b>	<b>46</b>	<b>46</b>



# HOUSING



**\$88k**

PARTNERING WITH  
HOUSING PLUS FOR CRISIS  
ACCOMMODATION IN THE  
REGION

**13**

NUMBER OF COUNCIL OWNED  
LOW COST UNITS PROVIDED IN  
THE REGION

## PLANNING STRATEGIES AND ACTIONS



### Strategy 1.2.3:

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

#### ► Action:

Promote affordable housing options across the Region



### Project

Provide funding to lease emergency housing for women and children leaving family violence

## HOUSING | BUDGET

## OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	60	61	63	64
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
<b>Total Income</b>	<b>60</b>	<b>61</b>	<b>63</b>	<b>64</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	107	110	112	115
Depreciation & Amortisation	26	27	28	28
Other Expenses	1	1	1	1
<b>Total Expenditure</b>	<b>135</b>	<b>138</b>	<b>141</b>	<b>144</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(75)</b>	<b>(76)</b>	<b>(78)</b>	<b>(80)</b>

## CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Capital -Denison Street Units	25	0	0	0
	<b>25</b>	<b>0</b>	<b>0</b>	<b>0</b>

# TOWN PLANNING



260

DEVELOPMENT APPLICATIONS  
ASSESSED EACH YEAR

\$50k

PROVIDED TO UNDERTAKE  
A MUDGEE TRAFFIC STUDY  
UPDATE

\$32k

FUNDING FOR LOCAL HERITAGE  
CONSERVATION

## PLANNING STRATEGIES AND ACTIONS



### Strategy 1.2.1:

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

#### ▶ Action:

Review Development Control Plan

#### ▶ Action:

Heritage advisory services and heritage conservation

#### ▶ Action:

Support and assist preservation of important historical sites in the region



### Strategy 1.2.3:

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

#### ▶ Action:

Ongoing monitoring of land release and development

#### ▶ Action:

Regular updating of the Comprehensive Land Use Strategy

## TOWN PLANNING (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.2.4:**

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

► **Action:**

Application of appropriate building and development controls to protect and enhance the natural and built environment in the Region



**Strategy 2.1.1:**

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

► **Action:**

Include biodiversity and heritage as key components in the development application process



**Strategy 3.2.4:**

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

► **Action:**

Provide information to assist potential investors understand local development controls and assessment processes

## TOWN PLANNING | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	406	416	426	436
Interest & Investment Revenue	0	0	0	0
Other Revenues	15	16	16	16
Grants & Contributions - Operating	26	16	17	17
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>448</b>	<b>448</b>	<b>458</b>	<b>469</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	1,128	1,156	1,190	1,226
Borrowing Costs	0	0	0	0
Materials & Contracts	197	130	133	136
Depreciation & Amortisation	0	0	0	0
Other Expenses	367	375	384	393
<b>Total Expenditure</b>	<b>1,691</b>	<b>1,661</b>	<b>1,708</b>	<b>1,755</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(1244)</b>	<b>(1213)</b>	<b>(1249)</b>	<b>(1286)</b>

# PUBLIC CEMETERIES



11

TOWN AND RURAL CEMETERIES

\$25k

GULGONG LAWN CEMETERY  
EXTENSION

\$15k

ALLOCATED EACH YEAR FOR  
ADDITIONAL CAPITAL WORKS

## PLANNING STRATEGIES AND ACTIONS



**Strategy 1.3.1:**

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

► **Action:**

Manage and maintain cemeteries throughout the Region

## PUBLIC CEMETERIES | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	274	280	287	294
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>274</b>	<b>280</b>	<b>287</b>	<b>294</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	252	259	266	274
Borrowing Costs	0	0	0	0
Materials & Contracts	189	194	198	203
Depreciation & Amortisation	26	27	27	28
Other Expenses	93	95	97	99
<b>Total Expenditure</b>	<b>560</b>	<b>574</b>	<b>589</b>	<b>604</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(286)</b>	<b>(293)</b>	<b>(302)</b>	<b>(310)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
GPS Cemetery Sites	0	0	42	0
Cemetery Capital Program	15	15	15	16
Gulgong Lawn Cemetery Extension	25	0	0	0
Mudgee Cemetery Fence Upgrade	0	65	0	0
Mudgee Cemetery Road Upgrade	0	25	25	0
	<b>40</b>	<b>105</b>	<b>82</b>	<b>16</b>


# PUBLIC CONVENIENCES




**\$25k**

FOR CAPITAL IMPROVEMENTS IN  
 2018/19

PLANNING STRATEGIES AND ACTIONS

 **Strategy 1.3.1:**  
 Provide infrastructure and services to cater for the current and future needs of our community

▶ **Action:**  
 Management and maintain sportsgrounds, parks, reserves and playgrounds across the Region

 **Project**  
 Public toilet construction and refurbishment as per Capital Works Program 2018/19



## PUBLIC CONVENIENCES | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	45	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>45</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	31	32	33	33
Depreciation & Amortisation	0	0	0	0
Other Expenses	3	3	3	3
<b>Total Expenditure</b>	<b>34</b>	<b>35</b>	<b>36</b>	<b>37</b>
<b>Net Operating Surplus (Deficit)</b>	<b>11</b>	<b>(35)</b>	<b>(36)</b>	<b>(37)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Public Toilets - Capital Upgrades - Budget Only	0	92	92	92
Redhill Public Toilets - Cap Upgrade	55	0	0	0
Public Toilets - Victoria Park Gulgong Showers	10	0	0	0
Public Toilets - Rotary Park Kandos Painting	10	0	0	0
Public Toilets - Lawson Park Painting (Floor)	5	0	0	0
Public Toilets - Matilda Park Mudgee	0	0	110	0
	<b>80</b>	<b>92</b>	<b>202</b>	<b>92</b>

# PUBLIC LIBRARIES



3

LIBRARIES IN THE MID-WESTERN REGION

85,000

BOOKS BORROWED EACH YEAR

\$20k

INCREASE TO BOOK PURCHASES FOR 2018/19 AND 2019/20

MOBILE LIBRARY

SERVICING;

COOKS GAP | ULAN | COOYAL  
WOLLAR | HARGRAVES | LUE  
ILFORD | GOOLMA |

## PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.1:**

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

► **Action:**

Provide customer focused library and information services



**Strategy 1.4.2:**

Support arts and cultural development across the Region

► **Action:**

Provision of meeting and exhibition space



**Project**

Promote the use of exhibition space provided at Mudgee Library

## PUBLIC LIBRARIES | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	2	2	2	2
Interest & Investment Revenue	0	0	0	0
Other Revenues	64	65	67	69
Grants & Contributions - Operating	97	99	101	104
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>163</b>	<b>167</b>	<b>171</b>	<b>175</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	664	680	701	722
Borrowing Costs	0	0	0	0
Materials & Contracts	219	224	229	235
Depreciation & Amortisation	196	200	205	210
Other Expenses	139	142	145	149
<b>Total Expenditure</b>	<b>1,217</b>	<b>1,247</b>	<b>1,280</b>	<b>1,315</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(1054)</b>	<b>(1080)</b>	<b>(1110)</b>	<b>(1140)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Library Books	89	91	72	74
Mudgee Library Lighting	10	0	0	0
	<b>99</b>	<b>91</b>	<b>72</b>	<b>74</b>

# COMMUNITY CENTRES




## MUDGEE STABLES


THE OLD POLICE STABLES WERE BUILT IN 1887, AND USED AS STABLING FOR POLICE HORSES

THIS FACILITY IS NOW A MULTI PURPOSE MEETING ROOM & GALLERY SPACE

PLANNING STRATEGIES AND ACTIONS

- 

**Strategy 1.4.2:**  
Support arts and cultural development across the Region

► **Action:**  
Provision of meeting and exhibition space
- 

**Project**  
Promote the use of community buildings and make available at reasonable cost

## COMMUNITY CENTRES | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	1	1	1	1
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	14	14	14	15
Depreciation & Amortisation	0	0	0	0
Other Expenses	3	3	3	3
<b>Total Expenditure</b>	<b>17</b>	<b>17</b>	<b>17</b>	<b>18</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(16)</b>	<b>(16)</b>	<b>(17)</b>	<b>(17)</b>

# PUBLIC HALLS



**\$100k**

CAPITAL WORKS UNDERTAKEN  
TO GULGONG MEMORIAL HALL

**5,500**

CINEMA TICKETS SOLD  
ANNUALLY

## PLANNING STRATEGIES AND ACTIONS



**Strategy 1.3.1:**

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

► **Action:**

Manage, plan and maintain buildings and other assets across the Region



**Strategy 1.4.2:**

Support arts and cultural development across the Region

► **Action:**

Provision of meeting and exhibition space



**Project**

Promote the use of community buildings and make available at reasonable cost

## PUBLIC HALLS (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.4.3:**

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

▶ **Action:**

Public facilities to be accessible

▶ **Action:**

Coordinate the provision of local community centres and halls for community use

PUBLIC HALLS | **BUDGET**

## OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	90	92	94	96
Grants & Contributions - Operating	2	0	0	0
Grants & Contributions - Capital	4	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>96</b>	<b>92</b>	<b>94</b>	<b>96</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	3	3	3	3
Borrowing Costs	0	0	0	0
Materials & Contracts	115	111	114	116
Depreciation & Amortisation	175	179	183	188
Other Expenses	59	60	61	63
<b>Total Expenditure</b>	<b>352</b>	<b>352</b>	<b>361</b>	<b>369</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(256)</b>	<b>(261)</b>	<b>(267)</b>	<b>(273)</b>

## CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Mudgee Town Hall - Sensory Screening	7	0	0	0
Cap Upgrd-Community Bld-Budget Only	28	301	308	316
Gulgong Memorial Hall Ext. Painting	30	0	0	0
Gulgong Memorial Hall Roof	70	0	0	0
Stables Building Painting	10	0	0	0
	<b>146</b>	<b>301</b>	<b>308</b>	<b>316</b>



## SWIMMING POOLS



3

POOLS OPERATING IN MUDGEE,  
GULGONG & KANDOS

117,000

ESTIMATED SWIMMERS EACH  
YEAR TO ATTEND COUNCIL'S  
POOLS

\$80k

ALLOCATED EACH YEAR TO  
KEEP POOL ASSETS IN GOOD  
CONDITION

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.3.1:**

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

► **Action:**

Maintain and operate swimming pool centres across the region.



**Project**

Maintain and operate swimming pool facilities at Mudgee, Gulgong and Kandos in accordance with adopted service levels



**Project**

Undertake capital upgrades and renewals to swimming pool facilities as per Capital Works Program 2018/19

## SWIMMING POOLS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	204	209	214	219
Interest & Investment Revenue	0	0	0	0
Other Revenues	57	58	60	61
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>261</b>	<b>267</b>	<b>274</b>	<b>280</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	669	685	706	727
Borrowing Costs	0	0	0	0
Materials & Contracts	386	363	372	380
Depreciation & Amortisation	351	360	368	377
Other Expenses	417	427	437	447
<b>Total Expenditure</b>	<b>1,824</b>	<b>1,835</b>	<b>1,883</b>	<b>1,932</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(1563)</b>	<b>(1568)</b>	<b>(1609)</b>	<b>(1652)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Cap Upgrd- Swimming Pools Budget Only	0	80	80	80
Pool Inflatable	17	0	0	0
Pool Matts	28	0	0	0
Pool Matt Rollers	20	0	0	0
Gulgong Pool Irrigation	15	0	0	0
	<b>80</b>	<b>80</b>	<b>80</b>	<b>80</b>

# SPORTING GROUNDS



**\$3m**

GLEN WILLOW REGIONAL  
SPORTS COMPLEX UPGRADES

DEPENDENT ON GRANT FUNDING

**\$150k**

GULGONG SKATE PARK UPGRADE

**\$500k**

MUDGEES SHOWGROUND  
REDEVELOPMENT

DEPENDENT ON GRANT FUNDING

**10**

NUMBER OF SPORTS GROUNDS  
ACROSS THE REGION

## PLANNING STRATEGIES AND ACTIONS



### Strategy 1.3.1:

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

#### ▶ Action:

Review asset management plans and underpin with financial strategy

#### ▶ Action:

Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region

#### ▶ Action:

Manage, plan and maintain buildings and other assets across the Region

SPORTING GROUNDS | **BUDGET**

## OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	152	156	152	164
Interest & Investment Revenue	0	0	0	0
Other Revenues	86	88	90	92
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	2,934	270	0	0
Gain (Loss) on Disposal of Assets	(21)	(22)	(22)	(23)
<b>Total Income</b>	<b>3,151</b>	<b>492</b>	<b>220</b>	<b>233</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	385	395	407	419
Borrowing Costs	0	0	0	0
Materials & Contracts	1,059	1,043	1,066	1,090
Depreciation & Amortisation	682	698	715	731
Other Expenses	371	372	381	390
<b>Total Expenditure</b>	<b>2,497</b>	<b>2,508</b>	<b>2,568</b>	<b>2,630</b>
<b>Net Operating Surplus (Deficit)</b>	<b>654</b>	<b>(2016)</b>	<b>(2348)</b>	<b>(2397)</b>

## CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Mudgee Showgrounds - Redevelopment	500	0	0	0
Glen Willow Sports Ground Upgrades	3,000	0	0	0
Glen Willow Netball Courts	110	0	0	0
Glen Willow Shed	15	0	0	0
Waratah Park Fencing	8	0	0	0
Glen Willow Player Seating	0	40	0	0
Glen Willow Scoreboard	160	0	0	0
Mudgee Skate Park	214	0	0	0
Gulgong Skate Park	150	0	0	0
Mudgee Showgrounds - Amenities	125	0	0	0
Billy Dunn Fence Upgrade	0	97	0	0
Mudgee Tennis Courts - Capital Upgrade	20	20	20	0
Victoria Park Gulgong - Lighting Cap Upgrade	0	500	0	0
Mudgee Showground Amenities Painting	8	0	0	0
Mudgee Showground Toilet Block Painting	5	0	0	0
Mudgee Showground Pavilion Cooling	8	0	0	0
Mudgee Showground Internal Road Access	5	5	5	0
Mudgee Showground Equipment Storage	5	0	0	0
Kandos Sportsground Grandstand Seating	34	0	0	0
Billy Dunn Grandstand - External Painting	30	0	0	0
Irrigation Rylstone Showground	0	60	0	0
	<b>4,396</b>	<b>722</b>	<b>25</b>	<b>-</b>

## PARKS & GARDENS



**\$1m**

PROPOSED FOR WATER PARK

**\$800k**

ADVENTURE PLAYGROUND IN  
GULGONG

**\$131k**

CAPITAL EXPENDITURE FOR  
APEX PARK - GULGONG

**70**

PARKS LOCATED ACROSS OUR  
REGION

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.4:**

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

► **Action:**

Support and implement programs which aim to reduce anti-social behaviour



**Project**

Increase lighting and other safety initiatives in parks and gardens as per Capital Works Program 2018/19



**Strategy 1.2.4:**

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

► **Action:**

Maintain and beautify civic open spaces and street access areas within towns and villages in the Region

## PARKS & GARDENS (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.3.1:**

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

▶ **Action:**

Review asset management plans and underpin with financial strategy

▶ **Action:**

Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region

## PARKS & GARDENS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	195	199	204	209
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	1,043	11	0	0
Gain (Loss) on Disposal of Assets	(21)	(22)	(22)	(23)
<b>Total Income</b>	<b>1,216</b>	<b>189</b>	<b>182</b>	<b>186</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	1,020	1,046	1,077	1,109
Borrowing Costs	0	0	0	0
Materials & Contracts	605	599	608	623
Depreciation & Amortisation	203	208	213	218
Other Expenses	133	136	139	142
<b>Total Expenditure</b>	<b>1,961</b>	<b>1,989</b>	<b>2,037</b>	<b>2,092</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(745)</b>	<b>(1801)</b>	<b>(1856)</b>	<b>(1906)</b>

### CAPITAL EXPENDITURE - CONT

\$'000s	2018/19	2019/20	2020/21	2021/22
Peoples Park - Capital Upgrade	5	5	5	50
Glen Willow Arboretum	5	22	5	0
Passive Parks - Landscaping Improvements	5	6	6	6
Playground Equipment Upgrade - Budget Only	0	80	94	97
Sculptures Across The Region	25	26	26	27
Playground Equipment - Rotary Park Kandos	40	0	0	0
Playground Equipment - Apex Park Gulgong	50	0	0	0
Blackman Park Fence	0	12	0	0
Playground Shading Program	0	17	32	32
Playground Shading - Blackman Park	16	0	0	0
Playground Shading - Anzac Park Shadesail	0	15	0	0
Playground Rubber Softfall Program	0	67	68	70
Mudgee Outdoor Water Park	1,050	0	0	0
Irrigation Renewal Program	0	0	0	60
District Adventure Playground	800	0	0	0
Apex Park Gulgong Capital Upgrades	16	0	0	0
Playground Equipment - Wheelchair Accessible Swing	0	40	0	0
Pitts Lane - Lighting	0	50	50	0
Playground Softfall - Apex Park Gulgong	65	0	0	0
Robertson Park Equipment Store	10	0	0	0
The Pines Walking Track Improvements	0	38	0	0
Lawson Park Path Upgrades	62	0	0	0

## PARKS & GARDENS | BUDGET

### CAPITAL EXPENDITURE - CONT

<b>\$'000s</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
Blackman Park Lighting	10	0	0	0
Darton Park Fencing	12	0	0	0
Rylstone Riverbank Picnic Tables	10	10	0	0
Blackman Park Dividing Fence	0	8	0	0
	<b>2,181</b>	<b>395</b>	<b>286</b>	<b>342</b>



# ART GALLERIES



**\$3.5m**

PROPOSED NEW ART GALLERY

DEPENDENT ON GRANT FUNDING

## PLANNING STRATEGIES AND ACTIONS



**Strategy 1.4.2:**

Support arts and cultural development across the Region

▶ **Action:**

Arts and cultural events promotion

▶ **Action:**

Provision of meeting and exhibition space

ART GALLERIES | **BUDGET**

## OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	25	50	50
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	2,997	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>2,997</b>	<b>25</b>	<b>50</b>	<b>50</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	2	2	2
Borrowing Costs	0	0	0	0
Materials & Contracts	0	128	253	253
Depreciation & Amortisation	0	0	0	0
Other Expenses	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>130</b>	<b>255</b>	<b>255</b>
<b>Net Operating Surplus (Deficit)</b>	<b>2997</b>	<b>(105)</b>	<b>(205)</b>	<b>(205)</b>

## CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Art Gallery Facility	3,500	0	0	0
	<b>3,500</b>	<b>-</b>	<b>-</b>	<b>-</b>

## BUILDING CONTROL



100

COMPLYING DEVELOPMENT AND  
CONSTRUCTION CERTIFICATE  
APPLICATIONS ASSESSED EACH  
YEAR

### DID YOU KNOW?

IF YOUR PREMISES HAS A SWIMMING  
POOL, YOU ARE REQUIRED UNDER  
THE SWIMMING POOL ACT 1992, TO  
REGISTER IT AND OBTAIN A VALID POOL  
COMPLIANCE CERTIFICATE PRIOR TO  
THE SALE OR LEASE OF THE PROPERTY

40

SWIMMING POOL COMPLIANCE  
CERTIFICATES ASSESSED AND  
INSPECTED EACH YEAR

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.2.4:**

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

► **Action:**

Application of appropriate building and  
development controls to protect and  
enhance the natural and built environment  
in the Region

## BUILDING CONTROL | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	132	135	138	141
Interest & Investment Revenue	0	0	0	0
Other Revenues	252	258	264	270
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>383</b>	<b>393</b>	<b>402</b>	<b>411</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	788	807	831	856
Borrowing Costs	0	0	0	0
Materials & Contracts	58	60	61	63
Depreciation & Amortisation	0	0	0	0
Other Expenses	74	75	77	79
<b>Total Expenditure</b>	<b>919</b>	<b>942</b>	<b>970</b>	<b>998</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(536)</b>	<b>(550)</b>	<b>(568)</b>	<b>(586)</b>

## URBAN ROADS - LOCAL (CBD STREETSAPES)



**\$233k**

CBD STREETSAPPE  
MAINTENANCE IN 2018/19

**\$105k**

TOWN APPROACH MAINTENANCE

**\$18k**

TREE PLANTING & STREETSAPPE  
IMPROVEMENTS

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.2.4:**

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

► **Action:**

Maintain and beautify civic open spaces and street access areas within towns and villages in the Region



**Project**

Implement program of street beautification and tree planting

## URBAN ROADS - LOCAL | BUDGET

### OPERATING EXPENDITURE

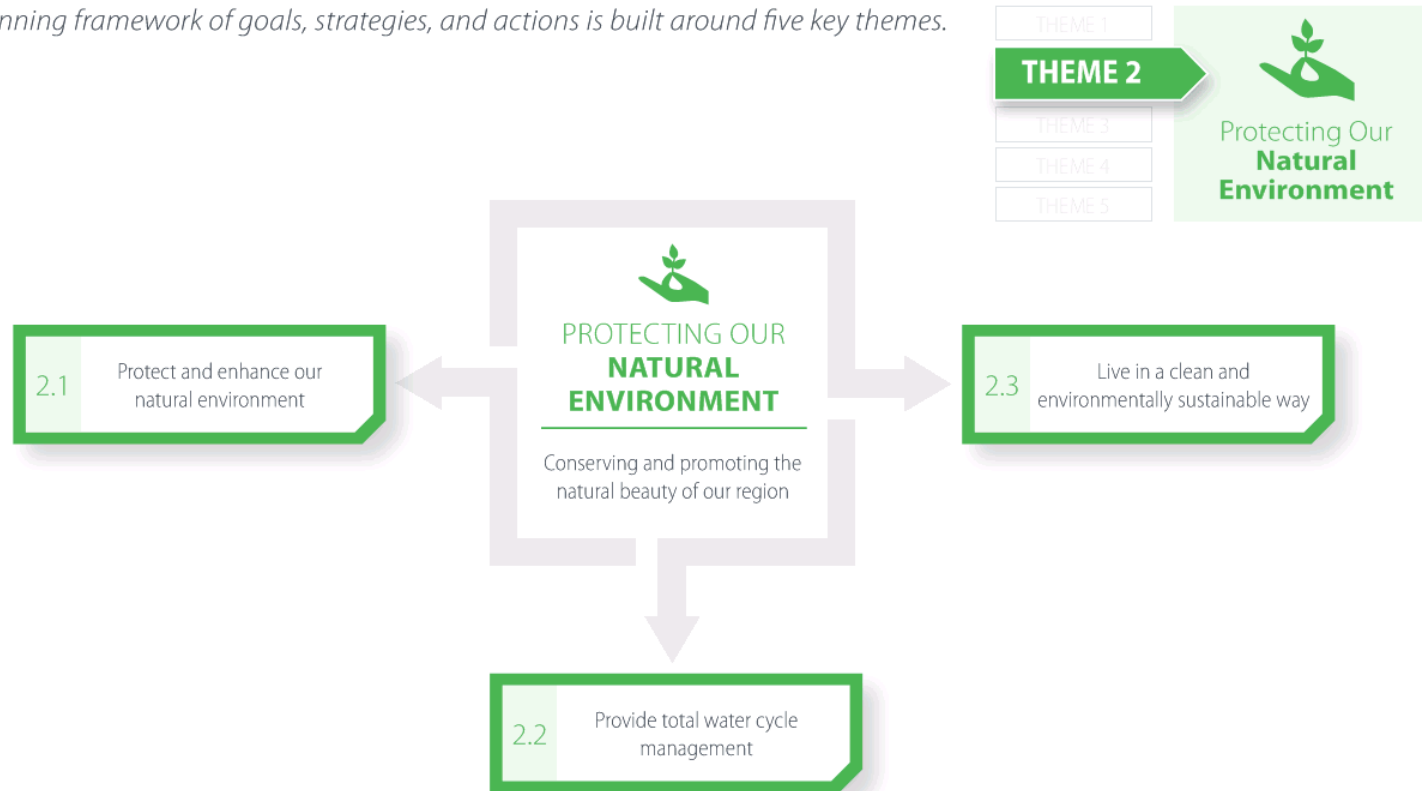
\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	100	102	105	107
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>100</b>	<b>102</b>	<b>105</b>	<b>107</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	233	239	246	253
Borrowing Costs	0	0	0	0
Materials & Contracts	220	225	230	236
Depreciation & Amortisation	0	0	0	0
Other Expenses	11	11	11	11
<b>Total Expenditure</b>	<b>463</b>	<b>474</b>	<b>487</b>	<b>500</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(363)</b>	<b>(372)</b>	<b>(382)</b>	<b>(393)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Streetscape - CBD Infrastructure	13	13	14	14
Streetscape - Tree Planting Rylstone/ Kandos	5	6	6	0
	<b>19</b>	<b>19</b>	<b>19</b>	<b>14</b>

# PROTECTING OUR NATURAL ENVIRONMENT

Our planning framework of goals, strategies, and actions is built around five key themes.



# NOXIOUS PLANTS



**900**

PROPERTIES INSPECTED EACH YEAR

**1,000**

KILOMETRES SPRAYED FOR NOXIOUS WEEDS IN OUR REGION EACH YEAR

**TOP 5**

NOXIOUS WEEDS AFFECTING OUR REGION;

- SERRATED TUSSOCK
- BLACKBERRY
- ST JOHN'S WORT
- AFRICAN BOXTHORNE
- BLUE HELIOTROPE

## PLANNING STRATEGIES AND ACTIONS



**Strategy 2.1.4:**  
Control invasive plant and animal species

► **Action:**  
Effective weeds management



**Project**  
Effective monitoring and management of noxious weeds across the Region



**Project**  
Ongoing community education on noxious weeds



**Project**  
Undertake weed control on roadsides and MWRC land



## NOXIOUS PLANTS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	5	5	5	5
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	155	159	162	166
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>160</b>	<b>164</b>	<b>168</b>	<b>172</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	567	581	598	616
Borrowing Costs	0	0	0	0
Materials & Contracts	207	212	217	222
Depreciation & Amortisation	0	0	0	0
Other Expenses	31	31	32	33
<b>Total Expenditure</b>	<b>805</b>	<b>824</b>	<b>847</b>	<b>871</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(645)</b>	<b>(660)</b>	<b>(680)</b>	<b>(699)</b>

# DOMESTIC WASTE MANAGEMENT



**7,700**  
HOUSEHOLDS RECEIVE A  
WEEKLY WASTE COLLECTION

**'FOGO'**  
NEW FOOD ORGANICS AND  
GARDEN ORGANICS COLLECTION  
SERVICE COMMENCING

**DID YOU  
KNOW?**  
THE AVERAGE HOUSEHOLD WASTE BIN  
HAS 60% KITCHEN FOOD WASTE  
AND GARDEN MATERIAL THAT COULD  
OTHERWISE BE DIVERTED FROM  
LANDFILL AND TURNED INTO A NEW  
RESOURCE

## PLANNING STRATEGIES AND ACTIONS



**Strategy 2.3.1:**

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

► **Action:**

Promote a philosophy of Reduce, Reuse, Recycle

► **Action:**

Provide a domestic recycling and waste services for all residents through kerbside collection and rural waste transfer stations



**Project**

Provide education on waste minimisation



**Project**

Provide kerbside services and local recycling facilities

## DOMESTIC WASTE MANAGEMENT (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



**Strategy 2.3.2:**

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

▶ **Action:**

Participate in regional procurement contracts for waste services that provided added value

▶ **Action:**

Participate in regional investigations for collaborative solutions to problem wastes types

▶ **Action:**

Apply for available grants under the NSW Government 'Waste Less Recycle More' package

## DOMESTIC WASTE MANAGEMENT | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	2,095	2,164	2,241	2,319
User Charges & Fees	63	65	66	68
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	26	26	27	27
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>2,185</b>	<b>2,255</b>	<b>2,334</b>	<b>2,414</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	205	210	216	222
Borrowing Costs	0	0	0	0
Materials & Contracts	1,147	1,173	1,200	1,228
Depreciation & Amortisation	0	0	0	0
Other Expenses	1,076	1,100	1,128	1,156
<b>Total Expenditure</b>	<b>2,428</b>	<b>2,483</b>	<b>2,544</b>	<b>2,606</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(243)</b>	<b>(228)</b>	<b>(210)</b>	<b>(192)</b>

## OTHER WASTE MANAGEMENT



14

RURAL WASTE TRANSFER STATIONS

23,000

TONNES OF WASTE TO LANDFILL

2,800

TONNES OF RECYCLING

\$1.5m

NEW TIP CONSTRUCTION

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.4.1:**

Support programs which strengthen the relationships between the range of community groups

► **Action:**

Provide meaningful employment to members of the disabled community



**Strategy 2.3.1:**

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

► **Action:**

Promote a philosophy of Reduce, Reuse, Recycle

► **Action:**

Provide a domestic recycling and waste services for all residents through kerbside collection and rural waste transfer stations

► **Action:**

Promote home composting initiatives for green waste

## OTHER WASTE MANAGEMENT (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



**Strategy 2.3.2:**

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

▶ **Action:**

Participate in regional procurement contracts for waste services that provided added value

▶ **Action:**

Participate in regional investigations for collaborative solutions to problem wastes types

▶ **Action:**

Apply for available grants under the NSW Government 'Waste Less Recycle More' package

## OTHER WASTE MANAGEMENT | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	2,988	3,164	3,313	3,421
User Charges & Fees	2,036	2,082	2,134	2,186
Interest & Investment Revenue	161	165	169	173
Other Revenues	475	487	498	510
Grants & Contributions - Operating	251	255	261	266
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>5,912</b>	<b>6,154</b>	<b>6,374</b>	<b>6,555</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	2,308	2,363	2,428	2,498
Borrowing Costs	26	21	22	22
Materials & Contracts	2,107	2,149	2,198	2,248
Depreciation & Amortisation	202	207	212	217
Other Expenses	815	835	855	875
<b>Total Expenditure</b>	<b>5,458</b>	<b>5,576</b>	<b>5,715</b>	<b>5,861</b>
<b>Net Operating Surplus (Deficit)</b>	<b>454</b>	<b>578</b>	<b>659</b>	<b>695</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Rural Waste Depot Upgrades	150	150	150	25
Mudgee Waste Depot Upgrades	34	35	36	131
New Tip Construction	2,000	0	0	0
Waste Sites Rehabilitation	400	143	145	148
Remote Security Cameras At Wts	0	0	0	53
Rwts Collection Facilities Upgrade	0	0	0	134
Mudgee Recycling - New Lift	50	0	0	0
Leachate Pond Enlargement	250	0	0	0
Kandos Wts Office Replacement	0	100	0	0
Gulgong Wts Office Replacement	100	0	0	0
New Weighbridge And Office	0	700	0	0
	<b>2,984</b>	<b>1,128</b>	<b>331</b>	<b>491</b>

# STREET CLEANING



**1,900**  
HOURS OF STREET SWEEPING  
AND CLEANING EACH YEAR

## PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.4:**  
Work with key partners and the community to reduce crime, anti social behaviour and improve community safety

► **Action:**  
Maintain clean and attractive streets and public spaces where people feel safe



**Project**  
Regular street cleaning and litter collection in town centres



## STREET CLEANING | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	131	134	138	142
Borrowing Costs	0	0	0	0
Materials & Contracts	116	118	121	124
Depreciation & Amortisation	0	0	0	0
Other Expenses	4	4	5	5
<b>Total Expenditure</b>	<b>251</b>	<b>257</b>	<b>264</b>	<b>271</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(251)</b>	<b>(257)</b>	<b>(264)</b>	<b>(271)</b>

# STORM WATER DRAINAGE



**16.3km**  
STORMWATER INFRASTRUCTURE

**\$28.5m**  
GROSS REPLACEMENT VALUE OF  
STORMWATER DRAINAGE ASSETS

AS AT 30 JUNE 2017

**\$62k**  
PROVIDED FOR CAUSEWAY  
IMPROVEMENTS

## PLANNING STRATEGIES AND ACTIONS



**Strategy 2.2.5:**

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

► **Action:**

Identify and plan future maintenance, renewals and upgrades for Council's stormwater assets



**Project**

Effectively maintain existing drainage network including built infrastructure and overland drainage reserves



**Project**

Update Mudgee Flood Study and Flood Management Plan



**Project**

Identify and undertake culvert replacement and causeway improve program

## STORM WATER DRAINAGE | BUDGET

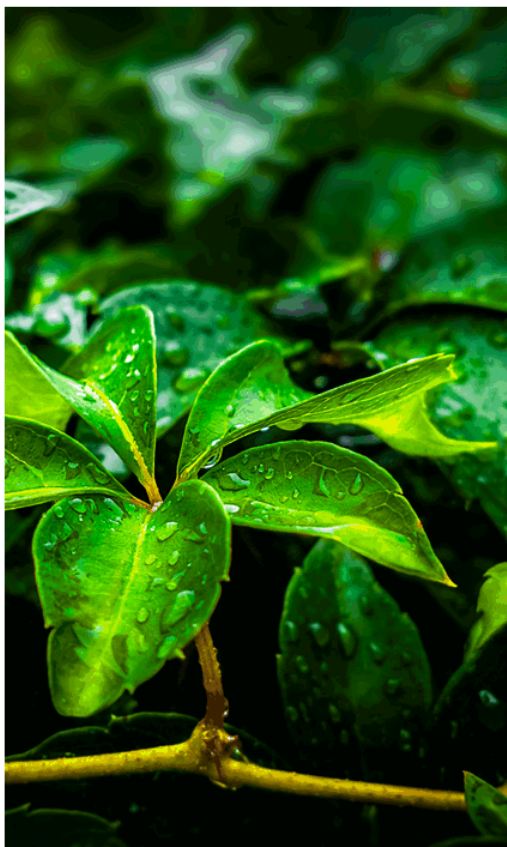
### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	250	184	188	193
Grants & Contributions - Capital	25	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>275</b>	<b>184</b>	<b>188</b>	<b>193</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	303	311	320	330
Borrowing Costs	0	0	0	0
Materials & Contracts	431	409	419	428
Depreciation & Amortisation	406	416	426	436
Other Expenses	179	184	188	192
<b>Total Expenditure</b>	<b>1,320</b>	<b>1,319</b>	<b>1,352</b>	<b>1,386</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(1,045)</b>	<b>(1,135)</b>	<b>(1,164)</b>	<b>(1,193)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Drainage Capital Improvements	0	246	251	257
Causeway Improvements	62	64	65	67
Mudgee Flood Study & Floodplain Management Plan	157	0	0	0
Kerb Extensions Jacques And Dangar Streets	50	0	0	0
Lawson Park Culvert Replacement	110	0	0	0
Cox St Inlet Pit	30	0	0	0
Earth Channel Enlargement Works	100	0	0	0
	<b>509</b>	<b>310</b>	<b>317</b>	<b>324</b>

# ENVIRONMENTAL PROTECTION



**\$63k**


CAPITAL WORKS COMMITTED FOR PUTTA BUCCA WETLANDS

DEPENDENT ON GRANT FUNDING

## PROJECT HIGHLIGHTS


- RIVERBED REGENERATION
- URBAN STREAM WEED CONTROL
- NATIONAL TREE DAY
- THREATENED SPECIES SEED BANK
- COMMUNITY EDUCATION

PLANNING STRATEGIES AND ACTIONS



**Strategy 2.1.1:**  
Ensure land use planning and management enhances and protects biodiversity and natural heritage

▶ **Action:**  
Manage environmental and cultural factors impacted by physical works on Council lands



**Strategy 2.1.3:**  
Raise community awareness of environmental and biodiversity issues

▶ **Action:**  
Deliver projects which work towards protecting biodiversity and regeneration of native environment

▶ **Action:**  
Support National Tree Day

▶ **Action:**  
Work with schools to promote environmental awareness amongst students

## ENVIRONMENTAL PROTECTION (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



**Strategy 2.2.3:**

Protect and improve catchments across the Region by supporting relevant agencies

- ▶ **Action:**  
Support relevant agencies with implementation of regional plans
- ▶ **Action:**  
Continue riparian rehabilitation program along waterways
- ▶ **Action:**  
Provide education to the community of the importance of water ways



**Strategy 2.3.3:**

Support programs that create environmental awareness and promote sustainable living

- ▶ **Action:**  
Build community awareness through environmental education

ENVIRONMENTAL PROTECTION | **BUDGET**

## OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	29	30	30	31
Grants & Contributions - Operating	31	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>60</b>	<b>30</b>	<b>30</b>	<b>31</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	92	94	97	100
Borrowing Costs	0	0	0	0
Materials & Contracts	207	78	80	82
Depreciation & Amortisation	2	2	2	2
Other Expenses	19	19	20	20
<b>Total Expenditure</b>	<b>319</b>	<b>194</b>	<b>199</b>	<b>204</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(259)</b>	<b>(164)</b>	<b>(169)</b>	<b>(173)</b>

## CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Putta Bucca Wetlands Capital	32	16	16	16
Putta Bucca Wetlands Extension	31	0	0	0
	<b>63</b>	<b>16</b>	<b>16</b>	<b>16</b>

## WATER SUPPLY



**\$110m**

GROSS REPLACEMENT VALUE OF  
WATER ASSETS

A\$ AT 30 JUNE 2017

**318km**

WATER INFRASTRUCTURE

**2,000**

GIGALITRES OF WATER  
CONSUMPTION EXPECTED FOR  
2018/19

**3**

WATER TREATMENT PLANTS

### PLANNING STRATEGIES AND ACTIONS



**Strategy 2.2.1:**

Identify and implement innovative water conservation and sustainable water usage management practices

▶ **Action:**

Encourage reduced water consumption through Best Practice Pricing

▶ **Action:**

Implement water conservation and reuse programs



**Strategy 2.2.2:**

Maintain and manage water quantity and quality

▶ **Action:**

Achieve NSW Government Best Practice Management of Water Supply and Sewerage

▶ **Action:**

Identify and plan future maintenance, renewals and upgrades for Council's water supply infrastructure

# WATER SUPPLY | BUDGET

## OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	1,403	1,454	1,516	1,578
User Charges & Fees	5,696	5,906	6,119	6,371
Interest & Investment Revenue	200	162	122	100
Other Revenues	1	1	1	1
Grants & Contributions - Operating	62	63	64	64
Grants & Contributions - Capital	200	4,000	500	0
Gain (Loss) on Disposal of Assets	(64)	(65)	(67)	(69)
<b>Total Income</b>	<b>7,498</b>	<b>11,521</b>	<b>8,255</b>	<b>8,046</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	1,631	1,672	1,721	1,772
Borrowing Costs	136	188	245	319
Materials & Contracts	1,459	1,492	1,493	1,528
Depreciation & Amortisation	1,780	1,822	1,865	1,909
Other Expenses	2,305	2,274	2,312	2,367
<b>Total Expenditure</b>	<b>7,311</b>	<b>7,448</b>	<b>7,636</b>	<b>7,894</b>
<b>Net Operating Surplus (Deficit)</b>	<b>187</b>	<b>4073</b>	<b>618</b>	<b>152</b>

## CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Water New Connections	74	76	78	80
Water Augmentation - Mudgee Headworks	2,696	0	0	5,878
Water Augmentation - West Mudgee Extension	0	0	564	0
Water Augmentation - Ulan Rd Extension	1,500	0	0	0
Water Augmentation - Rylstone & Kandos	0	200	1,300	2,000
Water Rylstone Dam Upgrade	530	8,000	0	0
Water Telemetry	0	100	0	100
Water Mains - Capital Budget Only	900	950	1,050	1,060
Water Pump Station - Capital Renewals	207	80	80	80
Water Reservoir - Flirtation Hill Gulgong	0	1,536	0	0
Water Reservoir - Flirtation Hill Mudgee	0	85	0	90
Reservoirs - Rylstone, Kandos, Charbon, Clandulla	55	0	0	0
Raw Water Systems Renewals	17	17	18	18
Water Treatment Plant - Renewals	101	104	107	110
Water Meter Replacement	865	400	250	100
Seal Gulgong Water Filling Station	98	0	0	0
Chlorine Disinfecton - Gulgong - Upgrade	110	0	0	0
	<b>7,153</b>	<b>11,548</b>	<b>3,447</b>	<b>9,516</b>



## SEWERAGE SERVICES



**\$114m**

GROSS REPLACEMENT VALUE OF  
SEWER ASSETS

AS AT 30 JUNE 2017

**247km**

SEWER INFRASTRUCTURE

**\$2.8m**

PROVIDED FOR CHARBON  
SEWER SCHEME OVER THE NEXT  
2 YEARS

**4**

SEWERTREATMENT PLANTS

### PLANNING STRATEGIES AND ACTIONS



**Strategy 2.2.1:**

Identify and implement innovative water conservation and sustainable water usage management practices

► **Action:**

Encourage reduced water consumption through Best Practice Pricing

► **Action:**

Implement water conservation and reuse programs



**Strategy 2.2.2:**

Maintain and manage water quantity and quality

► **Action:**

Achieve NSW Government Best Practice Management of Water Supply and Sewerage

## SEWERAGE SERVICES (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



**Strategy 2.2.4:**

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

▶ **Action:**

Identify and plan future maintenance, renewals and upgrades for Council's sewerage treatment infrastructure

▶ **Action:**

Improve and develop treatment options to ensure quality of waste water meets EPA standards

▶ **Action:**

Achieve NSW Government Best Practice Management of Water Supply and Sewerage

## SEWERAGE SERVICES | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	6,141	6,411	6,693	6,987
User Charges & Fees	888	917	947	979
Interest & Investment Revenue	303	257	262	98
Other Revenues	16	16	17	17
Grants & Contributions - Operating	60	61	63	64
Grants & Contributions - Capital	792	518	0	0
Gain (Loss) on Disposal of Assets	(64)	(65)	(67)	(69)
<b>Total Income</b>	<b>8,136</b>	<b>8,116</b>	<b>7,913</b>	<b>8,076</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	1,445	1,481	1,524	1,567
Borrowing Costs	551	698	837	803
Materials & Contracts	855	874	861	881
Depreciation & Amortisation	1,496	1,531	1,567	1,604
Other Expenses	2,153	2,203	2,240	2,292
<b>Total Expenditure</b>	<b>6,500</b>	<b>6,787</b>	<b>7,029</b>	<b>7,148</b>
<b>Net Operating Surplus (Deficit)</b>	<b>1636</b>	<b>1328</b>	<b>884</b>	<b>928</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Sewer New Connections	22	22	23	24
Sewer Augmentation - Rylstone & Kandos	0	8,500	7,500	0
Sewer Augmentation - Mudgee	0	0	100	3,000
Sewer Telemetry	0	44	23	23
Sewer Augmentation - Charbon & Clandulla	1,715	1,120	0	0
Sewer Mains - Capital Budget Only	255	881	894	907
Sewer Mains Relining	600	0	0	0
Sewer Pump Station - Capital Renewals	970	71	72	73
Sewer Treatment Works - Renewals	0	97	50	51
	<b>3,562</b>	<b>10,735</b>	<b>8,662</b>	<b>4,078</b>

# BUILDING A STRONG LOCAL ECONOMY

Our planning framework of goals, strategies, and actions is built around five key themes.



# CARAVAN PARKS



3

COUNCIL OWNED CARAVAN PARKS

1,900

OVERNIGHT STAYS RECORDED PER YEAR AT CUDGEGONG WATERS CARAVAN PARK

## PLANNING STRATEGIES AND ACTIONS



**Strategy 3.1.1:**

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

► **Action:**

Promote the Region to target businesses that complement key local industries

## CARAVAN PARKS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	146	149	153	156
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>146</b>	<b>149</b>	<b>153</b>	<b>156</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	1	1	1	1
Depreciation & Amortisation	57	58	60	61
Other Expenses	0	0	0	0
<b>Total Expenditure</b>	<b>58</b>	<b>60</b>	<b>61</b>	<b>62</b>
<b>Net Operating Surplus (Deficit)</b>	<b>88</b>	<b>90</b>	<b>92</b>	<b>94</b>

## TOURISM AND AREA PROMOTIONS



**10,500**

PEOPLE ATTEND ANNUAL  
FLAVOURS OF MUDGEES EVENT

**\$471k**

PROVIDED FOR TOURISM  
PROMOTION

**\$60k**

ALLOCATED TO ASSISTING  
LOCAL EVENTS IN THE REGION

**2**

NRL MATCHES TO BE HELD IN  
THE REGION IN 2018/19

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.4.2:**

Support arts and cultural development across the Region

▶ **Action:**

Arts and cultural events promotion



**Strategy 3.1.1:**

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

▶ **Action:**

Work with Mudgee Region Tourism Inc. (MRTI) to identify target markets and promote the Region

▶ **Action:**

Develop existing events in the region and attract new event proponents to hold major events and festivals in the Region

TOURISM AND AREA PROMOTIONS | **BUDGET**

## OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	297	36	37	38
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	5	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>297</b>	<b>41</b>	<b>37</b>	<b>38</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	34	11	12	12
Borrowing Costs	0	0	0	0
Materials & Contracts	955	560	572	585
Depreciation & Amortisation	0	0	0	0
Other Expenses	169	171	175	180
<b>Total Expenditure</b>	<b>1,157</b>	<b>742</b>	<b>759</b>	<b>776</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(860)</b>	<b>(701)</b>	<b>(722)</b>	<b>(738)</b>

## CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Entrance Signage Project	20	20	20	0
Wishing Well - Cherry Tree Hill	0	10	0	0
	<b>20</b>	<b>30</b>	<b>20</b>	<b>-</b>



# INDUSTRIAL DEVELOPMENT PROMOTION



## PROMOTING THE REGION

VIRTUAL REALITY EXPERIENCES CREATED AND TOURED ACROSS TARGETED CITIES TO ATTRACT INVESTMENT

## REGIONAL PLATTERS

AGRICULTURAL PROSPECTUS ENCOURAGING INVESTMENT, SUPPORT AND DEVELOPMENT FOR LOCAL AGRICULTURAL PRODUCERS

## ECONOMIC PROFILE

PROVIDE RELEVANT AND CURRENT DATA FOR INVESTORS

### PLANNING STRATEGIES AND ACTIONS



#### Strategy 3.1.1:

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

#### ▶ Action:

Promote the Region to target businesses that complement key local industries

#### ▶ Action:

Work with business and industry groups to facilitate business development workshops for existing businesses in the Region

#### ▶ Action:

Establish a process of capturing and monitoring relevant economic data to identify opportunities, trends and needs of local businesses

#### ▶ Action:

Work with the community to identify economic development opportunities

## INDUSTRIAL DEVELOPMENT PROMOTION (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



#### Strategy 3.1.2:

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

##### ► Action:

Work with business and industry groups to identify the main skills shortage areas

##### ► Action:

Encourage workers to move to the region for employment opportunities where skills shortages exist



#### Strategy 3.2.1:

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

##### ► Action:

Provide brand leadership, market the Region's competitive advantages and investment opportunities



#### Strategy 3.2.2:

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

##### ► Action:

Promote the development of infrastructure at the Mudgee Airport as an opportunity for business expansion in the aviation industry



#### Strategy 3.3.1:

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

##### ► Action:

Work with lead agencies for employment to identify trends and discuss issues impacting employment



#### Strategy 3.3.2:

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

##### ► Action:

Work with lead agencies for education in the Region to identify opportunities for economic growth

## INDUSTRIAL DEVELOPMENT PROMOTION | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	3	3	3	3
Borrowing Costs	0	0	0	0
Materials & Contracts	57	58	60	61
Depreciation & Amortisation	0	0	0	0
Other Expenses	237	242	248	254
<b>Total Expenditure</b>	<b>296</b>	<b>303</b>	<b>310</b>	<b>318</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(296)</b>	<b>(303)</b>	<b>(310)</b>	<b>(318)</b>

# SALEYARDS & MARKETS



**29,500**

CATTLE SOLD EACH YEAR

**2,500**

SHEEP SOLD EACH YEAR

**\$6k**

SECURITY UPGRADE

## PLANNING STRATEGIES AND ACTIONS



**Strategy 3.1.1:**

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

▶ **Action:**

Promote the Region to target businesses that complement key local industries

## SALEYARDS & MARKETS | BUDGET

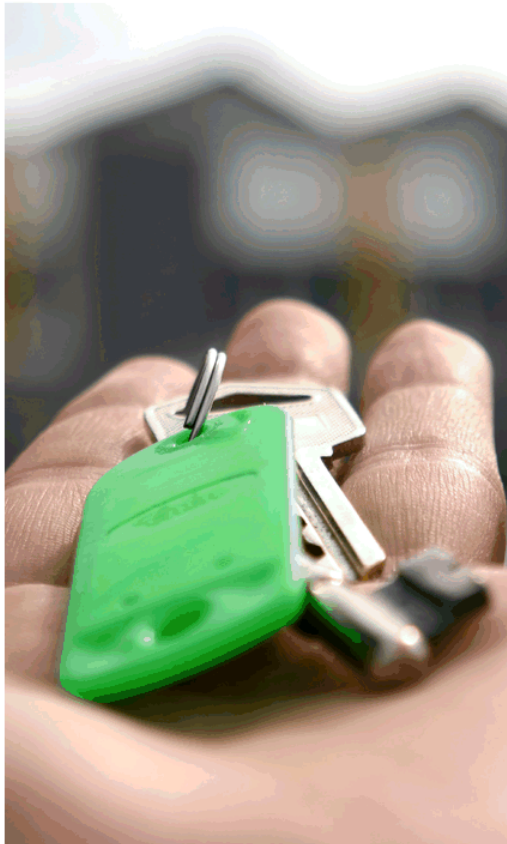
### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	302	309	316	323
Interest & Investment Revenue	0	0	0	0
Other Revenues	17	18	18	18
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>319</b>	<b>326</b>	<b>334</b>	<b>342</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	95	97	100	103
Borrowing Costs	1	0	0	0
Materials & Contracts	56	57	58	60
Depreciation & Amortisation	156	160	163	167
Other Expenses	93	95	98	100
<b>Total Expenditure</b>	<b>400</b>	<b>409</b>	<b>420</b>	<b>430</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(81)</b>	<b>(83)</b>	<b>(86)</b>	<b>(88)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Saleyards - Post And Rail Replacement	10	10	11	11
Saleyards Canteen	8	0	0	0
Saleyards Security	6	0	0	0
	<b>24</b>	<b>10</b>	<b>11</b>	<b>11</b>

# REAL ESTATE DEVELOPMENT



**\$617k**

PROPERTY RENTAL REVENUE  
ANTICIPATED FOR 2018/19

## PLANNING STRATEGIES AND ACTIONS



**Strategy 3.2.1:**  
Promote the region as a great place to live,  
work, invest and visit

► **Action:**  
Provide brand leadership, market the  
Region's competitive advantages and  
investment opportunities



**Strategy 5.3.3:**  
Prudently manage risks associated with all  
Council activities

► **Action:**  
Provide long term financial sustainability  
through sound financial management

## REAL ESTATE DEVELOPMENT | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	(300)	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	617	977	997	1,017
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	185	0	0	0
Gain (Loss) on Disposal of Assets	910	0	0	0
<b>Total Income</b>	<b>1,412</b>	<b>977</b>	<b>997</b>	<b>1,017</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	39	65	66	68
Depreciation & Amortisation	175	179	184	188
Other Expenses	24	24	25	25
<b>Total Expenditure</b>	<b>238</b>	<b>268</b>	<b>275</b>	<b>281</b>
<b>Net Operating Surplus (Deficit)</b>	<b>1,175</b>	<b>708</b>	<b>722</b>	<b>736</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Property - Ex Saleyards Stage I	390	0	0	0
Property - Burrundulla Land Development	1	1	1	1
Property - Development Mortimer St	4,764	0	0	0
Rylstone Kandos Preschool Extension	290	0	0	0
Mortimer St Precinct External Painting	9	0	0	0
Child Care (Douro) Referbishment	50	0	0	0
	<b>5,504</b>	<b>1</b>	<b>1</b>	<b>1</b>

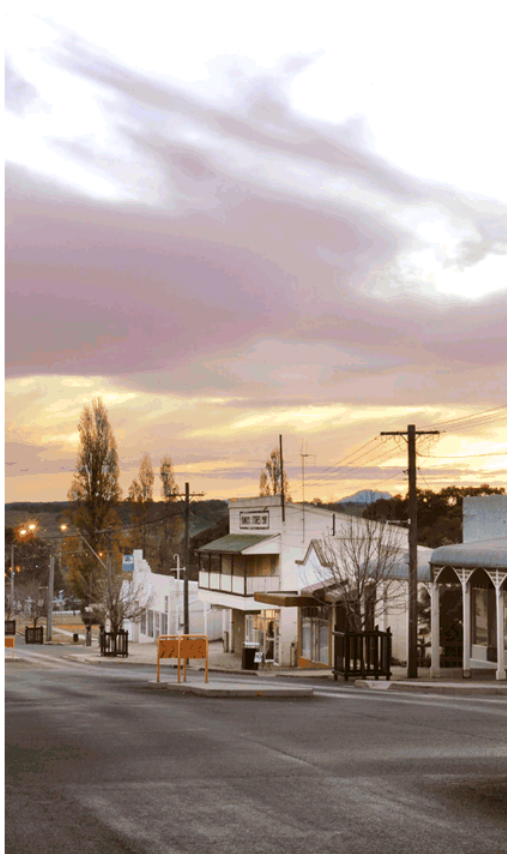
# CONNECTING OUR REGION

Our planning framework of goals, strategies, and actions is built around five key themes.





# URBAN ROADS - LOCAL



**203km**

URBAN LOCAL ROADS

**\$100m**

GROSS REPLACEMENT ASSET COST

AS AT 30 JUNE 2017



**\$1,137K OPERATING EXPENDITURE**

Includes surface repair, linemarking, inspections, sign and guidepost maintenance, litter collection and vegetation control



**\$721K CAPITAL**

Includes treatment such as resealing, pavement rehabilitation, widening and guardrail installation

## PLANNING STRATEGIES AND ACTIONS



### Strategy 4.1.1:

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

► **Action:**

Work with the RMS to improve road safety

► **Action:**

Regulate effective and appropriate user activities on the road network

► **Action:**

Participate in relevant regional transport committees and working parties



### Strategy 4.1.2:

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

► **Action:**

Implement the works program in accordance with the Roads Asset Management Plan

## URBAN ROADS - LOCAL | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	1	1	1	1
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	233	549	543	549
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	(64)	(65)	(67)	(69)
<b>Total Income</b>	<b>170</b>	<b>485</b>	<b>477</b>	<b>481</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	198	203	209	216
Borrowing Costs	0	0	0	0
Materials & Contracts	121	124	127	130
Depreciation & Amortisation	817	836	856	876
Other Expenses	1	1	1	1
<b>Total Expenditure</b>	<b>1,137</b>	<b>1,165</b>	<b>1,193</b>	<b>1,223</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(968)</b>	<b>(680)</b>	<b>(716)</b>	<b>(741)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Bus Shelter Gulgong Repair Structure	5	0	0	0
Urban Reseals - Budget Only	32	410	420	430
Urban Reseals - Mackay Street Seg 10	5	0	0	0
Urban Reseals - Nandoura Street Seg 70	6	0	0	0
Urban Reseals - Pomany Street Seg 20 - 30	13	0	0	0
Urban Reseals - Rheinberger Ave Seg 10 - 20	13	0	0	0
Urban Reseals - Robertson St Seg 20	31	0	0	0
Urban Reseals - Roxburgh St Seg 10 - 20	17	0	0	0
Urban Reseals - Thompsons Lane Seg 10,30	16	0	0	0
Urban Reseals - Wattle Lane Seg 10	4	0	0	0
Urban Reseals - White Street Seg 100	11	0	0	0
Urban Reseals - Wynella Street Seg 50	6	0	0	0
Urban Reseals - Lockwood Street Seg 10	11	0	0	0
Urban Reseal - Anderson Street Seg 10	5	0	0	0
Urban Reseal - Augusta Crescent Seg 10	4	0	0	0
Urban Reseal - Avisford Court Seg 10	10	0	0	0
Urban Reseal - Barigan Street	5	0	0	0
Urban Reseals - Bellevue Rd Seg 10 & 20	32	0	0	0
Urban Reseals - Burgundy Rd Seg 10	9	0	0	0
Urban Reseals - Darren Drive Seg 10	13	0	0	0
Urban Reseals - Flirtation Ave Seg 10	6	0	0	0
Urban Reseals - Headley Place Seg 10	5	0	0	0
Urban Reseals - Henry Bayly Dr Seg 20	14	0	0	0

## URBAN ROADS - LOCAL | BUDGET

### CAPITAL EXPENDITURE - CONT

\$'000s	2018/19	2019/20	2020/21	2021/22
Urban Reseals - Herbert Street Seg 40 & 50	12	0	0	0
Urban Reseals - Herbert Street Seg 90 - 120	18	0	0	0
Urban Reseals - Hermitage Close Seg 10	8	0	0	0
Urban Reseals - Inglis Street Seg 10	8	0	0	0
Urban Reseals - John Street Seg 10	10	0	0	0
Urban Reseals - Lewis Street Seg 70	12	0	0	0
Urban Reseals - Little Bayly Street Seg 10-20	12	0	0	0
Urban Road Rehabs - Budget Only	0	211	299	299
Urban Roads Kerb & Gutter Capital	25	25	26	27
Rehab - Robinson Street Seg 80	21	0	0	0
Rehab - Cooyal Street Seg 10	30	0	0	0
Rehab - Anzac Ave Seg 10 - 20	34	0	0	0
Rehab - Stewart Street Seg 10	7	0	0	0
Rehab - Douro Street Seg 90	214	0	0	0
Urban Rehab - Industrial Ave Gulgong	0	100	0	0
Resheeting - Urban Roads	15	15	16	16
Urban Roads Land Matters Capital	22	23	23	24
	<b>721</b>	<b>784</b>	<b>784</b>	<b>796</b>

# URBAN ROADS - REGIONAL



**3.65km**

SEALED URBAN LOCAL ROADS

**\$2.5m**

GROSS REPLACEMENT ASSET COST

AS AT 30 JUNE 2017



**\$27K OPERATING EXPENDITURE**

Includes surface repair, linemarking, inspections, sign and guidepost maintenance, litter collection and vegetation control

## PLANNING STRATEGIES AND ACTIONS



**Strategy 4.1.1:**

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

▶ **Action:**

Work with the RMS to improve road safety

▶ **Action:**

Regulate effective and appropriate user activities on the road network

▶ **Action:**

Participate in relevant regional transport committees and working parties



**Strategy 4.1.2:**

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

▶ **Action:**

Implement the works program in accordance with the Roads Asset Management Plan

## URBAN ROADS - REGIONAL | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	(20)	0	0	0
<b>Total Income</b>	<b>(20)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	0	0	0	0
Depreciation & Amortisation	27	28	28	29
Other Expenses	0	0	0	0
<b>Total Expenditure</b>	<b>27</b>	<b>28</b>	<b>28</b>	<b>29</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(47)</b>	<b>(28)</b>	<b>(28)</b>	<b>(29)</b>

# SEALED RURAL ROADS - LOCAL



**489km**

SEALED RURAL LOCAL ROADS

**\$150m**

GROSS REPLACEMENT ASSET COST

AS AT 30 JUNE 2017



**\$2,674K OPERATING EXPENDITURE**

Includes surface repair, linemarking, inspections, sign and guidepost maintenance, litter collection and vegetation control



**\$5,704K CAPITAL**

Includes treatment such as resealing, pavement rehabilitation, widening and guardrail installation

## PLANNING STRATEGIES AND ACTIONS



**Strategy 4.1.2:**

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

**Action:**

Implement the works program in accordance with the Roads Asset Management Plan



**Project**

Maintain local road network in accordance with established levels of service

## SEALED RURAL ROADS – LOCAL | BUDGET

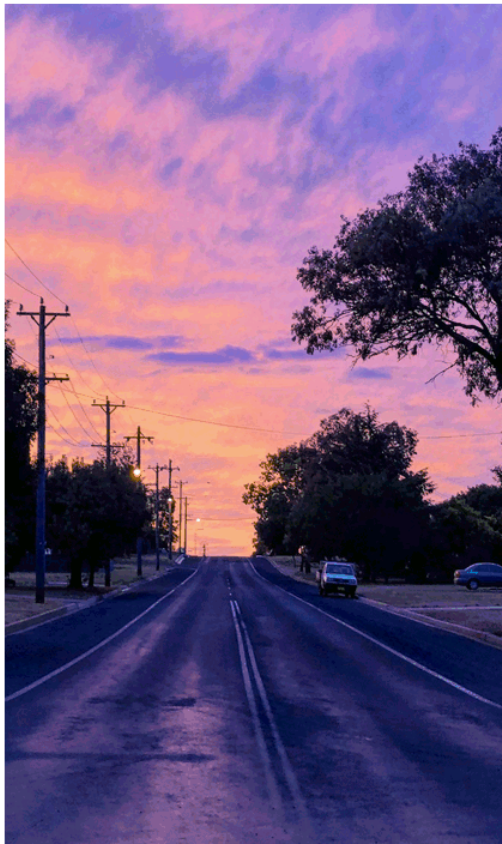
### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	1,868	1,606	1,623	1,640
Grants & Contributions - Capital	4,000	0	0	0
Gain (Loss) on Disposal of Assets	(100)	(102)	(105)	(107)
<b>Total Income</b>	<b>5,768</b>	<b>1,503</b>	<b>1,518</b>	<b>1,533</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	545	559	575	592
Borrowing Costs	0	0	0	0
Materials & Contracts	555	548	540	533
Depreciation & Amortisation	1,280	1,310	1,341	1,372
Other Expenses	295	301	309	316
<b>Total Expenditure</b>	<b>2,674</b>	<b>2,718</b>	<b>2,765</b>	<b>2,813</b>
<b>Net Operating Surplus (Deficit)</b>	<b>3094</b>	<b>(1215)</b>	<b>(1247)</b>	<b>(1280)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Rural Sealed Roads Reseals Budget Only	0	786	809	833
Rural Sealed Road Rehab & Widening - Budget Only	0	788	811	835
Rural Rehab - Lue Road Seg 140	264	0	0	0
Rural Rehab - Henry Lawson Dr Seg 140	220	0	0	0
Rural Rehab - Narrango Rd Seg 70 & Part Seg 80	285	0	0	0
Realignment - Ulan Wollar Rd	3,981	0	0	0
Heavy Patching	110	113	116	119
Cudgegong Road Guardrail	50	51	52	54
Rural Reseal - Banksia Way Seg 10	6	0	0	0
Rural Reseal - Blue Springs Rd Seg 50-100	272	0	0	0
Rural Reseal - Glen Alice Rd Seg 10,20,40	107	0	0	0
Rural Reseal - Summer Hill Rd Nth Seg 50	32	0	0	0
Rural Reseal - Triangle Swamp Rd Seg 30	17	0	0	0
Rural Reseal - Ulan-Wollar Rd Seg 40,150-190	244	0	0	0
Rural Reseal - Yarrawonga Rd Seg 70-90	89	0	0	0
Rural Sealed Road Land Matters	27	28	28	29
	<b>5,704</b>	<b>1,767</b>	<b>1,817</b>	<b>1,869</b>

# SEALED RURAL ROADS - REGIONAL



**310km**

SEALED RURAL REGIONAL  
ROADS

**\$139m**

GROSS REPLACEMENT ASSET  
COST

AS AT 30 JUNE 2017



**\$2,659K OPERATING EXPENDITURE**

Includes surface repair, linemarking, inspections,  
sign and guidepost maintenance,  
litter collection and vegetation control



**\$2,684K  
CAPITAL**

Includes treatment such as resealing, pavement  
rehabilitation, widening and guardrail installation

## PLANNING STRATEGIES AND ACTIONS



**Strategy 4.1.1:**

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

▶ **Action:**

Work with the RMS to improve road safety

▶ **Action:**

Regulate effective and appropriate user activities on the road network

▶ **Action:**

Participate in relevant regional transport committees and working parties



**Strategy 4.1.2:**

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

▶ **Action:**

Implement the works program in accordance with the Roads Asset Management Plan



## SEALED RURAL ROADS - REGIONAL | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	2,029	2,184	2,214	2,244
Grants & Contributions - Capital	1,560	1,400	1,400	1,400
Gain (Loss) on Disposal of Assets	(107)	(109)	(112)	(114)
<b>Total Income</b>	<b>3,483</b>	<b>3,474</b>	<b>3,502</b>	<b>3,529</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	358	367	377	388
Borrowing Costs	0	0	0	0
Materials & Contracts	376	499	495	490
Depreciation & Amortisation	1,611	1,649	1,688	1,728
Other Expenses	314	322	329	337
<b>Total Expenditure</b>	<b>2,659</b>	<b>2,837</b>	<b>2,890</b>	<b>2,944</b>
<b>Net Operating Surplus (Deficit)</b>	<b>824</b>	<b>638</b>	<b>612</b>	<b>586</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Rural Sealed Regional Road Capital - Budget Only	0	737	756	775
Rehab Bylong Valley Way Seg 1030 & 1035	518	0	0	0
Rehab Bylong Valley Way Part Seg 2110 & 2112	100	0	0	0
Rehab Short St - Perry St To Church St	101	0	0	0
Rural Sealed Regional Road Repair Program	800	800	800	800
Blackspot Budget Only	1,160	1,000	1,000	1,000
Rural Sealed Regional Road Land Matters Capital	5	5	5	5
	<b>2,684</b>	<b>2,542</b>	<b>2,561</b>	<b>2,580</b>

# UNSEALED RURAL ROADS - LOCAL



**1,233km**

UNSEALED RURAL LOCAL ROADS

**\$179m**

GROSS REPLACEMENT ASSET COST

AS AT 30 JUNE 2017

## PLANNING STRATEGIES AND ACTIONS



**Strategy 4.1.2:**

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

► **Action:**

Implement the works program in accordance with the Roads Asset Management Plan

## UNSEALED RURAL ROADS - LOCAL | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	982	1,005	1,028	1,052
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	(64)	(65)	(67)	(69)
<b>Total Income</b>	<b>918</b>	<b>939</b>	<b>961</b>	<b>984</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	662	679	699	720
Borrowing Costs	0	0	0	0
Materials & Contracts	764	782	801	819
Depreciation & Amortisation	1,282	1,312	1,343	1,374
Other Expenses	237	243	248	254
<b>Total Expenditure</b>	<b>2,945</b>	<b>3,015</b>	<b>3,091</b>	<b>3,168</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(2027)</b>	<b>(2076)</b>	<b>(2129)</b>	<b>(2184)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Widen And Seal Mt Vincent Road Hill	0	200	0	0
Resheeting	1,318	1,350	1,385	1,420
Unsealed Roads Land Matters Capital	16	17	17	17
	<b>1,334</b>	<b>1,567</b>	<b>1,402</b>	<b>1,437</b>

# UNSEALED RURAL ROADS - REGIONAL



## WOLLAR ROAD

COUNCIL IS CURRENTLY IN THE FINAL STAGES OF THE WOLLAR ROAD SEAL EXTENSION. FOLLOWING THE COMPLETION OF THIS WORK THERE WILL NO LONGER BE ANY UNSEALED REGIONAL RURAL ROADS

### PLANNING STRATEGIES AND ACTIONS



**Strategy 4.1.2:**  
Provide a roads network that balances asset conditions with available resources and community needs

▶ **Action:**  
Implement the works program in accordance with the Roads Asset Management Plan

## UNSEALED RURAL ROADS - REGIONAL | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	1,600	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>1,600</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	0	0	0	0
Depreciation & Amortisation	0	0	0	0
Other Expenses	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Operating Surplus (Deficit)</b>	<b>1,600</b>			

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Seal Extension - Wollar Road	1,600	0	0	0
	<b>1,600</b>	<b>-</b>	<b>-</b>	<b>-</b>

# BRIDGES RURAL ROADS - LOCAL



101

BRIDGES RURAL LOCAL ROADS

\$56m

GROSS REPLACEMENT ASSET COST

AS AT 30 JUNE 2017



\$692K OPERATING EXPENDITURE

Includes surface repair, linemarking, inspections, sign and guidepost maintenance, litter collection and vegetation control

PLANNING STRATEGIES AND ACTIONS

 **Strategy 4.1.2:**  
Provide a roads network that balances asset conditions with available resources and community needs

▶ **Action:**  
Implement the works program in accordance with the Roads Asset Management Plan

 **Project**  
Upgrade and renewal of local bridges in accordance with Capital Works Program 2018/19

## BRIDGES RURAL ROADS - LOCAL | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	602	53	54	56
Grants & Contributions - Capital	225	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>827</b>	<b>53</b>	<b>54</b>	<b>56</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	40	41	42	43
Borrowing Costs	0	0	0	0
Materials & Contracts	25	26	26	26
Depreciation & Amortisation	627	642	657	673
Other Expenses	0	0	0	0
<b>Total Expenditure</b>	<b>692</b>	<b>709</b>	<b>725</b>	<b>742</b>
<b>Net Operating Surplus (Deficit)</b>	<b>134</b>	<b>(656)</b>	<b>(671)</b>	<b>(687)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Henry Lawson Drive Bridge	550	0	0	0
Goodiman Creek Bridge Replacement	450	0	0	0
	<b>1,000</b>	<b>-</b>	<b>-</b>	<b>-</b>

# BRIDGES RURAL ROADS - REGIONAL



68

BRIDGES RURAL REGIONAL  
ROADS

\$46m

GROSS REPLACEMENT ASSET  
COST

AS AT 30 JUNE 2017



\$535K OPERATING EXPENDITURE

Includes surface repair, linemarking, inspections,  
sign and guidepost maintenance,  
litter collection and vegetation control



\$57K  
CAPITAL

Includes treatment such as resealing, pavement  
rehabilitation, widening and guardrail installation

## PLANNING STRATEGIES AND ACTIONS



### Strategy 4.1.2:

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

#### ► Action:

Implement the works program in accordance with the Roads Asset Management Plan



### Project

Upgrade and renewal of local bridges in accordance with Capital Works Program 2018/19



## BRIDGES RURAL ROADS - REGIONAL | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	114	117	120	123
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>114</b>	<b>117</b>	<b>120</b>	<b>123</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	48	49	50	52
Borrowing Costs	0	0	0	0
Materials & Contracts	10	10	10	10
Depreciation & Amortisation	478	489	500	512
Other Expenses	0	0	0	0
<b>Total Expenditure</b>	<b>535</b>	<b>548</b>	<b>561</b>	<b>574</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(421)</b>	<b>(431)</b>	<b>(441)</b>	<b>(451)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Regional Road Bridge Capital	57	58	59	61
	<b>57</b>	<b>58</b>	<b>59</b>	<b>61</b>

# ULAN ROAD STRATEGY - REGIONAL



**\$730k**

EACH YEAR TO CONTINUE IMPROVING ULAN ROAD WITH REHABILITATION, WIDENING AND RESEALING

## PLANNING STRATEGIES AND ACTIONS



**Strategy 4.1.2:**

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

► **Action:**

Implement the works program in accordance with the Roads Asset Management Plan



**Project**

Implementation of the Ulan Road Strategy

## ULAN ROAD STRATEGY - REGIONAL | BUDGET

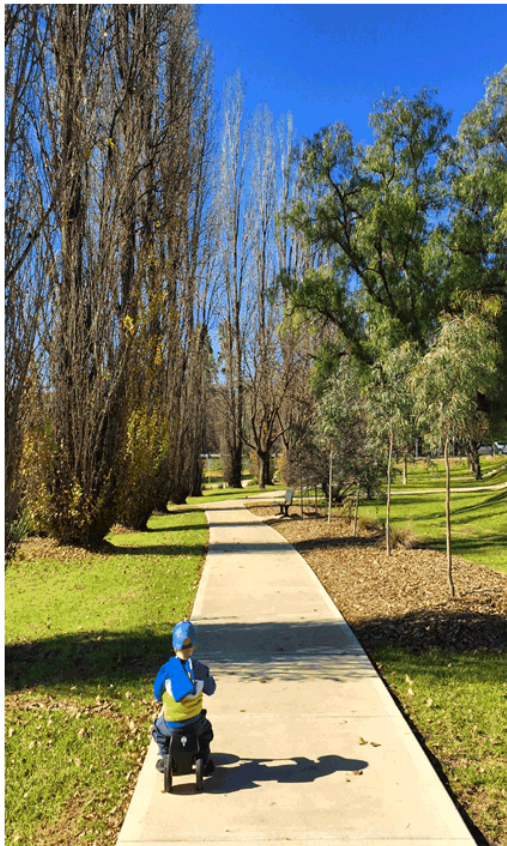
### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	942	836	856	876
Grants & Contributions - Capital	375	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>1,317</b>	<b>836</b>	<b>856</b>	<b>876</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	0	0	0	0
Depreciation & Amortisation	0	0	0	0
Other Expenses	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Operating Surplus (Deficit)</b>	<b>1317</b>	<b>836</b>	<b>856</b>	<b>876</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Ulan Road - Rehabs, Widening And Conforming Reseals - Budget	734	751	769	787
	<b>734</b>	<b>751</b>	<b>769</b>	<b>787</b>

# FOOTPATHS



**81.7km**

FOOTPATHS ACROSS OUR REGION

**\$8m**

GROSS REPLACEMENT VALUE OF FOOTPATH INFRASTRUCTURE

AS AT 30 JUNE 2017

**\$39k**

WINTER STREET FOOTPATH EXTENSION

## PLANNING STRATEGIES AND ACTIONS



**Strategy 4.3.1:**

Develop and enhance walking and cycling networks across the Region

► **Action:**

Implement the Pedestrian Access Mobility Plan (PAMP)



**Project**

Upgrade and renewal of footpaths and cycleways in accordance with Capital Works Program 2018/19



**Project**

Maintain existing footpath and cycleway network in accordance with established levels of service



**Project**

Extension of Cudgegong River shared pathway to Glen Willow/Putta Bucca

## FOOTPATHS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	287	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>0</b>	<b>287</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	38	39	40	42
Borrowing Costs	0	0	0	0
Materials & Contracts	39	40	41	42
Depreciation & Amortisation	156	160	164	167
Other Expenses	3	3	3	3
<b>Total Expenditure</b>	<b>236</b>	<b>242</b>	<b>248</b>	<b>254</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(236)</b>	<b>45</b>	<b>(248)</b>	<b>(254)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Footways - Capital Works	116	131	135	138
Pedestrian Bridge Rylstone	0	450	0	0
Footpath - Winter Street To Walking Track	39	0	0	0
Kandos Rylstone Bike Path	0	40	0	0
Pedestrian Crossing - Douro St	0	34	0	0
	<b>155</b>	<b>655</b>	<b>135</b>	<b>138</b>

# AERODROMES



**4,000**

AIRPORT LANDINGS EACH YEAR

## FLY PELICAN

ONGOING SUPPORT FOR  
REGULAR PASSENGER  
TRANSPORT SERVICE BETWEEN  
SYDNEY AND MUDGEES

### PLANNING STRATEGIES AND ACTIONS



**Strategy 3.2.2:**

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

▶ **Action:**

Promote the development of infrastructure at the Mudgee Airport as an opportunity for business expansion in the aviation industry



**Strategy 4.2.1:**

Develop a regional transport network in partnership with government agencies, that grows with the needs of residents and businesses

▶ **Action:**

Support the continuation of commercial passenger services at Mudgee Airport

## AERODROMES | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	134	138	141	144
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>134</b>	<b>138</b>	<b>141</b>	<b>144</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	117	120	124	127
Borrowing Costs	0	0	0	0
Materials & Contracts	81	78	80	82
Depreciation & Amortisation	148	151	155	158
Other Expenses	115	118	121	123
<b>Total Expenditure</b>	<b>461</b>	<b>467</b>	<b>479</b>	<b>491</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(327)</b>	<b>(330)</b>	<b>(338)</b>	<b>(347)</b>

### CAPITAL EXPENDITURE


\$'000s	2018/19	2019/20	2020/21	2021/22
Airport - Obstacle Lights	6	0	0	0
Airport - Main Runway Surface Assessment	25	0	0	0
	<b>31</b>	<b>-</b>	<b>-</b>	<b>-</b>

# PARKING AREAS



**52,839m<sup>2</sup>**  
COUNCIL OWNED CAR PARK  
INFRASTRUCTURE

PLANNING STRATEGIES AND ACTIONS

 **Strategy 4.1.2:**  
Provide a roads network that balances asset conditions with available resources and community needs

▶ **Action:**  
Implement the works program in accordance with the Roads Asset Management Plan



## PARKING AREAS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	32	33	34	34
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>32</b>	<b>33</b>	<b>34</b>	<b>34</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	13	13	14	14
Borrowing Costs	0	0	0	0
Materials & Contracts	6	6	6	6
Depreciation & Amortisation	317	324	332	340
Other Expenses	2	2	3	3
<b>Total Expenditure</b>	<b>338</b>	<b>346</b>	<b>354</b>	<b>362</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(306)</b>	<b>(313)</b>	<b>(320)</b>	<b>(328)</b>

# RMS WORKS - STATE ROADS



**206km**

STATE HIGHWAY ROAD NETWORK

**\$5.5m**

STATE HIGHWAY EXPENDITURE ANTICIPATED FOR 2018/19

**RMS**

DELIVERING UPGRADES TO STATE HIGHWAYS IN PARTNERSHIP WITH ROADS AND MARITIME SERVICES

## PLANNING STRATEGIES AND ACTIONS



**Strategy 4.1.1:**

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

► **Action:**

Work with the RMS to improve road safety



**Strategy 4.1.2:**

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

► **Action:**

Implement the works program in accordance with the Roads Asset Management Plan

## RMS WORKS - STATE ROADS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	5,805	2,077	2,123	2,163
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>5,805</b>	<b>2,077</b>	<b>2,123</b>	<b>2,163</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	824	651	671	684
Borrowing Costs	0	0	0	0
Materials & Contracts	4,488	1,084	1,107	1,126
Depreciation & Amortisation	0	0	0	0
Other Expenses	213	218	223	228
<b>Total Expenditure</b>	<b>5,524</b>	<b>1,953</b>	<b>2,001</b>	<b>2,039</b>
<b>Net Operating Surplus (Deficit)</b>	<b>281</b>	<b>124</b>	<b>122</b>	<b>124</b>

# STREET LIGHTING



## \$405k

ELECTRICITY COSTS FOR STREET LIGHTING IN

MUDGEE | GULGONG | KANDOS  
RYLSTONE

### PLANNING STRATEGIES AND ACTIONS



**Strategy 2.3.4:**

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

► **Action:**

Implement alternative energy and sustainable technologies in physical works and service delivery



**Project**

Work with Essential Energy to obtain funds for LED Street Lighting Retrofit



**Project**

Consider opportunities for alternative energy and sustainable technologies (such as green energy programs or solar panel installation) as part of the Capital Works Program

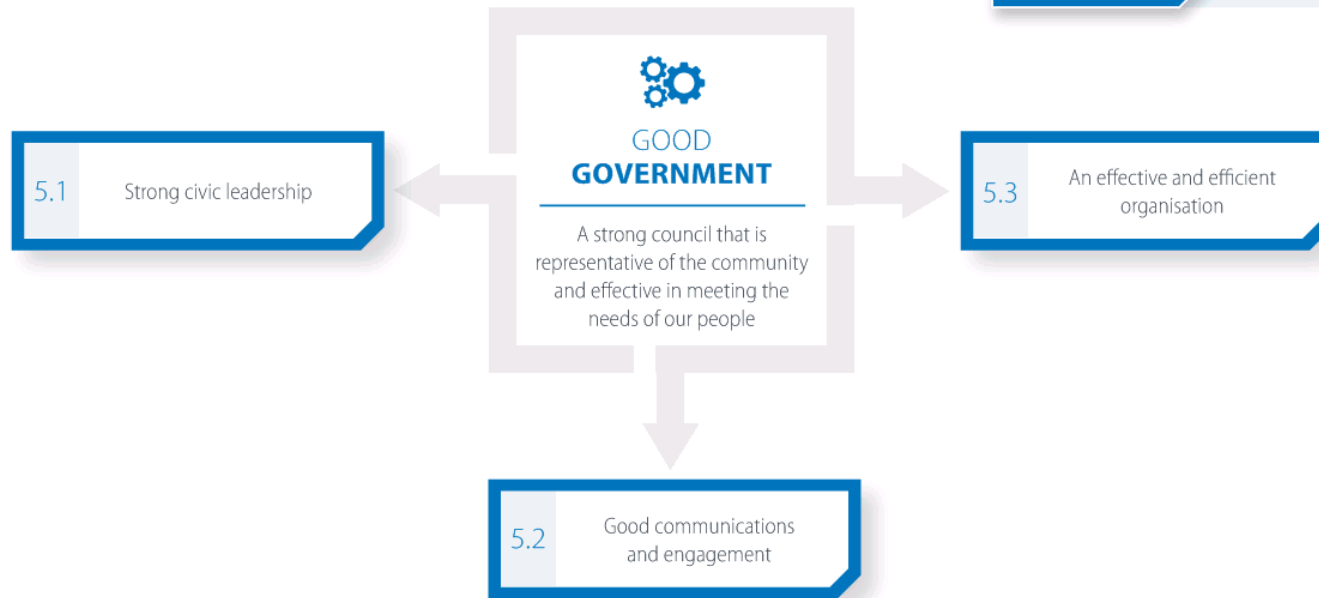
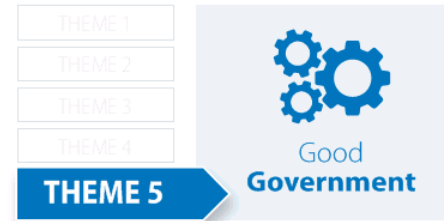
## STREET LIGHTING | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	35	35	36	37
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>35</b>	<b>35</b>	<b>36</b>	<b>37</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	3	3	3	3
Borrowing Costs	0	0	0	0
Materials & Contracts	29	6	6	7
Depreciation & Amortisation	0	0	0	0
Other Expenses	405	460	469	479
<b>Total Expenditure</b>	<b>437</b>	<b>469</b>	<b>479</b>	<b>489</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(402)</b>	<b>(434)</b>	<b>(443)</b>	<b>(452)</b>

# GOOD GOVERNMENT

Our planning framework of goals, strategies, and actions is built around five key themes.



## GOVERNANCE



**\$121k**

PROVIDED FOR  
COMMUNITY GRANTS

**11**

COUNCIL MEETINGS  
SCHEDULED FOR 2018/19

**4,000**

EXPECTED VIEWS OF COUNCIL  
WEBCASTING MEETINGS

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.3:**

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

▶ **Action:**

Provide financial assistance in accordance with Councils community grants program policy



**Strategy 5.1.2:**

Provide accountable and transparent decision making for the community

▶ **Action:**

Ongoing review and enhancement of government framework

▶ **Action:**

Provide professional development opportunities to support elected members in fulfilling their obligations as councillors

▶ **Action:**

Hold awareness sessions for potential candidates in the six months leading up to each Council election and ensure information packages are available

## GOVERNANCE (CONT'D)

### PLANNING STRATEGIES AND ACTIONS

**Strategy 5.2.2**

Encourage community access and participation in Council decision making

**▶ Action:**

Provide opportunities and make it easy for the community to participate in and influence decision making

**Strategy 5.3.1:**

Pursue excellence in service delivery

**▶ Action:**

Benchmark Council's service delivery against relevant organisations

**Strategy 5.3.3:**

Prudently manage risks associated with all Council activities

**▶ Action:**

Monitor and review Council's policies and strategies

**▶ Action:**

Monitor and review Council's risks



## GOVERNANCE | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	116	119	122	125
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>116</b>	<b>119</b>	<b>122</b>	<b>125</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	11	11	12	12
Borrowing Costs	0	0	0	0
Materials & Contracts	83	64	265	67
Depreciation & Amortisation	0	0	0	0
Other Expenses	485	496	508	520
<b>Total Expenditure</b>	<b>579</b>	<b>572</b>	<b>785</b>	<b>599</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(463)</b>	<b>(453)</b>	<b>(663)</b>	<b>(474)</b>

# CORPORATE SUPPORT



3

CUSTOMER SERVICE CENTRES

319

FULL TIME EQUIVALENT EMPLOYEES ACROSS COUNCIL AT 30 JUNE 2017

2,500

PARTICIPATED IN COMMUNITY PLAN REVIEW

7,000

CALLS RECEIVED BY CUSTOMER SERVICE EACH YEAR

## PLANNING STRATEGIES AND ACTIONS



**Strategy 1.1.2:**

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

▶ **Action:**

Explore funding opportunities for improved health services. Work in partnership with Western Local Area Health Network to promote health projects



**Strategy 1.1.4:**

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

▶ **Action:**

Support and implement programs which aim to reduce anti-social behaviour

## CORPORATE SUPPORT (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



**Strategy 1.2.2:**

Manage the impacts of mining operations in the Region

▶ **Action:**

Monitor employment and population growth

▶ **Action:**

Meet regularly with mining companies



**Strategy 1.4.1:**

Support programs which strengthen the relationships between the range of community groups

▶ **Action:**

Provide meaningful employment to members of the disabled community



**Strategy 2.1.2:**

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

▶ **Action:**

Work with the community and government agencies to identify and address the issues and mitigate impacts associated with mining



**Strategy 2.2.1:**

Identify and implement innovative water conservation and sustainable water usage management practices

▶ **Action:**

Work to secure water for agriculture and urban use

▶ **Action:**

Play an active role in the implementation of the Murray Darling Basin Plan

▶ **Action:**

Play an active role in the Cudgegong Valley and Macquarie Valley User Group



**Strategy 2.3.4:**

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

▶ **Action:**

Implement alternative energy and sustainable technologies in physical works and service delivery



**Strategy 3.2.2:**

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

▶ **Action:**

Lobby State and Federal Government on infrastructure needs of local businesses including transport and communications linkages

## CORPORATE SUPPORT (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



#### Strategy 3.2.3:

Support the expansion of essential infrastructure and services to match business and industry development in the region

#### ► Action:

Lobby State and Federal Government for expanded health and education services



#### Strategy 4.1.2:

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

#### ► Action:

Pursue additional funding for upgrading of roads infrastructure



#### Strategy 4.2.1:

Develop a regional transport network in partnership with government agencies, that grows with the needs of residents and businesses

#### ► Action:

Support the continuation of commercial passenger services at Mudgee Airport

#### ► Action:

Lobby for improved highway linkages along the Great Western Highway and Bells Line



#### Strategy 4.2.2:

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

#### ► Action:

Pursue improved broadband and mobile coverage with Government and major service providers



#### Strategy 5.1.1:

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

#### ► Action:

Ensure actions of the Operational Plan and Delivery Program are completed on time, on budget and meets performance criteria

## CORPORATE SUPPORT (CONT'D)

### PLANNING STRATEGIES AND ACTIONS



**Strategy 5.1.2:**

Provide accountable and transparent decision making for the community

▶ **Action:**

Ongoing review and enhancement of government framework



**Strategy 5.1.3:**

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

▶ **Action:**

Continue to lobby State and Federal Government on all matters that are of relevance to the Region



**Strategy 5.2.1:**

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

▶ **Action:**

Publish monthly editions of Community News

▶ **Action:**

Provide an up to date and functional web interface

▶ **Action:**

Regularly report to the community in a variety of interesting ways

▶ **Action:**

Operate and maintain a community works request system that provides timely and accurate information and responses

▶ **Action:**

Ensure the community has clear information about who to contact in Council

▶ **Action:**

Educate the community on Council's roles and responsibilities



**Strategy 5.2.2:**

Encourage community access and participation in Council decision making

▶ **Action:**

Seek feedback on policy development and local issues



**Strategy 5.3.1:**

Pursue excellence in service delivery

▶ **Action:**

Benchmark Council's service delivery against relevant organisations

▶ **Action:**

Conduct biennial community surveys

▶ **Action:**

Monitor community expectations regarding service delivery

▶ **Action:**

Provide a responsive customer service function

## CORPORATE SUPPORT (CONT'D)

### PLANNING STRATEGIES AND ACTIONS

**Strategy 5.3.2**

Provide a positive and supportive working environment for employees

- ▶ **Action:**  
Attract, retain and develop a skilled workforce
- ▶ **Action:**  
Provide a safe, healthy and non-discriminatory working environment
- ▶ **Action:**  
Conduct biennial employee opinion survey

**Strategy 5.3.3:**

Prudently manage risks associated with all Council activities

- ▶ **Action:**  
Monitor and review Council's policies and strategies
- ▶ **Action:**  
Monitor and review Council's risks

## CORPORATE SUPPORT | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	68	70	71	73
Interest & Investment Revenue	0	0	0	0
Other Revenues	3,790	3,866	3,928	4,019
Grants & Contributions - Operating	70	72	73	75
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>3,928</b>	<b>4,007</b>	<b>4,073</b>	<b>4,167</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	5,523	5,670	5,874	6,058
Borrowing Costs	223	181	85	42
Materials & Contracts	909	832	793	808
Depreciation & Amortisation	561	575	588	602
Other Expenses	1,944	1,877	2,026	2,073
<b>Total Expenditure</b>	<b>9,160</b>	<b>9,135</b>	<b>9,365</b>	<b>9,582</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(5232)</b>	<b>(5128)</b>	<b>(5292)</b>	<b>(5415)</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Corporate Buildings Upgrade Budget Only	88	330	337	345
Mudgee Administration Building Upgrade	100	0	0	0
Rylstone Council Building	95	0	0	0
Capital Upgrade - Mwrc Depot	100	0	0	0
Gulgong Office Capital	20	0	0	0
Gulgong Depot Capital	10	0	0	0
Old Police Station Capital	7	0	0	0
Operations Admin Capital	30	0	0	0
Carmel Croan Building Capital	30	0	0	0
Buildings Master Key System	100	0	0	0
It Special Projects	45	46	48	49
It Network Upgrades	60	60	0	0
It Corporate Software	144	89	44	44
Server Reconfiguration	35	0	0	0
	<b>863</b>	<b>525</b>	<b>429</b>	<b>438</b>

# MID-WESTERN OPERATIONS



**73%**

ROADS ASSETS ASSESSED AS  
EITHER IN GOOD OR EXCELLENT  
CONDITION

## PLANNING STRATEGIES AND ACTIONS



**Strategy 5.3.4:**

Pursue efficiencies and ongoing business improvement

▶ **Action:**

Provide effective and efficient internal support functions

▶ **Action:**

Ensure strategic and asset management plans are underpinned by sound financial strategies



**Project**

Consider the full life cycle costs associated with the investment in new assets, with a focus on capital investment and existing assets

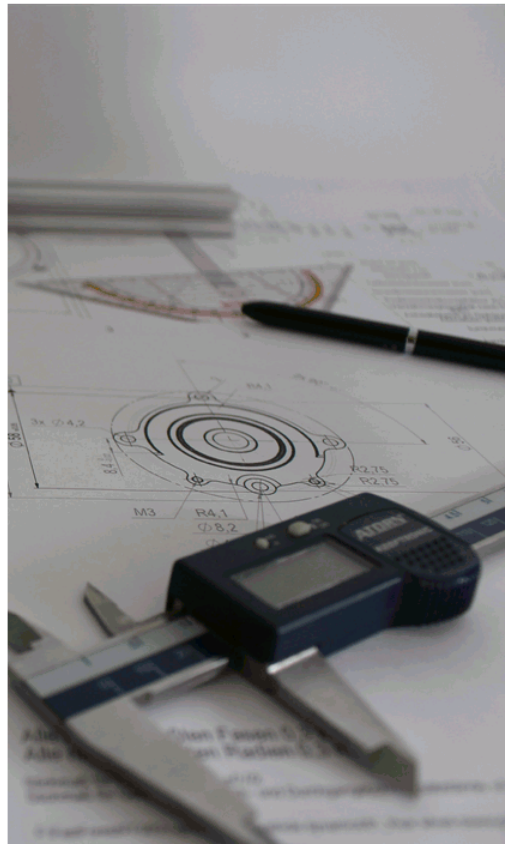


## MID-WESTERN OPERATIONS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	0	0	0	0
Other Revenues	1,769	1,808	1,860	1,914
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>1,769</b>	<b>1,808</b>	<b>1,860</b>	<b>1,914</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	1,614	1,650	1,698	1,748
Borrowing Costs	0	0	0	0
Materials & Contracts	163	167	171	175
Depreciation & Amortisation	0	0	0	0
Other Expenses	35	36	37	38
<b>Total Expenditure</b>	<b>1,813</b>	<b>1,853</b>	<b>1,906</b>	<b>1,961</b>
<b>Net Operating Surplus (Deficit)</b>	<b>(44)</b>	<b>(45)</b>	<b>(46)</b>	<b>(47)</b>

# ENGINEERING & WORKS - ASSETS



**\$29m**

GROSS REPLACEMENT COST OF  
PLANT & EQUIPMENT

AS AT 30 JUNE 2017

**\$1,212m**

GROSS REPLACEMENT COST OF  
ALL INFRASTRUCTURE, PROPERTY,  
PLANT & EQUIPMENT

AS AT 30 JUNE 2017

**3**

COUNCIL WORKS DEPOTS

## PLANNING STRATEGIES AND ACTIONS



**Strategy 5.3.4:**

Pursue efficiencies and ongoing business improvement

▶ **Action:**

Provide effective and efficient internal support functions

▶ **Action:**

Ensure strategic and asset management plans are underpinned by sound financial strategies



**Project**

Provide effective workshop services for Council fleet

## ENGINEERING & WORKS - ASSETS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	47	49	50	51
Interest & Investment Revenue	0	0	0	0
Other Revenues	768	701	717	734
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	14	(89)	(199)	75
<b>Total Income</b>	<b>830</b>	<b>660</b>	<b>568</b>	<b>860</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	1,073	1,102	1,136	1,171
Borrowing Costs	0	0	0	0
Materials & Contracts	(3,931)	(4,051)	(4,143)	(4,241)
Depreciation & Amortisation	2,728	2,887	2,860	2,973
Other Expenses	531	544	556	569
<b>Total Expenditure</b>	<b>401</b>	<b>481</b>	<b>409</b>	<b>473</b>
<b>Net Operating Surplus (Deficit)</b>	<b>429</b>	<b>179</b>	<b>159</b>	<b>387</b>

### CAPITAL EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
Plant Purchases	6,050	1,872	5,950	2,581
Mudgee Depot Washbay	65	0	0	0
Rylstone Depot Washbay	0	165	0	0
Mudgee Bulk Oil Storage	20	0	0	0
Depot Sheds - Stores And Roads	50	0	0	0
	<b>6,185</b>	<b>2,037</b>	<b>5,950</b>	<b>2,581</b>

## OTHER BUSINESS UNDERTAKINGS



# \$200k

ESTIMATED VALUE OF PRIVATE WORKS UNDERTAKEN BY COUNCIL UPON AGREEMENT WITH THE LANDHOLDER ON PRIVATE LAND

### PLANNING STRATEGIES AND ACTIONS



**Strategy 5.3.3:**  
Prudently manage risks associated with all Council activities

► **Action:**  
Provide long term financial sustainability through sound financial management



**Project**  
Examine opportunities to raise additional revenue

## OTHER BUSINESS UNDERTAKINGS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	203	208	213	218
Interest & Investment Revenue	0	0	0	0
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>203</b>	<b>208</b>	<b>213</b>	<b>218</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	15	15	16	16
Borrowing Costs	0	0	0	0
Materials & Contracts	140	143	147	150
Depreciation & Amortisation	0	0	0	0
Other Expenses	1	1	1	1
<b>Total Expenditure</b>	<b>156</b>	<b>160</b>	<b>163</b>	<b>167</b>
<b>Net Operating Surplus (Deficit)</b>	<b>47</b>	<b>48</b>	<b>49</b>	<b>50</b>

# GENERAL PURPOSE INCOME



**2.3%**

INCREASE TO RATES

**\$3.8m**

BUDGETED FINANCIAL ASSISTANCE GRANT

**13,713**

NUMBER OF RATEABLE PROPERTIES

## PLANNING STRATEGIES AND ACTIONS



**Strategy 5.3.3:**

Prudently manage risks associated with all Council activities

► **Action:**

Provide long term financial sustainability through sound financial management



**Project**

Development of Rating Strategy to support LTFP



**Project**

Identify opportunities to increase revenue from property related investments



**Project**

Integration of long term impacts on financial sustainability indicators incorporated into Council decision making process

## GENERAL PURPOSE INCOME | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	18,158	18,585	19,022	19,469
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	981	1,024	1,066	1,084
Other Revenues	0	0	0	0
Grants & Contributions - Operating	4,113	4,156	4,200	4,243
Grants & Contributions - Capital	0	0	0	0
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>23,251</b>	<b>23,765</b>	<b>24,288</b>	<b>24,796</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	0	0	0	0
Depreciation & Amortisation	0	0	0	0
Other Expenses	41	42	42	43
<b>Total Expenditure</b>	<b>41</b>	<b>42</b>	<b>42</b>	<b>43</b>
<b>Net Operating Surplus (Deficit)</b>	<b>23,211</b>	<b>23,723</b>	<b>24,245</b>	<b>24,753</b>

# DEVELOPER CONTRIBUTIONS



**\$2.2m**

DEVELOPER CONTRIBUTIONS  
ESTIMATED FOR 2018/19  
(CASH CONTRIBUTIONS) ...

## PLANNING STRATEGIES AND ACTIONS



**Strategy 4.1.2:**  
Provide a roads network that balances asset conditions with available resources and community needs

▶ **Action:**  
Pursue additional funding for upgrading of roads infrastructure



**Project**  
Ensure major developers contribute to local road upgrades for the impact of additional development



## DEVELOPER CONTRIBUTIONS | BUDGET

### OPERATING EXPENDITURE

\$'000s	2018/19	2019/20	2020/21	2021/22
<b>Income</b>				
Rates & Annual Charges	0	0	0	0
User Charges & Fees	0	0	0	0
Interest & Investment Revenue	252	258	264	270
Other Revenues	0	0	0	0
Grants & Contributions - Operating	0	0	0	0
Grants & Contributions - Capital	2,186	1,673	1,707	1,732
Gain (Loss) on Disposal of Assets	0	0	0	0
<b>Total Income</b>	<b>2,438</b>	<b>1,931</b>	<b>1,971</b>	<b>2,002</b>
<b>Expenditure</b>				
Employee Benefits & Oncosts	0	0	0	0
Borrowing Costs	0	0	0	0
Materials & Contracts	0	0	0	0
Depreciation & Amortisation	0	0	0	0
Other Expenses	0	0	0	0
<b>Total Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Operating Surplus (Deficit)</b>	<b>2,438</b>	<b>1,931</b>	<b>1,971</b>	<b>2,002</b>

## GLOSSARY

For each Function (Service), we have included a projected budget setting out the type of income and expenditure and funding expected for the next four years. A simple explanation of each line item contained in the budget summary for each theme is provided here.

**Borrowing Costs** represents the interest paid by Council on borrowings.

**Capital Expenditure** reflects the cost of purchasing or constructing new assets and renewing existing infrastructure. Those assets (excluding land) are then depreciated over the course of their estimated useful life.

**Contribution from General Purpose Funds** is the total contribution required out of general purpose funds (such as financial assistance grants, ordinary rates, interest on investments) to support the activities undertaken in each theme. For the purposes of the Budgets by Service, this term can also be expanded to include contributions from "unrestricted" Water, Sewer and Waste Funds that would be externally restricted at a consolidated level.

**Depreciation & Amortisation** reflects the consumption of Council's infrastructure, property, plant & equipment (net of residual values) over the estimated useful life of the asset. Depreciation is calculated using the straight line method.

**Employee Benefits & Oncosts** incorporates the cost of staff including salaries and wages, superannuation, workers compensation, and training.

Gain or Loss on Disposal of Assets represents the surplus or shortfall of proceeds received from the disposal of assets over their written down value. This typically relates to the sale of land developed by Council or surplus to our needs, and the sale of plant at the end of its useful life.

**Grants & Contributions – Capital** encompasses the majority of developer contributions including Voluntary Planning Agreements; capital grants provided for specific purposes such as roadwork, water infrastructure, and sporting facilities.

**Grants & Contributions – Operating** includes both general purpose grants and contributions such as the Financial Assistance Grant and specific purpose grants for services such as bushfire and emergency, environmental Programs, aged & disabled services, noxious weeds management, and roads maintenance.

**Interest & Investment Revenue** encompasses interest charged by Council on overdue rates and charges, and interest earned on Council's investment portfolio. The majority of interest revenue will appear in Good Government as it forms part of General Purpose Revenue (treasury operations).

**Internal Charges** are transactions between the different funds and activities of Council, such as contributions from Water and Sewer Fund to General Fund for corporate support, internal plant hire charges, and employee oncosts.

**Loan Repayments** represents the principal component of loan repayments made by Council to service borrowings.

**Materials & Contracts** includes expenditure on materials, contractor and consultancy costs, payments for audit services, legal expenses, and operating lease payments.

## GLOSSARY (CONT'D)

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**New Loan Borrowings** represents new loan funding drawn down by Council.

**Non Cash Entries** is an adjustment made to the income statement to show the impact of noncash entries such as depreciation.

**Other Expenses** include payments to other levels of government for the Rural Fire Service and town fire brigades, councillor fees, donations and contributions made to local and regional bodies, election expenses, electricity, insurance premiums, street lighting, and telephone & communications expenditure.

**Other Revenues** includes fines, insurance claim recoveries, sales income, and rental income from Council properties.

**Rates & Annual Charges** includes the income generated by Council from the levying of ordinary rates (Farmland, Business, Residential, Mining), and annual charges for the provision of water, sewer and waste management services.

**Transfers from Reserves, Developer Contributions & Unexpended Grants** represents a transfer from Council's restricted funds (internal and external restrictions), and is usually associated with a specific project for which funds have been set aside.

**Transfers to Reserves, Developer Contributions & Unexpended Grants** represents transfers made to Council's restricted accounts (internal and external restrictions). For example, all developer contributions received by Council are externally restricted and can only be spent in accordance with the relevant Contributions Plan.

**User Charges & Fees** includes user charges for water and sewer, statutory fees for planning and building regulation, and other fees and charges for a variety of Council services including aged care, RMS contracts, waste depot fees, cemeteries and swimming pools.

FEES & CHARGES

APPENDIX  
**ONE**

# OPERATIONAL PLAN 2018/19

MID-WESTERN REGIONAL COUNCIL

■ ■ ■ ■ ■ ■ TOWARDS 2030

## FEES & CHARGES



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NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
<b>ADMINISTRATION</b>					
<b>Administration Services</b>					
<i>Photocopying and Printing</i>					
1.1	Black & White - A4	\$0.20	Per page	Yes	DCR
1.2	Colour - A4	\$1.00	Per page	Yes	DCR
1.3	Black & White - A3	\$0.30	Per page	Yes	DCR
1.4	Colour - A3	\$2.00	Per page	Yes	DCR
1.5	Transparencies - A4	\$1.00	Per page	Yes	DCR
<i>Scanning (to customer email)</i>					
1.6	Scanning - A4	\$1.00	Per page	Yes	DCR
1.7	Scanning - A3	\$2.00	Per page	Yes	DCR
<i>Faxing</i>					
1.8	Sent - Local and Interstate	\$3.70	First page plus \$1.10 for every page thereafter	Yes	DCR
1.9	Sent - International	\$16.00	Per page	Yes	DCR
1.10	Received	\$3.70	First 10 pages plus \$1.10 per page thereafter	Yes	DCR
<i>Laminating</i>					
1.11	Credit card size	\$1.00	Per item	Yes	DCR
1.12	A4	\$2.00	Per sheet	Yes	DCR
1.13	A3	\$3.00	Per sheet	Yes	DCR
<b>Information Requests</b>					
<i>All Other Requests for Information</i>					
1.14	Application Fee	\$30.00		NA	STAT
1.15	Processing Charge	\$30.00	Per hour	NA	STAT
1.16	All Other Administration Services Requests	\$30.00	Per hour	NA	STAT
<i>Internal Review of Requests for Information</i>					
1.17	Request for Review	\$40.00	A reduction of up to 50% may be applied for financial hardship or public interest reasons. Refunds may apply as a result of successful internal reviews, and successful applications for amendment of records. Application fees may be waived for internal reviews in relation to the amendment of records.	NA	STAT
<b>Maps &amp; Plans</b>					
<i>Maps - Paper Prints</i>					
1.18	Maps held by Council - Where Publicly Available		As per plan printing charges below plus \$5 per map	NA	DCR
1.19	Custom Maps	\$129.00	Per map plus printing charges below	NA	DCR
<i>Plan Printing - Paper Prints</i>					
1.20	Plan Printing - A2/A3 - Paper	\$14.50	Per sheet for the first 5 sheets, plus \$11 per sheet thereafter	NA	DCR
1.21	Plan Printing - A1 - Paper	\$18.00	Per sheet for the first 5 sheets, plus \$15 per sheet thereafter	NA	DCR
1.22	Plan Printing - A1 - Film	\$26.00	Per sheet for the first 5 sheets, plus \$22 per sheet thereafter	NA	DCR
1.23	Plan Printing - A0 - Paper	\$47.00	Per sheet for the first 5 sheets, plus \$25 per sheet thereafter	NA	DCR
1.24	Specialised Printing	POA	Quotations available upon request for specialised printing or drafting services	NA	DCR
<b>Law Enforcement</b>					
<i>Impounded Article</i>					
1.25	Release Fee	\$50.00	Per article	NA	SUB
<i>Impounding of Abandoned Vehicles</i>					
1.26	Release Fee	\$90.00	Plus towing at cost to relocate vehicle to MWRC Impounding yard	NA	DCR
<b>AIRPORT</b>					
<b>Mudgee Airport</b>					
<i>Hangar Rental</i>					
2.1	Casual Hangar Rental - weekly	\$120.00	Includes electricity	Yes	SUB
2.2	Casual Hangar Rental - daily	\$25.00	Includes electricity	Yes	SUB
2.3	Long Term Hangar Rental		By individual lease agreement only	Yes	SUB
<i>Landing Fees</i>					

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
			By agreement only, per aircraft per annum for MWRC residents private use.		
2.4	Landing Fee - Annual Charge	\$780.00	Fee is calculated as 1 landing per week for 52 weeks for aircraft less than 1 tonne.	Yes	SUB
	<i>For aircraft which exceed 1 tonne: Fee is calculated as 1 landing per week x per tonne fee x 52 weeks.</i>				
2.5	Landing Fee - Aircraft Weight	\$15.00	Per tonne of aircraft weight. Minimum charge of 1 tonne	Yes	SUB
2.6	Landing Fee - Ultra Light Aircraft	\$245.00	Per annum, for MWRC residents only	Yes	SUB
2.7	Commercial Flying Schools	\$2,950.00	Per aircraft, per annum. Flight schools may elect to pay either an annual fee or per landing fee.	Yes	SUB
2.8	Mudgee Aero Club	\$686.00	Per annum for up to five ultra light aircraft, plus \$125 per annum for each additional aircraft.	Yes	SUB
2.9	Passenger Fees	\$6.80	Per passenger, per landing, RPT operators only	Yes	SUB
2.10	Care flight, Child Flight, Sydney SLSA Helicopter, Air Ambulance, Angel Flight or RFS NSW.		No charge	NA	SUB
<i>Other Aerodrome Fees</i>					
2.11	Hire of Aerodrome Facility	\$1,190.00	Per day	Yes	SUB
2.12	Hire of Conference room	\$25.00	Per hour - longer rate by negotiation	Yes	SUB
2.13	Hire of terminal building office	\$20.00	Per hour - longer rate by negotiation	Yes	SUB
2.14	Hire of terminal building function area	\$50.00	Per hour - longer rate by negotiation	Yes	SUB
2.15	Operate Car Rental Business at Airport	\$700.00	Per annum	Yes	SUB
2.16	Advertising and Sign Boards at Airport	\$285.00	Per annum	Yes	SUB

## ANIMAL & STOCK CONTROL

### Companion Animals

#### Lifetime Registrations

3.1	Dog or Cat - Desexed	\$57.00		NA	STAT
3.2	Dog or Cat - Desexed - Pensioner Concession	\$24.00		NA	STAT
3.3	Dog or Cat - Desexed - Rehomed from Pound/Shelter	\$28.50	<ul style="list-style-type: none"> <li>For dogs and cats sold by eligible pounds or shelters that are desexed at the time of registration, the fee payable is 50% of the standard fee for a desexed animal.</li> <li>An eligible pound or shelter includes a NSW Council Pound, the Animal Welfare League NSW, the Cat Protection Society of NSW Inc. and the RSPCA NSW.</li> </ul>	NA	STAT
3.4	Dog or Cat - Not Desexed	\$207.00		NA	STAT
3.5	Dog or Cat - Not Desexed - Registered Breeder	\$57.00		NA	STAT

#### Microchipping

3.6	Microchip Service	\$34.00		Yes	SUB
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#### Animal Surrender Fees

3.7	Small Dog	\$45.00	Plus collection fee	NA	SUB
3.8	Medium Dog	\$55.00	Plus collection fee	NA	SUB
3.9	Large Dog	\$75.00	Plus collection fee	NA	SUB
3.10	Greyhound / Commercial	\$100.00	Plus collection fee	NA	SUB
3.11	Collection Fee	\$17.00		NA	SUB

#### Impound & Release Fees

3.12	Sale of impounded companion animal	POA	Impounded animals not claimed by owners will be sold by public sale, proceeds less any outstanding charges, will be returned to the animal owner if they can be identified	Yes	REF
3.13	Release Fees - First Release	\$33.00		NA	SUB
3.14	Release Fees - Second and Subsequent Release	\$53.00	Within 12 months of first release	NA	SUB
3.15	Sustenance Fee	\$23.00	Per day	NA	SUB

#### Trap Hire

3.16	Trap Hire	\$33.00	Per week	Yes	SUB
3.17	Trap Hire - Refundable Deposit	\$150.00		NA	BOND

#### Other Animal Control Fees

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
3.18	Dangerous/Menacing/Restricted Dog Collar - Medium	\$37.00	Each	Yes	FCR
3.19	Dangerous/Menacing/Restricted Dog Collar - Large	\$41.00	Each	Yes	FCR
3.20	Dangerous/Menacing/Restricted Dog Collar - Extra Large	\$48.00	Each	Yes	FCR
3.21	Rehome/Adoption Fee - Cat or Dog	\$82.50	Each animal	Yes	SUB
<b>Stock Impounding</b>					
<i>Stock Impounding</i>					
3.22	Sale of impounded stock	POA	Impounded stock not claimed by owners will be sold at auction and sales proceeds, less any outstanding charges, will be returned to the stock owner if they can be identified	Yes	REF
<i>Impounding Fees - First Offence</i>					
3.23	Sheep, Goats & Pigs	\$8.90	Per head	NA	DCR
3.24	All Other Animals	\$34.00	Per head	NA	DCR
<i>Impounding Fees - Repeat Offence (within 3 months)</i>					
3.25	Sheep, Goats & Pigs	\$11.30	Per head	NA	DCR
3.26	All Other Animals	\$66.00	Per head	NA	DCR
<i>Impounding Travel &amp; Labour</i>					
3.27	Impounding Officer - Travel	\$0.80	Per kilometre	NA	DCR
3.28	Impounding Officer - Labour	\$56.00	Per hour	NA	DCR
3.29	After Hours Callout	\$112.00	Per person, per hour with minimum charge of 4 hours	NA	DCR
<i>Sustenance</i>					
3.30	Sheep, Goats & Pigs	\$8.90	Per head, per day	NA	DCR
3.31	All Other Animals	\$12.50	Per head, per day	NA	DCR
<i>Other Stock Impounding Fees</i>					
3.32	Transport of Impounded Stock		At cost plus 10%	Yes	FCR
3.33	Damage to Property by Trespassing Stock		At cost plus 10%	Yes	FCR

## BUILDING APPROVALS & CERTIFICATES

### Construction Certificate & Complying Development Certificates

#### *Building - Class 1 \**

4.1	Under 100m <sup>2</sup>	\$290.00		Yes	ROR
4.2	100 to 199m <sup>2</sup>	\$700.00		Yes	ROR
4.3	200m <sup>2</sup> and over	\$985.00		Yes	ROR

\* Class 1 fees also apply to Section 68 applications for transportable homes

#### *Building - Class 2 to 9*

4.4	Under 300m <sup>2</sup>	\$775.00		Yes	ROR
4.5	300 to 499m <sup>2</sup>	\$1,400.00		Yes	ROR
4.6	500 to 1,999m <sup>2</sup>	\$2,030.00		Yes	ROR
4.7	2,000m <sup>2</sup> and over	\$5,120.00		Yes	ROR

#### *Building - Class 10*

4.8	Under 100m <sup>2</sup>	\$260.00		Yes	ROR
4.9	100 to 199m <sup>2</sup>	\$380.00		Yes	ROR
4.10	200 to 499m <sup>2</sup>	\$770.00		Yes	ROR
4.11	500m <sup>2</sup> and over	\$1,090.00		Yes	ROR
4.12	Swimming Pool	\$310.00		Yes	ROR

#### *General Development Code including B&B, Home Businesses, Tents or Marquees*

4.13	CDC approval under Part 4A of the SEPP (Exempt and Complying Codes) 2008.	\$550.00	Note: additional inspection fees apply based on number of inspections required dependent on building classification.	Yes	ROR
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#### *Container Recycling Facilities Code*

4.14	CDC approval under Part 5B of the SEPP (Exempt and Complying Codes) 2008.	\$550.00	Note: additional inspection fees apply based on number of inspections required dependent on building classification.	Yes	ROR
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#### *Demolition Code*

4.15	CDC approval under Part 7 of the SEPP (Exempt and Complying Codes) 2008.	\$550.00	Note: additional inspection fees apply.	Yes	ROR
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#### *Fire Safety Code*

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
4.16	CDC approval under Part 8 of the SEPP (Exempt and Complying Codes) 2008.	\$550.00	Note: Inspection packages based on number of inspections required dependent on building classification.	Yes	ROR
<i>Assessment of Alternative Fire Solution</i>					
4.17	Value is ≤ \$50,000	\$330.00		Yes	FCR
4.18	Value is > \$50,000	\$655.00		Yes	FCR
<i>Modification of Construction Certificate or Complying Development Certificate</i>					
4.19	All classes		Maximum 50% of original application fee.	Yes	FCR
<b>Appointment of Principal Certifier and Building Compliance Inspections</b>					
<i>Inspection Package Fees where Council is the Principal Certifier</i>					
4.20	Residential Dwelling	\$685.00	Per dwelling	Yes	REF
4.21	Residential dwelling alterations/additions	\$135.00	Per inspection. To be determined on assessment of proposal	Yes	REF
4.22	Residential Attached Dual Occupancies	\$550.00	Per dwelling	Yes	REF
4.23	Residential Detached Dual Occupancies	\$685.00	Per dwelling	Yes	REF
4.24	Section 68 Transportable Home	\$290.00	Per dwelling	Yes	REF
4.25	Sheds & garages	\$410.00	Per building	Yes	REF
4.26	Swimming Pools	\$550.00	Per swimming pool	Yes	REF
4.27	Class 10 structures (Fences, retaining walls, awnings)	\$275.00	Per structure	Yes	REF
4.28	Residential Units	\$350.00	Per unit	Yes	REF
4.29	Additional building inspections as required > 30km from MWRC Mudgee Administration Centre	\$140.00	Per additional inspection	Yes	REF
4.30	Commercial or Industrial Class 2, 3, & 4 - under 2000m2	\$640.00	Per building	Yes	REF
4.31	Commercial or Industrial Class 2, 3, & 4 - over 2000m2	\$820.00	Per building	Yes	REF
4.32	Additional inspections required for class 2, 3, & 4	\$160.00	Per inspection	Yes	REF
4.33	Commercial or Industrial Class 5-9 under 2,000m2	\$730.00	Per building	Yes	REF
4.34	Commercial or Industrial Class 5-9 over 2,000m2	\$985.00	Per building	Yes	REF
4.35	Additional inspections required for Class 5-9	\$245.00	Per inspection	Yes	REF
4.36	Building Inspection for Approvals > 5 years old > 30km from MWRC Mudgee Administration Centre	\$175.00	Per inspection	Yes	REF
<i>Major Projects Integrated Construction Certificate &amp; Principal Certifying Service</i>					
4.37	Service includes pre Construction Certificate consultation; processing of Construction Certificate(s), progress inspections; consultations; and processing of Occupation Certificate(s)		Cost + 10% + GST. Fee may be varied by up to 50% based on complexity and scale. Quotations available upon request.	Yes	FCR
<b>Appointment of MWRC as the Principal Certifier to replace private certifier</b>					
<i>Inspection Package Fees where Council is not the Principal Certifier</i>					
4.38	for Class 1 or 10 buildings	\$500.00	Per appointment	Yes	REF
4.39	for Class 2 to 9 buildings	\$775.00	Per appointment	Yes	REF
<b>Other Building Approvals &amp; Certificates</b>					
<i>Application and Inspection Fees for Plumbing &amp; Drainage</i>					
4.40	Section 68 Application - to be charged for any works involving plumbing and drainage	\$160.00		NA	REF
*	<i>Plus inspection fees as listed below:</i>				
4.41	Residential Dwellings	\$270.00	Per dwelling	NA	REF
4.42	Dual Occupancies	\$270.00	Per dwelling	NA	REF
4.43	Units	\$270.00	Per unit	NA	REF
4.44	Alterations and garages	\$270.00	Per structure	NA	REF
4.45	Commercial or Industrial Class 2-9	\$270.00	Per unit	NA	REF
4.46	Trade waste	\$90.00	Per inspection	NA	REF
<i>Building Information Certificates</i>					
4.47	Building Certificate Classes 1 and 10	\$250.00	For each dwelling on the allotment	NA	STAT

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
4.48	Building Certificate Classes 2 to 9 under 200m2	\$250.00	Per building	NA	STAT
4.49	Building Certificate Classes 2 to 9 200m2 to 2,000m2	\$250.00	Plus \$0.50/m2 over 200m2	NA	STAT
4.50	Building Certificate Classes 2 to 9 over 2,000m2	\$1,165.00	Plus \$0.075/m2 over 2,000m2	NA	STAT
4.51	Building Certificate reinspection	\$90.00		NA	STAT
4.52	Copy of Building Certificate	\$13.00		NA	STAT
<i>Caravan Parks &amp; Camping Grounds</i>					
4.53	Initial approval inspection fee	\$12.50	Per site	NA	DCR
4.54	Initial approval inspection fee - minimum fee for development < 12 sites	\$110.00		NA	DCR
4.55	Approval renewal or continuation inspection fee	\$12.50	Per site	NA	DCR
4.56	Approval renewal or continuation inspection fee - minimum fee for development < 17 sites	\$110.00		NA	DCR
4.57	Amended approval fee	\$70.00		NA	DCR
<i>Drainage Diagrams</i>					
4.58	Drainage Diagram - Requiring verification of services (Council Sewer Mains)	\$130.00	Per certificate	NA	FCR
4.59	Drainage Diagram (Council Sewer Mains)	\$30.00	Per certificate	NA	FCR
<i>Manufactured Home Estates</i>					
4.60	Home inspection fee	\$12.50	Per unit	NA	DCR
4.61	Home reinspection fee	\$12.50	Per unit	NA	DCR
4.62	Associated structure inspection fee	\$12.50	Per unit	NA	DCR
4.63	Associated structure reinspection fee	\$12.50	Per unit	NA	DCR
<i>Occupation Certificates</i>					
4.64	Council registered Occupation Certificates	\$36.00	Per certificate	NA	STAT
4.65	Occupation Certificates for a change of use with no building works. Involving Class 1 or Class 10 buildings	\$140.00	Per use	NA	FCR
4.66	Occupation Certificates for a change of use with no building works. Involving Class 2- 9 buildings	\$245.00	Per use	NA	FCR
4.67	Registration of privately issued Occupation Certificates	\$36.00	Per certificate	NA	STAT
<i>Other Building Services</i>					
4.68	Building specification		At cost plus 10% plus GST	Yes	FCR
4.69	General Health & Building search fee	\$130.00		NA	FCR
4.70	Section 735A Certificate for Outstanding Health & Building Notices	\$90.00		NA	REF
4.71	Supply of building statistics	\$335.00	Per annum	NA	FCR
<i>Amusements &amp; Events</i>					
4.72	Event inspection fees	\$70.00	Per operator	NA	ROR
<i>Swimming Pools Act</i>					
4.73	Inspection of Swimming Pools - First Inspection	\$150.00		NA	STAT
4.74	Inspection of Swimming Pools - Second Inspection	\$100.00		NA	STAT
4.75	Notice of Public Swimming Pool	\$100.00		NA	STAT
*	<i>Where a development consent, complying development certificate or construction certificate was required for the erection of the building and no such consent or certificate was obtained, the fee to be applied is the total sum of each of the relevant building certificate fee, development application fee, complying development certificate fee, and construction certificate fee.</i>				

**CEMETERIES**

Monumental / Lawn Cemeteries and Rural Cemeteries

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
<i>Land - All Lawn &amp; Monumental Sections</i>					
5.76	Purchase of Land	\$1,310.00	Includes maintenance as per Council works program. No charge for infant under 6 months	NA	SUB
5.77	Plot Reservation Marker	\$223.00		Yes	DCR
5.78	Temporary marking fee	\$56.00	Per site	Yes	SUB
<i>Interment - All Lawn &amp; Monumental Sections</i>					
5.79	Infant (under 6 months)	\$273.00		Yes	SUB
5.80	Child (6 months - 17 years old)	\$552.00		Yes	SUB
5.81	Adult (over 18 years old)	\$857.00		Yes	SUB
5.82	Weekends and Public Holidays This replaces all standard fees for all age categories	\$1,310.00		Yes	SUB
<i>Interment - Memorial Tree Beds</i>					
5.83	Interment Fee - Single Bed	\$77.00		Yes	SUB
5.84	Interment Space - Single Bed	\$231.00		Yes	SUB
5.85	Interment Fee - Family	\$563.00	Includes 8 plots	Yes	SUB
5.86	Interment Space - Family	\$1,787.00	Includes 8 plots	Yes	SUB
<i>Cremations</i>					
5.87	Ashes from Crematorium - Wall Memorial fees included	\$266.00	Fee includes interment	Yes	SUB
5.88	Ashes from Crematorium - existing Graves	\$138.00		Yes	SUB
<i>Headstone - Monumental Section Only (Permits)</i>					
5.89	Erect stonework around or on grave	\$67.00		NA	SUB
5.90	Erect single monument	\$88.00		NA	SUB
5.91	Erect double monument - 1 headstone	\$158.00		NA	SUB
5.92	Erect double monument - 2 headstones	\$184.00		NA	SUB
<i>Plaques</i>					
5.93	Design, proof and quote for plaque	\$67.00	Standard size 230mm x 160mm. Does not include actual plaque.	Yes	DCR
5.94	Purchase of plaque		At cost	Yes	DCR
5.95	Installation of plaque by Council	\$88.00	Applies to all areas including memorial wall	Yes	DCR
<i>Exhumation</i>					
5.96	Exhumed land maintenance	\$220.00	Administrative, contractor and maintenance fee	Yes	SUB

## COMMUNITY BUILDINGS

### All Community Buildings

#### General Conditions

- Business Hire - businesses, government agencies, and other for profit organisations*  
*Private Hire - Weddings, parties, private functions*  
*Community Hire - Schools, youth organisations, not for profit community groups*  
*Local Artist status to be determined by relevant Arts Council - Mudgee, Gulgong or Rylstone*
- \* *The hire and use of Council community buildings is subject to the relevant terms and conditions, which covers aspects such as access, payment terms, and cancellation fees. Prior to entering into a facility hire arrangement, users should review the applicable terms and conditions. A cancellation fee of 50% of the hire fee will apply when less than 14 days notice is provided of cancellation*

#### Security Bonds

6.97	Security bond for parties and functions which include the service of alcohol	\$550.00	This bond applies to all community buildings	NA	BOND
6.98	Security bond for all weekly hires	\$550.00	This bond applies to all community buildings	NA	BOND

### Gulgong Memorial Hall, Rylstone Memorial Hall, Kandos Community Hall

#### General Conditions

- \* *All user groups to supply own materials, and clean facilities after use*

#### Private or Business Hire

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
6.99	Hall hire - half day	\$155.00	Maximum of 4 hours	Yes	SUB
6.100	Hall hire - daily	\$285.00		Yes	SUB
6.101	Hall hire - weekly	\$870.00		Yes	SUB
<i>Community or Local Artist Hire</i>					
6.102	Hall hire - half day	\$70.00	Maximum of 4 hours	Yes	SUB
6.103	Hall hire - daily	\$120.00		Yes	SUB
6.104	Hall hire - weekly	\$350.00		Yes	SUB
<b>Gulgong Memorial Hall</b>					
<i>All user groups</i>					
6.105	Kitchen Hire	\$30.00		Yes	SUB
<b>Rylstone Memorial Hall</b>					
<i>Community or Local Artist Hire</i>					
6.106	Twin Town Players - Rehearsals		No charge	NA	SUB
<b>Mudgee Library</b>					
<i>General Conditions</i>					
* Please note: this facility also attracts a security bond. For further details please refer to 'Community Buildings' security bonds.					
<i>Private or Business Hire - Library Meeting Room (large)</i>					
6.107	Library Meeting Room (large) hire - half day	\$90.00	Maximum of 4 hours	Yes	SUB
6.108	Library Meeting Room (large) hire - daily	\$170.00	Per day	Yes	SUB
<i>Community Hire - Library Meeting Room (large)</i>					
6.109	Library Meeting Room (large) hire - half day	\$45.00	Maximum of 4 hours	Yes	SUB
6.110	Library Meeting Room (large) hire - daily	\$80.00	Per day	Yes	SUB
<i>Library Meeting Room (small)</i>					
6.111	Private or Business Hire	\$12.00	Per hour	Yes	SUB
6.112	Community Hire	\$6.00	Per hour	Yes	SUB
<b>Mudgee Town Hall Theatre</b>					
<i>General Conditions</i>					
* Please note: this facility also attracts a security bond. For further details please refer to 'Community Buildings' security bonds.					
<i>Private or Business Hire - Auditorium, Green Room &amp; Dressing Room</i>					
6.113	Upper floor and equipment hire - daily	\$675.00	Per day	Yes	SUB
6.114	Upper floor and equipment hire - weekly	\$2,350.00	Per week - Monday to Sunday	Yes	SUB
<i>Community Hire - Auditorium, Green Room &amp; Dressing Room</i>					
6.115	Upper floor and equipment hire - daily	\$225.00	Per day	Yes	SUB
6.116	Upper floor and equipment hire - half daily	\$120.00	Per half day (maximum 4 hours)	Yes	SUB
6.117	Upper floor and equipment hire - weekly	\$675.00	Per week	Yes	SUB
<i>Town Hall Cinema - Ticket Prices</i>					
6.118	Adult	\$15.00		Yes	SUB
6.119	Concession	\$10.00		Yes	SUB
* Child Under 5 No charge SUB					
<b>Rural Fire Service</b>					
<i>Brigade Buildings</i>					
6.120	All user groups other than RFS	\$26.00	Per day	Yes	SUB
<b>Rylstone Amenities Building</b>					
<i>General Conditions</i>					
* Please note: this facility also attracts a security bond. For further details please refer to 'Community Buildings' security bonds.					
<i>Private &amp; Business Hire</i>					
6.121	Building hire - daily	\$150.00	Per day	Yes	SUB
6.122	Building hire - weekly	\$435.00	Per week	Yes	SUB

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
<i>Community or Local Artist Hire</i>					
6.123	Building hire - daily	\$60.00	Per day	Yes	SUB
6.124	Building hire - weekly	\$180.00	Per week	Yes	SUB
<b>The Stables Mudgee</b>					
<i>General Conditions</i>					
<p>The Meeting Room at the Stables can be hired outside of normal business hours at the same daily rate as for the Stables Gallery. - Subject to Approval</p> <p>* Please note: this facility also attracts a security bond. For further details please refer to 'Community Buildings' security bonds.</p>					
<i>Private or Business Hire</i>					
6.125	Stables Gallery - Daily	\$160.00	Per day	Yes	SUB
6.126	Stables Gallery - Weekly	\$435.00	Per week	Yes	SUB
<i>Community or Local Artist Hire</i>					
6.127	Stables Gallery - Daily	\$90.00	Per day	Yes	SUB
6.128	Stables Gallery - Weekly	\$235.00	Per week	Yes	SUB
<b>COMMUNITY SERVICES</b>					
<b>Community Transport</b>					
<i>Car Transport - Outside of MWRC Region - Single Passenger</i>					
7.1	Return Trip - Dubbo, Lithgow or Bathurst	\$70.00		Yes	SUB
7.2	Return Trip - Orange	\$98.00		Yes	SUB
7.3	Return Trip - Penrith	\$117.00		Yes	SUB
7.4	Return Trip - Parramatta	\$128.00		Yes	SUB
7.5	Return Trip - Sydney	\$138.00		Yes	SUB
<i>Car Transport - Outside of MWRC Region - Multiple Passenger</i>					
7.6	Return Trip - Dubbo, Lithgow or Bathurst	\$49.00	Per client	Yes	SUB
7.7	Return Trip - Orange	\$64.00	Per client	Yes	SUB
7.8	Return Trip - Penrith	\$84.00	Per client	Yes	SUB
7.9	Return Trip - Parramatta	\$90.00	Per client	Yes	SUB
7.10	Return Trip - Sydney	\$100.00	Per client	Yes	SUB
<i>Car Transport - Within MWRC Region</i>					
7.11	Zone 1 - Single	\$5.00	Town	Yes	SUB
7.12	Zone 1 - Return	\$10.00	Town	Yes	SUB
7.13	Zone 2 - Single	\$9.00		Yes	SUB
7.14	Zone 2 - Return	\$17.00		Yes	SUB
7.15	Zone 3 - Single	\$13.00		Yes	SUB
7.16	Zone 3 - Return	\$26.00		Yes	SUB
7.17	Zone 4 - Single	\$16.00		Yes	SUB
7.18	Zone 4 - Return	\$32.00		Yes	SUB
7.19	Zone 5 - Single	\$19.00		Yes	SUB
7.20	Zone 5 - Return	\$38.00		Yes	SUB
7.21	Zone 6 - Single	\$22.00		Yes	SUB
7.22	Zone 6 - Return	\$44.00		Yes	SUB
7.23	Zone 7 - Single	\$24.00		Yes	SUB
7.24	Zone 7 - Return	\$49.00		Yes	SUB
7.25	Additional stops during local trips (per stop)	\$2.00		Yes	SUB
<i>Transport for NDIS Participants</i>					
7.26	Booking fee	\$2.00	Per booking	NA	FCR
7.27	Kilometre rate	\$0.72	Per kilometre	NA	FCR
<i>Transport for Full Cost Passengers</i>					
7.28	Booking fee	\$2.20	Per booking	Yes	FCR
7.29	Kilometre rate	\$0.80	Per kilometre	Yes	FCR
<i>Passengers not covered under Transport for NSW funding</i>					
7.30	Point to point levy	\$1.10	Per passenger, per booking	Yes	STAT
<b>Family Day Care</b>					



NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
<i>Family Day Care</i>					
7.31	Parents Administration Fee	\$1.10	Per hour	NA	SUB
7.32	Carers Levy	\$15.80	Per week	NA	SUB
7.33	Start Up Fee	\$260.00		Yes	SUB
<b>Meals on Wheels</b>					
<i>Hot Meals</i>					
7.34	Main Meal	\$7.70		NA	SUB
7.35	Soup	\$3.80		NA	SUB
<i>Chilled Meals</i>					
7.36	Sweets	\$3.60		NA	SUB
<i>Frozen Meals</i>					
7.37	Main Meal	\$7.50		NA	SUB
7.38	Roasts	\$7.70		NA	SUB
7.39	Egg Bake	\$2.40		NA	SUB
<i>Sandwiches</i>					
7.40	Sandwiches - Non Meat	\$3.80		NA	SUB
7.41	Sandwiches - Meat	\$5.00		NA	SUB
<b>Meals on Wheels - NDIS Participants</b>					
<i>NDIS Participants</i>					
*	<i>NDIS plans only cover costs of meal preparation and delivery (two thirds of the total price per meal).</i>			NA	
	<i>Ingredients (one third of the total price per meal) will be invoiced to the client directly.</i>				
<i>Hot Meals</i>					
7.42	Main Meal	\$8.50		NA	DCR
7.43	Soup	\$4.00		NA	DCR
<i>Chilled Meals</i>					
7.44	Sweets	\$4.00		NA	DCR
<i>Frozen Meals</i>					
7.45	Main Meal	\$8.30		NA	DCR
7.46	Roasts	\$8.50		NA	DCR
7.47	Egg Bake	\$2.70		NA	DCR
<i>Sandwiches</i>					
7.48	Sandwiches - Non Meat	\$4.00		NA	DCR
7.49	Sandwiches - Meat	\$5.50		NA	DCR
<b>Meals on Wheels - Bull Cost Recovery</b>					
<i>Hot Meals</i>					
7.50	Main Meal	\$9.40		NA	DCR
7.51	Soup	\$4.40		NA	DCR
<i>Chilled Meals</i>					
7.52	Sweets	\$4.40		NA	DCR
<i>Frozen Meals</i>					
7.53	Main Meal	\$9.20		NA	DCR
7.54	Roasts	\$9.40		NA	DCR
7.55	Egg Bake	\$3.00		NA	DCR
<i>Sandwiches</i>					
7.56	Sandwiches - Non Meat	\$4.40		NA	DCR
7.57	Sandwiches - Meat	\$6.10		NA	DCR
<b>ENVIRONMENTAL HEALTH</b>					
<b>Onsite Sewage Management Systems</b>					
<i>Septic Systems</i>					
8.1	Section 68 application to install new system, including inspection	\$450.00		NA	ROR

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
8.2	Modification to a Section 68 approval to install	\$160.00		NA	DCR
8.3	Septic Registration Fee	\$25.00	Per assessment	NA	DCR
8.4	Onsite Septic Inspection Fee	\$135.00	Per assessment	NA	DCR
*	<i>Inspection frequency: High risk - 1 every 2 years; Medium risk - 1 every 4 years; Low risk - 1 every 5 years. Risk categories are determined at initial inspection.</i>				
<b>Other Environment</b>					
<i>Bushfire Hazard Assessment</i>					
8.5	Bushfire Attack Level Certificate for Development Application	\$280.00		NA	DCR
8.6	Bushfire Hazard Assessment for DA/CDC	\$490.00		NA	DCR
<b>Public Health &amp; Food Hygiene</b>					
<i>Mortuaries &amp; Undertakers</i>					
8.7	Registration of Mortuary	\$130.00		NA	DCR
8.8	Inspection	\$135.00		NA	DCR
8.9	Approval to operate as an Undertaker	\$130.00		NA	DCR
8.10	Exhumation	\$315.00		NA	DCR
8.11	Application for burial on private land	\$140.00		NA	DCR
<i>Business Premises</i>					
8.12	New registration - barber, hairdresser, beauticians	\$130.00		NA	DCR
8.13	New registration - skin penetration	\$130.00		NA	DCR
8.14	Inspections - Low Risk premises (barber, hairdresser, beautician)	\$150.00	Per inspection	NA	DCR
8.15	Inspections - High Risk premises (skin penetration, tattoo, waxing)	\$200.00	Per inspection	NA	DCR
8.16	Inspections - street traders	\$150.00	Per inspection	NA	DCR
<i>Registration of Food Handling Premises</i>					
8.17	New registration - All food premises, whether fixed, temporary, mobile or home based.	\$65.00	Per registration	NA	DCR
<i>Food Inspections</i>					
8.18	Food inspection charges - Low Risk premises (including Home Based Food businesses)	\$150.00	Per inspection	NA	DCR
8.19	Food inspection charges - Medium Risk premises	\$200.00	Per inspection	NA	DCR
8.20	Food inspection charges - High Risk premises	\$200.00	Per inspection	NA	DCR
8.21	Inspections exceeding 1 hour	\$75.00	For each additional half hour or part thereof	NA	DCR
<i>Mobile Food Vending or Temporary Food Stall - annual approval</i>					
8.22	s68 application for a Temporary food trader operating on Community land or in a Public place. (does not include registration fee)	\$150.00	Per application under s68 of LG Act. This covers assessing application, issuing approval and any inspection undertaken	NA	DCR
<i>Food Inspections</i>					
8.23	Reinspection fee due to unhygienic conditions	50% of the original inspection fee based upon the property risk rating (low, medium or high)	Per re-inspection	NA	DCR
8.24	Service of Food Premises Improvement Notice	\$330.00	Per Improvement Notice	NA	STAT
<i>Other Public Health Fees</i>					
8.25	Resuscitation chart	\$30.00		Yes	DCR

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
8.26	Accommodation overflow inspections	\$120.00		Yes	ROR
8.27	Fee for clean-up, prevention and noise control notices	\$550.00		NA	STAT
<i>Business Use of the Footpath</i>					
8.28	New application	\$110.00		NA	ROR
8.29	Annual renewal fee	\$80.00		NA	ROR
8.30	Area fee per square metre	\$10.70	Per square metre of footpath used	NA	ROR
<i>Enclosure of a Public Place</i>					
8.31	Works with a duration of up to a week	\$120.00		NA	ROR
8.32	Works involving the construct or maintenance of a single dwelling or units	\$180.00	For two months, then \$80 per month thereafter	NA	ROR
8.33	All other works	\$240.00	For two months, then \$106 per month thereafter	NA	ROR
<i>Inspection of Water Carts Drawing from Town Water Supply</i>					
8.34	Application fee	\$130.00		NA	ROR
8.35	Annual inspection	\$150.00		Yes	ROR
<i>Overgrown Blocks</i>					
8.36	Administration Fee	\$200.00		NA	DCR
8.37	Clean-up Fee		At cost	NA	DCR
<b>Weed Management</b>					
<i>Weed Spraying</i>					
8.38	1 operator and vehicle	\$97.00	Per hour plus \$79 per hour for travel time	NA	DCR
8.39	2 operators and vehicle	\$163.00	Per hour plus \$125 per hour for travel time	NA	DCR
8.40	1 operator and boom spray vehicle	\$115.00	Per hour plus \$96 per hour for travel time	NA	DCR
8.41	Additional operators	\$71.00	Per hour	NA	DCR
<i>Weeds Administration</i>					
8.42	Noxious Weeds Certificate	\$92.00		NA	DCR
8.43	Biosecurity enforcement action or inspection	\$153.00	Per hour	NA	DCR

**FINANCIAL SERVICES**

**Certificates**

*Section 603 Certificates*

9.1	Section 603 Certificates - Aim to have 603 Certificates completed within 4 working days of receipt of 603 application	\$80.00		NA	STAT
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**Debt Recovery**

*Interest on Overdue Rates & Annual Charges*

9.2	Interest on Overdue Rates & Annual Charges	7.50%		NA	STAT
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*Process Filing & Issue Fees*

\* *Debt recovery fees are based upon the Local Court Fees & Professional Costs structure, and will be charged in relation to the recovery of outstanding rates, fees or charges. Debt recovery fees are subject to change without notice in accordance with any changes made to the Local Court Fees & Professional Costs structure.*

9.3	Filing Fee - Statement Liquidated Claim - \$0.01 to \$10,000 - Corp	\$198.00		NA	STAT
9.4	Filing Fee - Statement Liquidated Claim - \$10,000.01 to \$100,000- Corp	\$488.00		NA	STAT
9.5	Filing Fee - Examination Order - \$0.01 to \$100,000	\$172.00		NA	STAT
9.6	Filing Fee - Writ of Execution - \$0.01 to \$100,000	\$84.00		NA	STAT
9.7	Filing Fee - Warrant of Apprehension	\$84.00		NA	STAT
9.8	Service of Documents Fee	\$65.00	Per defendant	NA	STAT
9.9	Field Call Fee - Rural Areas	\$50.00		NA	STAT
9.10	Field Call Fee - Township Areas	\$10.00		NA	STAT
9.11	Preparation Fees - bankruptcy notice/winding up	\$300.00		NA	STAT
9.12	Preparation Fees - other documents	\$150.00		NA	STAT

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
<i>Miscellaneous Debt Recovery Fees</i>					
9.13	Certificate of Judgment	\$58.00		NA	STAT
9.14	On-line business or Company Searches	\$50.00		NA	STAT
9.15	Location Searches	\$50.00		NA	STAT
9.16	Title Searches	\$50.00		NA	STAT
<i>Professional Costs - Amount of Claim \$0.01 to \$1,000</i>					
9.17	Issue Statement of Claim	\$252.00		NA	STAT
9.18	Default Judgment - Liquidated	\$112.80		NA	STAT
<i>Professional Costs - Amount of Claim \$1,000.01 to \$5,000</i>					
9.19	Issue Statement of Claim	\$378.00		NA	STAT
9.20	Default Judgment - Liquidated	\$169.20		NA	STAT
<i>Professional Costs - Amount of Claim \$5,000.01 to \$20,000</i>					
9.21	Issue Statement of Claim	\$504.00		NA	STAT
9.22	Default Judgment - Liquidated	\$225.60		NA	STAT
<i>Professional Costs - Amount of Claim \$20,000.01 to \$100,000</i>					
9.23	Issue Statement of Claim	\$630.00		NA	STAT
9.24	Default Judgment - Liquidated	\$282.00		NA	STAT
<i>Professional Costs - Enforcement after Judgement - Amount of Claim \$0.01 to \$100,000</i>					
9.25	Writ of Execution	\$253.00		NA	STAT
9.26	Examination Order	\$374.00		NA	STAT
9.27	Attend Examination	\$273.00		NA	STAT
9.28	Attend and Examination - Non-appearance	\$199.00		NA	STAT
9.29	Warrant of Apprehension	\$199.00		NA	STAT
9.30	Application to Set Aside Default Judgment	\$165.00		NA	STAT
<i>Appearances on Behalf of Council</i>					
9.31	Objections to or Refusal of Instalment Order	\$150.00		NA	STAT
9.32	Defended Hearings of Claim	\$300.00		NA	STAT
9.33	Winding-Up Costs Lump Sum	\$2,142.00		NA	STAT
9.34	Winding-Up Costs per hour in addition to Winding-Up Costs Lump Sum	\$220.00	Per hour	NA	STAT
<i>Dishonoured Payments</i>					
*	<i>Dishonour fees are recovered at cost, and are subject to change without notice in line with changes made by individual financial institutions.</i>				
9.35	Dishonour Administration Fee	\$27.00	This fee will be applied in addition to the dishonour fee that is charged to Council by individual financial institutions	NA	DCR

**LIBRARY****Library Borrowings***Fines*

10.1	1st Notice - 2 weeks overdue	\$3.50		NA	REF
10.2	2nd Notice - 4 weeks overdue	\$3.50		NA	REF
10.3	3rd Notice - 6 weeks overdue	\$13.00		NA	REF

*Borrowings*

10.4	Bookworms Program	\$25.00	Per year	Yes	SUB
10.5	Toddler Tales Program	\$15.00	Per year	Yes	SUB
10.6	Replacement of lost items		Replacement cost plus \$4	NA	DCR
10.7	Replacement of lost Library Card	\$2.00		NA	DCR
10.8	Inter Library Loans - bulk loans	\$6.20	Per box	Yes	SUB
10.9	Inter Library Loans - State and other Public Libraries	\$5.00	Per item	Yes	SUB

**Library Administration Services***Items to purchase*

10.10	Library Bag	\$4.00	Per item	Yes	DCR
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**LIVESTOCK EXCHANGE****Mudgee Saleyards***Annual Agents Licence*

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
11.1	Annual Agents Licence	\$3,690.00		Yes	SUB
11.2	Agents License Supplementary Fee		0.25% of gross turnover per week	Yes	SUB
<i>Regular Sales - Vendor Fees</i>					
11.3	Sheep Sales	\$0.62	Per head	Yes	SUB
11.4	Cattle Sales	\$6.40	Per head	Yes	SUB
11.5	Scale Fees	\$2.35	Per head	Yes	SUB
<i>Regular Sales - Agent Fees</i>					
11.6	Sheep Sales	\$0.28	Per head	Yes	SUB
11.7	Cattle Sales	\$0.62	Per head	Yes	SUB
11.8	Scale Fees	\$0.43	Per head	Yes	SUB
<i>Special Sales Booking Fees</i>					
11.9	Special Sale Annual Booking Fee	\$190.00	1 day per month	Yes	SUB
11.10	Special Sale Booking Fee	\$110.00		Yes	SUB
<i>Special Sales Turnover Fees</i>					
11.11	Per Animal	\$8.10		Yes	SUB
<i>Sustenance</i>					
11.12	Sheep, Goats & Pigs	\$5.70	Per head per day	Yes	DCR
11.13	All Other Animals	\$11.30	Per head per day	Yes	DCR
<i>Other Saleyards Fees</i>					
11.14	After Hours Yard Callout	\$286.00	Per call out	Yes	SUB
11.15	Carrier Use of Yard for Transaction of Sheep	\$78.00	Per month	Yes	SUB
11.16	Casual Pen Hire - all animals	\$3.60	Per head, minimum charge of \$10	Yes	SUB
11.17	Casual Weigh - all animals	\$4.70	Per head, minimum charge of \$20	Yes	SUB
11.18	Private Weighing - all animals	\$3.60	Per head, minimum charge of \$20	Yes	SUB
11.19	Saleyards Canteen Facility Hire	\$16.00	Per week	Yes	SUB
11.20	Sand or Manure Mix	\$23.60	Per tonne	Yes	SUB
<i>Truck wash</i>					
11.21	Truck wash Key	\$31.00	Per key	Yes	DCR
11.22	Truck wash Use	\$0.62	Per minute	Yes	DCR

## PARKS - ACTIVE & PASSIVE

### Parks & Gardens

#### General Conditions

\* Council does not permit exclusive use of space or facilities at MWRC Parks & Gardens

#### MWRC Parks & Gardens

12.23	Event booking of MWRC Parks & Gardens	\$158.00	Excludes local schools, markets and RSL functions.	Yes	SUB
12.24	Bond for event booking of MWRC Parks & Gardens	\$550.00		NA	BOND
12.25	Access to power	\$31.00	Per day, to be paid when picking up key to power box. Excludes markets and RSL functions	Yes	SUB
12.26	Fitness trainer annual fee	\$235.00	Per annum fee. Copy of insurance need to be provided, list of booking dates (refer to dates parks are closed) and fee paid before a permit is issued.	Yes	SUB
12.27	Fitness trainer - access to amenities	\$50.00	Bond for the provision of a key to the amenities, Key needs to be returned week end 30 June.	NA	BOND
12.28	Key replacement	\$30.00	Replacement of loss or purchase of additional keys	Yes	FCR

#### Mid-Western Sports Groups

##### Junior Sport

12.29	Junior Players	\$14.60	Per player, 18 years and under	Yes	SUB
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##### Senior Sport - No Gate Takings

12.30	Senior Players	\$36.00	Per player, over 18 years	Yes	SUB
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##### Senior Sport - Gate Takings

12.31	First Team	\$2,297.00	Per team	Yes	SUB
12.32	Second Team	\$1,736.00	Per team	Yes	SUB
12.33	Third and Subsequent Teams	\$613.00	Per team	Yes	SUB

##### Cleaning

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
12.34	Amenities cleaning	\$280.00	Charged if Club, Local School or other User Group fails to leave amenities in a clean and tidy condition	Yes	DCR
<i>Sports Council Membership</i>					
12.35	Yearly fee to become sports council member	\$22.00		NA	EXT
<b>Glen Willow Sports Complex</b>					
<i>General Conditions</i>					
*	<i>All bookings for Glen Willow, including bookings by Local Schools, are to be made via Council's Community department P/6378 2850 Field 3, 4, 5, 6 are free of charge for local schools</i>				
<i>Facility Hire</i>					
12.36	Glen Willow Field 2	\$235.00	Full day hire	Yes	SUB
12.37	Glen Willow Fields 3,4,5,6	\$117.00	Per field for full day hire	Yes	SUB
<b>Glen Willow Grandstand</b>					
<i>General Conditions</i>					
*	<i>Clubs that elect to play their home games on the Glen Willow Main Field must play all home games on the Main Field. Such clubs will pay per game day fees as set out below, rather than the normal MWRC Team Fees (Junior/Senior).</i>				
<i>Facility Hire</i>					
12.38	Hire of seating, kiosk, BBQ, 2 or 4 change rooms, public toilets, referees room, first aid room, ticket box, broadcasters room, and coach rooms	\$893.00	Per game day, maximum of 4 games per day after 10am plus cleaning fees	Yes	SUB
12.39	Hire of seating, kiosk, BBQ, 2 or 4 change rooms, public toilets, referees room, first aid room, ticket box, broadcasters room, and coach rooms	\$1,593.00	Per weekend maximum of 4 games per day after 10am plus cleaning fees	Yes	SUB
12.40	Hire of Corporate Room 1, kitchen and second floor toilets	\$383.00	Per game day, plus cleaning fees	Yes	SUB
12.41	Hire of Corporate Room 2, kitchen and second floor toilets	\$194.00	Per game day, plus cleaning fees	Yes	SUB
12.42	Hire of Media Room, kitchen and second floor toilets	\$66.00	Per game day, plus cleaning fees	Yes	SUB
12.43	Cleaning fee for Corporate and Media Rooms	\$260.00	Per game day, per room	Yes	DCR
<i>Utilities</i>					
12.44	Electricity consumption on lighting towers used by Sporting Groups		50% of cost as per consumption recorded by illuminators. Full cost of lights will be charged after 11pm. Applies to all fields with illuminators installed.  **One off event charge \$30 Seasonal sporting groups will be charged at the end of their season / booking period	Yes	SUB
<i>Security Bonds</i>					
12.45	All Sports Group/Club Users at Glen Willow Complex	\$1,000.00	Payable prior to commencement of season, if user group has previously left facilities in unsatisfactory condition.	NA	BOND
<b>Glen Willow, not-for-profit sporting groups</b>					
<i>Facility Hire</i>					
12.46	Field 1 to 6 (inclusive)	\$1,389.00	Monday to Friday only	Yes	SUB
12.47	Field 2 to 6 (Inclusive)	\$496.00	Monday to Friday only	Yes	SUB
12.48	Field 3 to 6 (Inclusive)	\$234.00	Monday to Friday only	Yes	SUB
<b>Glen Willow Soccer/Touch Clubhouse and Netball Clubhouse</b>					
<i>Private or Business Hire</i>					
12.49	Clubhouse hire - half day	\$117.00		Yes	SUB
12.50	Clubhouse hire - daily	\$230.00		Yes	SUB
<i>Community Hire</i>					
12.51	Clubhouse hire - half day	\$53.00		Yes	SUB
12.52	Clubhouse hire - daily	\$87.00		Yes	SUB

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
<i>Security Bonds</i>					
12.53	Hire of Clubhouse	\$550.00		NA	BOND
<i>Facility Hire</i>					
12.54	Cleaning fee clubhouse	\$280.00	Fee is payable prior to event hire	Yes	DCR
<b>All Other MWRC Sports Complexes excluding Glen Willow</b>					
<i>General Conditions</i>					
<p>All bookings, including bookings made by Local Schools, for sporting fields require the relevant booking form found on Councils website.                      Local School use is free of charge.                      The hire and use of Council community buildings is subject to the relevant terms and conditions, which covers aspects such as access, payment terms, and cancellation fees. Prior to entering into a facility hire arrangement, users should review the applicable terms and conditions. A cancellation fee of 50% of the hire fee will apply when less than 21 days notice is provided of cancellation</p>					
<i>Facility Hire</i>					
12.55	Major Events	\$817.00	Maximum 7 days hire	Yes	SUB
12.56	Sports Event - Gate Takings	\$306.00		Yes	SUB
12.57	Sports Event - No Gate Takings	\$163.00		Yes	SUB
12.58	Other Event	\$163.00		Yes	SUB
<i>Utilities</i>					
12.59	Electricity consumption on lighting towers used by Sporting Groups		50% of cost as per consumption recorded by illuminators. Full cost of lights will be charged after 11pm. Applies to all fields with illuminators installed.  **One off event charge \$30 Seasonal sporting groups will be charged at the end of their season / booking period	Yes	SUB
12.60	Bond for hire of Line Marker	\$50.00		NA	BOND
12.61	Hire of Line Marker	\$15.30	Per week. From Rylstone store	Yes	SUB
<i>Security Bonds</i>					
12.62	Major Events	\$1,500.00		NA	BOND
12.63	Sports Group/Club Users at MWRC Sports Complexes	\$1,000.00	Payable prior to commencement of season, if user group has previously left facilities in unsatisfactory condition.	NA	BOND
<b>Showground</b>					
<i>Security Bonds</i>					
12.64	General buildings - Including Rylstone bar and canteen	\$550.00		NA	BOND
12.65	Grassed areas	\$250.00	Applies to each separate area designated as Douro Street, Nicholson Street, Madeira Road, Pony Club Training Arena and Sammy's Flat	NA	BOND
12.66	Main Pavilion room only	\$750.00		NA	BOND
12.67	Main Pavilion including Facilities	\$850.00		NA	BOND
12.68	Major and Minor Events including Rodeos	\$1,000.00		NA	BOND
12.69	Mudgee Show Society and Circus	\$3,700.00	Per show	NA	BOND
12.70	Stable Hirers	\$100.00		NA	BOND
12.71	Horse Events	\$550.00		NA	BOND
<p>A cleaning fee will be deducted from bond if premises are not cleaned within 24 hours. All cleaning and restoration costs incurred by Council will be deducted from bonds at cost, and any shortfall in available funds will be recovered by Council from the Hirer.</p>					
<i>Horse Accommodation</i>					
12.72	Large Portable Yard	\$40.00	Per week	Yes	SUB
12.73	Stables and/or Yard - daily	\$26.00	Per day	Yes	SUB
12.74	Stables and Yard - weekly	\$50.00	Per week	Yes	SUB
12.75	Yards Only	\$11.00	Per day	Yes	SUB

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
<i>Annual Building Occupancy</i>					
12.76	Antique Machinery Club - Event Management Office	\$310.00	Per annum	Yes	SUB
12.77	Cudgegong Cruisers	\$310.00	Per annum	Yes	SUB
12.78	Mid Western Working Horse Building	\$310.00	Per annum	Yes	SUB
12.79	Mudgee Dressage Club Building	\$310.00	Per annum	Yes	SUB
12.80	Mudgee Show Society Office	\$310.00	Per annum	Yes	SUB
12.81	Pony Club Building	\$310.00	Per annum	Yes	SUB
12.82	Poultry Club	\$310.00	Per annum	Yes	SUB
12.83	Woodworkers Group	\$310.00	Per annum	Yes	SUB
<i>Approved Regular Hirers</i>					
12.84	Mid Western Working Horse - Annual Events and Monthly Meets only as approved by Council at start of year	\$1,595.00	Per annum (bookings still required)	Yes	SUB
12.85	Mudgee Dressage Club - One Annual Daily Event and 12 Monthly Meets only as approved by Council at start of year	\$1,490.00	Per annum (bookings still required)	Yes	SUB
12.86	Pony Club - One Annual Daily Event and 12 Monthly Meets only as approved by Council at start of year	\$1,490.00	Per annum (bookings still required)	Yes	SUB
12.87	Caravan Club of Australia	\$260.00	Per day or \$525 per week, Pavilion & Kitchen/Dining - plus camping fees	Yes	SUB
12.88	Gem and Lapidary Club - Main Pavilion	\$840.00	Per event - maximum 4 days	Yes	SUB
12.89	Mudgee Show Society	\$2,045.00	Per event, maximum of 7 days	Yes	SUB
12.90	Pony Club - special events held at Rylstone	\$125.00	Per event	Yes	SUB
12.91	Swap Meet	\$125.00	(Rylstone Swap Meet only)	Yes	SUB
12.92	Rylstone Show Hire		No Charge for Rylstone Showground Committee only	NA	SUB
<i>Hire Fees</i>					
12.93	Animal Nursery	\$100.00	Per day	Yes	SUB
12.94	Animal Stall	\$100.00	Per day	Yes	SUB
12.95	Bar Shelter	\$100.00	Per day	Yes	SUB
12.96	Caravan Sites - Powered	\$22.00	Per day (Available at Mudgee only)	Yes	SUB
12.97	Caravan Sites - Unpowered	\$15.00	Per day (Available at Mudgee only)	Yes	SUB
12.98	Cattle Pavilion	\$100.00	Per day	Yes	SUB
12.99	Equestrian Arena - hourly	\$15.50	Per hour	Yes	SUB
12.100	Equestrian Arena - daily	\$145.00	per day	Yes	SUB
12.101	Grassed Areas - small section for small groups	\$80.00	Applies per day to each separate area designated as Douro Street, Nicholson Street, Madeira Road, Pony Club Training Arena and Sammy's Flat	Yes	SUB
12.102	Main Arena - Ring Hire	\$150.00	Per day	Yes	SUB
12.103	Main Pavilion - Bar area only	\$110.00	Per day	Yes	SUB
12.104	Main Pavilion - Excluding Kitchen and Bar	\$480.00	Per day	Yes	SUB
12.105	Main Pavilion - With Bar and Kitchen Facilities	\$590.00	Per day	Yes	SUB
12.106	Main Pavilion - Kitchen area only Mudgee Showground	\$320.00	Per day	Yes	SUB
12.107	Rylstone Canteen	\$100.00	Per day	Yes	SUB
12.108	Main Pavilion - Gas room heating	\$21.00	Per hour	Yes	SUB
12.109	Main Pavilion - Chair hire	\$1.50	Per chair	Yes	SUB
12.110	Main Pavilion - Table hire	\$5.00	Per table	Yes	SUB
12.111	Major Event	\$1,800.00	Entire Showground excluding stables. Rate is per day, inclusive of camping, plus power and restoration charges.	Yes	SUB
12.112	Minor Event	\$1,050.00	Negotiated partial hire excluding stables. Rate is per day inclusive of camping, plus power and restoration charges.	Yes	SUB
12.113	Pony Club Training Area - Daily	\$53.00	Per day	Yes	SUB
12.114	Pony Club Training Area - Hourly	\$8.50	Per hour	Yes	SUB
12.115	Poultry Pavilion	\$100.00	Per day	Yes	SUB
12.116	Sheep Pavilion	\$340.00	Per day	Yes	SUB
12.117	Circus	\$500.00	Per day plus power charges	Yes	SUB
12.118	Rodeos - Equestrian Arena	\$1,795.00	Per event	Yes	SUB



NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
12.119	Local Schools - Ground Hire		No charge	NA	SUB
12.120	Grassed Sheepdog Trials area	\$330.00	Per event	Yes	SUB
12.121	Shelter Shed - Rylstone	\$65.00	Per day	Yes	SUB

## PLANNING & DEVELOPMENT

### Development Applications

#### Development Applications

13.1	Class 1 dwelling valued up to \$100,000	\$455.00		NA	STAT
13.2	Integrated Development - Fees when an application for development requires approval of a public / statutory authority under the integrated approvals of the EPA Act	\$320.00	Per approval authority plus \$140 administration fee	NA	STAT
13.3	Concurrence of a public / statutory authority to a Development Application as required under the EPA Act or an environmental planning instrument	\$320.00	Per concurrence authority plus \$140 administration fee	NA	STAT

#### Development Applications Based on Estimated Cost of Development

13.4	All development valued up to \$5,000	\$110.00		NA	STAT
13.5	All development valued between \$5,001 and \$50,000 excluding Class 1 dwelling with value ≤ \$100,000	\$170.00	Plus \$3.00 for each \$1,000 (or part of \$1,000) of the estimated cost	NA	STAT
13.6	All development valued \$50,001 to \$250,000	\$352.00	Plus \$3.64 for each \$1,000 or part thereof over \$50,000	NA	STAT
13.7	All development valued \$250,001 to \$500,000	\$1,160.00	Plus \$2.34 for each \$1,000 or part thereof over \$250,000	NA	STAT
13.8	All development valued \$500,001 to \$1,000,000	\$1,745.00	Plus \$1.64 for each \$1,000 or part thereof over \$500,000	NA	STAT
13.9	All development valued \$1,000,001 to \$10,000,000	\$2,615.00	Plus \$1.44 for each \$1,000 or part thereof over \$1,000,000	NA	STAT
13.10	All development valued over \$10,000,000	\$15,875.00	Plus \$1.19 for each \$1,000 or part thereof over \$10,000,000	NA	STAT
13.11	No building, carrying out of work, subdivision or demolition	\$285.00		NA	STAT
13.12	Application for Designated Development	\$920.00	Plus Development. Application fee will be calculated on the estimated cost of development using the above table.	NA	STAT

#### Development Applications for Advertisements

13.13	Advertisements	\$285.00	Plus \$93 for each additional advertisement	NA	STAT
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#### Unauthorised Buildings

\* Where a development consent, complying development certificate or construction certificate was required for the erection of the building and no such consent or certificate was obtained, the fee to be applied is the total sum of each of the relevant building certificate fee, development application fee, complying development certificate fee, and construction certificate fee.

### Development Consent Modifications

#### Modifications involving minor error, misdescription or miscalculation

13.14	Modification of consent under s4.55 (1) [previously known as s96(1)] Environmental Planning & Assessment Act - minor error by applicant, miscalculation, incorrect description	\$71.00		NA	STAT
13.15	Modification of consent under s4.55 (1) [previously known as s96(1)] Environmental Planning & Assessment Act - typographical error on notice of determination		No Charge	NA	STAT

#### Modification of Consent under 4.55 (1A) or under 4.56 (1) of Environmental Planning & Assessment Act 1979

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
13.16	Modification of Consent under s4.55 (1A) [previously known as s96(1A)]. Or under s4.56(1) [previously known as s96AA(1)] (Consent originally approved by court) of the Environmental Planning and Assessment Act, if the modification is of minimal environmental impact	\$645.00	Or 50% of original fee or whichever is the lesser.	NA	STAT
<i>If the modification is not of minimal environmental impact</i>					
13.17	Original fee was for the erection of dwelling house with estimated cost ≤ \$100,000	\$190.00		NA	STAT
13.18	If original fee less than \$100		50% of original fee	NA	STAT
13.19	If original fee \$100 or more and does not involve the erection of a building, carrying out of work, demolition of work or building		50% of original fee	NA	STAT
13.20	Estimated cost of development up to \$5,000	\$55.00		NA	STAT
13.21	Estimated cost of development \$5,001 - \$250,000	\$85.00	Plus \$1.50 for each \$1,000 or part thereof of the estimated cost, plus S101 Advertising if required	NA	STAT
13.22	Estimated cost of development \$250,001 - \$500,000	\$500.00	Plus \$0.85 for each \$1,000 or part thereof over \$250,000, plus S101 Advertising if required	NA	STAT
13.23	Estimated cost of development \$500,001 - \$1,000,000	\$712.00	Plus \$0.50 for each \$1,000 or part thereof over \$500,000, plus S101 Advertising if required	NA	STAT
13.24	Estimated cost of development \$1,000,001 - \$10,000,000	\$987.00	Plus \$0.40 for each \$1,000 or part thereof over \$1,000,000, plus S101 Advertising if required	NA	STAT
13.25	Estimated cost of development more than \$10,000,001	\$4,737.00	Plus \$0.27 for each \$1,000 or part thereof over \$10,000,000, plus S101 Advertising if required	NA	STAT
<i>Review of Determination under Division 8.2 of the Environmental Planning and Assessment Act</i>					
13.26	Advertising of Division 8.2 [Previously known as 82A(1)]	\$620.00		NA	STAT
13.27	Original fee was for the erection of dwelling house with estimated cost ≤ \$100,000	\$190.00		NA	STAT
13.28	If original fee \$100 or more and does not involve the erection of a building, carrying out of work, demolition of work or building		50% of original fee	NA	STAT
13.29	Estimated cost of development up to \$5,000	\$55.00		NA	STAT
13.30	Estimated cost of development \$5,001 - \$250,000	\$85.00	Plus \$1.50 for each \$1,000 or part thereof of the estimated cost.	NA	STAT
13.31	Estimated cost of development \$250,001 - \$500,000	\$500.00	Plus \$0.85 for each \$1,000 or part thereof over \$250,000.	NA	STAT
13.32	Estimated cost of development \$500,001 - \$1,000,000	\$712.00	Plus \$0.50 for each \$1,000 or part thereof over \$500,000.	NA	STAT
13.33	Estimated cost of development \$1,000,001 - \$10,000,000	\$987.00	Plus \$0.40 for each \$1,000 or part thereof over \$1,000,000.	NA	STAT
13.34	Estimated cost of development more than \$10,000,001	\$4,737.00	Plus \$0.27 for each \$1,000 or part thereof over \$10,000,000.	NA	STAT
13.35	Review of rejection of development application - If estimated cost less than \$100,000	\$55.00		NA	STAT
13.36	Review of rejection of development application - If estimated cost is more than \$100,000 and less than \$1,000,000	\$150.00		NA	STAT
13.37	Review of rejection of development application - If estimated cost is more than \$1,000,000	\$250.00		NA	STAT
13.38	Review of a Modified consent decisions d8.2 [Previously known as s96(AB)]		50% of original fee	NA	STAT
<b>Subdivision Applications</b>					
<i>Subdivision Development application under Environmental Planning &amp; Assessment Act</i>					
13.39	Subdivision involving opening of a public road	\$665.00	Plus \$65 per additional lot	NA	STAT
13.40	Subdivision not involving opening of a public road	\$330.00	Plus \$53 per additional lot	NA	STAT
13.41	Strata Subdivision	\$330.00	Plus \$65 per additional lot	NA	STAT

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
<i>Subdivision Certificates</i>					
13.42	Subdivision Certificate - exempt development	\$168.00		NA	DCR
13.43	Subdivision Certificate - no road	\$337.00		NA	DCR
13.44	Subdivision Certificate - road	\$841.00		NA	DCR
13.45	Subdivision Construction Certificate	\$230.00	Plus \$50 per lot	NA	DCR
13.46	Subdivision Inspection Package	\$125.00	Per lot	NA	DCR
<i>Other Subdivision Applications &amp; Inspections</i>					
13.47	Compliance Certificate	\$136.00		Yes	DCR
13.48	Repeat construction inspection	\$126.00	Per hour, with a minimum charge of 1 hour	NA	DCR
13.49	Application to bond engineering works	\$92.00		Yes	DCR
13.50	Application for part release of bonded engineering works	\$92.00		Yes	DCR
13.51	Long Service Levy		Refer to Section 34 of the Building and Construction Industry Long Service Payments Act 1986.	NA	STAT
<i>Inspection Fees for Development not Involving Subdivision</i>					
13.52	Road Works, Drainage, Gravity Sewer and Water Reticulation	\$218.00	Plus \$1/m road works, \$1/m piped drainage, gravity sewer and water reticulation	NA	FCR
<i>Works Bonds</i>					
13.53	Incomplete Works Bond		Calculated at 135% of the estimated cost of works yet to be completed	NA	BOND
13.54	Defects Liability Bond		Either 5% of the value of constructed/completed works or \$2,000 whichever is the greater	NA	BOND
<b>Public Notification (Advertising)</b>					
<i>Statutory Advertising</i>					
13.55	Designated Development	\$2,220.00		NA	STAT
13.56	Advertised Development	\$1,105.00		NA	STAT
13.57	Planning Instrument Requirement	\$1,105.00		NA	STAT
13.58	Prohibited Development	\$1,105.00		NA	STAT
13.59	Advertising Review of Determination Division 8.2 [previously known as 82A]	\$620.00		NA	STAT
<i>Advertising as per Council Policy</i>					
13.60	Newspaper advertisement	\$415.00		NA	DCR
13.61	Neighbour notification	\$77.00		NA	DCR
<i>Advertising - Section 4.55 [previously known as s96] Modification</i>					
13.62	Newspaper advertisement	\$415.00		NA	DCR
13.63	Neighbour notification	\$77.00		NA	DCR
<b>Developer Contributions</b>					
<i>Section 64 Developer Contributions</i>					
13.64	Section 64 Sewer	\$3,838.00	Fee is for 1.00 Equivalent Tenement/Unit. Total Fee will be calculated in accordance with the DSP	NA	SUB
13.65	Section 64 Water	\$8,407.00	Fee is for 1.00 Equivalent Tenement/Unit. Total Fee will be calculated in accordance with the DSP	NA	SUB
<i>Section 94 Contributions Plan 2005-2021</i>					
13.66	Catchment 1 Mudgee Town Centre	\$7,220.00	Per lot	NA	SUB
13.67	Catchment 2 Mudgee Residential Area	\$7,220.00	Per lot	NA	SUB
13.68	Catchment 2A Mudgee Residential South/West	\$12,727.00	Per lot	NA	SUB
13.69	Catchment 3 Gulgong	\$6,644.00	Per lot	NA	SUB
13.70	Catchment 4 All Other Areas	\$4,631.00	Per lot	NA	SUB
<i>Section 94A Contributions Plan 2005-2021</i>					
13.71	Development valued up to \$100,000		Nil	NA	DCR
13.72	Development valued from \$100,000 to \$200,000		0.5% of development value	NA	DCR
13.73	Development valued over \$200,000		1.0% of development value	NA	DCR
<b>Planning Enquiries &amp; Documents</b>					
<i>Enquiries</i>					
13.74	Planning enquiry	\$94.00	For up to one hour, plus \$100 for each additional hour or part thereof	NA	DCR

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
13.75	Dwelling Entitlement Research/Investigation Fee	\$294.00		NA	FCR
<i>Maps &amp; Documents</i>					
13.76	Local Environment Plan Document	\$32.00		NA	DCR
13.77	Local Environment Plan Map - size A3 - set	\$410.00		NA	DCR
13.78	Local Environment Plan Map - size A3 - single	\$8.90		NA	DCR
13.79	Development Control Plan	\$32.00		NA	DCR
13.80	Aus-spec	\$40.00	Per discrete spec, licensed for single use. Quotations available for bulk purchase or full specification suite.	Yes	DCR
13.81	Certified copy of a plan or document	\$53.00		NA	STAT
<i>Section 10.7 Certificates [previously known as 149 certificate]</i>					
13.82	Section 10.7 (2) Certificate	\$53.00		NA	STAT
13.83	Section 10.7 (2) Certificate with Section 10.7 (5) Advice	\$133.00		NA	STAT
<i>Site Compatibility Certificates</i>					
13.84	Affordable rental housing	\$265.00	Plus \$42 for each additional dwelling up to a maximum of \$5,580	NA	STAT
13.85	Infrastructure	\$265.00	Plus \$265 for each additional hectare up to a maximum of \$5,580	NA	STAT
13.86	Seniors Housing - Residential Care Facility	\$280.00	Plus \$45 per bed up to a maximum of \$5,580	NA	STAT
13.87	Seniors Housing - Other Facility	\$280.00	Plus \$45 per dwelling up to a maximum of \$5,580	NA	STAT
<b>Land Use Planning</b>					
<i>Development Control Plan Amendment</i>					
13.88	Plan amendment not requested by Council	\$2,310.00		NA	DCR
<i>Local Environment Plan Rezoning Application</i>					
13.89	Consistent with Comprehensive Land Use Strategy	\$3,574.00		NA	DCR
13.90	Inconsistent with Comprehensive Land Use Strategy	\$8,932.00		NA	DCR
<b>Roads &amp; Grids</b>					
<i>Application under Section 138</i>					
13.91	Approval to undertake work within the Road/Road Reserve	\$228.00	Per application	NA	DCR
<b>PROPERTY SERVICES</b>					
<b>Roads Council or Crown Reserves</b>					
<i>Road Openings &amp; Closures - Permanent</i>					
14.1	Investigation Fee - Road Closure/Opening - Council or Crown Road Reserve. Fees are per road reserve.	\$550.00	Processes include preliminary internal investigations, initial neighbour and agency notification where required and report back to applicant with investigation results.	NA	DCR
<b>Roads Council Reserve</b>					
<i>Road Openings &amp; Closures - Permanent</i>					
14.2	Application Fee - Road Closure/Opening - Council Road Reserve. Fees are per road reserve.	\$1,366.00	Processes include Council administration costs, neighbour and agency notification, review and; compilation of Council report.	NA	DCR
14.3	Processing Fee - Road Closure/Opening - Council Road Reserve.	\$14,650.00	Fee includes estimated costs for survey, linen, valuation, status search, legal fees, Crown application fee where applicable and Council administration costs. Where actual costs exceed this fee, Council will invoice for the balance. The fee does not include the value of the land which is subject to negotiation in accordance with Council's Land Acquisition & Disposal Policy, valuation and any other relevant considerations.	NA	DCR
<b>Roads &amp; Grids</b>					
<i>Traffic Control Plan</i>					
14.4	Prepare Traffic Control Plan		Price on application	Yes	DCR
<i>Road Openings &amp; Closures - Permanent</i>					
14.5	Reinstatement of Road Openings & Closures - Asphaltic Concrete, Cement Concrete, Tar & Bitumen, Earth & Gravel		Rate per square metre will be provided upon request	Yes	DCR

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
<i>Grid Installations</i>					
14.6	Permit for Grid Installation	\$85.00		NA	DCR
14.7	Advertising for Grid Installation	\$415.00		NA	DCR
14.8	Grid Installation		Quotes will be provided upon request	Yes	DCR
<i>Road Closures - Temporary</i>					
14.9	Permit for Approval	\$276.00		NA	DCR
14.10	Advertising for Approval - Road Closing	\$87.00		NA	DCR
<i>Works Bond</i>					
14.11	Excavation of Water Pipes located under roads	\$10,000.00		NA	BOND
<b>Crown Reserves</b>					
<i>Transfer of a Crown Road Reserve to Council Control</i>					
14.12	Application Fee - Transfer of a Crown Road Reserve to Council Control	\$185.00	This fee does not include any fees payable to other government authorities in relation to the road closure application	NA	DCR
<b>Leases &amp; Licences on Council Owned and Council Managed Crown Land</b>					
<i>Leases &amp; Licences on Council Owned and Council Managed Crown Land</i>					
14.13	Application for New or Renewal of Leases and Licences on Council Owned or Council Managed Crown Land	\$290.00	Plus legal fees at cost associated with the preparation of an agreement	Yes	DCR
<b>PRIVATE WORKS</b>					
<b>Private Works</b>					
<i>Private Works</i>					
15.1	Private Works		Estimates for Private Works are available upon request	Yes	ROR
<i>Tourism Directional Signage</i>					
15.2	Manufacture and installation of tourism directional signage		Quotes will be provided upon request	Yes	DCR
<b>SERVICES - OTHER</b>					
<b>Ironed Out</b>					
<i>Ironing</i>					
16.1	Clothing	\$2.60	Per Item - Up to 4 items - Shirts, Blouses, Trousers, Jeans, Jumpers, Skirts, Sleepwear and Tee-Shirts.	Yes	REF
16.2	Clothing - Basket	\$1.80	More than 4 items - excluding Linen	Yes	REF
16.3	Suits	\$10.40		Yes	REF
16.4	Dresses		Price on application - dependant on assessed difficulty	Yes	REF
16.5	Linen - Sheets - Single	\$6.20	Per item	Yes	REF
16.6	Linen - Sheets - Double	\$8.30	Per item	Yes	REF
16.7	Linen - Sheets - Queen	\$10.40	Per item	Yes	REF
16.8	Linen - Sheets - King	\$15.50	Per item	Yes	REF
16.9	Linen - Pillow Slips	\$1.10	Per item	Yes	REF
16.10	Linen - Serviettes	\$0.50	Per item	Yes	REF
16.11	Doona Covers - Single	\$8.30	Per item	Yes	REF
16.12	Doona Covers - Double	\$10.40	Per item	Yes	REF
16.13	Doona Covers - Queen	\$12.50	Per item	Yes	REF
16.14	Doona Covers - King	\$15.50	Per item	Yes	REF
16.15	Table Cloths - Small	\$3.10	Per item	Yes	REF
16.16	Table Cloths - Medium	\$4.20	Per item	Yes	REF
16.17	Table Cloths - Large	\$6.20	Per item	Yes	REF
<i>Dry Cleaning Services</i>					
16.18	As Council acts as an agent, fees are determined by the external supplier.		Pricing is available upon enquiry at Ironed Out.	Yes	EXT
<i>Costume Hire</i>					
16.19	Costume Hire - Deposit	\$30.00	Refundable Deposit	NA	DCR
16.20	Costume Hire - Up to 3 consecutive days		Price range \$25-65 per outfit - Price on application	Yes	DCR
<i>Pre Loved Clothing Sales</i>					
16.21	Various		Prices as marked on item	Yes	SUB
<i>Wash Press Uniforms - for reissue</i>					

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
16.22	Various	\$2.60	Per Item	Yes	SUB
<b>Ironed Out / Mudgee Recycling</b>					
<i>Labour Intensive Administrative Services</i>					
16.23	Collation of First Aid Bags	\$0.10	Per Item	Yes	SUB
16.24	Rag Cutting	\$1.00	Per Kg	Yes	SUB
16.25	Labour Intensive Administrative Services		Bulk manual labour service - Price on application	Yes	SUB

**SEWERAGE SERVICES****Sewerage Annual & User Charges***Sewerage Service Availability Charge*

17.1	Residential	\$839.00		NA	ROR
17.2	Business	\$468.00		NA	ROR

*Sewerage Service User Charge*

17.3	Business	\$2.68	Per kilolitre, based on kilolitres of water used that would reasonably be deemed to enter sewerage system	NA	ROR
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*Liquid Trade Waste*

17.4	Category 1 Discharger	\$95.00		NA	FCR
17.5	Category 2 Discharger	\$190.00		NA	FCR
17.6	Large Discharger	\$630.00		NA	FCR
17.7	Industrial Discharger	190.00 - 630.00		NA	FCR
17.8	Re-inspection Fee	\$90.00		NA	FCR
17.9	Category 1 Discharger		Per kilolitre		FCR
17.10	Category 2 Discharger	\$1.76	Per kilolitre		FCR
17.11	Application Fee LTW	\$170.00	Per application		FCR

**Sewer Trade Waste***Liquid Trade Waste*

17.12	Discharge of Septic Tank Waste and Portable Toilet Waste at Mudgee Sewage Treatment Works	\$24.00	Per kilolitre, rounded to the nearest kilolitre, minimum charge per load of 1 kL. Available only 7am - 3pm Monday - Friday. Subject to a Liquid Trade Waste Approval.	NA	FCR
17.13	After Hours fee - Discharge of Septic Tank Waste and Portable Toilet Waste at Mudgee Sewage Treatment Works	\$137.00	Per truck load. In addition the discharge fee per kL will be charged	NA	ROR

**Sewerage Services Connections & Disconnections***Sewer Connections & Disconnections*

17.14	Sewer Connection Fee	\$1,700.00	Existing main sideline & junction only.	NA	FCR
17.15	Sewer Extensions		Estimation will be provided upon request in accordance with Council's Private Works Policy	NA	FCR
17.16	Sewer Disconnection Fee	\$974.00		NA	FCR
17.17	Locating of Existing Sewer Junction	\$278.00		NA	FCR

**SWIMMING POOLS****Mudgee, Gulgong & Kandos Swimming Pools***Entry Fees*

18.1	Adults	\$5.00	Per adult	Yes	SUB
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*Entry Fees*

18.2	Children - 16 years and under	\$3.00	Per child	Yes	SUB
18.3	Babies less than 6 months		No charge	NA	SUB
18.4	Pensioners	\$2.00	Per pensioner	Yes	SUB
18.5	Spectators	\$1.00	Per spectator	Yes	SUB
18.6	Swimming Lesson Participation Fee	\$1.00	Per Participant	Yes	SUB

*Season Tickets\**

18.7	Adults	\$123.00	Per adult	Yes	SUB
18.8	Adults - Pensioner	\$77.00	Per pensioner	Yes	SUB
18.9	Children - 16 years and under	\$77.00	Per child	Yes	SUB
18.10	Family	\$225.00	2 x adults and 3 x children plus \$15 for each additional child.	Yes	SUB
18.11	Family - Pensioner	\$158.00	2 x adults and 3 x children plus \$15 for each additional child.	Yes	SUB

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
*	<i>*Half Season Tickets are available from 1 January at 60% of the annual Season Ticket fees set out above.</i>				
<i>Swimming Lessons</i>					
18.12	Accredited Lifesaving Program participants	\$1.00		Yes	SUB
18.13	Council swim lesson	\$22.00	Includes lesson and entry per participant	Yes	SUB
<i>Facility Hire</i>					
*	<i>Local School Swimming Carnivals</i>		No charge for annual local school swimming carnivals and school carnival participants, however normal admission fees apply for spectators		SUB
18.14	Hire of Pool - Hourly	\$52.00	Per hour rate, plus normal entry fees for each participant. Pool cannot be hired after 3pm.	Yes	SUB
18.15	Hire of Pool - Hourly plus inflatable	\$200.00	Includes hire of pool, inflatable and staffing. Normal entry fees for each participant. Pool cannot be hired after 3pm. 2 nominated persons required to assist in set up and pack up		SUB
18.16	Lane or Roped Off Section Hire - ALL	\$15.80	Per hour plus normal entry fees for each participant, lane hire to be paid and booked prior to the pool season opening	Yes	SUB
<i>Canteen Sales</i>					
18.17	Food and drink sales		Prices as displayed	Yes	ROR
<b>TOURISM &amp; ECONOMIC DEVELOPMENT</b>					
<b>Filming</b>					
<i>Film Location Fees</i>					
19.1	Film Location Fees		Individual estimates will be provided for direct cost recovery as per the Filming Related Legislation Amendment Act 2008	NA	DCR
<b>Events</b>					
<i>MWRC Event Stallholder</i>					
19.2	Stallholder Fee	\$115.00		Yes	SUB
<i>Sales</i>					
19.3	Merchandise Sales - Miscellaneous Items		Prices as marked on item	Yes	ROR
19.4	Ticket Sales		Prices as advertised for each event	Yes	REF
<b>WASTE MANAGEMENT</b>					
<b>Waste Annual Charges</b>					
<i>Waste Annual Charges</i>					
20.1	Business Waste Management Charge	\$212.00		NA	ROR
20.2	Domestic Waste Management Charge	\$275.00	For collection of the following 240L bins: Weekly - organics (light green lid) Fortnightly - landfill/general waste (red or dark green lid) - Recycling (yellow and blue lid)	NA	FCR
20.3	General Waste Management Charge	\$225.50		Yes	ROR
<b>Recycling</b>					
<i>Business Recycling</i>					
20.4	Bulk Collection of Recycling Materials, Cardboard or Co-mingled - Level 1	\$438.00	Per quarter	Yes	FCR
20.5	Bulk Collection of Recycling Materials, Cardboard or Co-mingled - Level 2	\$219.00	Per quarter	Yes	FCR
20.6	Bulk Collection of Recycling Materials, Cardboard or Co-mingled - Level 3	\$110.00	Per quarter	Yes	FCR
20.7	Bulk Collection of Recycling Materials, Cardboard or Co-mingled - Level 4	\$51.00	Per quarter	Yes	FCR
20.8	Kerbside Collection	\$207.00	On normal collection day only	NA	FCR
20.9	Special Recycling Collection	\$30.00	Per cubic metre, with a minimum charge of 1m3. By arrangement only and payment required in advance.	Yes	FCR
<i>Bin Purchases Commercial</i>					
20.10	240 Litre Bins - Green, Red, Blue or Yellow	\$83.00	Per bin	NA	DCR
20.11	Replacement Bin Lids (including 2 x pins) - Green, Red, Blue or Yellow	\$18.00	To suit Sulo MG 240L bin only	NA	DCR

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
20.12	Bin Wheel - Suit Sulo Bin 240L	\$15.00	Per Wheel	NA	DCR
20.13	Bin Axel - Suit Sulo Bin 240L	\$11.00	Per axel	NA	DCR
<b>Recycled Products Available for Sale</b>					
<i>Second Hand Items</i>					
20.14	Various		Items sold at the Recycle Shops located at Mudgee, Gulgong and Kandos Waste Transfer Stations and Ironed Out	Yes	REF
<b>Commercial Waste Collection - Mudgee &amp; Gulgong</b>					
<i>Bin Rental - Long Term Hire</i>					
20.15	Bin - 3 Cubic Metres	\$20.00	Per month	Yes	FCR
<i>Waste Removal Service</i>					
20.16	Bin - 3 Cubic Metres	\$70.00	Per service	Yes	FCR
<b>Waste Disposal - Mudgee, Gulgong &amp; Kandos</b>					
*	<i>For customers with Waste Disposal debtor accounts, invoices will be issued monthly, and a minimum charge of \$15 applies unless there are no transactions during that month</i>				
<i>Animal Waste Disposal</i>					
20.17	Dead Animals - Large (Horse, Cattle, sheep, pigs)	\$43.00	Each, by appointment at Mudgee Waste Depot only	Yes	FCR
20.18	Dead Animals - Small/Medium (Dogs, Cats)	\$16.00	Each, by appointment at Mudgee Waste Depot and Kandos Waste Depot only	Yes	FCR
<i>Asbestos</i>					
20.19	Residential - Ute or 6 x 4 Box Trailer		No charge, by appointment at Mudgee Waste Depot only	NA	SUB
20.20	Commercial - sorted asbestos products only unto a maximum 5 tonne.	\$164.00	Per tonne, by appointment at Mudgee Waste Depot only. This is for products manufactured containing asbestos.	Yes	DCR
20.21	Asbestos contaminated building waste / Asbestos contaminated Soils / Asbestos deliveries over 5tonne	\$335.00	Per tonne. All products contaminated with asbestos fibres. Mudgee Waste Depot only	Yes	DCR
*	<i>All asbestos must be wrapped in accordance with asbestos disposal guidelines. For guidance, please contact Council.</i>				
<i>Commercial Waste Disposal - Mudgee Waste Depot</i>					
20.22	Mixed Waste C&I - not mining related	\$136.00	Per tonne	Yes	FCR
20.23	Sorted Bricks, Concrete, Tile, Timber and Green Waste	\$69.00	Per tonne	Yes	FCR
20.24	Mixed Construction and demolition Waste	\$161.00	Per tonne	Yes	FCR
20.25	Mining related waste - special	\$161.00	Per tonne	Yes	FCR
20.26	Vineyard Dripper line no wire and rolled	\$161.00	Per tonne	Yes	FCR
20.27	Vineyard Dripper Line with wire	\$294.00	Per tonne	Yes	FCR
20.28	Cooking Oil Disposal (Over 20Ltrs)	\$0.50	Per litre	Yes	FCR
20.29	Bio Solids (Spade able)	\$136.00	Per tonne	Yes	FCR
20.30	Contaminated Soil (Complying with EPA Guidelines)	\$263.00	Per tonne	Yes	FCR
20.31	Commercial E Waste	\$50.00	Per tonne	Yes	FCR
20.32	Hydraulic Hoses	\$235.00	Per tonne	Yes	FCR
20.33	Clean Fill		Per tonne	NA	FCR
20.34	Document Destruction Burial	\$153.00	Per tonne	Yes	FCR
20.35	Document Destruction Recycling	\$20.00	Per tonne	Yes	FCR
20.36	Additional waste removal service - Level 1 (2 additional collections per week)	\$345.00	Per quarter	NA	FCR
20.37	Additional waste removal service - Level 2 (1 additional collections per week)	\$173.00	Per quarter	NA	FCR
20.38	Additional waste removal service - Level 3 (1 additional collections per fortnight)	\$87.00	Per quarter	NA	FCR
20.39	Additional waste removal service - Level 4 (1 additional collections per month)	\$51.00	Per quarter	NA	FCR
<i>Commercial Waste Disposal - Gulgong Waste Transfer Station and Kandos Waste Depot</i>					
20.40	Mixed Waste - Single Axle Box Trailer	\$43.00		Yes	FCR
20.41	Mixed Waste - Double Axle Box Trailer	\$70.00		Yes	FCR
20.42	Sorted Bricks, Concrete, Tile, Timber and Green Waste - Single Axle Box Trailer	\$35.00		Yes	FCR



NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
20.43	Sorted Bricks, Concrete, Tile, Timber and Green Waste - Double Axle Box Trailer	\$47.00		Yes	FCR
20.44	Green Waste - Single rear axle truck with 16" or smaller wheels	\$71.00	Per load	Yes	FCR
<i>Green Waste</i>					
20.45	Residential		No charge	NA	SUB
20.46	Commercial	\$61.00	Per tonne	Yes	FCR
<i>Hospital Waste Disposal</i>					
20.47	Hospital Waste	\$170.00	Per tonne, by appointment at Mudgee Waste Depot only	Yes	FCR
<i>Recyclable Items</i>					
20.48	Sorted Recyclables		No charge	NA	SUB
20.49	Scrap Metal		No charge	NA	SUB
<i>Soil</i>					
20.50	Clean fill suitable for cover material		No charge	NA	FCR
* Charges apply for handling clean fill above 100t/day					
<i>Weighbridge Check</i>					
20.51	Tare Weight Checks	\$20.00		Yes	DCR
<i>Event Bins</i>					
20.52	Event Bin Delivery - Rylstone/Kandos	\$550.00	Delivery, collection and servicing of 15 bins	Yes	FCR
20.53	Event Bin Delivery - Mudgee/Gulgong	\$310.00	Delivery, collection and servicing of 15 bins	Yes	FCR
20.54	Additional event bin servicing	\$150.00	Per 15 bins	Yes	FCR
<i>Tyres</i>					
* Council accepts tyres at the Mudgee Waste Depot, Gulgong Waste Transfer Station and Kandos Waste Depot from Residential customers only. No commercial business tyre disposal permitted.					
20.55	Car & Motorcycle Tyres	\$5.70	Each	Yes	FCR
20.56	Truck Tyres	\$27.00	Each	Yes	FCR
20.57	Tractor & Heavy Plant Tyres	\$57.00	Each	Yes	FCR

## WATER SUPPLY

### Water Availability & Usage

#### Water Availability - Residential and Non Residential

21.1	Water Meter - 20mm	\$154.00	Per annum	NA	ROR
21.2	Water Meter - 25mm	\$241.00	Per annum	NA	ROR
21.3	Water Meter - 32mm	\$394.00	Per annum	NA	ROR
21.4	Water Meter - 40mm	\$616.00	Per annum	NA	ROR
21.5	Water Meter - 50mm	\$963.00	Per annum	NA	ROR
21.6	Water Meter - 80mm	\$2,464.00	Per annum	NA	ROR
21.7	Water Meter - 100mm	\$3,850.00	Per annum	NA	ROR
21.8	Water Meter - 150mm	\$8,663.00	Per annum	NA	ROR

#### Potable Water Usage - Residential and Non Residential

21.9	Water Usage - Standpipes	\$5.60	Per kilolitre	NA	FCR
21.10	Water Usage - Residential	\$3.03	Per kilolitre	NA	ROR
21.11	Water Usage - Business	\$3.03	Per kilolitre	NA	ROR

#### Non-Potable Water Usage - Residential and Non Residential

21.12	Water Usage - Standpipes	\$1.05	Per kilolitre	NA	ROR
21.13	Water Usage - Raw Water & Parks Irrigation	\$0.66	Per kilolitre	NA	FCR

#### Interest & Penalties on Overdue Water Accounts

21.14	Interest on Overdue Water Accounts	\$0.08	Per annum	NA	STAT
21.15	Penalty for Restriction Action Notice	\$85.00	Per notice	NA	FCR

#### Other Water Availability & Usage Fees

21.16	Meter Reading - Transfers	\$80.00		NA	FCR
21.17	Meter Reading - Testing	\$267.00		NA	FCR
21.18	Mains Pressure Testing	\$175.00	Where available	NA	FCR
21.19	Backflow Device Testing	\$176.00		NA	FCR
21.20	Meter Cover Box	\$47.00	Existing services only. Pick up Mudgee Depot Office.	NA	FCR
21.21	Standpipe Access Key	\$31.00	Per key	NA	DCR

NO.	FEE/CHARGE	2018/19	CONDITIONS	GST	POLICY
<b>Water Service Connections &amp; Disconnections</b>					
<i>Water Service Connections - 20mm</i>					
21.22	New connection	\$1,844.00		NA	FCR
21.23	Service Renewal/Relocation*	\$1,705.00		NA	FCR
21.24	Meter Assembly	\$390.00		NA	FCR
<i>Water Service Connections - 25mm</i>					
21.25	New Connection	\$2,184.00		NA	FCR
21.26	Service Renewal/Relocation*	\$1,910.00		NA	FCR
21.27	Meter Assembly	\$551.00		NA	FCR
<i>Water Service Connections - 32mm</i>					
21.28	New Connection	\$3,049.00		NA	FCR
21.29	Service Renewal/Relocation*		Estimation will be provided upon request in accordance with Council's Private Works Policy	NA	FCR
21.30	Meter Assembly	\$1,455.00		NA	FCR
<i>Water Service Connections - 40mm</i>					
21.31	New Connection	\$3,499.00		NA	FCR
21.32	Service Renewal/Relocation*		Estimation will be provided upon request in accordance with Council's Private Works Policy	NA	FCR
21.33	Meter Assembly	\$1,791.00		NA	FCR
<i>Water Service Connections - 50mm</i>					
21.34	New Connection	\$4,732.00		NA	FCR
21.35	Service Renewal/Relocation*		Estimation will be provided upon request in accordance with Council's Private Works Policy	NA	FCR
21.36	Meter Assembly	\$2,534.00		NA	FCR
*	Excludes water meter maintenance				
<i>Water Service Disconnections</i>					
21.37	Disconnections - All Meter Sizes	\$469.00		NA	FCR

POLICY	DESCRIPTION	METHODOLOGY
DCR	Direct Cost Recovery	Includes all the recovery of salary, salary on-costs, and materials directly attributable to the provision of the good or services.
EXT	External Cost	Price is determined by external parties carrying out the relevant works
FCR	Full Cost Recovery	Includes all costs, direct and indirect, incurred in providing the good or service. Indirect costs include a proportion of shared costs (or overheads) which include supply and information technology; the recording and processing of financial information, correspondence, payroll, and personnel data; together with professional management of these systems and costs associated with providing shared buildings and equipment.
REF	Reference	Involves the identification of like or similar services in the community followed by the adoption of similar prices to those charged by such services.
ROR	Rate of Return	Prices are set to recover an excess over costs that may then be directed to capital improvements/development of similar facilities.
STAT	Statutory	Prices are set to comply with statutory legislation.
SUB	Subsidised/Partial Cost Recovery	Council only recovers a portion of costs. New services, and services from which benefits accrue to the community as a whole, are often subsidised. Services described as Community Service Obligations are included
BOND	Security Bond	A cleaning fee will be deducted from bond if premises are not cleaned within 24 hours. All cleaning and restoration costs incurred by Council will be deducted from bonds at cost, and any shortfall in available funds will be recovered by Council from the Hirer.

DELIVERY PROGRAM  
TABLES

APPENDIX  
**TWO**

LOOKING AFTER OUR COMMUNITY

THEME  
**ONE**

## Goal 1.1: A safe and healthy community

### Strategy 1.1.1 Maintain the provision of high quality, accessible community services that meet the needs of our community

DELIVERY PROGRAM 2017/18 - 2020/21		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Provide comprehensive community support programs that embrace social justice, access and equity	30/06/2021	Provide Meals on Wheels service	Number of meals delivered	30/06/2019	Community Services
		Provide Community Transport service	Number of trips provided	30/06/2019	Community Services
		Provide financial and in-kind support to Mid-Western Regional Youth Council to deliver a range of youth oriented initiatives	Successful delivery of Youth Council initiatives	30/06/2019	Community Services
		Provide Family Day Care service	Number of places offered through network	30/06/2019	Community Services
Provide customer focused library and information services	30/06/2021	Deliver high quality, modern library services at Mudgee, Kandos, Rylstone and Gulgong	Library visitation	30/06/2019	Library Services
		Provide Mobile Library service	Number of mobile borrowings	30/06/2019	Library Services
		Deliver children and youth library programs including pre-school Bookworms and school holiday reading program	Programs delivered	30/06/2019	Library Services
		Maintain an up to date library collection in accordance with Collection Policy	Number of borrowings	30/06/2019	Library Services

### Strategy 1.1.2 Work with key partners and the community to lobby for effective health services in our Region

DELIVERY PROGRAM 2017/18 - 2020/21		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Explore funding opportunities for improved health services. Work in partnership with Western Local Area Health Network to promote health projects	30/06/2021	Lobby government and industry for funding including potential upgrade of Mudgee Hospital	Demonstrated activity and meetings	30/06/2019	Executive
		Liaise with Western NSW Local Health Network and work with local Medical Services Organisations through inter-agency meetings	Regular meetings maintained	30/06/2019	Community Services
		Provide accommodation assistance for Doctors in the region	Accommodation provided	30/06/2019	Community Services

### Strategy 1.1.3 Support networks, programs and facilities which promote health and wellbeing and encourage healthy lifestyles

DELIVERY PROGRAM 2017/18 - 2020/21		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
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ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Provide financial assistance in accordance with Council's Community Grants Program Policy	30/06/2021	Provide financial assistance for local and regional bodies in accordance with Community Grants Program Policy	Report to Council quarterly in line with policy objectives	30/06/2019	Finance
Promote and support programs aimed at increasing community health and wellbeing	30/06/2021	Provide funding for Healthy Communities initiatives	Funding provided and initiatives delivered	30/06/2019	Community Services

**Strategy 1.1.4 Work with key partners and the community to reduce crime, anti social behaviour and improve community safety**

**DELIVERY PROGRAM 2017/18 - 2020/21 OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)**

ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Support and implement programs which aim to reduce anti-social behaviour	30/06/2021	Maintain effective working relationship with NSW Police	Reduction in incidences of vandalism	30/06/2019	Executive
		Participate in the Liquor Accord as required	Number of meetings attended	30/06/2019	Health & Building
		Manage Alcohol Free Zones in town centres	AFZ's maintained in line with policies	30/06/2019	Health & Building
		Increase lighting and other safety initiatives in parks and gardens as per Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Recreation Services
		Investigate options for CCTV cameras in town centres	Options presented through Community Safety Committee	30/06/2019	Information & Communications Technology
Maintain clean and attractive streets and public spaces where people feel safe	30/06/2021	Regular street cleaning and litter collection in town centres	Street cleaning and litter collection undertaken at agreed service levels	30/06/2019	Waste
Work effectively with State Agency partners to maintain and enhance public safety	30/06/2021	Participate in review of Emergency Plan as required	Plan reviewed	30/06/2019	Plant & Facilities
Effective public health regulation and continuing education	30/06/2021	Work in partnership with NSW Food Authority to address matters such as food premises inspections, safe food handling and food borne illness investigations	Number of food inspections and complaints	30/06/2019	Health & Building
		Continued support and promotion of Scores on Doors initiative	Number of participating businesses	30/06/2019	Health & Building
		Onsite sewerage management registration and inspections	Number of unapproved onsite systems identified	30/06/2019	Health & Building

Effective animal control regulation	30/06/2021	Utilise website to actively re-home animals	Number of animals re-homed	30/06/2019	Governance
		Encourage registration of dogs through Council media channels	Number of unregistered animals impounded	30/06/2019	Governance
		Provide off leash dog areas	Number of off leash dog areas provided	30/06/2019	Governance

## Goal 1.2: Vibrant towns and villages

### Strategy 1.2.1 Respect and enhance the historic character of our Region and heritage value of our towns

DELIVERY PROGRAM 2017/18 - 2020/21					
OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)					
ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Review Development Control Plan	30/06/2021	Conduct annual review of Development Control Plan	Review completed	30/06/2019	Strategic Planning
Heritage advisory services and heritage conservation	30/06/2021	Access to heritage funding through Local Assistance Program	Heritage grant funds distributed	30/06/2019	Strategic Planning
Support and assist preservation of important historical sites in the Region	30/06/2021	Maintain historical sites within the region, for example Red Hill Reserve	Sites maintained at agreed service levels	30/06/2019	Buildings Recreation Services
Maintain the 2017/19 Mid-Western Regional Heritage Strategy	30/06/2021	Implement actions identified in the 2017/19 Heritage Strategy	Actions implemented	30/06/2019	Strategic Planning

### Strategy 1.2.2 Manage the impacts of mining operations in the Region

DELIVERY PROGRAM 2017/18 - 2020/21					
OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)					
ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Monitor employment and population growth	30/06/2021	Provide updated population estimates based on building statistics and employment growth	Population projections reviewed	30/06/2019	Strategic Planning
Meet regularly with mining companies	30/06/2021	Hold quarterly meetings with mine managers	Quarterly meetings held	30/06/2019	Executive

### Strategy 1.2.3 Make available diverse, sustainable, adaptable and affordable housing options through effective land use planning

DELIVERY PROGRAM 2017/18 - 2020/21					
OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)					
ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Ongoing monitoring of land release and development	30/06/2021	Review and release land for development as required	Suitable land available	30/06/2019	Strategic Planning
Regular updating of the Comprehensive Land Use Strategy	30/06/2021	Conduct annual review of Comprehensive Land Use Strategy	Review completed	30/06/2019	Strategic Planning



Promote affordable housing options across the Region	30/06/2021	Provide funding to lease emergency housing for women and children leaving family violence	Housing provided	30/06/2019	Community Services
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**Strategy 1.2.4 Maintain and promote the aesthetic appeal of the towns and villages within the Region**

DELIVERY PROGRAM 2017/18 - 2020/21

ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Maintain and beautify civic open space and street access areas within towns and villages in the Region	30/06/2021	Work in partnership with local groups to apply for grants to buy and install sculptures across the Region	Number of new art pieces installed	30/06/2019	Community Services
		Implement program of street beautification and tree planting	Delivery of works program on schedule and on budget	30/06/2019	Recreation Services
Application of appropriate building and development controls to protect and enhance the natural and built environment in the Region	30/06/2021	Deliver planning functions and building regulation in accordance with relevant legislation and adopted planning instruments	Number of applications processed	30/06/2019	Statutory Planning Strategic Planning Health & Building

**Goal 1.3: Effective and efficient delivery of infrastructure**

**Strategy 1.3.1 Provide infrastructure and services to cater for the current and future needs of our community**

DELIVERY PROGRAM 2017/18 - 2020/21 OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)

ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Review asset management plans and underpin with financial strategy	30/06/2021	Review, update and develop asset management plans for each major category of infrastructure in accordance with AMP review schedule	All AMPs developed and reviewed bi-annually	30/06/2019	Plant & Facilities
Manage and maintain sportsgrounds, parks, reserves and playgrounds across the Region	30/06/2021	Review and update Parks Management Plans	Plans published	30/06/2019	Recreation Services
		Maintain and operate public open space in accordance with agreed service levels	Public open space maintained at agreed service levels	30/06/2019	Recreation Services
		Passive parks and facilities upgrades as per Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Recreation Services
		Public toilet construction and refurbishment as per Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Buildings
		Playground installations and upgrades as per Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Recreation Services

		Active parks and facilities upgrades as per Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Recreation Services
Manage and maintain cemeteries throughout the Region	30/06/2021	Maintain and operate town and rural cemeteries in accordance with adopted service levels and policy requirements	Achievement of agreed service levels and response times	30/06/2019	Recreation Services
		GPS mapping of cemeteries as per program	All cemeteries plotted on GIS	30/06/2019	Recreation Services
		Upgrades and extensions of cemeteries as per 2018/19 Capital Works Program	Works completed on schedule and on budget	30/06/2019	Recreation Services
Manage, plan and maintain buildings and other assets across the Region	30/06/2021	Building upgrades and refurbishments as per Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Buildings
Maintain and operate swimming pool centres across the Region	30/06/2021	Maintain and operate swimming pool facilities at Mudgee, Gulgong and Kandos in accordance with adopted service levels	Patronage of swimming pools	30/06/2019	Recreation Services
		Undertake capital upgrades and renewals to swimming pool facilities as per Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Recreation Services

### Goal 1.4: Meet the diverse needs of the community and create a sense of belonging

Strategy 1.4.1 Support programs which strengthen the relationships between the range of community groups					
DELIVERY PROGRAM 2017/18 - 2020/21		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Provide youth representation through the Youth Council	30/06/2021	Provide secretarial support for Youth Council	100% meeting attendance	30/06/2019	Community Services
		Provide funding for delivery of youth oriented initiatives	Number of activities delivered	30/06/2019	Community Services
Provide meaningful employment to members of the disabled community	30/06/2021	Maintain policies that support employment for people with disabilities at MWRC	Policies reflect EEO principles	30/06/2019	Human Resources
		Continued operations of Mudgee Recycling and Ironed Out	Number of hours employment provided to supported workers	30/06/2019	Waste
Work with lead agencies to ensure adequate provision of a range of services	30/06/2021	Attend inter-agency meetings	Meetings attended	30/06/2019	Community Services

Promote volunteering through the community	30/06/2021	Run community services programs that encourage volunteering	Maintain number of volunteer hours across the LGA	30/06/2019	Community Services
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**Strategy 1.4.2 Support arts and cultural development across the Region**

DELIVERY PROGRAM 2017/18 - 2020/21 OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)

ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Arts and cultural events promotion	30/06/2021	Provide financial and in-kind support to events in accordance with Events Assistance Policy	Number of events supported in line with policy	30/06/2019	Economic Development
		Promote the use of Council facilities for significant events	2 major events held per year	30/06/2019	Economic Development
Provision of meeting and exhibition space	30/06/2021	Promote the use of community buildings and make available at reasonable cost	Increase in building bookings	30/06/2019	Customer Service
		Promote the use of exhibition space provided at Mudgee Library	Utilisation of exhibition space	30/06/2019	Customer Service
Provision of meeting and exhibition space	30/06/2021	Liaise with Cultural Development Committee, Orana Arts and local arts and cultural groups to develop cultural and artistic projects within the Region	Continued liaison with local groups	30/06/2019	Community Services
		Support arts events and programs in the Region	Support provided	30/06/2019	Community Services

**Strategy 1.4.3 Provide equitable access to a range of places and spaces for all in the community**

DELIVERY PROGRAM 2017/18 - 2020/21 OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)

ACTION	TIMEFRAME	PROJECT/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Public facilities to be accessible	30/06/2021	Continue to monitor existing buildings	Public buildings comply with Accessibility DCP	30/06/2019	Buildings
		Deliver actions developed in the Disability Inclusion Action Plan	DIAP actions implemented	30/06/2019	Community Services
Coordinate the provision of local community centres and halls for community use	30/06/2021	A variety of community facilities available for use	Increase in patronage of community facilities	30/06/2019	Customer Service

PROTECTING OUR NATURAL ENVIRONMENT

THEME  
**TWO**

## Goal 2.1: Protect and enhance our natural environment

### Strategy 2.1.1 Ensure land use planning and management enhances and protects biodiversity and natural heritage

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Include biodiversity and heritage as key components in the development application process	30/06/2021	Implement Development Control Plan (DCP) through the development assessment process	DCP implemented	30/06/2019	Statutory Planning
Manage environmental and cultural factors impacted by physical works on Council lands	30/06/2021	Prepare Review of Environmental Factors for MWRC works	REFs completed for all applicable physical works	30/06/2019	Environment
		Work with local Aboriginal groups to effectively plan works involving sites of cultural significance	Effective working relationship with local Aboriginal groups	30/06/2019	Environment

### Strategy 2.1.2 Minimise the impact of mining and other development on the environment both natural and built

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Work with the community and government agencies to identify and address the issues and mitigate impacts associated with mining	30/06/2021	Raise any issues as part of State Significant Development process	Submissions made	30/06/2019	Statutory Planning
		Represent MWRC on Community Consultative Committees	Attendance at CCC meetings	30/06/2019	Executive

### Strategy 2.1.3 Raise community awareness of environmental and biodiversity issues

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Deliver projects which work towards protecting biodiversity and regeneration of native environment	30/06/2021	Pursue grant funding for environmental projects	Number of funding submissions made	30/06/2019	Environment
Support National Tree Day	30/06/2021	Facilitate National Tree Day activities	National Tree Day activities held	30/06/2019	Environment
Work with schools to promote environmental awareness amongst students	30/06/2021	Support Green Day	Participation in Green Day	30/06/2019	Environment

### Strategy 2.1.4 Control invasive plant and animal species

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Effective weeds management	30/06/2021	Effective monitoring and management of noxious weeds across the Region	Increase in number of properties inspected	30/06/2019	Weeds
		Ongoing community education on noxious weeds	Conduct 2 activities per year	30/06/2019	Weeds
		Undertake weed control on roadsides and MWRC land	Number of km sprayed	30/06/2019	Weeds
Collaborate with agencies to manage feral animals	30/06/2021	Support relevant agencies with community education and awareness programs	Promoted in Council Communications	30/06/2019	Governance

## Goal 2.2: Provide total water cycle management

### Strategy 2.2.1 Identify and implement innovative water conservation and sustainable water usage management practices

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Encourage reduced water consumption through Best Practice Pricing	30/06/2021	Maintain Best Practice water supply, sewerage and trade waste tariffs	Meet Best Practice pricing requirements	30/06/2019	Finance
Implement water conservation and reuse programs	30/06/2021	Ongoing community education on water conservation	Reduction in water consumption	30/06/2019	Water & Sewer
Work to secure water for agriculture and urban use	30/06/2021	Work with State Government to secure domestic water supply	Secure water supply	30/06/2019	Executive
Play an active role in the implementation of the Murray Darling Basin Plan	30/06/2021	Represent MWRC at Murray Darling Association meetings	Meetings attended	30/06/2019	Executive
Play an active role in the Cudgegong Valley and Macquarie Valley User Group	30/06/2021	Represent community at Customer Service Committee meetings for the Cudgegong Valley and Macquarie Valley User Groups	Meetings attended	30/06/2019	Executive

### Strategy 2.2.2 Maintain and manage water quantity and quality

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Achieve NSW Government Best Practice Management of Water Supply and Sewerage	30/06/2021	Implement an integrated Water Cycle Management Strategy	Strategy implemented	30/06/2019	Water & Sewer
		Ongoing implementation and review of the Drinking Water Management System	Management system implemented	30/06/2019	Water & Sewer

Identify and plan future maintenance, renewals and upgrades for Council's water supply infrastructure	30/06/2021	Water supply infrastructure renewals and new works undertaken as per Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Water & Sewer
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**Strategy 2.2.3 Protect and improve catchments across the Region by supporting relevant agencies**

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Support relevant agencies with implementation of regional plans	30/06/2021	Represent MWRC interests as appropriate	Representations made	30/06/2019	Environment
Continue riparian rehabilitation Program along waterways	30/06/2021	Continue riverbed regeneration	Kilometres completed	30/06/2019	Environment
		Maintenance and promotion of Putta Bucca Wetlands	Works completed on schedule and on budget	30/06/2019	Environment
Provide education to the community of the importance of waterways	30/06/2021	Ongoing community education on protecting waterways	Promoted in Council Communications	30/06/2019	Environment

**Strategy 2.2.4 Maintain and manage waste water quality to meet Environmental Protection Agency (EPA) standards**

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Identify and plan future maintenance, renewals and upgrades for Council's sewerage treatment infrastructure	30/06/2021	Implement a system for the effective management of residential sewage at Charbon village	System implemented	30/06/2019	Water & Sewer
		Sewer infrastructure renewals and new works undertaken as per Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Water & Sewer
Improve and develop treatment options to ensure quality of waste water meets EPA standards	30/06/2021	Continue to improve outgoing water quality at all sewerage treatment plants across the Region	Meeting EPA requirements at all treatment plants	30/06/2019	Water & Sewer
Achieve NSW Government Best Practice Management of Water Supply and Sewerage	30/06/2021	Implement Liquid Trade Waste Policy and Pricing as per 4 year rollout program	Policy implemented	30/06/2019	Water & Sewer

**Strategy 2.2.5 Provide a water and sewer network that balances asset conditions with available resources and community needs**

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
		Effectively maintain existing drainage network including built infrastructure and overland drainage reserves	Drainage network maintained at agreed service levels	30/06/2019	Development Engineering

Identify and plan future maintenance, renewals and upgrades for Council's stormwater assets	30/06/2021	Update Mudgee Flood Study and Flood Management Plan	Plan updated	30/06/2019	Development Engineering
		Identify and undertake culvert replacement and causeway improvement program	Works completed at identified sites	30/06/2019	Roads
		Drainage renewal and new works undertaken as per Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Development Engineering

### Goal 2.3: Live in a clean and environmentally sustainable way

#### Strategy 2.3.1 Educate, promote and support the community in implementing waste minimisation strategies

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Promote a philosophy of Reduce, Reuse, Recycle	30/06/2021	Provide education on waste minimisation	Proportion of waste tonnage to landfill per capita	30/06/2019	Waste
Provide a domestic recycling and waste services for all residents through kerbside collection and rural waste transfer stations	30/06/2021	Provide kerbside services and local recycling facilities	Services provided at agreed service levels	30/06/2019	Waste
Promote home composting initiatives for green waste	30/06/2021	Provide education on managing green waste	Reduction of green waste disposal to landfill	30/06/2019	Waste

#### Strategy 2.3.2 Work regionally to implement strategies that will enhance environmental outcomes in regards to waste management and minimisation

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Participate in regional procurement contracts for waste services that provided added value	30/06/2021	Provide regional scrap steel, green waste processing, used motor oil, household chemical collection and e-waste services	Contracts in place for these services	30/06/2019	Waste
Participate in regional investigations for collaborative solutions to problem wastes types	30/06/2021	Participate in NetWaste steering committee for strategic direction of the group	Reduced landfill tonnes through regional solutions	30/06/2019	Waste
Apply for available grants under the NSW Government 'Waste Less Recycle More' package	30/06/2021	Apply for grants to upgrade or introduce services to the community that reduce landfill tonnes and Co2 emissions	Number of successful grant applications	30/06/2019	Waste

#### Strategy 2.3.3 Support programs that create environmental awareness and promote sustainable living



DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Build community awareness through environmental education	30/06/2021	Provide education to the community on environmental issues	Number of communications activities completed	30/06/2019	Environment
		Facilitate and promote community garden programs	Number of community gardens initiated and maintained	30/06/2019	Environment

Strategy 2.3.4 Consider technologies in Council's facilities, infrastructure and service delivery to reduce ecological footprint					
DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Implement alternative energy and sustainable technologies in physical works and service delivery	30/06/2021	Work with Essential Energy to obtain funds for LED Street Lighting Retrofit	Demonstrate activity	30/06/2019	Electrical
		Consider opportunities for alternative energy and sustainable technologies (such as green energy programs or solar panel installation) as part of the Capital Works Program	Opportunities identified	30/06/2019	Buildings

BUILDING A STRONG LOCAL ECONOMY

THEME  
**THREE**

### Goal 3.1: A prosperous and diversified economy

Strategy 3.1.1 Support the attraction and retention of a diverse range of businesses and industries					
DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Promote the Region to target businesses that complement key local industries	30/06/2021	Conduct 2-3 marketing activities, conferences or events where the Region can be promoted	Number of activities conducted	30/06/2019	Economic Development
Work with business and industry groups to facilitate business development workshops for existing businesses in the Region	30/06/2021	Support the business chambers and industry groups by attendance at meetings as required	Number of meetings attended	30/06/2019	Economic Development
Establish a process of capturing and monitoring relevant economic data to identify opportunities, trends and needs of local businesses	30/06/2021	Produce annual update to Economic and Business Profile booklet	Booklet updated	30/06/2019	Economic Development
Work with the community to identify economic development opportunities	30/06/2021	Be aware of new business investors coming to the Region and work with them to promote benefits	Demonstrate contacts and activity	30/06/2019	Economic Development
		Conduct annual think tank forum to encourage business leaders to participate in local economic development	Forum held	30/06/2019	Economic Development
		Identify opportunities to invest in infrastructure which attracts new business investors to the Region	Demonstrate contacts and activity	30/06/2019	Economic Development
Work with Mudgee Region Tourism Inc (MRTI) to identify target markets and promote the region	30/06/2021	Work with MRTI to identify visitor trends and marketing initiatives	Number of meetings held	30/06/2019	Economic Development
Develop existing events in the region and attract new event proponents to hold major events and festivals in the Region	30/06/2021	Submit bids for new events and conferences, and support event proponents holding or seeking to hold events in the Region	Demonstrate contacts and activity	30/06/2019	Economic Development
		Deliver Flavours of Mudgee in September 2018	Number of stallholders and event patronage	30/06/2019	Economic Development

Strategy 3.1.2 Encourage the development of a skilled and flexible workforce to satisfy local industry and business requirements					
DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY

Work with business and industry groups to identify the main skills shortage areas	30/06/2021	Encourage business leaders to provide feedback on skills issues	Feedback requested	30/06/2019	Economic Development
Encourage workers to move to the region for employment opportunities where skills shortages exist	30/06/2021	Conduct 2-3 marketing activities, conferences or events where the Region can be promoted	Number of activities conducted	30/06/2019	Economic Development

### Goal 3.2: An attractive business and economic environment

#### Strategy 3.2.1 Promote the region as a great place to live, work, invest and visit

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Provide brand leadership, market the Region's competitive advantages and investment opportunities	30/06/2021	Conduct 2-3 marketing activities, conferences or events where the Region can be promoted	Number of activities conducted	30/06/2019	Economic Development

#### Strategy 3.2.2 Provide leadership on economic development initiatives and identify resources and infrastructure required to drive investment and economic growth in the region

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Promote the development of infrastructure at the Mudgee Airport as an opportunity for business expansion in the aviation industry	30/06/2021	Review airport development strategy and promotional opportunities in the future	Strategy updated	30/06/2019	Economic Development
		Deliver infrastructure upgrades at Mudgee Airport Precinct in accordance with Restart NSW funding	Works completed on schedule and on budget	30/06/2019	Plant & Facilities
Lobby State and Federal Government on infrastructure needs of local businesses including transport and communications linkages	30/06/2021	Lobby government agencies and departments on the provision of infrastructure to meet community needs	Issues documented and directed to relevant government agency	30/06/2019	Executive

#### Strategy 3.2.3 Support the expansion of essential infrastructure and services to match business and industry development in the region

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Lobby State and Federal Government for expanded health and education services	30/06/2021	Lobby government agencies and departments on the provision of services to meet community needs	Issues documented and directed to relevant government agency	30/06/2019	Executive

Strategy 3.2.4 Develop tools that simplify development processes and encourage high quality commercial and residential development					
DELIVERY PROGRAM (2017/18 - 2020/21)			OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)		
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Provide information to assist potential investors understand local development controls and assessment processes	30/06/2021	Provide an overview of local development controls and assessment processes in a fact sheet	Fact sheet produced	30/06/2019	Strategic Planning

Goal 3.3: A range of rewarding and fulfilling career opportunities to attract and retain residents

Strategy 3.3.1 Support projects that create new jobs in the Region and help to build a diverse and multi-skilled workforce					
DELIVERY PROGRAM (2017/18 - 2020/21)			OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)		
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Work with lead agencies for employment to identify trends and discuss issues impacting employment	30/06/2021	Work with major employers to identify trends and develop strategies to create employment opportunities across the Region	Demonstrate contacts and activity	30/06/2019	Economic Development

Strategy 3.3.2 Build strong linkages with institutions providing education, training and employment pathways in the Region					
DELIVERY PROGRAM (2017/18 - 2020/21)			OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)		
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Work with lead agencies for education in the Region to identify opportunities for economic growth	30/06/2021	Work with education providers on the provision of services to meet community needs	Issues documented	30/06/2019	Economic Development
		Pursue opportunities to develop a university outreach campus with offerings aligned to local industries	Demonstrate contacts and activity	30/06/2019	Economic Development

CONNECTING OUR REGION

THEME  
**FOUR**

### Goal 4.1: High quality road network that is safe and efficient

#### Strategy 4.1.1 Provide traffic management solutions that promote safer local roads and minimise traffic congestion

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Work with the RMS to improve road safety	30/06/2021	Liaise with the RMS on road safety matters	Regular meetings held	30/06/2019	Roads
Regulate effective and appropriate user activities on the road network	30/06/2021	Provide local assessments to the National Heavy Vehicle Regulator as required	Assessments completed	30/06/2019	Roads
		Review speed limits and traffic management	Regular meetings held	30/06/2019	Roads
Participate in relevant regional transport committees and working parties	30/06/2021	Facilitate the Local Traffic Committee	Regular meetings held	30/06/2019	Development Engineering

#### Strategy 4.1.2 Provide a roads network that balances asset conditions with available resources and community needs

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Review the Roads Asset Management Plan	30/06/2021	Update data for Asset Management Plans in line with Fair Value reporting requirements	AMP reviewed on schedule	30/06/2019	Roads
Implement the works program in accordance with the Roads Asset Management Plan	30/06/2021	Manage State Roads in accordance with RMS contracts	Works identified and completed	30/06/2019	Roads
		Ongoing maintenance and upgrades of Regional Roads network	Works completed on schedule and on budget	30/06/2019	Roads
		Maintain local road network in accordance with established levels of service	Works completed in accordance with agreed service levels	30/06/2019	Roads
		Upgrade, renewal and extension of local roads in accordance with Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Roads
		Upgrade and renewal of local bridges in accordance with Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Roads
		Upgrade to Wollar Road in accordance with Restart NSW funding agreement	Works completed on schedule and on budget	30/06/2019	Roads
		Implementation of the Ulan Road Strategy	Work completed in accordance with Program	30/06/2019	Roads

Pursue additional funding for upgrading of roads infrastructure	30/06/2021	Lobby for additional funding for roads	Additional funding received	30/06/2019	Executive
		Ensure major developers contribute to local road upgrades for the impact of additional development	Road upgrade contributions received	30/06/2019	Executive

### Goal 4.2: Efficient connection of the region to major towns and cities

<b>Strategy 4.2.1 Develop a regional transport network in partnership with government agencies, that grows with the needs of residents and businesses</b>					
DELIVERY PROGRAM (2017/18 - 2020/21)			OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)		
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Support the continuation of commercial passenger services at Mudgee Airport	30/06/2021	Work with operator to maintain regular passenger services to and from Sydney	Services retained	30/06/2019	Executive
		Operation and maintenance of Mudgee Airport in accordance with regulatory requirements	Airport inspection standards met	30/06/2019	Plant & Facilities
Lobby for improved highway linkages along the Great Western Highway and Bells Line	30/06/2021	Lobby for improved access to Western NSW from Sydney	Issues documented	30/06/2019	Executive

<b>Strategy 4.2.2 Create a communication network that services the needs of residents and businesses</b>					
DELIVERY PROGRAM (2017/18 - 2020/21)			OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)		
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Pursue improved broadband and mobile coverage with Government and major service providers	30/06/2021	Lobby for improved internet speeds and mobile coverage throughout the Region	Improved coverage	30/06/2019	Executive

### Goal 4.3: An active travel network within the Region

<b>Strategy 4.3.1 Develop and enhance walking and cycling networks across the Region</b>					
DELIVERY PROGRAM (2017/18 - 2020/21)			OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)		
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Implement the Pedestrian Access Mobility Plan	30/06/2021	Upgrade and renewal of footpaths and cycleways in accordance with Capital Works Program 2018/19	Works completed on schedule and on budget	30/06/2019	Roads
		Maintain existing footpath and cycleway network in accordance with established levels of service	Network maintained in accordance with agreed service levels	30/06/2019	Roads



		Extension of Cudgegong River shared pathway to Glen Willow/Putta Bucca	Works completed on schedule and on budget	30/06/2019	Roads
<b>Strategy 4.3.2 Support viable public transport options across the Region</b>					
<b>DELIVERY PROGRAM (2017/18 - 2020/21)</b>		<b>OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)</b>			
<b>ACTION</b>	<b>TIMEFRAME</b>	<b>PROJECTS/SERVICE</b>	<b>MEASURE</b>	<b>TIMEFRAME</b>	<b>RESPONSIBILITY</b>
Examine opportunities to develop viable public transport options	30/06/2021	Investigate the demand for public transport with the community	Consultation completed	30/06/2019	Economic Development

GOOD GOVERNMENT

THEME  
**FIVE**

## Goal 5.1: Strong civic leadership

### Strategy 5.1.1 Provide clear strategic direction through the Community Plan, Delivery Program and Operational Plans

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Ensure actions of the Operational Plan and Delivery Program are completed on time, on budget and meets performance criteria	30/06/2021	Successful delivery of 2018/19 Operational Plan	Works completed on schedule and on budget	30/06/2019	Executive
		Six monthly progress reporting against Delivery Program and comprehensive Quarterly Budget Reviews against Operational Plan	Progress reports provided within 2 months of period end	30/06/2019	Executive

### Strategy 5.1.2 Provide accountable and transparent decision making for the community

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Ongoing review and enhancement of governance framework	30/06/2021	Continue to hold "Open Day" prior to Council Meetings	Open Day forum held prior to commencement of Council meeting	30/06/2019	Governance
		Webcast of Council Meetings	Number of online views of Council Meetings	30/06/2019	Governance
		Promotion of upcoming Council meetings	Promoted in Council Communications	30/06/2019	Economic Development
Provide professional development opportunities to support elected members in fulfilling their obligations as councillors	30/06/2021	Provide access to professional development programs for elected members	Number of Councillor training sessions	30/06/2019	Governance
Hold awareness sessions for potential candidates in the six months leading up to each Council election and ensure information packages are available	30/06/2021	Develop program for candidate awareness sessions (next election due in 2020, or in case of by-election)	Program delivered	30/06/2019	Governance

### Strategy 5.1.3 Provide strong representation for the community at Regional, State and Federal levels

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY

Continue to lobby State and Federal Government on all matters that are of relevance the Region	30/06/2021	Work with the Mayor to access Local Members and Ministers on relevant issues	Regular meetings with Local MPs	30/06/2019	Executive
		Strengthen relationships with local State and Federal members	Regular meetings with Local MPs	30/06/2019	Executive
		Engage with Regional Directors of State Government agencies	Regular meetings held	30/06/2019	Executive

## Goal 5.2: Good communications and engagement

### Strategy 5.2.1 Improve communications between Council and the community and create awareness of Council's roles and responsibilities

#### DELIVERY PROGRAM (2017/18 - 2020/21)

OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)					
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Publish monthly editions of Community News	30/06/2021	Community News distributed monthly to every household in the Region	Monthly publications	30/06/2019	Economic Development
Provide an up to date and functional web interface	30/06/2021	Ensure web content is kept up to date and relevant	Increase in hits on website	30/06/2019	Information & Communication Technology
Regularly report to the community in a variety of interesting ways	30/06/2021	Increased use of all media avenues including social media, radio and television to communicate Council initiatives	Number of communications issued	30/06/2019	Economic Development
Operate and maintain a community works request system that provides timely and accurate information and responses	30/06/2021	Maintain Works Request System and produce regular reporting on response times	Works requests assessed within 14 days	30/06/2019	Customer Service
		Promote use of works request system for community to submit works requests	Promotion in Council Communications	30/06/2019	Economic Development
Ensure the community has clear information about who to contact in Council	30/06/2021	Provide a customer focused web site	Postive feedback in customer service survey	30/06/2019	Customer Service
Educate the community on Council's roles and responsibilities	30/06/2021	Provide access to Council's corporate documents through the website and Administration Centres	Postive feedback in customer service survey	30/06/2019	Customer Service

### Strategy 5.2.2 Encourage community access and participation in Council decision making

#### DELIVERY PROGRAM (2017/18 - 2020/21)

OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)					
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY

Seek feedback on policy development and local issues	30/06/2021	Ensure policies, strategies and proposals impacting the community are placed on exhibition for public comment	Items on public exhibition	30/06/2019	Executive
		Utilise a range of formal and informal engagement tools to seek community feedback on a broad range of issues	Community response rates	30/06/2019	Economic Development
Provide opportunities and make it easy for the community to participate in and influence decision making	30/06/2021	Encourage attendance at Council Meetings in person and via webcast	Number of Open Day attendees and webcast views	30/06/2019	Governance

### Goal 5.3: An effective and efficient organisation

#### Strategy 5.3.1 Pursue excellence in service delivery

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Benchmark Council's service delivery against relevant organisations	30/06/2021	Provide planning and building statistics to Department of Planning	Performance against comparable size LGAs	30/06/2019	Statutory Planning
		Participate in NSW LGPA, LGNSW, JO and other industry body surveys and benchmarking exercises	Participation in industry benchmarking activities	30/06/2019	Executive
		Desktop analysis of annual financial results against other NSW councils	Analysis undertaken	30/06/2019	Finance
		Report on OLG group comparative data	Report prepared	30/06/2019	Finance
Conduct biennial community surveys	30/06/2021	Undertake community surveys in 2018/19 and 2020/21	Survey completed	30/06/2019	Customer Service
Monitor community expectations regarding service delivery	30/06/2021	Engage with the community on desired levels of service across Council functions	Engagement activities conducted	30/06/2019	Executive
		Develop program of internal service reviews	Target 2 service reviews per annum	30/06/2019	Executive
Provide a responsive customer service function	30/06/2021	Reply to all correspondence within 14 days	100% response rate within 14 days	30/06/2019	Executive
		Review Customer Service Charter and deliver positive, informative, and professional front-of-house and phone customer service function	Positive feedback via customer satisfaction survey	30/06/2019	Customer Service

#### Strategy 5.3.2 Provide a positive and supportive working environment for employees

DELIVERY PROGRAM (2017/18 - 2020/21)		OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)			
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ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
Attract, retain and develop a skilled workforce	30/06/2021	Develop a Learning and Development Program targeted towards achievement of Delivery Program and areas of risk identified in Workforce Plan	Training program delivered	30/06/2019	Human Resources
		Provide a Leadership Capability Framework to develop current and future leaders which is linked to Learning and Development Plans	Leadership Capability Framework implemented	30/06/2019	Human Resources
		Implement a Leadership Program that includes merit based recruitment, performance management and legal responsibilities	Program developed and implemented	30/06/2019	Human Resources
		Ensure all employees have clearly articulated accountabilities against which they will be assessed annually	All employees have a Position Description that sets out accountabilities	30/06/2019	Human Resources
Provide a safe, healthy and non-discriminatory working environment	30/06/2021	Establish a culture of workplace safety which includes daily pre-start meetings for outdoor staff and monthly Safety Toolbox Talks	Daily pre-start meetings and monthly Safety Toolbox Talks completed	30/06/2019	Human Resources
		Align workplace behaviour with core values of Respect, Integrity and Recognition	Core values included and reinforced in all areas of employment	30/06/2019	Human Resources
		Implement and embed a WHS Management System that reflects AS4801 requirements	WHSMS Audit Corrective Action Plan implemented	30/06/2019	Human Resources
Conduct biennial employee opinion survey	30/06/2021	Implement and review the Equal Employment Opportunity Management Plan	EEO Management Action Plan completed	30/06/2019	Human Resources
		Seek staff feedback via Employee Opinion Survey 2018/19 and 2020/21	Maintained or improved levels of employee engagement	30/06/2019	Human Resources
		Identify and implement improvement strategies based on feedback from Employee Opinion Survey	Improvement strategies identified and implemented	30/06/2019	Human Resources Executive

### Strategy 5.3.3 Prudently manage risks associated with all Council activities

DELIVERY PROGRAM (2017/18 - 2020/21)

OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)

ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
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Monitor and review Council's policies and strategies	30/06/2021	Provide up to date policy register	Register updated	30/06/2019	Governance
		Identify and resolve existing policy gaps	Areas of risk identified and policies formulated	30/06/2019	Governance
		Education program to ensure staff understand policy requirements	Increased awareness of Council policy requirements	30/06/2019	Governance
Monitor and review Council's risks		Develop an enterprise risk management (ERM) framework relevant to Council's activities	Framework developed	30/06/2019	Governance
Provide long term financial sustainability through sound financial management	30/06/2021	Update Long Term Financial Plan	LTFP updated after each QBR	30/06/2019	Finance
		Monthly reporting against budget and schedule for major works programs/strategic projects	End of month reports prepared	30/06/2019	Finance
		Comprehensive Quarterly Budget Review reporting	QBRs completed within two months of period end	30/06/2019	Finance
		Development of Rating Strategy to support LTFP	Rating strategy prepared	30/06/2019	Revenue & Property
		Explore a special rate variation with the community	Community engagement conducted	30/06/2019	Finance
		Identify opportunities to increase revenue from property related investments	Demonstrate opportunities and activity	30/06/2019	Executive
		Integration of long term impacts on financial sustainability indicators incorporated into Council decision making process	Council reports consistently consider impact on LTFP	30/06/2019	Finance
Examine opportunities to raise additional revenue	Demonstrate opportunities and activity	30/06/2019	Finance		
Comply with relevant accounting standards, taxation legislation and other financial reporting obligations	30/06/2021	To achieve a high standard of financial management	Unqualified annual audit report	30/06/2019	Finance
		All rating, taxation, statutory, and grant reporting obligations satisfied in an accurate and timely manner	Returns submitted accurately and on time	30/06/2019	Finance Revenue & Property

**Strategy 5.3.4 Pursue efficiencies and ongoing business improvement**

DELIVERY PROGRAM (2017/18 - 2020/21)

OPERATIONAL PLAN (2018/19 PLAN - THE SECOND YEAR OF THE DELIVERY PROGRAM)

ACTION	TIMEFRAME	PROJECTS/SERVICE	MEASURE	TIMEFRAME	RESPONSIBILITY
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Provide effective and efficient internal support functions	30/06/2021	Conduct quarterly Council Staff Updates across all work sites	Quarterly meetings held	30/06/2019	Executive
		Provide effective Workshop services for Council fleet	Fleet serviced in accordance with manufacturers requirements	30/06/2019	Plant & Facilities
		Effective capture and management of corporate records	Compliance with State Records Act	30/06/2019	Customer Service
		Ongoing enhancements to Council procurement including Roadmap Best Practice Procurement project	Roadmap project completed	30/06/2019	Procurement
Enhance the information systems that support delivery of Council activities	30/06/2021	Investigate options to increase speed and reliability of Council's network	Options and costing developed	30/06/2019	Information Communication & Technology
		Continued investment in existing information systems to delivery productivity enhancements	Increased productivity	30/06/2019	Information Communication & Technology
		Implementation of mobility solutions for integrated asset management	Mobility solutions implemented	30/06/2019	Plant & Facilities Finance
Ensure strategic and asset management plans are underpinned by sound financial strategies	30/06/2021	Ongoing improvements to asset data and asset system capabilities	Improvement in reliability rating of asset data	30/06/2019	Finance Plant & Facilities
		Integrate long term asset management considerations into Council decision making process	Council reports consistently consider impact on Asset Management	30/06/2019	Finance
		Improved integration of Asset Management Plans and Long Term Financial Plan	Clear linkages between LTFP and AMPs	30/06/2019	Finance Plant & Facilities
		Review depreciation methodology and process	Review completed	30/06/2019	Finance
		Consider the full life cycle costs associated with the investment in new assets, with a focus on capital investment and existing assets	Sound business cases for investment	30/06/2019	Finance





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## POLICY

### Access to Information

*A prosperous  
and progressive  
community*

<b>REVIEW</b>	VERSION NO	1.0
COUNCIL MEETING MIN NO	REVIEW DATE	JUNE 2019
DATE: JUNE 2018	FILE NUMBER	A0220040; GOV400047

## Objective

To state the Councils commitment to being open and accountable in the exercise of its functions.

To acknowledge the lawful rights of citizen's access to information held by the Council.

To provide easy to understand information about the Council, its structure and functions, and how members of the public can make representations and participate in decisions.

To provide information on how to access council information.

To comply with legislation regarding disclosure of information, in particular the Government Information (Public Access) Act (GIPA), the Local Government Act (LGA), and the Environmental Planning and Assessment Act.

Council is also subject to the NSW Privacy and Personal Information Protection Act and Health Records Information Privacy Act that establish standards for information handling practices for personal and health information.

## Legislative requirements

- Local Government Act 1993
- Government Information Public Access Act 2009
- Environmental Planning and Assessment Act 1979
- NSW Privacy and Personal Information Protection Act 1998
- Health Records Information Privacy Act 2002

## Policy

### Policy statement

Council is committed to:

- Openness, transparency and being held accountable in the exercise of its functions.
- Proactive disclosure and dissemination of information about operations, plans and decisions of Council.
- Providing opportunities for representations and personal participation in council decision making and functions.
- The provision of access to Council documents unless disclosure in a particular case would be contrary to the public interest.

**POLICY: ACCESS TO INFORMATION | 1.0**

### Commitments

Council will promote disclosure and dissemination of information about operations, plans and decisions, and information that promotes community advancement on its website wherever practicable, and will actively facilitate public access to information held by the council.

Documents required by law to be available for public inspection will be posted on the website, unless internet access poses an unacceptable risk of interference with privacy through potential data gathering and matching techniques or unless to do so would impose unreasonable additional costs on Council.

Any person is entitled to have information about their place of residence suppressed from documents available for inspection where disclosure would endanger personal safety, or removed from any register available for public inspection in accordance with the NSW Privacy and Personal Information Protection Act.

Other Council documents not posted on the website will be available for inspection unless disclosure on balance is contrary to the public interest.

Any member of the public may also lodge a formal application under the GIPA Act, which will be dealt with in accordance with the Act's provisions. Formal applications will not be required where documents are otherwise available in accordance with this policy.

Any individual has a lawful right to know what personal or health information Council holds about him or her, to access that information in accordance with the provisions of the NSW Privacy and Personal Information Protection Act and the NSW Health Records and Information Privacy Act, and to amend that information in certain circumstances.

### Limitations

Broad requests for access to a large number of unspecified documents which, if processed, would divert substantial Council resources from dealing with other requests, or from performing other Council functions may be refused on the grounds that such a diversion of resources is contrary to the public interest (Clause 60 GIPA Act).

### Agency Information Guide

Council has published an Agency Information Guide to assist members of the public in understanding the types of information that is available from the council and how that information is made available.

The Agency Information Guide is available at Councils Administration Centre's and from the council's website.

The Agency Information Guide also lists the categories of documents not available because of legislative restrictions or because disclosure is likely to be contrary to the public interest. Documents of this kind include those that contain information about the personal affairs of other ratepayers, commercially sensitive information, or information which if disclosed would have an adverse effect on Council's law enforcement or other functions, such as the identifying particulars of complainants.



*Good  
Government*

AGENCY  
INFORMATION  
GUIDE

MARCH 2018

Prepared in accordance with provisions of Section 20 of the Government Information (Public Access) Act 2009.

■ ■ ■ ■ ■ TOWARDS 2030



MID-WESTERN REGIONAL COUNCIL - AGENCY INFORMATION GUIDE

DOCUMENT CONTROL

REVISION NO	DATE	REVISION DETAILS	AUTHOR	REVIEWER	APPROVER
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2	MAY 2015	SCHEDULED ACCESS TO INFORMATION POLICY REVIEW / NOT PROGRESSED TO COUNCIL	TONY GEARON	EXEC	BRAD CAM
3	FEB 2018	IPC REVIEW OF DRAFT AGENCY INFORMATION GUIDE	TIM JOHNSTON	EXEC	BRAD CAM
4	MARCH 2018	COUNCIL RESOLUTION – ACCESS TO INFORMATION POLICY AND AGENCY INFORMATION GUIDE	TIM JOHNSTON	EXEC	BRAD CAM

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## Preface

This information guide has been produced by Mid-Western Regional Council in accordance with s.20 of the Government Information (Public Access) Act 2009. The guide is to be reviewed annually.

The purpose of the document is to provide members of the community, Council staff, and the public with information concerning:

- The structure and functions of Mid-Western Regional Council;
- The way in which the functions of Mid-Western Regional Council affect members of the public;
- The means by which members of the public can participate in policy development and the exercise of Council's functions;
- The type of information that is available from Mid-Western Regional Council and how this information is made available.

The Information Guide is available on Council's website <http://www.midwestern.nsw.gov.au/>;

BRAD CAM  
GENERAL MANAGER



# 1. Structure and functions of Council

## 1.1 Introduction

Mid-Western Regional Council is constituted under the Local Government Act 1993 and was proclaimed on 26 May 2004. The Council is an undivided area, with nine (9) Councillors elected each 4 year term (Sept 2020). The Mayor is elected every two years by the Councillors from among their numbers.

## 1.2 Role of the Governing Body

The role of the Councillors, as members of the body corporate are:

- to direct and control the affairs of the Council in accordance with the Local Government Act
- to provide effective civic leadership to the local community
- to ensure as far as possible the financial sustainability of the Council
- to ensure as far as possible that the Council acts in accordance with the principles set out in Chapter 3 of the Act and the plans, programs, strategies and policies of the Council
- to develop and endorse the community strategic plan, delivery program and other strategic plans, programs, strategies and policies of Council
- to determine and adopt a rating and revenue policy and operational plans that support the optimal allocation of council resources to implement the strategic plans (including the community strategic plan) of Council and for the benefit of the local area
- to keep under review the performance of Council, including service delivery
- to make decisions necessary for the proper exercising of Council's regulatory functions
- to determine the process for appointment of the General Manager by Council and to monitor the General Manager's performance
- to determine the senior staff positions within the organisation structure of the Council
- to consult regularly with community organisations and key stakeholders and keep them informed of the Council's decisions and activities
- to be responsible for ensuring that the Council acts honestly, efficiently and appropriately, and
- the governing body is to consult with the General Manager in directing and controlling the Council



### 1.3 Role of a Councillor

The role of a Councillor is as follows:

- to be an active and contributing member of the governing body'
- to make considered and well informed decisions as a member of the governing body
- to participate in the development of the integrated planning and reporting framework
- to represent the collective interests of residents, ratepayers and the local community
- to facilitate communication between the local community and the governing body
- to uphold and represent accurately the policies and decisions of the governing body
- to make all reasonable efforts to acquire and maintain the skills necessary to perform the role of a Councillor, and
- a Councillor is accountable to the local community for the performance of the Council

### 1.4 Role of the Mayor

The role of the Mayor is as follows:

- to be the leader of the Council and a leader in the local community
- to advance community cohesion and promote civic awareness
- to be the principal member and spokesperson of the governing body, including representing the views of the Council as to its local priorities
- to exercise, in cases of necessity, the policy-making functions of the governing body of the Council between meetings of the Council
- to preside at meetings of the Council
- to ensure that meetings of the Council are conducted efficiently, effectively and in accordance with this Act
- to ensure the timely development and adoption of the strategic plans, programs and policies of the Council
- to promote the effective and consistent implementation of the strategic plans, programs and policies of the Council
- to promote partnerships between the Council and key stakeholders,
- to advise, consult with and provide strategic direction to the General Manager in relation to the implementation of the strategic plans and policies of the Council,
- in conjunction with the General Manager, to ensure adequate opportunities and mechanisms for engagement between the council and the local community
- to carry out the civic and ceremonial functions of the Mayoral office
- to represent the Council on regional organisations and at inter-Governmental forums at regional, State and Commonwealth level
- in consultation with the Councillors, to lead performance appraisals of the General Manager, and
- to exercise any other functions of the Council that the Council determines

## 1.5 Role of the General Manager

The General Manager of a Council has the following functions:

- to conduct the day-to-day management of the Council in accordance with the strategic plans, programs, strategies and policies of the Council
- to implement, without undue delay, lawful decisions of the Council
- to advise the Mayor and the governing body on the development and implementation of the strategic plans, programs, strategies and policies of the Council
- to advise the Mayor and the governing body on the appropriate form of community consultation on the strategic plans, programs, strategies and policies of the Council and other matters related to the Council
- to prepare, in consultation with the Mayor and the governing body, the Council's community strategic plan, community engagement strategy, resourcing strategy, delivery program, operational plan and annual report
- to ensure that the Mayor and other Councillors are given timely information and advice and the administrative and professional support necessary to effectively discharge their functions
- to exercise any of the functions of the Council that are delegated by the Council to the General Manager
- to appoint staff in accordance with the organisation structure determined under this chapter and the resources approved by the Council
- to direct and dismiss staff
- to implement the Council's workforce management strategy
- any other functions that are conferred or imposed on the General Manager by or under this or any other act

## 1.6 Senior staff

To assist the General Manager in the exercising of these functions, the General Manager in consultation with the Council has established three Directorates:

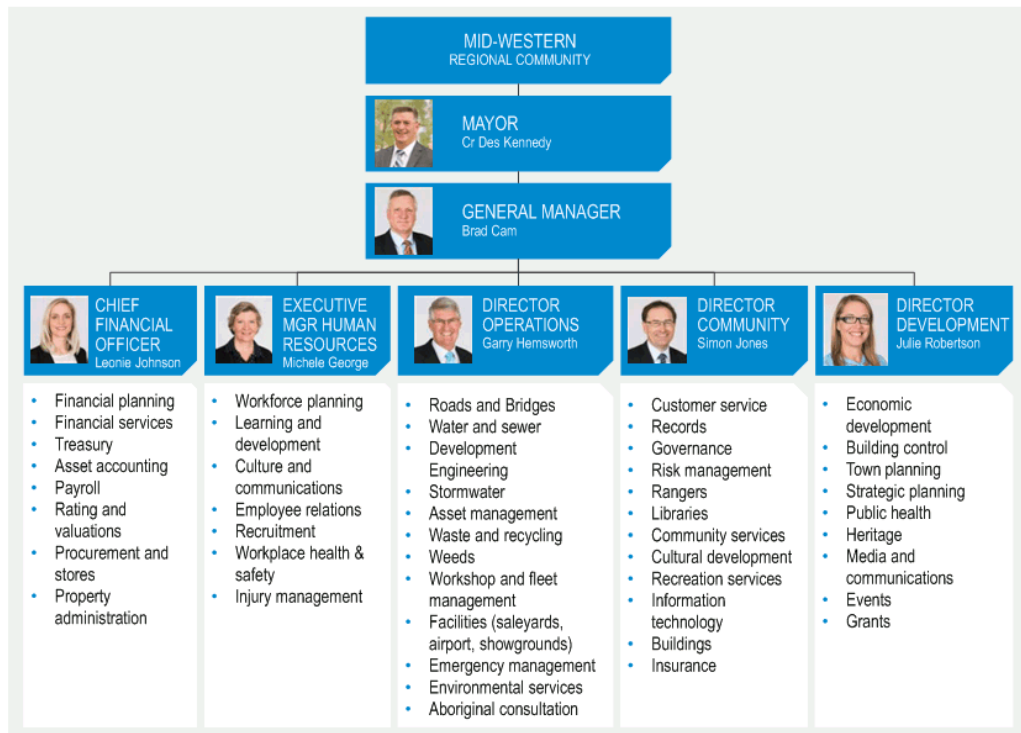
- Community – Simon Jones
- Operations – Garry Hemsworth
- Development – Julie Robertson

Each Directorate is headed by a Director reporting to the General Manager. These positions and the General Manager are referred to as Council's senior staff.

The Council's Executive Team consists of the General Manager, the three Directors, the Executive Manager Human Resources and the Chief Finance Officer.

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### 1.7 Organisational structure



### 1.8 Council functions

Council has functions conferred or imposed on it by the Local Government Act, 1993 (the LGA). These functions are:

Service	Regulatory	Ancillary	Revenue	Administrative	Enforcement
<ul style="list-style-type: none"> <li>Provision of community – health, recreation, education &amp; information services</li> <li>Environmental protection</li> <li>Waste removal &amp; disposal</li> <li>Land &amp; property, industry &amp; tourism development &amp; assistance</li> <li>Civil - Infrastructure</li> <li>Planning Maintenance &amp; Construction</li> </ul>	<ul style="list-style-type: none"> <li>Approvals</li> <li>Orders</li> <li>Building Certificates</li> </ul>	<ul style="list-style-type: none"> <li>Resumption of land</li> <li>Powers of entry and inspection</li> </ul>	<ul style="list-style-type: none"> <li>Rates</li> <li>Charges</li> <li>Fees</li> <li>Borrowings</li> <li>Investments</li> </ul>	<ul style="list-style-type: none"> <li>Employment of staff</li> <li>Community Strategic and Management plans</li> <li>Financial reporting</li> <li>Annual reports</li> </ul>	<ul style="list-style-type: none"> <li>Proceedings for breaches of the Local Government Act &amp; Regulations and other Acts &amp; Regulations</li> <li>Prosecution of offences</li> <li>Recovery of rates and charges</li> </ul>

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As well as the Local Government Act 1993 (LGA), Council has powers under other Acts and Regulations. Listed below are the mandatory Acts:

A to D	<ul style="list-style-type: none"> <li>Boarding Houses Act 2012</li> <li>Building Professionals Act 2005</li> <li>Building Professionals Amendment Act 2008</li> <li>Biosecurity Act 2015</li> <li>Catchment Management Authorities Act 2003</li> <li>Children (Protection and Parental responsibility) Act 1997</li> </ul>	<ul style="list-style-type: none"> <li>Coastal Protection Act 1979</li> <li>Commons Management Act 1989</li> <li>Community Land Development Act 1989</li> <li>Community Land Management Act 1989</li> <li>Companion Animals Act 1998</li> <li>Contaminated Land Management Act 1997</li> </ul>	<ul style="list-style-type: none"> <li>Conversion of Cemeteries Act 1974</li> <li>Conveyancing Act 1919</li> <li>Crown lands Act 1989</li> <li>Crown Lands (General Reserves) By-Laws 2006</li> <li>Dams Safety Act 2015</li> </ul>
E to H	<ul style="list-style-type: none"> <li>Electricity Supply Act 1995</li> <li>Environmental Planning and Assessment Act 1979</li> <li>Explosives Act 2003</li> <li>Fines Act 1996</li> <li>Fire Brigades Act 1989</li> <li>Firearms Act 1996</li> <li>Fluoridation of Public Water Supplies Act 1957</li> </ul>	<ul style="list-style-type: none"> <li>Food Act 2003</li> <li>Gaming Machines Act 2001</li> <li>Game and Feral Animal Control Act 2002</li> <li>Gas Supply Act 1996</li> <li>Geographical Names Act 1966.</li> <li>Government Information (Public Access) Act 2009</li> <li>Graffiti Control Act 2008</li> </ul>	<ul style="list-style-type: none"> <li>Heritage Act 1977</li> <li>Holiday Parks (Long term Casual Occupation) Act 2002</li> <li>Housing Act 2001</li> </ul>
I to M	<ul style="list-style-type: none"> <li>Impounding Act 1993</li> <li>Inclosed Lands Protection Act 1901</li> <li>Independent Pricing and Regulatory Tribunal Act 1992</li> <li>Land Acquisition (Just Terms Compensation) Act 1991</li> <li>Land and Environment Court Act 1979</li> </ul>	<ul style="list-style-type: none"> <li>Library Act 1939</li> <li>Liquor Act 2007</li> <li>Local Government Act 1993</li> <li>Local Government and Other Authorities. (Superannuation) Act 1927</li> <li>Local Land Services Act 2013</li> </ul>	<ul style="list-style-type: none"> <li>Major Events Act 2009</li> <li>Mining Act 1992</li> <li>Motor Vehicle Sports (Public Safety Act) 1985</li> </ul>
N to R	<ul style="list-style-type: none"> <li>National Parks and Wildlife Act 1974</li> <li>Ombudsman's Act 1974</li> <li>Pesticides Act 1999</li> <li>Pipelines Act 1967</li> <li>Privacy &amp; Personal Information Protection Act 1998</li> <li>Protection of the Environment Administration Act</li> <li>Protection of the Environment Operations Act 1997</li> </ul>	<ul style="list-style-type: none"> <li>Plumbing and Drainage Act 2011</li> <li>Public Health Act 2010</li> <li>Public Interest Disclosures Act 1994</li> <li>Public Works Act 1912</li> <li>Real Property Act 1900</li> <li>Recreation Vehicles Act 1983</li> <li>Restricted Premises Act 1943</li> <li>Roads Act 1993</li> <li>Road Transport Act 2013</li> </ul>	<ul style="list-style-type: none"> <li>Rural Fires Act 1997</li> </ul>
S to W	<ul style="list-style-type: none"> <li>Service NSW (One Stop Access to Government Services) Act 2013</li> <li>State Emergency &amp; Rescue Management Act 1989</li> <li>State Emergency Service Act 1989</li> <li>State Records Act 1998</li> <li>Strata Schemes (Freehold Development) Act 1973</li> <li>Strata Schemes (Leasehold</li> </ul>	<ul style="list-style-type: none"> <li>Strata Schemes Management Act 1996</li> <li>Surveying and Spatial Information Act 2002</li> <li>Swimming Pools Act 1992</li> <li>Tattoo Parlours Act 2012</li> <li>Threatened Species Conservation Act 1995</li> <li>Transport Administration Act 1988</li> </ul>	<ul style="list-style-type: none"> <li>Unclaimed Money Act 1995</li> <li>Valuation of Land Act 1916</li> <li>Water Industry Competition Act 2006</li> <li>Water Act 1912</li> <li>Water Management Act 2000</li> <li>Wilderness Act 1987</li> <li>Work Health &amp; Safety Act 2011</li> </ul>

Source: IPART (<https://www.ipart.nsw.gov.au/Home/Industries/Special-Reviews/Reviews/Local-Government/Local-Government-Compliance-and-Enforcement/16-Oct-2012-Consultants-register-of-regulatory-functions/Register-of-NSW-Local-Government-Regulatory-Functions-10-October-2012>)

## 2. Impact of Council functions on the public

As a service organisation, the majority of the activities of Mid-Western Regional Council have an impact on the public. The following is an outline of how the broad functions of Council affect the public.

FUNCTION	DESCRIPTION
Service	Service functions affect the public as Council provides services and facilities to the public. These include provision of human services such as Meals on Wheels, child care services and libraries, halls and community centres, recreation facilities, infrastructure and the removal of waste and recyclable materials.
Regulatory	Regulatory functions place restrictions on developments and buildings to ensure that they meet certain requirements affecting the amenity of the community and do not endanger the lives and safety of any persons. Members of the public must be aware of, and comply with, such regulations.
Ancillary	Ancillary functions affect only some members of the public. These functions include, for example, the resumption of land or the power for Council to enter onto a person's land. In these circumstances, only the owner of the property would be affected.
Revenue	Revenue functions affect the public directly, in that revenue from rates and other charges paid by the public, is used to fund services and facilities provided to the community.
Administrative	Administrative functions do not necessarily affect the public directly, but have an indirect impact on the community through the efficiency and effectiveness of the service provided.
Enforcement	<p>Enforcement functions only affect those members of the public who are in breach of certain legislation. Council has enforcement powers in relation to the following functions:</p> <ul style="list-style-type: none"> <li>■ Development and building control</li> <li>■ Pollution control</li> <li>■ Water, sewer and septic systems</li> <li>■ Biodiversity conservation</li> <li>■ Biosecurity weeds</li> <li>■ Environmental health</li> <li>■ Public health and safety</li> <li>■ Companion animals</li> <li>■ Fire safety</li> <li>■ Food safety</li> </ul>
Community planning and development	<p>Community planning and development functions affect areas such as cultural development, social planning and community profile and involves:</p> <ul style="list-style-type: none"> <li>■ Advocating and planning for the needs of our community. This includes initiating partnerships; participating on regional, State or Commonwealth working parties; and preparation and implementation of the Community Plan.</li> <li>■ Providing support to community and sporting organisations through provision of grants, training and information.</li> </ul> <p>Facilitating opportunities for people to participate in the life of the community through the conduct of a range of community events such as NAIDOC Week, Youth Week, Children's Week, as well as promoting other events</p>

## 3. Public participation in Local Government

Mid-Western Regional Council supports the principles of open Government and encourages community involvement in policy development and general activities of Council.

Council live streams its monthly meetings, which can be viewed online here:

<http://webcast.midwestern.nsw.gov.au/>

There are two broad ways in which the public may participate in policy development and the general activities of the Council. These are through representation and personal participation.

### 3.1 Representation

Councils in New South Wales are elected every four years. The next elections are to be held in September 2020.

At each election, voters elect nine Councillors for a four year term. All residents of the area who are on the electoral roll are eligible to vote. Property owners who live outside of the area and rate paying lessees can also vote, but must register their intention to vote on the non-residential roll. Voting is compulsory.

#### Councillors elected in September 2016

 <p><b>MAYOR</b> Des Kennedy</p> <p>c/- Mid-Western Regional Council PO Box 156 Mudgee NSW 2850 02 6378 2850 councillor.kennedy@midwestern.nsw.gov.au</p>	 <p><b>DEPUTY MAYOR</b> Paul Cavalier</p> <p>PO Box 1213 Mudgee NSW 2850  0403 995 533 councillor.cavalier@midwestern.nsw.gov.au</p>	 <p><b>COUNCILLOR</b> Russell Holden</p> <p>PO Box 786 Mudgee NSW 2850  0422 219 911 councillor.holden@midwestern.nsw.gov.au</p>
 <p><b>COUNCILLOR</b> Alex Karavas</p> <p>34 Spring Road Mudgee NSW 2850  0428 670 905 councillor.karavas@midwestern.nsw.gov.au</p>	 <p><b>COUNCILLOR</b> Esme Martens</p> <p>'Morven Park' 6216 Castlereagh Hwy Running Stream NSW 2850 02 6358 8237 councillor.martens@midwestern.nsw.gov.au</p>	 <p><b>COUNCILLOR</b> John O'Neill</p> <p>30 Broadhead Road Mudgee NSW 2850  0427 662 486 councillor.oneill@midwestern.nsw.gov.au</p>
 <p><b>COUNCILLOR</b> Sam Paine</p> <p>26 Burrundulla Avenue Mudgee NSW 2850  0431 208 646 councillor.payne@midwestern.nsw.gov.au</p>	 <p><b>COUNCILLOR</b> Peter Shelley</p> <p>c/- Rylstone Newsagency 78 Louee Street Rylstone NSW 2849 0403 156 405 councillor.shelley@midwestern.nsw.gov.au</p>	 <p><b>COUNCILLOR</b> Percy Thompson</p> <p>'Morningson' 325 Mebul Road Mebul NSW 2852 0428 740 226 councillor.thompson@midwestern.nsw.gov.au</p>

## 3.2 Personal participation

Residents are able to raise issues with, and make representations to the elected Councillors. The Councillors, if they agree with the issue or representation, may pursue the matter on the resident's behalf. It is the role of Councillors to represent the collective interests of residents, ratepayers and the local community.

Council encourages residents to make submissions when development applications and local policy is placed on exhibition. These exhibitions are advertised in local newspapers and on display at Council's three administration centres, Rylstone, Mudgee and Gulgong.

Members of the public are able to attend Council meetings held on the third Wednesday of each month – except for January, when there are no meetings, in the Council Chambers, Administration Building, 86 Market Street, Mudgee.

Prior to meetings Council conducts a Public Forum which is an opportunity for persons to address Council on subjects that are matters of business for that meeting of the Council.

Council also has the following Community Committees comprising and including members of the public:

- Australia Day Selection Committee
- Gulgong Memorial Hall Committee
- Gulgong Sports Council Committee
- Mid-Western Regional Council Heritage Committee
- Mid-Western Regional Cultural Development Committee
- Mid-Western Regional Youth Council
- Mudgee & Gulgong Access Committee
- Mudgee Showground Management Committee
- Mudgee Regional Saleyards Committee
- Mudgee Sports Council Committee
- Rylstone & Kandos Access Committee
- Rylstone Sports Council Committee
- Red Hill Reserve Working Party
- Traffic Committee

## 4. Access to Government information

Mid-Western Regional Council is committed to the principle of open and transparent Government. To facilitate public access to Council information, Council has adopted an Access to Information Policy. The object of this policy is to inform the public that they have lawful rights to access Council information and to describe the procedures for gaining access.

Under the provisions of the Government Information (Public Access) Act 2009 there is a right of access to certain information held by Council, unless there is an overriding public interest against its disclosure.

There are four main ways in which Council may provide access to information:

1. Mandatory Proactive Release
2. Proactive Release
3. Informal Release
4. Formal Access Application

### 4.1 Government information held by Council

Council holds a wide range of information, in both hard copy and electronic forms in respect of the wide range of functions. That information is contained in:

- Files – either physical or electronic
- Strategies and plans
- Policy documents
- General documents

### 4.2 Files – both physical and electronic

Prior to 1996, Council maintained a “hard copy” filing system, with material being held in physical, paper-based files. Archived hard copy files are maintained in storage, mainly consisting of development, building or construction information. These records will not be transferred to electronic form and will not be published to Council’s website, however information from these files may be made available either by informal release or via an access application, unless there is an overriding public interest against disclosure of the information, in accordance with the provisions of the Government Information (Public Access) Act (GIPAA).

### 4.3 Council’s strategies and plans

Council’s strategies and plans are available from Council’s website. The following link will guide you to these documents <http://www.midwestern.nsw.gov.au/council/council-documents/>



## 4.4 Council policy information

Council's policies are maintained in a policy register – access to which is available on the website.

## 4.5 General information

The following list of general Government information held by Council has been divided into four sections as outlined by Schedule 1 of the Government Information (Public Access) Regulation:

<https://www.legislation.nsw.gov.au/#/view/regulation/2010/343/sch1>

A. Information about Council
B. Plans and Policies
C. Information about Development Applications
D. Approvals, orders and other documents

Schedule 1 of the Government Information (Public Access) Regulation requires that this Government information held by Council, is to be made publicly available for inspection, free of charge.

The public is entitled to inspect Government information either on Council's website (unless there is an unreasonable additional cost to Council to publish this Government information on the website) or at the offices of the Council during ordinary office hours or at any other place as determined by the Council.

Any current or previous Government information of this type may be inspected by the public free of charge.

Copies can be supplied for reasonable copying charges.

The list of Government information held by Council is set out below:

SECTION	DESCRIPTION
A. Information about Council	<ul style="list-style-type: none"> <li>■ Annual Financial Reports</li> <li>■ Annual Report</li> <li>■ Auditor's Report</li> <li>■ Annual Reports of Bodies Exercising Functions Delegated by Council</li> <li>■ Agendas and Business Papers for any meeting of Council or any Committee of Council</li> <li>■ Codes referred to in the Local Government Act 1993, including :                             <ul style="list-style-type: none"> <li>— The model code prescribed under section 440 (1) of the LGA</li> <li>— Councils adopted Code of Conduct</li> <li>— Code of Meeting Practice</li> </ul> </li> <li>■ Community Strategic Plan, Resourcing Strategy, Delivery Program and Operational Plan</li> <li>■ Departmental Representative Reports presented at a meeting of Council</li> <li>■ EEO Management Plan</li> <li>■ Land Register</li> <li>■ Minutes of any meeting of Council or any Committee of Council</li> <li>■ Policy concerning the Payment of Expenses Incurred by, and the Provision of Facilities to, Councillors</li> </ul>

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SECTION	DESCRIPTION
A. Information about Council	<ul style="list-style-type: none"> <li>■ Register of current Declarations of Disclosures of Political donations</li> <li>■ Register of Delegations</li> <li>■ Register of Graffiti removal works</li> <li>■ Register of Investments</li> <li>■ Register of Voting on Planning Matters</li> <li>■ Returns of the interests of Councillors, designated persons and delegates</li> </ul>
B. Plans and Policies	<ul style="list-style-type: none"> <li>■ Local Policies adopted by Council concerning approvals and orders</li> <li>■ Plans of Management for Community Land</li> <li>■ Environmental Planning Instruments, Development Control Plans and Contribution Plans</li> </ul>
C. Information about DAs	<ul style="list-style-type: none"> <li>■ Development Applications and any associated documents received in relation to a proposed development: <ul style="list-style-type: none"> <li>— Acoustic Consultant Reports</li> <li>— Construction Certificates</li> <li>— Heritage Consultant Reports</li> <li>— Home Warranty Insurance documents</li> <li>— Land Contamination Consultant Reports</li> <li>— Occupation Certificates</li> <li>— Records of decisions on Development Applications including decisions on appeals</li> <li>— Records describing general nature of documents that Council decides to exclude from public view including internal specifications and configurations, and commercially sensitive information</li> <li>— Structural Certification Documents</li> <li>— Submissions received on Development Applications</li> <li>— Town Planner Reports</li> <li>— Tree Inspections Consultant Reports</li> </ul> </li> </ul>
D. Approvals, orders and other documents	<ul style="list-style-type: none"> <li>■ Applications for approvals under Chapter 7 of the LGA</li> <li>■ Applications for approvals under any other Act and any associated documents received</li> <li>■ Compulsory Acquisition Notices</li> <li>■ Leases and Licenses for use of Public Land classified as Community Land</li> <li>■ Orders given under Part 2 of Chapter 7 of the LGA, and any reasons given under section 136 of the LGA</li> <li>■ Orders given under the Authority of any other Act</li> <li>■ Plans of land proposed to be compulsorily acquired by Council</li> <li>■ Records of approvals granted or refused, any variation from Council Policies with reasons for the variation, and decisions made on appeals concerning approvals</li> <li>■ Records of Building Certificates under the Environmental Planning and Assessment Act 1979</li> </ul>

In addition to the above, the following information is also available:

- Council's current agency information guide,
- Council's disclosure log or access applications
- Council's policies
- Council's register of Government contracts

### Public registers

Council maintains other registers which are required by law to be available for public inspection.

#### MID-WESTERN REGIONAL COUNCIL - AGENCY INFORMATION GUIDE

Where the public register contains personal or health information, Council is required to ensure that access by a member of the public is for a purpose consistent with the purpose for which the register exists. The Local Government Code of Practice issued under the Privacy and Personal Information Protection Act (PPIPA) permits Council to provide access to such registers by way of inspection on Council premises and for the copying of an entry or page in the register without regard to the purpose of the person who seeks access.

Council reserves the right to seek to satisfy itself about the purpose of access and to require a statutory declaration from the person seeking access that personal information will only be used for a specified lawful purpose.

Council maintains some registers which are not available for public inspection. Particular entries in these registers, for example from Council's Rates Record and the Register of Impounded Items required by the Impounding Act, are available to any person. In the case of an application for a certificate of an entry in the Rates Record under Section 603 of the LGA, a charge is payable.

#### Access to other documents held by Council

Other Council documents are available for inspection under the GIPA Act unless disclosure is, on balance, contrary to the public interest. Any application must be received in writing and will be processed promptly and within the agreed timeframe.

The request should specify the documents sought, with a reference to any time or date limitations. Any application will be considered on its merits and considered in the light of the obligation to make documents available unless public interest considerations favour the withholding of the document(s).

#### Information and documents not usually available

Information about the name of a property owner is in the public domain through internet access to the register maintained by the NSW Land and Property Information Service.

Council holds information about property ownership for the purpose of carrying out its functions. Council policy is not to make available information about the name of a property owner except in emergency circumstances or where the enquirer can establish a clear need to know.

Council will not supply bulk property data to third parties for the purposes of direct marketing.

Documents listed below will not usually be available because they are excluded from the right to access by an express provision in the LGA, or Council has concluded that disclosure of such documents, or documents containing information of the kind indicated would, in the usual case, be contrary to the public interest.

#### Documents not available because of provisions in LGA

The following information will not be available:

- Papers submitted to Council for consideration in a closed session
- Documents containing information about personnel matters concerning particular individuals, the personal hardship of any resident or rate payer, trade secrets or other sensitive commercial information, or where disclosure would found an action for breach of confidence

- Documents that contain information, the release of which would constitute an offence against an Act

#### Other documents not available

- Documents or parts of documents which would reveal the identifying particulars of persons who provide information to Council in connection with its law enforcement and regulatory responsibilities, or who otherwise contact Council about matters of interest or concern, including complaints about other persons conduct or activities, and matters that require investigation by Council
- Documents which reveal confidential communications between the Council and its legal advisers, or documents which have been prepared by Council officers or others for the dominant purpose of use in proposed or anticipated legal proceedings
- Documents, the release of which are likely to endanger the life or safety of any person, or the security of any building or structure, or which would prejudice the conduct of a lawful investigation by Council or another authority
- Documents concerning Council functions or operations where disclosure would have a prejudicial effect on Council's property or financial interests, or would otherwise have an adverse effect on its regulatory functions, or its capacity to operate in an efficient and effective manner
- Council working documents prepared or received in connection with its decision making functions, prior to the making of a decision by Council, a committee of Council, or an officer exercising delegated authority

It should be noted that access through verbal advice as to the content of documents listed above is also not available.

#### Large general requests for access to documents

Broad, general requests for a large number of documents, for example all documents of a certain kind, or documents held on a number of different Council files, or which otherwise require a substantial allocation of Council resources, may be refused after consideration of the public interest factors involved by Council's Public Officer/ Right to Information Officer.

The Officer may, in the light of an assessment of the work involved in identifying, locating, collating and assessing a large number of Council documents, conclude that access should be refused on the grounds that the substantial diversion of Council resources necessary to deal with the application would, on balance, be contrary to the public interest.

The Public Officer/Right to Information Officer shall, in reaching such a decision take into account the following:

- an assessment of the work and time involved in responding to the application
- the extent to which the work involved in dealing with the request would result in Council resources being diverted from dealing with other access requests, or from other important functions
- the nature of the documents requested and any public interests to be advanced by disclosure generally, or disclosure to the particular applicant. Council acknowledges there is a public interest in disclosure of documents about Council operations and the exercise of its functions,

#### MID-WESTERN REGIONAL COUNCIL - AGENCY INFORMATION GUIDE

and in a particular applicant gaining access to documents where there is a strong and justifiable right to know

However, the right to access documents free of charge to an individual also requires consideration of the effect the processing of such an application may have on the rights of others, and on the efficient and effective use of Council resources in the interests of all ratepayers.

#### Refusal of access

Where access to documents is refused under the GIPA Act, Council will advise the applicant in writing of the reasons for the decision. In the case of refusal on grounds that dealing with the request would involve the substantial diversion of Council resources, the Public Officer/Right to Information Officer will provide details to the applicant in writing, including an estimate of the time involved in responding to the application and consideration of the other factors mentioned in these guidelines, however before doing so will give the applicant a reasonable opportunity to amend the application.

Any applicant dissatisfied with Council's handling of a request for documents under GIPA Act may seek a review in accordance with Sections 82 - 88 of the GIPA Act, and may also seek a review of reviewable decisions through either the Information Commissioner or the NSW Civil and Administrative Tribunal (NCAT).

#### Copyright

Copyright issues may arise when requests are made for copies of documents held by the Council. The Commonwealth Copyright Act (1968) takes precedence over State legislation.

Therefore the right to copy documents under GIPA does not override the Copyright Act.

If Council commissions a report from a consultant it will be under the terms of the contract whether it can be copied. With regard to documents supplied with development applications, Council's development application form includes a statement whereby applicants give their permission to allow documents included with a development application to be accessed under the GIPA Act.

#### Access to information by Councillors and Administrators

The process for access to information by Councillors and Administrators is outlined in Part 7 of Council's Code of Conduct.

#### GIPA Act

Access to the GIPA Act is available from the website of the Office of the Information Commissioner of NSW at the following link:

[http://www.informationcommissioner.nsw.gov.au/lawlink/oic/ll\\_oic.nsf/pages/information\\_commissioner\\_legislation](http://www.informationcommissioner.nsw.gov.au/lawlink/oic/ll_oic.nsf/pages/information_commissioner_legislation)

## 4. Public access to Government information held by Council

As far as practicable, Government information held by Council will be accessible by members of the public during office hours.

Any amendment of records held by Council will be undertaken pursuant to the provisions of the Privacy and Personal Information Protection Act 1998.

Persons interested in obtaining access to Government information or who wish to seek an amendment to the Council's records concerning their personal affairs, should contact a Customer Service Officer. If you experience difficulty in obtaining Government information you should contact Council's Public Officer.

### 4.4 Public Officer – Right to Information Officer

The Governance Manager has been appointed as the Public Officer. Amongst other duties, the Public Officer may deal with requests from the public concerning the Council's affairs and to take delivery of documents on behalf of the Council.

The Right to Information Officer is responsible for determining applications for access to Government information or for the amendment of records. If you have any difficulty in obtaining access to Government information, you may wish to refer your enquiry to the Right to Information Officer or the Public Officer.

Also, if you would like to amend a document of Council which you feel is incorrect, it is necessary for you to make written application to the Right to Information Officer in the first instance.

## 5. Further information

If you require any other advice or assistance about access to information you may contact the Information & Privacy Commission NSW website <https://www.ipc.nsw.gov.au/> or by telephone on 1800 472 679 or by email at [ipcinfo@ipc.nsw.gov.au](mailto:ipcinfo@ipc.nsw.gov.au)

## 6. GIPA application form

### Government Information (Public Access) Act 2009

#### ACCESS APPLICATION

Please complete this form to apply for formal access to government information under the *Government Information (Public Access) Act 2009* ("GIPA Act"). Please forward to Right to Information Officer, Mid-Western Regional Council PO Box 156 (or 86 Market Street) Mudgee NSW 2850. If you need help in filling out this form, please contact the Right to Information Officer on 6378 2850 or visit our website at [www.midwestern.nsw.gov.au](http://www.midwestern.nsw.gov.au)

#### Your details

**Surname:** ..... **Title:** Mr / Ms  
**Other names:** .....  
**Postal address:** ..... **Postcode:** .....  
**Day-time telephone:** ..... **Facsimile:**.....  
**Email:** .....

*The questions below are optional and the information will only be used for the purposes of providing better service.*

**Place of birth:**.....**Main language spoken:** .....

**Aboriginal or Torres Strait Islander:** Yes / No (circle one)

**Do you have special needs for assistance with this application:** .....  
.....  
.....

I agree to receive correspondence at the above email address.

#### Government information

Please describe the information you would like to access in enough detail to allow us to identify it.

Note: If you do not give enough details about the information, the Council may refuse to process your application.

.....  
.....  
.....  
.....  
.....  
.....

**Are you seeking personal information?** Yes / No (circle one)



MID-WESTERN REGIONAL COUNCIL - AGENCY INFORMATION GUIDE

**Form of access**

How do you wish to access the information?

- Inspect the document(s)  A copy of the document(s)
- Access in another way (please specify) .....

**Application Fee**

I attach payment of the **\$30 application fee** by cash / cheque / money order (circle one).

(Note: please do NOT send cash by post)

**Disclosure log**

If the information sought is released to you and would be of interest to other members of the public, details about your application may be recorded in the agency's 'disclosure log'. This is published on the agency's website.

Do you object to this? **Yes / No** (circle one)

**Discount in processing charges**

If you are given access to the information sought, you may be asked to pay a charge for processing the application (\$30 / hour). Some applicants may be entitled to a 50% reduction in their processing charges. If you wish to apply for a discount, please indicate the reason:

- Financial hardship – please attach supporting documentation (eg a pension or Centrelink card).

**AND / OR**

- Special benefit to the public – please specify why below:

.....  
.....  
.....

Applicant's signature: .....

Date:

## 7. Informal information access request form



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

### INFORMAL INFORMATION ACCESS REQUEST FORM

(Section 8 Government Information (Public Access) Act 2009 & Government Information (Public Access) Regulation 2009)

#### How to complete this form

1. This form is used to request informal access to information in files (either paper or electronic) held by Mid-Western Regional Council.
2. Please read the attached guidelines prior to lodging this form.
3. Make sure that all fields are filled out correctly and all necessary documentation is attached. Detailed information requests assists Council in identifying or locating the information you are seeking.
4. Once completed, submit this form to Council.
5. You will be notified by Council within 15 working days if the information you have requested is available for release.

There is no fee for applying for access to information through informal access. Please note however that charges may apply for copying of documents. Fees are set out in Council's Fees and Charges Schedule.

#### 1. APPLICANT DETAILS

_____	_____	_____
Title	Given Name/s	Surname
_____		_____
Postal Address	State	Post Code
_____	_____	_____
Home Number	Mobile Number	Business Number
_____		
Email Address		

#### 2. DETAILS OF INFORMATION REQUESTED

What information are you seeking and why do you need this information? *(Please refer to guidelines on acceptable requests)*

MID-WESTERN REGIONAL COUNCIL - AGENCY INFORMATION GUIDE

Would you like to view or would you like copies?

I would like to view document/s

I would like copies\* of document/s

I would like copies of document/s sent by email\*\*

I would like copies of document/s sent by fax\*\*

\* Fees apply to the photocopying of documents. Plans and specialist reports may be subject to copyright and may not be able to be reproduced.

\*\* Many Council documents are in paper form and may be unable to be sent by email or fax

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

### Informal Access Information Request Guidelines

Prior to lodging a request application, you should first visit our website at [www.midwestern.nsw.gov.au](http://www.midwestern.nsw.gov.au). Many Council documents are available to view or print from our website.

If information is not available from the website, you may request access to information from Council files or documents as 'informal release' under section 8 of the *Government Information (Public Access) Act 2009*. Informal release does not involve payment of lodgement or processing charges, however copying charges are payable (if applicable).

#### Acceptable requests

Informal information applications are suitable for requests for information which are non-complex and can be processed quickly. Though many applications involve requests for property information, this form can also be used to request other information held by Council including your personal information. Where personal information is involved, Council may request you to provide proof of identity e.g. driver's licence, passport, rates notice etc.

By providing specific and detailed requests, you can assist us in quickly determining what information is available to assist you.

Informal information applications are not suitable for requests which:

- involve extensive searching, large volumes of information or would require a substantial amount of staff resources to process your request;
- involve access to another person's personal information requiring third party consultations;
- require access to sensitive information requiring careful balancing of public interests in determining disclosure.

If your request involves any of the above, Council will require a formal access application. Formal access applications involve a lodgement fee and processing charges but also have a right of review. Formal Application Forms are available on Council's website and from Council's Administration Centre.

#### Processing your request

Upon receiving your request, Council will determine how the request will be processed and what information is available. This may involve Council contacting you to clarify what information is sought and the form in which it may be made available.


Applications will be assessed in accordance with the *Government Information (Public Access) Act 2009* and any other relevant legislation. Applicants will be notified within fifteen (15) working days of the receipt of the application as to what information is available for release. Many Council records are held in storage off-site and may take a few days to be delivered to Council, which may change the anticipated processing time.

Access to information such as internal residential diagrams has restricted access provisions.

The photocopying of documents is subject to the *Copyright Act 1968*. There may be documents which are not able to be reproduced. Where documents are requested and able to be reproduced the applicant will be required to meet all costs associated with photocopying, as set out in Council's annual fees and charges schedule.

Information will be available for inspection at Council's Administration Centre, 85 Market Street Mudgee, for seven days from the date of notification. The Centre is open Monday to Friday, from 8:30am to 4:30pm.

**Privacy Notification** Personal information requested on this form is required to provide access to Council's records. The supply of information is voluntary but if you cannot provide the information requested, Council may not be able to process your application. The intended recipients of your information are council officers but information may be available to the general public under the *Government Information (Public Access) Act 2009*. Council is to be regarded as the agency that holds the information. Requests for access or amendment to records under the *Government Information (Public Access) Act* or *Privacy & Personal Information Protection Act 1998*, contact the Council's Public Officer. This form will be registered in Council's records management system.

	<b>POLICY</b>	ADOPTED C/M 1/5/13 Minute No. 160/13
	<b>Complaints</b>	REVIEW: May 15 FILE No. A0100021

**OBJECTIVE:**

To develop a system to effectively handle complaints.

**POLICY:**

INTRODUCTION

Council recognises that complaints provide a means for improving customer service and is committed to ensuring that all complaints are dealt with quickly and appropriately.

PURPOSE

Council's role is to serve the community. The effective handling of complaints is an integral part of this service.

It is the responsibility of all staff to ensure that any complaints are handled expeditiously with a view to satisfactorily resolving the subject of complaint and ensuring that a similar problem does not occur in the future.

This policy serves to explain to staff and the community how Council will deal with complaints.

DEFINITIONS

In this policy the words below are defined as follows:-

*“administrative complaint”* shall mean dissatisfaction with the level of service provided in regard to the Council's operations, policies, procedures, charges, staff and agents. A customer request is not an administrative complaint but concerns about inaction in respect of a customer request shall constitute an administrative complaint.

*“legal or criminal complaint”* shall mean a complaint alleging either:-

- a breach of the pecuniary interest provisions of the Local Government Act, 1993; or
- corrupt conduct as provided by the Independent Commission Against Corruption Act, 1988.

*“competitive neutrality complaint”* shall mean: -

- a complaint that Council has not met the Government's requirements under the *“Policy Statement on the Application of National Competition Policy to Local Government”* or *“Pricing and Costing of Council Businesses - A Guide to*

**Complaints**

*Competitive Neutrality*”, including a concern that Council has not established an effective complaints handling mechanism;

- a complaint that Council has not abided by the spirit of competitive neutrality in the conduct of a business activity.

**PROCEDURES FOR HANDLING COMPLAINTS****ADMINISTRATIVE COMPLAINTS***How are administrative complaints made?*

Administrative complaints are usually directed to Council in writing or verbally (in person at Council offices or by phone).

*Process for Dealing with Administrative Complaints**Written Administrative Complaints*

1. Upon receipt, the Records Section shall refer the complaint to the appropriate manager for investigation.
2. The manager to whom the complaint is referred for investigation shall forward a letter acknowledging the complaint (within 7 days) which:
  - demonstrates that the subject of the complaint is understood;
  - indicates what will happen next;
3. The manager who is investigating the complaint shall do so as expeditiously as possible.
4. The manager shall advise the complainant, in writing, when action has been completed advising what remedial action (if any) has been taken in respect of the complaint.

Note: In replying to the complainant the manager shall explain that, if the complainant is unhappy with manner in which the complaint has been handled or the result, an appeal may be lodged either internally (by writing to the Council) or externally to either the Division of Local Government of the Premiers Department, the Office of the Ombudsman or the Independent Commission Against Corruption.

*Verbal Administrative Complaints*

1. The officer who first receives complaint (either by phone or over the counter) shall refer the matter to the appropriate manager for attention.
2. The manager shall:
  - record the details of the complaint;
  - confirm with complainant the accuracy of what has been recorded;
  - explain what will happen next;
  - investigate the complaint as expeditiously as possible and recommend/take remedial action;

**Complaints**

- inform the complainant of the remedial action taken.

Note 1: In those cases where a complaint is received verbally which relates to a staff matter, the complainant is to be advised that the complaint must be lodged in writing.

Note 2: In informing the complainant of the action taken, the manager shall explain that, if the complainant is unhappy with manner in which the complaint has been handled or the result, an appeal may be lodged either internally (by writing to the Council) or externally to either the Division of Local Government of the Premiers Department, the Office of the Ombudsman or the Independent Commission Against Corruption.

Appeal Process

If a complainant is not satisfied with the manner in which a complaint was handled or the remedial action taken, an appeal may be lodged.

There is basically a two (2) stage appeal process; internal and/or external.

Internal Appeals

Who will conduct internal appeals?

The following positions are responsible for reviewing complaints as a result of an appeal:

<i>For complaints relating to investigation by:</i>	<i>Review Officer</i>
General Manager	Mayor
Directors All Managers	General Manager

How will an internal review be conducted?

1. The reviewing officer will investigate the manner in which the complaint was originally handled and the remedial action taken.
2. If, after investigation, the reviewing officer is satisfied with the process and the remedial action taken, he/she will inform the complainant accordingly.
3. If the reviewing officer is not satisfied with the manner in which the complaint was handled or the remedial action taken, he/she will:
  - counsel the officer who initially handled the complaint;
  - institute action to achieve the desired result;
  - inform the complainant of the outcome of his/her review.
4. In the case of reviews undertaken by the General Manager he/she will inform the Mayor.

**Complaints**

Note: In replying to the complainant, the reviewing officer shall explain that, if the complainant is unhappy with manner in which the complaint has been handled or the result, an appeal may be lodged with either the Division of Local Government, Premiers Department the Office of the Ombudsman or the Independent Commission Against Corruption.

*External Appeals*

If a person feels that the Council has not properly dealt with a complaint internally, that person may wish to refer the matter to any of the following Appeal Agencies:

Investigations & Review Branch  
Division of Local Government  
Premiers Department  
Locked Bag 3015  
NOWRA NSW 2541  
Telephone: (02) 4428 4100  
Facsimile: (02) 4428. 4199  
Email: [dlg@dlg.nsw.gov.au](mailto:dlg@dlg.nsw.gov.au)

The Office of the Ombudsman  
Level 24  
580 George Street  
SYDNEY NSW 2000  
Telephone: (02) 9286 1000  
Toll Free: 1800 451 524

Independent Commission Against Corruption  
GPO Box 500  
SYDNEY NSW 2001  
Telephone: (02) 8281 5999  
Toll Fee: 1800 463 909  
Facsimile: (02) 9264 5364



## **Complaints**

### LEGAL OR CRIMINAL COMPLAINTS

#### *Form of Legal or Criminal Complaints*

These complaints relate to alleged breaches of the pecuniary interest provisions of the Local Government Act, 1993 and corrupt conduct.

Persons who would seek to make such complaints should do so in writing, addressed either to the General Manager or Mayor.

#### *Process for dealing with legal or criminal complaints*

##### *Pecuniary Interest*

1. Upon receipt of a complaint which refers or appears to refer to an alleged breach of the pecuniary interest provisions of the Local Government Act, 1993, it shall be immediately referred to the General Manager (or the Mayor, if the allegation involves the General Manager).
2. The General Manager (or Mayor) shall assess the complaint to determine whether or not it involves a pecuniary interest breach.
3. If the General Manager (or Mayor) considers that the complaint does not involve a breach of the pecuniary interest provisions, it shall be dealt with in accordance with the practice involving administrative complaints, outlined above.
4. If the General Manager (or Mayor) considers that the complaint does involve an alleged breach of the pecuniary interest provisions he/she shall refer the matter to the Division of Local Government of the Premiers Department. The General Manager (or Mayor) shall also inform the Council.
5. The complainant shall be informed of the action taken.

##### *Corrupt Conduct*

1. Upon receipt of a complaint, which alleges or appears to allege corrupt conduct, it shall be immediately referred to the General Manager (or the Mayor, if the allegation involves the General Manager).
2. The General Manager (or the Mayor) shall assess the complaint to determine whether or not it involves corrupt conduct.
3. If the General Manager (or Mayor) is convinced that the complaint does not involve corrupt conduct it shall be dealt with in accordance with the practice involving administrative complaints, outlined above.
4. If the General Manager (or Mayor) considers that the complaint does involve corrupt conduct he/she shall then report the matter to the ICAC (in doing so, the General Manager (or Mayor) may decide to contact the ICAC for guidance on how to proceed). The General Manager (or Mayor) shall also inform the Council. If the conduct involves a criminal offence, the matter shall also be reported to the Police.
5. The complainant shall be informed of the action taken.

## Complaints

### COMPETITIVE NEUTRALITY COMPLAINTS

#### Form of competitive neutrality complaints

Persons who would seek to make such complaints should do so in writing, addressed to the General Manager.

#### Process for dealing with competitive neutrality complaints

1. All competitive neutrality complaints shall be referred to the Public Officer.
2. The Public Officer shall inform the General Manager of the receipt of any such complaint and shall acknowledge receipt of the complaint in writing (7 days).
3. The Public Officer shall properly investigate all such complaints.
4. All members of Council's staff shall co-operate with the Public Officer in the investigation of any competitive neutrality complaint and shall provide such information as the Public Officer shall require.
5. Council shall provide the Public Officer with such resources as are required to assist in the investigation of such complaints.
6. A record of every complaint and all action taken in relation to it shall be kept in Council's records system.
7. After investigating the complaint, the Public Officer shall recommend appropriate action to the General Manager which may include, but is not limited to:-
  - the provision of more information to the complainant to enable a more accurate understanding of competition policy;
  - an investigation/review of Council's business activity if a legitimate complaint is made;
  - a change to Council's business practice where a complaint is justified.
8. The General Manager shall review the recommendation and may either accept the recommendation or institute some other course of action.
9. Within 30 days of Council receiving the competitive neutrality complaint, the complainant shall be notified of:-
  - the result of the complaint; and
  - the alternative avenues of redress that are available, including:

Division of Local Government  
Premiers Department  
Locked Bag 3015  
NOWRA NSW 2541  
Telephone: (02) 4428 4100  
Facsimile: (02) 4428. 4199

**Complaints**

Email: [dlg@dlg.nsw.gov.au](mailto:dlg@dlg.nsw.gov.au)

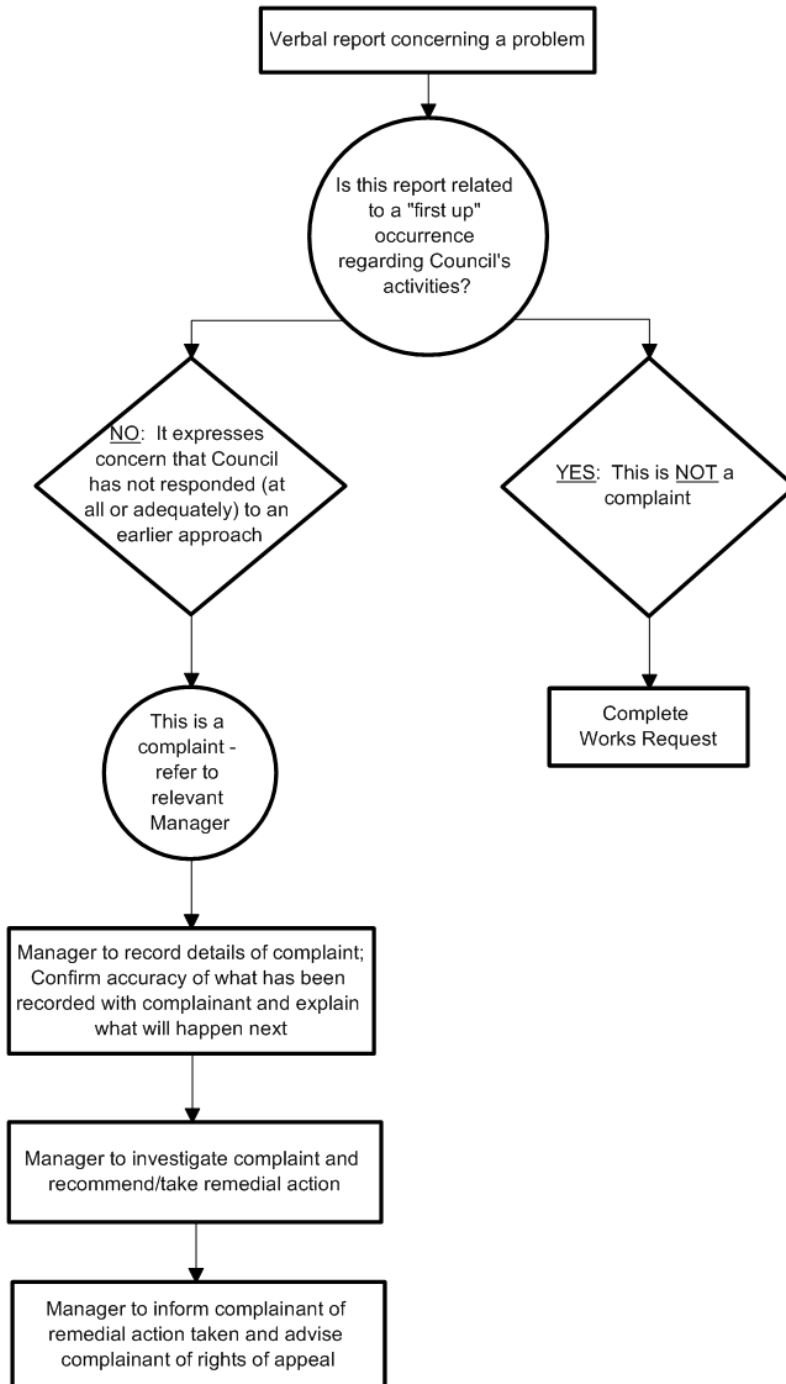
The Office of the Ombudsman  
Level 24  
580 George Street  
SYDNEY NSW 2000  
Telephone: (02) 9286 1000  
Toll Free: 1800 451 524

Independent Commission Against Corruption  
GPO Box 500  
SYDNEY NSW 2001  
Telephone: (02) 8281 5999  
Toll Free: 1800 463 909  
Facsimile: (02) 9264 5364

Australian Competition and Consumer Commission.  
GPO Box 3648  
SYDNEY NSW 2001  
Telephone: (02) 9230 9133  
Facsimile: (02) 9223 1092

Complaints

**VERBAL ADMINISTRATIVE COMPLAINT**





## COMPLAINTS POLICY

*A prosperous  
and progressive  
community.*

ADOPTED	VERSION NO	A0140326 VERSION 1.0
COUNCIL MEETING	REVIEW DATE	
DATE:	FILE NUMBER	A0140326

### Objective

To develop a system that ensures complaints are handled in an appropriate, effective and systematic way whilst increasing the level of community satisfaction.

### Guidelines

The development of this policy has been informed by the following:

- Australian and New Zealand Standard Guidelines for complaint handling in organizations AS/NZS 10002:2014
- NSW Ombudsman Effective Complaint Handling Guidelines, 3rd Edition, February 2017
- Victorian Ombudsman Councils and Complaints – Good Practice Guide for Public Agencies, September 2016
- Joint publication of the NSW Ombudsman and Department of Local Government Complaints Management in Councils Practice note no. 9, revised July 2009
- Ombudsman Western Australia Guidelines on Complaint Handling, January 2017
- Commonwealth Ombudsman Better Practice Guide to Complaint handling 1, April 2009
- NESTA Grumbles Gripes and Grievances The Role of Complaints in Transforming Public Services, April 2013
- Scottish Public Services Ombudsman SPSO Statement of Complaint handling Principles, 2011
- The British and Irish Ombudsman Association Guide to Principles of good complaint handling, 2007
- NSW Ombudsman Managing Unreasonable Complaint Conduct – a Model Policy and Procedure 2012
- Victorian Ombudsman Good Practice Guide, November 2007
- Disability Services Commissioner Victoria Good Practice Guide and Self Audit Tool, 2nd Ed. 2013.

### Related policies and plans

- Mid-Western Regional Council Public Interest Disclosure Internal Reporting Policy 2015
- Mid-Western Regional Council Access to Information Policy 2015
- Mid-Western Regional Council Complaints Policy 2013
- Mid-Western Regional Council Problematic Complainants Policy 2013
- Mid-Western Regional Council Privacy Management Plan April 2010
- Mid-Western Regional Council Records Management Policy May 2017

POLICY: ERROR! REFERENCE SOURCE NOT FOUND. | A0140326 VERSION 1.0, ERROR! REFERENCE SOURCE NOT FOUND.

## 1.0 Introduction

### 1.1 Purpose

This policy is intended to ensure complaints are handled fairly, efficiently and effectively. The complaint management system will enable staff to respond to issues raised by people making complaints in a timely and cost-effective way, to boost public confidence in the administrative processes and provide information that can be used to deliver quality improvements in services, facilities, staff and overall handling of complaints.

This policy provides guidance to Council staff and people who wish to make a complaint on the key principles and concepts of Council's complaint management system.

### 1.2 Scope

This policy applies to all staff receiving or managing complaints from the public made to or about Council regarding its services, facilities and staff or the process in which Council have handled a complaint.

Staff grievances, code of conduct complaints and public interest disclosures are dealt with through separate Council policies.

### 1.3 Organisational Commitment

All staff at Mid-Western Regional Council are committed to support a fair, effective and efficient complaint handling system.

The following table outlines the nature of the commitment expected from staff and the way that commitment should be supported.

WHO	COMMITMENT	HOW
General Manager and Executive Team	Promote a culture that values complaints and their effective resolution	Report publicly on Midwestern Regional Council's complaint handling. Provide adequate support and direction to key staff responsible for handling complaints. Regularly review reports about complaints and issues arising from complaints. Encourage all staff to be alert to complaints and assist those responsible for handling complaints in order to resolve them promptly. Encourage staff to make recommendations for system improvements. Recognise and reward good complaint handling by staff. Support recommendations for service, facility, staff and complaint handling improvements arising from the analysis of complaint data.

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<p>Public Officer (Governance Manager or designate)</p>	<p>Establish and manage our complaint management system.</p>	<p>Provide regular reports to the Executive Team on issues arising from complaint handling work.</p> <p>Ensure there is a complaints register available to view by all staff and available for updating by the management group.</p> <p>Ensure the complaints register is known to all staff and actively encourages its use</p> <p>Ensure recommendations arising out of complaint data analysis are canvassed with Executive Team and implemented where appropriate.</p> <p>Train and empower staff to resolve complaints promptly and in accordance with Mid-Western Regional Council's related policies and procedures.</p> <p>Encourage staff managing complaints to provide suggestions on ways to improve the organisation's complaint management system.</p> <p>Encourage all staff to be alert to complaints and assist those responsible for handling complaints in order to resolve them promptly.</p> <p>Recognise and reward good complaint handling by staff.</p>
<p>Managers</p>	<p>Demonstrate exemplary complaint handling practices</p>	<p>Responsible for receiving, resolving and documenting details on all complaints registered within their department.</p> <p>Acknowledge receipt of the complaint with the complainant and advise them of the process and timelines</p> <p>Treat all people with respect, including people who make complaints.</p> <p>Assist people to make/lodge a complaint (if needed).</p> <p>Ensure the complaints register is updated with details from complaints in their department.</p> <p>Comply with this policy and its associated procedures.</p> <p>Keep informed about best practice in complaint handling.</p> <p>Provide feedback to Directors on issues arising from complaints.</p> <p>Provide suggestions to management on ways to improve the organisation's complaints management system.</p> <p>Implement changes arising from individual</p>

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		complaints and from the analysis of complaint data as directed by the Executive Team.
Customer Service staff	Understand and comply with Mid-Western Regional Council's complaint handling policy and procedures.	<p>Treat all people with respect, including people who make/lodge complaints.</p> <p>Comply with this policy and its associated procedures.</p> <p>Provide feedback to Manager Customer Services on issues arising from complaints.</p> <p>Assist people who wish to make complaints and inform them about Mid-Western Regional Council's complaints process.</p> <p>Implement changes from management that have resulting from individual complaints and analysis and evaluation of complaint data.</p>
All staff	Supports Mid-Western Regional Council's complaint handling policy and procedures.	<p>Treat all people with respect, including people who make complaints.</p> <p>Assist people who wish to make complaints access the Midwestern Regional Council's complaints process by referring them to Councils Customer Service staff.</p> <p>Assist staff handling complaints to resolve matters promptly.</p> <p>Implement changes from management that have resulting from individual complaints and analysis and evaluation of complaint data.</p>



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## 2.0 Terms and Definitions

**COMPLAINT:** Expression of dissatisfaction made to or about Council, its services, staff or the handling of a complaint where a response or resolution is explicitly or implicitly expected or legally required.

A complaint covered by this Policy can be distinguished from:

- Staff grievances
- Public interest disclosures made by Council staff
- Code of conduct complaints
- Responses to requests for feedback about the standard of our service provision
- Reports of problems or wrongdoing merely intended to bring a problem to our notice with no expectation of a response
- Service requests
- Requests for information

**COMPLAINT MANAGEMENT SYSTEM:** All policies, procedures, practices, staff, hardware and software used by Council staff in the management of complaints.

**DISPUTE:** An unresolved complaint escalated either within or outside the organisation.

**FEEDBACK:** Opinions, comments and expressions of interest or concern, made directly or indirectly, explicitly or implicitly, to or about Council staff, Councils services, facilities or complaint handling where a response is not explicitly or implicitly expected or legally required.

**SERVICE REQUEST:** The definition of a service request is likely to include:

- Requests for approval.
- Requests for action.
- Routine inquiries about the organisation's business.
- Requests for the provision of services and assistance.
- Requests for explanation of policies, procedures and decisions.

**POLICY:** A statement of instruction that sets out how Council staff should fulfil its vision, mission and goals.

**PROCEDURE:** A statement or instruction that sets out how Council policies will be implemented and by whom.

**PUBLIC INTEREST DISCLOSURE:** A report about a wrong doing made by a public official in New South Wales that meets the requirements of the *Public Interest Disclosures Act 1994*.

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## 3.0 Guiding Principles



### 3.1 Facilitate Complaints

#### PEOPLE FOCUS

Council staff are committed to seeking and receiving feedback and complaints about Councils facilities, services, systems, practices, procedures and complaint handling.

Any concerns raised in feedback or complaints will be dealt with within a reasonable time frame.

People making complaints will be:

- Provided with information about Councils complaint handling process.
- Provided with multiple and accessible ways to make complaints.
- Listened to, treated with respect by staff and actively involved in the complaint process where possible and appropriate.
- Provided with reasons for Councils decision/s and any options for redress or review.

The Manager assigned to manage a complaint will formally respond to the complainant within 14 days of the complaint being received by the Council. The Manager will acknowledge receipt of the complaint, informing the complainant who is managing the complaint and what the process to be followed for handling the complaint is.

#### NO DETRIMENT TO PEOPLE MAKING COMPLAINTS

Council staff will take all reasonable steps to ensure that people making complaints are not adversely affected because a complaint has been made by them or on their behalf.

#### ANONYMOUS COMPLAINTS

Council can accept anonymous complaints and will carry out an investigation of the issues raised where there is enough information provided. In some circumstances Council can deal with anonymous complaints however these can prove difficult where limited information is provided.

#### ACCESSIBILITY

We will ensure that information about how and where complaints may be made to or about us is well publicised. Council will ensure that our systems to manage complaints are easily understood

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and accessible to everyone, particularly people who may require assistance.

If a person prefers or needs another person or organisation to assist or represent them in the making and/or resolution of their complaint, Council will communicate with them through their representative (if this is their wish). Anyone may represent a person wishing to make a complaint with their consent (e.g. advocate, family member, legal or community representative, Member of Parliament or another organisation).

### 3.2 Respond to Complaints

#### EARLY RESOLUTION

Where possible, complaints will be resolved at first contact with the relevant departmental manager. If a complaint is resolved at the first point of contact that manager who received and addressed the complaint is required to make a file note in Council's records management system (ELO) using the folder in Customer Service – Public Reaction (A0310036).

#### RESPONSIVENESS

Council staff will promptly acknowledge receipt of complaints.

Council staff will assess and prioritise complaints in accordance with the urgency and/or seriousness of the issues raised. If a matter concerns an immediate risk to safety or security the response will be immediate and will be escalated from Customer Service staff to the appropriate Manager.

Council staff are committed to managing people's expectations, and will inform them as soon as possible, of the following:

- The complaints process.
- The expected time frames for our actions.
- The progress of the complaint and reasons for any delay.
- Their likely involvement in the process.
- The possible or likely outcome of their complaint.

Council staff will advise people as soon as possible when Council are unable to deal with any part of their complaint and provide advice about where such issues and/or complaints may be directed (if known and appropriate).

Council staff will also advise people as soon as possible when Council are unable to meet our time frames for responding to their complaint and the reason for our delay.

#### OBJECTIVITY AND FAIRNESS

Council staff will address each complaint with integrity and in an equitable, objective and unbiased manner.

Council staff will ensure that the person handling a complaint is different from any staff

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member whose conduct or service is being complained about.

Conflicts of interests, whether actual or perceived, will be managed responsibly. In particular, internal reviews of how a complaint was managed will be conducted by a person other than the original decision maker.

#### RESPONDING FLEXIBLY

Council staff are empowered to resolve complaints promptly and with as little formality as possible. Council staff will adopt flexible approaches to service delivery and problem solving to enhance accessibility for people making complaints and/or their representatives.

Council staff will assess each complaint on its merits and involve people making complaints and/or their representative in the process as far as possible.

### 3.3 Confidentiality

Council staff will protect the identity of people making complaints where this is practical and appropriate.

Personal information that identifies individuals will only be disclosed or used by the Mid-Western Regional Council as permitted under the relevant privacy laws, secrecy provisions and any relevant confidentiality obligations.

### 3.4 Manage the Parties to a Complaint

#### COMPLAINTS INVOLVING MULTIPLE AGENCIES OR AREAS

Where a complaint involves multiple organisations, Council will work with the other organisation/s where possible, to ensure that communication with the person making a complaint and/or their representative is clear and coordinated.

Subject to privacy and confidentiality considerations, communication and information sharing between the parties will also be organised to facilitate a timely response to the complaint.

Where a complaint involves multiple areas within our organisation, responsibility for communicating with the person making the complaint and/or their representative will also be coordinated.

Should a third party need to be contacted to resolve a complaint then the relevant Director should be informed.

Where our services are contracted out, Council expects contracted service providers to have a complaint management system. Council will take complaints not only about the actions of its staff but also the actions of contractors/service providers.

#### COMPLAINTS INVOLVING MULTIPLE PARTIES

When similar complaints are made by related parties Council staff will try to arrange to

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communicate with a single representative of the group.

#### MANAGING UNREASONABLE CONDUCT BY PEOPLE MAKING COMPLAINTS

Council staff are committed to being accessible and responsive to all people who approach Council with feedback or complaints. At the same time Councils success in this area depends on:

- Council's ability to do work and perform its functions in the most effective and efficient way possible.
- The health, safety and security of its staff.
- Its ability to allocate our resources fairly across all the complaints that are received.

When people behave unreasonably in their dealings with Council staff, their conduct can significantly affect the progress and efficiency of Council work. As a result, Council staff will take proactive and decisive action to manage any conduct that negatively and unreasonably affects Council and will support its staff to do the same in accordance with this policy.

Customer Service staff should escalate any complainant they find is being unreasonable to an appropriate Manager or the Governance Manager/Designate. Customer Service staff will receive training to assist them to manage difficult complainants. Complainants will always be treated respectfully and in a courteous manner.

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## 4.0 Complaint Management System



### Introduction

When responding to complaints, staff should act in accordance with our Complaints Policy as well as any other internal documents providing guidance on the management of complaints, including the above mentioned manual for 'Managing Unreasonable Complainant Conduct'.

The five key stages in our complaint management system are set out below.

### 4.1 Receipt of Complaints

#### 4.1.1 Verbal/Electronic Complaints

Council staff aim to manage complaints and feedback when they are received. Face to face, telephone and emailed customer complaints will be received by Councils front line staff in the first instance.

#### 4.1.2 Written Complaints

Written complaints and feedback received by Council in writing will be assessed by the records staff and appropriately assigned to a Department Manager / Director.

We will also assign a unique identifier to the complaint file in ELO. The Department Manager responsible for the complaint will inform their Director or GM that the complaint has been received and is being managed.

It is the responsibility of Managers to keep Directors and Executive staff informed of complaint management occurring at that time.

The record of the complaint will document:

- The contact information of the person making a complaint.
- Issues raised by the person making a complaint and the outcome/s they seek.
- Any other relevant information.
- Any additional support the person making a complaint requires.

### 4.2 Acknowledgement of Complaints

We will acknowledge receipt of each complaint promptly, and preferably within fourteen (14) working days.

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Consideration will be given to the most appropriate medium (e.g. email, letter) for communicating with the person making a complaint.

### 4.3 Initial Assessment and Addressing of Complaints

#### 4.3.1. INITIAL ASSESSMENT

After acknowledging receipt of the complaint, Council staff will confirm whether the issue/s raised in the complaint is within Council's control. Council staff will also consider the outcome/s sought by the person making a complaint and, where there is more than one issue raised, determine whether each issue needs to be separately addressed.

When determining how a complaint will be managed, Council staff will consider:

- How serious, complicated or urgent the complaint appears.
- Whether the complaint raises concerns about people's health and safety.
- How the person making the complaint is being affected.
- The risks involved if resolution of the complaint is delayed.
- Whether a resolution requires the involvement of other organisations.

#### 4.3.2. ADDRESSING COMPLAINTS

After assessing the complaint, Council staff will consider how to manage it. To manage a complaint Council staff may:

- Give the person making a complaint information or an explanation.
- Gather information from the person or area that the complaint is about.
- Investigate the claims made in the complaint.

Council staff will keep the person making the complaint up to date on our progress, particularly if there are any delays. The actions Council decide to take will be tailored to each case and take into account any statutory requirements.

### 4.4 Providing Reasons for Decisions

Following consideration of the complaint and any investigation into the issues raised, Council staff will contact the person making the complaint and advise them:

- The outcome of the complaint and any action Council took.
- The reason/s for our decision.
- The remedy or resolution/s that Council have proposed or put in place.
- Any options for review that may be available to the complainant, such as an internal review, external review or appeal.

If in the course of investigation, if Council staff make any adverse findings about a particular individual, they should consider any applicable privacy obligations under the *Privacy and Personal Information Protection Act 1998* and any applicable exemptions in or made pursuant to that Act, before sharing its findings with the person making the complaint.

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#### 4.5 Closing the Complaint, Record Keeping, Redress and Review

Council staff will keep comprehensive records about:

- How the complaint was managed.
- The outcome/s of the complaint (including whether it or any aspect of it was substantiated, any recommendations made to address problems identified and any decisions made on those recommendations.
- Any outstanding actions that need to be followed up.

Council staff will ensure that outcomes are properly implemented, monitored and reported to the complaint handling manager and/or senior management.

#### 4.6 Alternative Avenues for Dealing with Complaints

Council staff will inform people who make complaints about the internal review options and also external review options available to them.

Mid-Western Regional Council will in the first instance manage complaints at the Customer Service or managerial level. This will enable complainants to appeal any dissatisfaction internally to Directors or the General Manager. Dissatisfied complainants are encouraged to appeal internally as their first recourse.

Complainants can also appeal externally. The key agencies for external appeals are:

*Investigations & Review Branch  
Division of Local Government  
Premiers Department  
Locked Bag 3015  
NOWRA NSW 2541*

*Telephone: (02) 4428 4100  
Facsimile: (02) 4428 4199*

*Independent Commission Against Corruption  
GPO Box 500  
SYDNEY NSW 2000*

*Telephone: (02) 8281 5999  
Toll Free: 1800 463 909  
Facsimile: (02) 9264 5364*

*The Office of the  
Ombudsman Level 24  
580 George Street  
SYDNEY NSW 2000*

*Telephone: (02) 9286 1000  
Toll Free: 1800 451 524*

#### 4.7 Levels of Complaint Handling

Council staff aim to identify complaints at the Customer Service level where possible (level 1). Customer service staff should be adequately trained to identify and acknowledge complaints at the counter or over the phone. Customer Service staff should then, after identifying the complaint, escalate it to the Manager of the appropriate area.

Written complaints will be assessed by Records staff and appropriately referred to the relevant



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Manager. Records staff will be trained to undertake the initial assessment of complaints so that they are appropriately referred. It is the Managers responsibility to keep Directors informed that they are managing a complaint. This level of complaint handling will provide for the following internal mechanisms:

- Assessment and possible investigation of the complaint and decision/s already made.
- Facilitated resolution (where a person not connected with the complaint reviews the matter and attempts to find an outcome acceptable to the relevant parties).

Where a person making a complaint is dissatisfied with the outcome of the Council's actions they should appeal to the General Manager. The General Manager will ask a Director or the Public Officer to review the complaint, the actions already taken and report back for a response to the complainant.

#### 4.8 Allegations of Corrupt Conduct

Under section 11 of the ICAC Act, a principal officer of a NSW public authority has a duty to report to the Commission any matter where there is a reasonable suspicion that corrupt conduct has occurred or may occur.

The principal officers are the General Manager and the Mayor of the council.

Reasonable grounds for suspicion mean there is a real possibility that corrupt conduct is, or may be, involved. No proof is required. If, as a principal officer, you are uncertain about whether or not to report a matter under section 11, please contact the ICAC's Manager Assessments on 02 8281 5786. In general, the ICAC encourages principal officers to err on the side of caution and report the matter.

The ICAC Act contains no provision permitting delay in reporting. To delay can result in the loss of investigative opportunities to the ICAC. The duty to report overrides any duty of confidentiality. As it is a statutory duty, a principal officer is protected in making such a report from any civil or criminal liability.

All reports and complaints regarding suspected corrupt conduct are considered by a panel of senior ICAC officers, who make decisions about what action the Commission will take.

Reporting a matter to the ICAC under section 11 does not affect any obligations to report the matter to bodies such as the NSW Police Force, Auditor-General or NSW Ombudsman or to be prepared to carry out any warranted disciplinary action.

Once a section 11 report has been submitted, you should generally wait until you have received the ICAC's decision prior to taking any further steps. This is because if the ICAC decides to take action, any steps taken by the reporting agency may hamper the ICAC's possible actions. If you would like to take certain steps but are yet to hear from the ICAC, please contact the Manager Assessments on 02 8281 5786 to discuss the status of your reported matter and whether those proposed steps can be taken.

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### SECTION 11 CHECKLIST

Please ensure a section 11 report includes:

- A complete description of the allegations.
- The full name, date of birth and position of any public official/s alleged to be involved.
- The name of the person/s who made the allegation/s.
- The name and role of anyone relevant to the matter.
- The date and/or time frame in which the alleged corrupt conduct occurred.
- An indication as to whether the conduct appears to be a one-off event or part of a wider pattern or scheme.
- The date the allegation was made and/or the date you became aware of it.
- How your agency became aware of the matter.
- What your agency has done about the suspected conduct, including notification to any other agency, e.g. NSW Police Force, NSW Ombudsman's Office.
- What action you propose to take and why.
- The approximate amount of money or value of resources involved, if any.
- Any other indicators of seriousness.
- If the allegation arose from information provided by an employee or independent contractor, whether your agency is treating the matter as a public interest disclosure.
- Any other information you consider relevant.
- The name and contact details of the appropriate contact officer.
- Any documents that are relevant to the matter.

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## 5.0 Accountability and Learning

### 4.4 Analysis and Evaluation of Complaints

The Public Officer/Governance Manager/Director will ensure that complaints are recorded in a systematic way so that information can be easily retrieved for reporting and analysis.

Regular reports will be run on:

- The number of complaints received.
- The outcome of complaints, including matters resolved at the Customer Service.
- Issues arising from complaints.
- Systemic issues identified.
- The number of requests Council receive for internal and/or external review of our complaint handling.

Regular analysis of these reports will be undertaken to monitor trends, measure the quality of our customer service and ensure continued improvement.

Reports will be provided to the Executive Management Team on a regular basis for review.

### 4.5 Monitoring of the Complaint Management System

The Public Officer/Governance Manager/Director will routinely monitor Councils complaint management system to:

- Ensure its effectiveness in responding to and resolving complaints.
- Identify and correct anomalies in the operation of the system.
- Monitoring may include the use of audits, complaint satisfaction surveys and online listening tools or alerts.

### 4.6 Continuous Improvement

The Public Officer/Governance Manager/Director are committed to improving the effectiveness and efficiency of our complaint management system. To this end, they will:

- Support the making and appropriate resolution of complaints.
- Implement best practices in complaint handling.
- Recognise and reward exemplary complaint handling by staff.
- Regularly review the complaints management system and complaint data.
- Implement appropriate system changes arising out of our analysis of complaints data and continual monitoring of the system.