

PUBLIC COPY

2018

MID-WESTERN REGIONAL COUNCIL
COUNCIL BUSINESS PAPERS

ORDINARY MEETING
WEDNESDAY 21 NOVEMBER 2018



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



PO BOX 156
MUDGEES NSW 2850

86 Market Street MUDGEES
109 Herbert Street GULGONG
77 Louee Street RYLSTONE

Ph: 1300 765 002 or (02) 6378 2850
Fax: (02) 6378 2815
Email: council@midwestern.nsw.gov.au

14 November 2018

Dear Councillor

MEETING NOTICE
Ordinary Meeting
21 NOVEMBER 2018
Open Day at 5:30PM

Council Meeting commencing at conclusion of Open day

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

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

Yours faithfully

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

BRAD CAM
GENERAL MANAGER

AGENDA

Item 1:	Apologies.....	9
Item 2:	Disclosure of Interest.....	9
Item 3:	Confirmation of Minutes.....	9
	3.1 Minutes of Ordinary Meeting held on 17 October 2018	9
Item 4:	Matters in Progress	10
Item 5:	Mayoral Minute.....	12
	Nil	
Item 6:	Notices of Motion or Rescission.....	13
	6.1 Police in Gulgong.....	13
	6.2 Western Area CHS Boys Softball Knockout	14
Item 7:	Office of the General Manager	15
	7.1 Windamere Bulk Water Transfer - Independent Review	15
	7.2 Audit, Risk and Improvement Committee Members.....	37
Item 8:	Development	40
	8.1 Development Control Plan Amendment 3 - Post Exhibition Report	40
	8.2 UNSW Planning Program.....	46
	8.3 Events Assistance Applications - January to June 2019 Events	59
	8.4 Acceptance of Heritage Near Me Grant - Snapshot of Our Heritage	64
	8.5 Funding Acceptance 2018/19 NSW ICC World T20 2020 Cricket Legacy Fund.....	67
	8.6 Monthly Development Applications Processing and Determined	70
Item 9:	Finance	79
	9.1 Annual Report 2017/18	79
	9.2 Presentation of the 2017/18 Financial Statements	82

9.3	Mudgee Aero Club Incorporated - Lease of Allotments 3 DP 1003936, 5 DP 1003939 and 8 DP 1133385 Mudgee Airport 41 George Campbell Drive Bombira	84
9.4	Classification of Land - Allotment 113 DP48439 90 Market Street Mudgee	89
9.5	Community Grants Program Applications.....	93
9.6	Monthly Statement of Investment and Bank Balances as at 31 October 2018.....	102
9.7	Financial Reserves Policy Revision.....	113
9.8	Quarterly Budget Review Statement September 2018	122
9.9	Appointment of Delegation as Native Title Manager.....	126
Item 10:	Operations.....	134
10.1	Stage 2 Ulan Wollar Road Realignment.....	134
10.2	Red Hill, Bus Access and Parking Options	137
Item 11:	Community	141
11.1	Family Day Care Policy	141
11.2	Expression of Interest for the Coordination of the Gulgong Gold Experience	145
11.3	Community Services Quarterly Update - July to September 2018	153
11.4	Library Services - Quarterly Report	162
Item 12:	Reports from Committees.....	165
12.1	Mid-Western Regional Council Access Committee Update - August to September 2018	165
12.2	Cultural Development Committee.....	175
12.3	Mid-Western Regional Youth Council.....	181
12.4	Gulgong Memorial Hall Committee meetings 11 August 2018, 14 September 2018 and 9 October 2018	192
12.5	Gulgong Sports Council Meeting 10 September 2018.....	198
12.6	Mudgee Sports Council meeting 24 September 2018	201
Item 13:	Urgent Business Without Notice	205
Item 14:	Confidential Session.....	206
	Nil	

Item 15: Urgent Confidential Business Without Notice208

Item 16: Open Council.....208

Item 17: Closure.....208

Item 1: Apologies

Item 2: Disclosure of Interest

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

Item 3: Confirmation of Minutes

3.1 Minutes of Ordinary Meeting held on 17 October 2018

Council Decision:

That the Minutes of the Ordinary Meeting held on 17 October 2018 be taken as read and confirmed.

The Minutes of the Ordinary Meeting are separately attached.

Item 4: Matters in Progress

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
Solar Energy Options	Res. 127/17 Ordinary Meeting 17/05/17	That Council: 2. endorse the strategy of installing solar panels on appropriate Council buildings to reduce ongoing electricity costs and deliver this strategy for at least one further Council building during the 2017/18 financial year.	To be reported to Council at a future meeting.
Update on LEC Matter MA0030/2017	Res. 390/17 Ordinary Meeting 13/12/17	That Council staff review the current road standards for subdivisions and that a report be brought back to Council for considerations.	To be reported to Council at a future meeting.
RFT 2017/21 Glen Willow Footbridge - Provision of Handrail Trusses and Piers	Res. 66/18 Ordinary Meeting 21/03/18	That Council: 1. investigate a more economical outcome and bring back a report when the cost of works are known.	To be reported to Council at a future meeting.
Rylstone Lawn Cemetery	Res. 108/18 Ordinary Meeting 16/05/18	4. That Council staff bring back a report on the costs and any grant opportunities, and that Council consider a lawn cemetery at Rylstone as part of a future budget initiative.	To be reported to Council at a future meeting.
Bus Access to Red Hill	Res. 131/18 Ordinary Meeting 20/06/18	That a report be brought back to Council on options for improving access for buses and coaches to the Red Hill Precinct.	To be reported to Council at the November Council meeting. Please refer to Report 10.2 of this agenda.
Camping Tree Footpath	Res. 252/18 Ordinary Meeting 19/09/18	That Council investigate the viability and cost of extending the footpath network to the camping tree.	RECOMMENDED FOR COMPLETION
Multi-use art facility - Kandos	Res. 253/18 Ordinary Meeting 19/09/18	That Council support in principle the concept of working with Cementa on the multi-use art facility proposal and purchase of 71 Angus Avenue, Kandos, dependent on relevant valuations and Council resolutions related to any expenditure.	To be reported at a future Council Meeting.
Resources on the Internal Audit Policy and Audit, Risk and Improvement	Res. 255/18 Ordinary Meeting 19/09/18	That Council: 5. advertise for expressions of interest for independent Audit, Risk and Improvement Committee	To be reported at a future Council Meeting. Please refer to

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
Committee Charter		Members; and 6. receive a further report following the expressions of interest to consider any applications for independent members and to appoint the independent members.	report 7.2 of this agenda.

Item 5: Mayoral Minute

Nil

Item 6: Notices of Motion or Rescission

6.1 Police in Gulgong

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066,

MOTION

That Council approach the Minister for Police and the NSW Police Local Area Commander to request a greater Police presence at Gulgong.

Background

The Gulgong Police Station currently has only one Police Officer on duty who is called away to Mudgee on a regular basis. The other Gulgong Police Officer is on leave.

I recently attended the Gulgong Police Station on two occasions to find the station unmanned. I was told by phone that I could drive to the Mudgee Police Station which was a further 30kms away but chose not to drive to Mudgee as I had already driven 30kms from my home to the Gulgong Station. On my third visit to the Gulgong Police Station a Police Officer was on duty.

Members of the Gulgong community have been complaining to me about the increase in vandalism in the town. I am also aware that the matter of vandalism and a lack of Police presence in Gulgong has been raised at the Chamber of Commerce.

Officer's comments

The General Manager is communicating with the Local Area Command to work through the issues of Policing in Gulgong.

6.2 Western Area CHS Boys Softball Knockout

NOTICE OF MOTION LISTED BY CR JOHN O'NEILL

TO 21 NOVEMBER 2018 ORDINARY MEETING

GOV400066, A0100035, F0650092

MOTION

That Council waive the \$163.00 ground hire fee for the Western Area CHS Boys Softball Knockout to be held at West End field on 21 November 2018.

Background

There are only 5 teams participating, 3 from the MWRC area. Based on the number of participants, it is not viable to charge this fee.

Officer's comments

If Council were to approve the waiving of these fees then the \$163.00 will be funded from financial assistance.

Item 7: Office of the General Manager

7.1 Windamere Bulk Water Transfer - Independent Review

REPORT BY THE GENERAL MANAGER
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, F0710001, A0170053

RECOMMENDATION

That Council receive and note the report by the General Manager on the Windamere Bulk Water Transfer - Independent Review.

Executive summary

Council, at its August meeting, resolved to engage an independent consultant to provide a peer review of the modelling provided by Water NSW on Windamere Dam. The independent report by OD Hydrology Pty Limited has now been finalised and is attached for Councillor consideration.

Disclosure of Interest

Nil.

Detailed report

Councillors will recall that at the 20 June 2018 Ordinary meeting of Council, a Notice of Motion on Water Modelling was listed by Councillor Holden, and that Council resolved to obtain quotes with a view to engaging an independent consultant to provide a peer review of the modelling provided by Water NSW on Windamere Dam, and provide assumptions on possible Blue Green Algae problems.

Further, Council at the 15 August 2018 Ordinary meeting resolved to accept the fee proposal from OD Hydrology for hydrological support and advice regarding potential impacts on Mid-Western Regional Council of the proposed Water NSW Windamere Dam Bulk Water Transfer.

OD Hydrology have finalised their review of the modelling provided by Water NSW on Windamere Dam which is attached for Councillor consideration.

Community Plan implications

Theme	Protecting Our Natural Environment
Goal	Provide total water cycle management
Strategy	Maintain and manage water quantity and quality

Strategic implications

Council Strategies

Not applicable.

Council Policies

Not applicable.

Legislation

Not applicable.

Financial implications

Not applicable.

Associated Risks

Not applicable.

BRAD CAM
GENERAL MANAGER

25 October 2018

Attachments: 1. OD Hydrology Pty Ltd - Independent Review on Windamere Dam Bulk Water Transfer.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



4/210 Oxford Street
Bulimba, QLD,
AUSTRALIA, 4171
Tel: (+61) 407 076 577

OD Hydrology

25 October 2018

Mid-Western Regional Council
86 Market Street
PO Box 156
Mudgee, NSW, 2850

Attention: Brad Cam

Dear Brad,

Re: Windamere Bulk Water Transfer – independent review

OD Hydrology Pty Ltd (ODH) has undertaken independent review and assessment of water supply outcomes associated with planned bulk water transfer from Windamere to Burrendong Dam in the Macquarie Valley catchment in NSW.

Bulk water transfer is planned to be undertaken by Water NSW as required under the *Water Sharing Plan for the Macquarie and Cudgegong Regulated Rivers Water Source 2016* ('the Plan') and in accordance with the specific rules and requirements defined by the NSW Department of Industry (DOI) within a bulk water transfer Protocol (referred to hereafter as 'the Protocol').

ODH review and assessment of the planned bulk water transfer and Protocol rules has been undertaken to provide Mid-Western Regional Council (MWRC) with:

1. A clear understanding of the water supply security and operational implications of the proposed transfer (i.e. what are the implications for MWRC of the Protocol as it currently exists?); and (if required),
2. Independent modelling support and advice to assist in discussions/negotiations with Water NSW towards improved outcomes for MWRC (and overall) (i.e. are there options for improving the Protocol?).

Our approach to review and assessment has based on open, transparent communication with all key parties (MWRC, Water NSW and DOI) with independent assessment of the specific assumptions and rules within the Protocol, as well as the fundamental risks and implications of the bulk water transfer as a whole.

The following provides a summary of the approach, results and outcomes of the Project assessment.

1 Background

The requirement for bulk water transfer and the operational rules and requirements to be followed/met during transfer are dealt with in two key documents:

- The Plan; and,
- The bulk water transfer Protocol.

The Plan effectively legislates that transfer rules are required to meet certain specific supply performance outcomes for Burrendong Dam and sets a basic framework by which those rules are to be determined.

The Protocol has been developed as part of these requirements of the Plan and sets out the specific rules for when and how bulk water transfer is to occur.

1.1 Water Sharing Plan requirements

Two key parts of the Plan deal with and have implications for the need for and requirements of bulk water transfer, in regards:

- The minimum water supply performance targets to be met/maintained by the operator of the water supply scheme (Water NSW); and,
- The requirement for defined bulk water sharing rules and stakeholder engagement.

The following sections provide a summary of the Plan with respect to these elements relating to bulk water transfer and mandated water supply performance.

1.1.1 Water availability

Part 8 of the Plan defines specific water supply availability targets which aim to balance the supply performance for the range of water uses in the system, including:

- Requirements to meet environmental outcomes;
- Basic landholder rights for native title and domestic and stock rights,
- Supply system bulk access uses managed under available water determinations including:
 - Domestic and stock access licences;
 - Local water utility access licences;
 - Regulated river (high security and general security) access licences; and,
 - Supplementary water access licences.

A key requirement of the Plan is that the supply system is operated such that available water determinations would be able to be made which provided to all users, excepting general security entitlements (GSE) and supplementary water access licences, 100% of entitled supply during a repeat of the “*worst period of low inflows into this water source (based on historical flow information held by the Department when this Plan commenced)*”.

A point to note regarding the above wording and the 1 July 2016 Date of Commencement of the Plan is that, if applied strictly as worded, the ‘worst period of inflow’ would be based on inflows up to July 2016 only (i.e. excluding the most recent two (2) years of low/drought inflows) as it would represent the “information held by the Department when this Plan commenced”. This is addressed further in Section 1.3.2 below.

1.1.2 Bulk transfer

Section 61 of the Plan defines the bulk transfer rules between Windamere and Burrendong storages, with the reason for transfer stated as:

s61 (1) - High volume transfer releases shall be provided from Windamere Dam in sufficient time to prevent the storage volume of Burrendong Dam becoming insufficient to supply downstream basic landholder rights, access licence water allocations, the environmental water allowance for the Macquarie River and to meet any water losses associated with the delivery of that water.’

The Plan further requires (under s61(2)) that a set of rules were to be developed determining the pattern and volume of release with consideration of a number of factors defined in s61(3) as:

- (a) determination of volumes to be transferred,
- (b) seasonality of flows,
- (c) total duration of events,
- (d) maximum discharge rates and their duration,
- (e) rates of rise and fall in flow heights,
- (f) access and agronomic requirements of land holders,
- (g) ecological and geomorphological benefits,
- (h) likely effects on native species and their habitat, particularly platypus and threatened aquatic species, and
- (i) any other matters that may impact on the riverine environment or community.

Further, s61(4) of the Plan required that prior to finalisation of any rules “*advice should be sought from appropriate representatives from the local community along the Cudgegong River below Windamere Dam*” with advice to be in regard to the above factors defined in s61(3).

The outcome of the above requirements has been the development of the Protocol, undertaken initially in 2005, with recent review and update undertaken in September 2018.

1.2 Bulk water transfer Protocol

Bulk water transfer is planned to be undertaken based on a set of rules defined as an outcome of a recent review of the Protocol, with the review summarised within the document: ‘Macquarie and Cudgegong Regulated River – Review of the bulk water

transfer Protocol' (DPI, 2018). The review document sets out the assumptions and justifications underpinning the updated Protocol (reproduced below in Attachment A) and release rules to be followed if/when bulk transfer is required.

The following provides a summary of the key Protocol inputs, assumptions and supporting justifications given for each, as well as a brief summary and discussion regarding the potential risks associated with these inputs/assumptions.

Table 1 – Key assumptions

Variable	Departmental Assumption	Comments
Windermere Dam starting volume (ML)	318,820	Based on storage as at end of June 2002
Windermere Reserve volume (ML)	70,000	Department determined value based on outcomes of assessment against supply performance requirements of the Plan ('100% supply under repeat of worst inflow period')
Assumed inflow (period)	2002-onwards	'Repeat of worst inflow period' based on information held at commencement of the Plan (i.e. July 2016).
HS entitlement (units)	9,963	Current total HS entitlements held upstream of Burrendong Dam water storage (referred to hereafter as the 'Cudgegong regulated river')
HSE demand (ML/a) (inc. TWS, S&D, other)	7,430	Assumes: i. HS/LWU/S&D: 3,400 M/a ii. Growth in LWU: 600 ML/a iii. Mining demand: 3,430 ML/a (representing 70% of total current entitlements)
GS entitlement (units)	22,100	Current total GS entitlements held in Cudgegong regulated river
GSE demand (ML/a)	2,700	Average historical use over 16-yr period (1997/98-2012/13)
Essential release requirements (ML/a)	8,500	Average historical use over 'worst inflow period' 2002 to 2011
Dam/lake evaporation (mm/a)	1,061	Assumes maximum monthly evaporation with a 0.5 evaporation factor applied
Rainfall (mm/a)	0	Assumes zero rainfall (highly conservative)
Windermere Dam inactive/dead storage (ML)	7,000	Consistent with Departmental assumptions for all Macquarie/Cudgegong Valley modelling
Carry-over (ML)	31,000	Carry-over as at end of June 2002

1.3 Key/critical assessment assumptions

Demonstration (by Water NSW and DPI) of being able to meet the Plan water supply security requirements is undertaken using catchment and water supply modelling tools with inputs of climatic and hydrologic data, water supply infrastructure details and operational and demand assumptions.

For the assessment to provide confidence that the simulated behaviour of Windamere Dam and consequent supply security for water users within the Cudgegong regulated river is appropriately realistic and representative of real-world behaviour under severe drought conditions, the input assumptions must be robust and realistic for the drought conditions being assessed, as well as sufficiently conservative when significant uncertainty exists in what actual behaviour (e.g. demand) is likely to occur if severe dry conditions were to continue.

As such, for Council to have confidence in the water security outcomes being reported, the selection/adoption of values for the set of assumptions/inputs defined in Section 1.2 above is of critical importance. Of most direct significance to Council, are the adopted values for:

- Windermere Dam starting volume;
- Assumed inflows and climatic data (rainfall and evaporation);
- Assumed total demand on Windamere Dam (including HSE demand GSE demand, essential release requirements and supply of any carry-over)

On the basis of understanding the potential implications for/risks to Council of a bulk water transfer, the above key assumptions have been reviewed and modified (where appropriate) for undertaking independent assessment.

1.3.1 Windamere starting volume

A key difference in Department assessment and independent assessment is the assumed 'starting point' of assessment. Departmental assessment is based on starting conditions prior to bulk water transfer in order to assess and demonstrate compliance with supply performance requirements under the Plan.

For assessment of risk to Council in the event of a bulk water transfer, it is important that Windamere Dam behaviour and water security be assessed on the basis of the transfer having already occurred. As such, independent assessment has been based on a 'post-transfer' starting point so as to directly assess the implications of the transfer for Council and illustrate water security outcomes if drought conditions were to continue following the transfer.

Put simply, once the transfer has occurred the ability of Windamere to meet all ongoing water supply needs will be limited to the storage remaining after transfer (i.e. the Protocol defined reserve volume of 70,000 ML) plus any inflows that occur in the following period. On this basis, independent assessment has adopted a starting volume of 70,000 ML (i.e. modified from 318,820 ML adopted in Departmental assessment) to fully understand supply risk to Council once transfer has occurred.

1.3.2 Assumed 'worst low inflows'

In lieu of more comprehensive assessment incorporating credible climatic/hydrologic conditions beyond those experienced historically, the use of historical climatic and inflow data provides a reasonable basis upon which to develop an understanding of the relative level of water supply security under severe drought conditions. The selection of the specific period to assess, and interpretation of supply outcomes for that period, therefore becomes a critical element of understanding for Council.

Review of the assumptions adopted in Departmental assessment, the adoption of climatic and inflow data for the period 2002-2011 as representing the 'worst inflow period' on record is considered reasonable and will (in our opinion) provide a good understanding of potential supply risks and response times for contingency planning and mitigation if drought conditions were to continue.

Notwithstanding the above, it is possible that more recent climatic conditions could represent a more severe (or 'worst low inflow') period than that represented under 2002-2011. In its wording under Part 8 of the Plan, the 'worst period of low inflows' is effectively limited to only those conditions recorded prior to the commencement of the Plan (i.e. prior to July 2016) and any subsequent periods of severe drought are not formally considered. With recent very dry climatic conditions (i.e. post-2016) this is worth noting and considering in the context of ensuring that actual supply risks to Council are being realistically represented in the independent assessment.

On this basis, updated inflow data including up to June 2018 was reviewed and assessed for comparison against 2002-2011 inflows as summarised in Table 2 below.

Table 2 – 'Worst low inflow' comparison

Duration	Minimum total inflow volume (ML)	
	Departmental assessment assumption (period 2002-2011)	Analysed from full 1890-2018 dataset
1-yr	3,200	3,481
2-yr	16,700	16,435
3-yr	23,200	22,065
4-yr	38,100	37,129
5-yr	46,200	47,627
6-yr	65,000	62,691
7-yr	78,900	80,938

As shown in Table 2, the inclusion of additional climatic/hydrologic data beyond that specified in the Plan indicates that the period of data adopted within Departmental assessment (2002-2011) does provide a reasonable representation of 'worst low inflow' sequence for the critical periods of behaviour of importance to Council water security.

1.3.3 Assumed climatic data (rainfall, evaporation)

Based on review of the data inputs adopted within Departmental modelling, ODH consider that the combined assumptions of zero rainfall and maximum monthly evaporation with a 0.5 ‘pan factor’ (i.e. to adjust from recorded data to large-scale lake evaporation) lead to a generally conservative Windamere Dam drawdown behaviour (i.e. assumptions likely over-estimate the net evaporative losses that would occur from the dam under the climatic period assessed).

While ODH consider the above a reasonable and conservative approach, in order to provide a fully independent assessment of water security for Windamere Dam, rainfall and lake evaporation data was obtained and adopted within assessment. The independent rainfall and evaporation data were obtained as point climatic data from the SILO (Scientific Information for Land Owners) database of historical climate records for Australia. The SILO database provides daily datasets for a range of climate variables and in formats suitable for a variety of applications.

Climatic data inputs were obtained from the SILO database for:

- Station No. 62093 – Windamere Dam (Lat: -32.7236 Long: 149.7702)

With two data streams used in the modelling comprising:

- Rainfall; and,
- Morton evaporation over shallow lakes (for evaporation from storages).

Comparison of Departmental and independent climatic datasets for the period 2002-2011 is summarised in Table 3 below, and indicates generally conservative nature of combined Departmental climatic input assumptions.

Table 3 – Climatic data comparison

Duration	Departmental assumption	Station No. 62093 – Windamere Dam (2002-2011)
Average annual rainfall (mm)	0	696
Average annual lake evaporation (mm)	1,061	1,366
Average annual net lake evaporation (mm)	1,061	670

1.3.4 Assumed high security demand

Departmental assessment of Windamere for development of the updated Protocol (September 2018) has adopted an assumption of 7,430 ML/a total demands under high security entitlements (HSE), comprising:

- 3,400 ML/a total demands associated with HSE for Local Water Utility (LWU) entitlements (Council), regulated entitlements and stock and domestic;
- 600 ML/a assumed growth in LWU demand; and,
- 3,430 ML/a mining demands (based on assuming requirement for supply of 70% of entitlements).

Review of demand under HSE indicates that a value of 3,400 ML/a is reasonable and appropriate for recent and current demand. A 600 ML/a increase in demand which represents population (and associated water demand) growth of approximately 3% over 10 years.

Review of available information regarding current and short-term future mining demand indicates that the adopted 3,430 ML/a is likely highly conservative, with no credible indication of demand under these entitlements within the next 5 -years.

Under the severe drought conditions being assessed (i.e. a period of highly constrained and reducing water availability), the potential for assignment of significant volumes from a water allocation account into the Cudgegong regulated river from downstream of Burrendong Dam is (in our opinion) relatively unlikely. Any (assumed relatively small volume) assignment has assumed to be included within the HSE demand levels as adopted for independent assessment.

It is noted however that the Plan does allow for assignment from a water allocation account downstream of Burrendong Dam to one upstream (i.e. into the Cudgegong regulated river) and under real-world, ongoing drought conditions following transfer this would represent one component of recommended monitoring to ensure Council maintained an up-to-date understanding of likely Windamere Dam drawdown.

1.3.5 Assumed general security demand

Review of available data for diversion under GSE indicates that the recent average of 2,700 ML/a represents a reasonable and appropriate assumption for demand under a 'worst low inflow' setoff climatic conditions.

Assessed over the period 2002-2011, reported diversions under GSE averaged 2,900 ML/a which does not (in our opinion) represent a material change for the assumed 2,700 ML/a, however has been adopted in independent assessment for the sake of maintaining consistency with the climatic period being assessed.

Similarly to demands under HSE described in Section 1.3.4, independent assessment has assumed relatively low potential for assignment of significant volumes of water into the Cudgegong regulated river from downstream of Burrendong Dam, and the demands under GSE adopted in independent assessment are assumed to include any assignment of this type.

1.3.6 Assumed essential release requirements

Essential releases requirements represent a major component of influence on likely Windamere Dam drawdown if drought conditions continue following completion of bulk water transfer.

Essential releases are predominately made to overcome the transmission losses associated with delivering water along the length of the river system, and include diversions under basic landholder rights protected under the Plan, such as native title and domestic and stock. In their review of bulk water transfer Protocol (DPI, 2018), the Department notes that losses can vary substantially, depending upon climatic conditions and were particularly high during the period 2002/03 to 2006/07 (see Figure 1 below), and adoption of an average value (in this case 8,500 ML/a) could under-estimate the potential essential release requirements over shorter, more critically dry periods of specific importance to Council.

On this basis, it was considered that a more directly representative set of assumptions for essential release would be appropriate for independent assessment, with varying annual release requirements as summarised in Table 4.

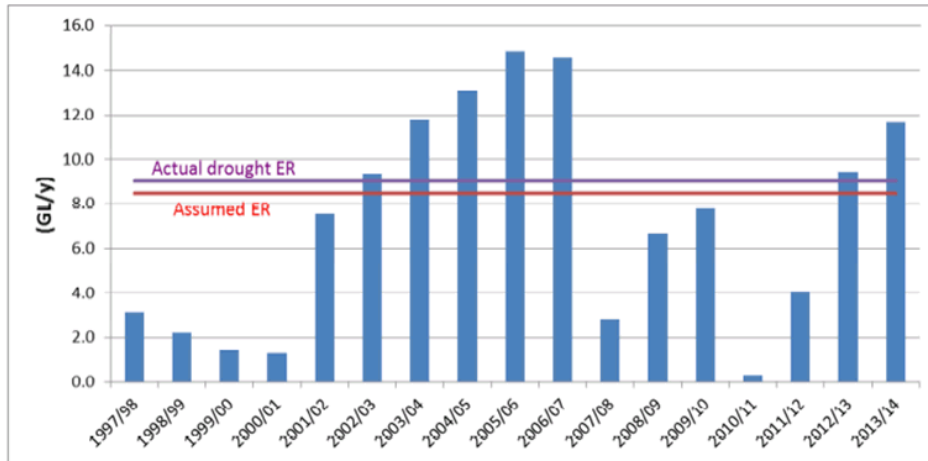


Figure 1 – Annual ‘essential requirements’ in the Cudgegong Valley 1997/98 to 2013/14 (Source: Figure 2, DPI 2018)

Table 4 – Essential release assumptions

Year	Departmental assumption	Independent assessment assumption
2002/03	8,500	9,000
2003/04	8,500	12,000
2004/05	8,500	13,000
2005/06	8,500	15,000
2006/07	8,500	15,000
2007/08	8,500	3,000
2008/09	8,500	7,000
2009/10	8,500	8,000
2010/11	8,500	500
Annual average over 9-year period	8,500	9,167

1.3.7 Assumed initial carry-over

As described above, a key difference in Department assessment and interpedently assessment summarised in Section 2 below is the assumed 'starting point' of assessment and corresponding initial values for Windamere storage volume and volume of carry-over held.

While Department assessment is based on starting conditions prior to bulk water transfer (in order to assess and demonstrate compliance with supply performance requirements under the Plan), independent assessment has been based on a 'post-transfer' starting point so as to directly assess the implications of the transfer for Council and illustrate water security outcomes if drought conditions were to continue following the transfer.

As such, while the Departmental assessment has (appropriately) adopted a carry-over volume as existed at the time of assessment (31,000 ML), independent assessment is based on an assumption that all carry-over sub-accounts have been depleted at the time of completion of bulk water transfer.

2 Assessment

Independent assessment of Windamere storage behaviour under conditions in which severe drought conditions continued following bulk water transfer under the Protocol has been undertaken utilising, wherever appropriate and unless otherwise specified above and below, the same modelling tool and datasets as used within Departmental assessment.

The following sections provide a summary of the approach, inputs/assumptions and results of modelling assessment, aimed at providing Council with both an independent review of Departmental assessment outcomes, as well as an understanding of potential water security implications following a bulk water transfer.

2.1 Approach

A key objective of the adopted approach to independent assessment has been to provide a direct comparison of reported/implied Council water security outcomes under Departmental modelling against those under more specific Council-focussed assumptions and inputs.

To achieve this direct comparison, three (3) model scenarios have been assessed comprising:

- Scenario 1. Reported Departmental assessment** (i.e. all assumptions and inputs identical to Departmental approach);
- Scenario 2. Comparative Department assessment** (i.e. modification of 'starting point' assumptions for consistency with independent assessment. All other Departmental assumption maintained identical to Scenario 1); and
- Scenario 3. Independent assessment** (i.e. Independently defined assumptions/input, including starting point assumptions consistent with Scenario 2).

Comparison of results/outcomes of Scenario 1 and Scenario 2 provides an understanding of the difference between/implications of outcomes depending on the different application of modelling (i.e. assessment of potential future transfer against Plan requirements versus assessment of Council water security following transfer).

Comparison between results of Scenario 2 and Scenario 3 provides insight into the general appropriateness and robustness of Departmental assumptions underpinning reported modelling results for bulk water transfer.

2.2 Inputs and assumptions

Further to descriptions and justifications provided in Section 1.3 above, Table 5 provides a summary of comparative assumptions for each of the three (3) scenarios assessed.

Table 5 – Comparative scenario assumptions

Variable	Scenario1 Reporting Departmental assessment	Scenario 2 Comparative Department Assessment	Scenario 3 Independent assessment
Windermere Dam starting volume (ML)	318,820	70,000	70,000
Windermere Reserve volume (ML)	70,000		
Assumed inflows	Inflow data for July-2002 onwards		
HS entitlement (units)	9,963		
HSE demand (ML/a) (inc. TWS, S&D, other)	7,430	7,430	4,000
GS entitlement (units)	22,100		
GSE demand (ML/a)	2,700	2,700	2,900
Essential release requirements (ML/a)	8,500	8,500	Annually varying (Table 4 above)
Dam/lake evaporation (mm/a)	1,061	1,061	1,366
Rainfall (mm/a)	0	0	696
Windermere Dam inactive/dead storage (ML)	7,000		
Carry-over (ML)	31,000	31,000	0

2.3 Results

Simulated Windamere Dam storage behaviour results for assessed scenarios are shown in Figure 2 and Figure 3 below. Figure 2 shows comparison of simulated storage behaviour for all three scenarios, while Figure 3 focusses on direct comparison of results under directly consistent modelling with Departmental (Scenario 2) and Independently defined (Scenario 3) assumptions.

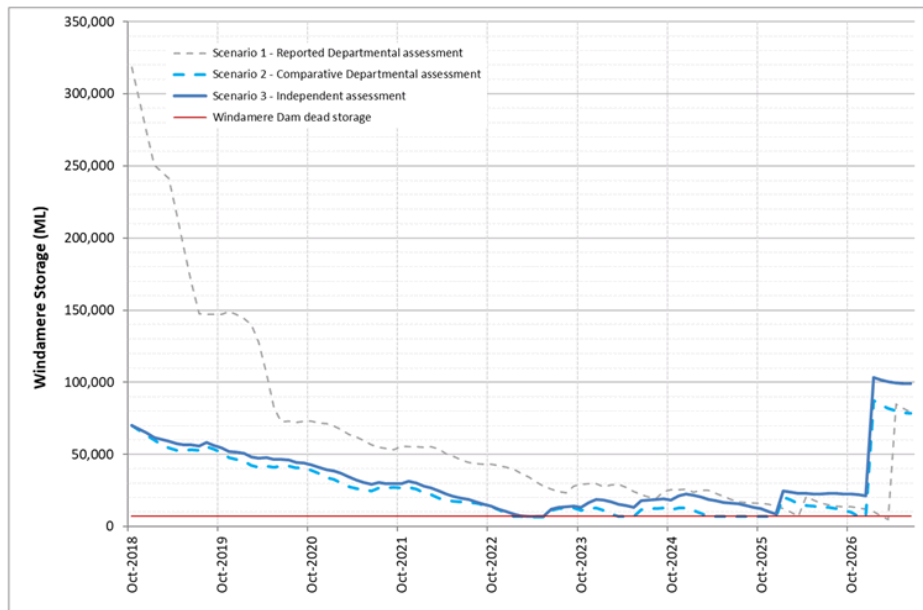


Figure 2 – Comparative forecast drawdown (Scenarios 1, 2 & 3)

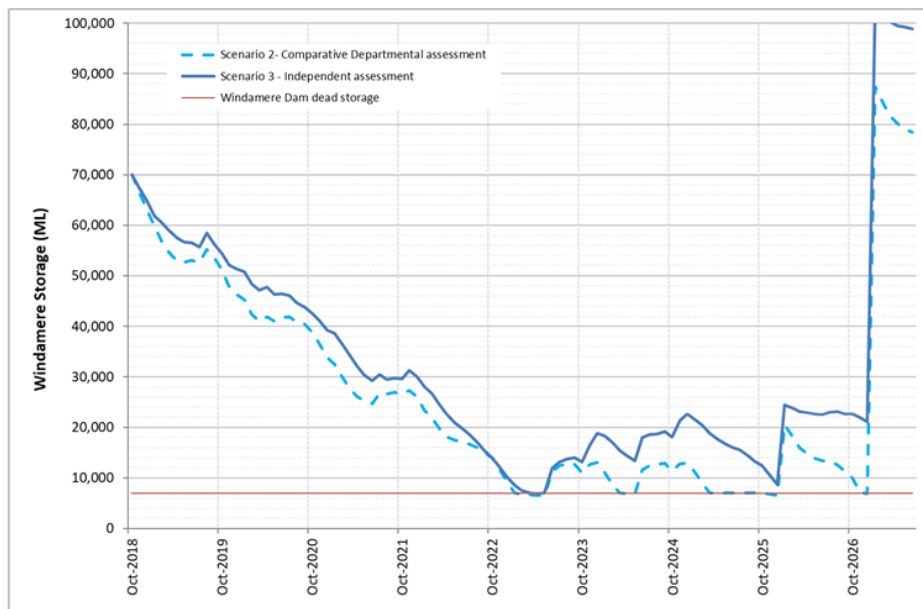


Figure 3 – Comparative forecast drawdown (Scenarios 2 & 3)

3 Outcomes, conclusions and recommendations

Key outcomes from the assessment include:

- Water NSW/Department assumptions combine to simulate (in our opinion) a reasonable and appropriately low-risk set of conditions against which to plan for bulk water transfer against the water supply security requirements of the Plan.
- Adoption of alternative assumptions based on intended definition of ‘realistic’ or reasonable assumptions shows very similar drawdown outcomes to Water NSW/Dept modelling (Figure 3 above).
- Based on independent assessment and assumptions, results indicate that under current levels of demand, following bulk water transfer (i.e. from the day after drawdown of Windamere to 70,000 ML) there is of the order of four (4) years of supply at a low level of hydrologic risk. Noting that it is not possible to confidently quantify without more comprehensive assessment, however nominally < 1% annual risk.
- It is important to note that these outcomes are based on the quantity of available supply and do not take into account any potential risks associated with water quality.

Council have the opportunity to develop a very clear water security strategy, with a set of pre-planned and timed responses as/if drought conditions continue. This would need to include responses associated with both water quantity and quality changes if drought conditions continue.

The critical element of understanding for MWRC is that water security planning is not about “this makes you 100% secure” but rather “what level of risk is there of moving into severe supply constraints?”, “How can we respond if these conditions continue?” and “How long do we have to implement that/those response(s)?”.

One of these planning responses may well be a raising of the reserve, however noting that there will almost always be trade-offs when re-assigning resources within a water supply system and that any impact on water supply requirements under the Plan would need to be understood and considered. If further water security assessment identifies a raised reserve as a preferred option, the development of potential changes would be best dealt collaboratively with Water NSW and the State Govt to find the most appropriate balance and ensure all water supply requirements under the Plan could continue to be met under a modified reserve scenario.

If bulk water transfer were to occur in the short-term, assessment indicates that Council have a minimum of some 4-5 years of supply at a relatively low level of risk (i.e. assumes repeat of worst inflow sequence on record following drawdown to 70,000 ML), assuming:

- Sufficient planning/response for potential water quality issues and constraints; and,
- Actual demands (including essential release requirements) consistent with or lower than those adopted in the independent assessment (Scenario 3).

An overarching conclusion from the review and assessment is that the Protocol and assumptions underlying it are appropriately conservative, mindful of risk to Cudgegong users and provide a level of reserve that provides sufficient resource to manage supply over extended, extreme dry conditions. An important point to note however is that while we believe that sufficient reserve exists, it would none-the-less need to be proactively managed during and throughout a prolonged drought period in order to ensure Council water supply security.

Our recommendation to Council is therefore that they undertake to further understand how best to define and plan for a level of water supply performance and water security risk based on:

- Understanding the magnitude, frequency, and duration of important ‘events’ such as restrictions during periods of drought, or shortfalls in supply. For Council, these events would most appropriately relate to levels of stored water in Windamere Dam;
- Definition of the probabilistic risk of extreme short-term climatic conditions that could potentially lead to catastrophic short-term supply constraints; and,
- Developing a contingency response plan with a defined probabilistic risk of implementation to underpin water supply security under extreme short- to medium-term conditions.

The above tasks would likely best be undertaken collaboratively with the Department.

I trust the information is useful and if you wish to discuss any of the above or clarify anything further, please do not hesitate to call.

Yours sincerely,



Owen Droop

Director/Principal Water Resources Engineer

References

NSW Department of Industry (2018), 'Macquarie and Cudgegong Regulated Rivers - Review of the bulk water transfer Protocol', September 2018, ISBN/ISSN 978-1-76058-269-2.

NSW Government (2016), *Water Sharing Plan for the Macquarie and Cudgegong Regulated Rivers Water Source 2016*, [2015-630]

Attachment A – Updated Macquarie Cudgegong BWT Protocol (September 2018)

Appendix C: Updated protocol

Appendix C: Updated Macquarie-Cudgegong BWT protocol

Objective	Rule/s	Rationale	Implementation
To ensure that bulk water transfers are undertaken when required with reference to routine assessments of water resource availability in the Macquarie-Cudgegong water source	<ol style="list-style-type: none"> 1. Bulk Water Transfers (BWTs) are provided to meet water requirements downstream of Burrendong Dam*. This need is determined by monthly Resource Assessments[^]. 2. Resource Assessments must be consistent with the Macquarie-Cudgegong Regulated River Water Sharing Plan in order to maintain current stakeholder shares. 3. Resource Assessments must indicate the total volume and latest date by which transfers can be made to fulfil downstream requirements. 4. Resource Assessments must set aside reserves in Windamere Dam sufficient to provide Cudgegong Regulated River requirements through the worst period of low inflows into this water source (based on historical flow information held by the Department when the 2004 Water Sharing Plan commenced) at the completion of BWTs. Current reserve = 70,000 megalitres. 5. Resource Assessments must consider the maximum likely usage in the Cudgegong Valley. This is currently 10,000 megalitres per annum. 6. Resource Assessments must consider the volume in Burrendong and Windamere Dams that is unable to be accessed (dead storage). 7. The active component of the Environmental Water Allowance is deemed to be held in Burrendong Dam, unless otherwise agreed to in writing by the Department. 	<ul style="list-style-type: none"> • Water Sharing Plan • Works Approval (WNSW) 	

* Includes local water utility, stock & domestic, high security and general security licence requirements and the active component of the environmental water allowance

[^] Departmental approval of the resource assessment is required before Bulk Water Transfers can commence.

Note: All figures are in relation to the BWT volume excluding other requirements, environmental flows, orders and losses unless otherwise stated

Appendix C: Updated protocol

Objective	Rule/s	Rationale	Implementation
To minimise disruption to Cudgegong water users and the local community from any transfers	<p>8. Within the period November to January, releases from Windamere Dam must not exceed 500 ML per day plus orders and losses, unless agreed in consultation with the Cudgegong Valley Water Committee⁶.</p> <p>9. Releases must consider channel capacities of 1,200 ML/day at Rocky waterhole and 2,000 ML/day at Riverlea Road.</p> <p>10. Windamere Dam valve capacity limits releases to no more than 2,500 ML/day (at FSL).</p> <p>11. Recommended flow rates may change to optimise outcomes for the environment following consultation with Cudgegong water users and the community.</p>	<ul style="list-style-type: none"> DIPNR research impact matrices 	<p>Consult CVWC regarding access restrictions, localised flooding on infrastructure, pasture regeneration/harm, specific timing/requirement for stock movement etc.</p> <p>Ads in print media Early Warning Network</p>
To involve all stakeholders in communication and consultation to ensure that decisions are transparent and accountable	<p>12. Water NSW will meet with representatives of the Cudgegong Valley Water Committee to establish a communication protocol prior to management rules being implemented.</p> <p>13. Water NSW will manage communication in accordance with the protocol developed in consultation with the Cudgegong Valley Water Committee.</p> <p>14. Water NSW will meet with the Cudgegong Valley Water Committee at the end of the irrigation season (March/April) to discuss planning for the upcoming water year.</p> <p>15. Water NSW will liaise with the EFRG at the end of May each year regarding transfers for planning purposes.</p> <p>16. The impact of each BWT is reviewed, monitored and evaluated and future changes to meet identified specific needs will be communicated to users and stakeholders.</p>	<ul style="list-style-type: none"> Improved stakeholder communication Remove perception that decisions are based on technical factors alone rather than also considering social and environmental factors 	<ul style="list-style-type: none"> Consult CVWC and MRFF about how they would like information <ul style="list-style-type: none"> Public notice Water NSW newsletter Public meeting Media Ads in print media Specific mail outs Early Warning Network

Appendix C: Updated protocol

Objective	Rule/s	Rationale	Implementation
<p>To optimise benefits to the environment from transfers:</p> <ul style="list-style-type: none"> • Flow Regime • Use of Best Science • Specific needs 	<p>Flow regime</p> <p>17. Where possible, releases are made during the period June to August unless a specific environmental need requires an alternate flow regime that can be accommodated within the system constraints at the time.</p> <p>18. Flow releases must rise over more than 2 days and recede over a minimum of four days.</p> <p>19. BWTs are to mimic recorded flow patterns and peaks/ troughs within the constraints of the regulated system</p> <p>Best Science</p> <p>20. Water NSW will consider the best available science for:</p> <ul style="list-style-type: none"> • Seasonality of flows • Total duration of events • Maximum discharge rates and their duration • Rates of rise and fall in flow heights • Access and agronomic requirements of land holders • Geological and geomorphologic benefits • Likely effects on native species and their habitat, particularly platypus and threatened aquatic species, and • Any other matters that may impact on the riverine environment or community. <p>Specific needs</p> <p>21. When making a determination on how the required volumes will be transferred, Water NSW will consider specific ecological attributes identified by other agencies eg. Silver Perch.</p>	<ul style="list-style-type: none"> • WSP • Best science • DIPNR research impact matrices 	

Appendix C: Updated protocol

Objective	Rule/s	Rationale	Implementation
To take due consideration of potential liability	22. Releases shall be managed such that adverse flooding conditions are minimised, that riparian landholders can access river areas, and crops are not inundated to their detriment.		
To take due consideration of Duty of Care	23. Water NSW to provide information on expected Cudgegong River levels between Windamere and Burrendong Dams prior to and during any BWT. Prior warning is to be provided to landholders along the river, including advice on inundation areas, faster water velocities and stock relocation. The release pattern should be varied to allow cross river access to all landholders at selected times during the release period.		

7.2 Audit, Risk and Improvement Committee Members

REPORT BY THE EXECUTIVE MANAGER, HUMAN RESOURCES
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, COR400001

RECOMMENDATION

That Council:

1. **receive the report by the Executive Manager, Human Resources on the Audit, Risk and Improvement Committee Members;**
2. **appoint the alternate Council representative on the Audit, Risk and Improvement Committee; and**
3. **appoint John Stuart and John Bentley as the two independent Committee members on the Audit, Risk and Improvement Committee.**

Executive summary

At the Council meeting of 19 September 2018, Council adopted an Internal Audit Policy and an Audit, Risk and Improvement Committee Charter, Council also endorsed the appointment of the Councillor Committee member, Councillor O'Neill. Council is now required to appoint the two independent Committee members to the Committee.

Disclosure of Interest

Nil.

Detailed report

Audit, Risk and Improvement Committee

In accordance with the Audit, Risk and Improvement Committee Charter, membership of the Committee is one Councillor and two independent members appointed by Council. Councillor O'Neill was appointed as the Councillor Committee member at the 19 September 2018 Council meeting.

Advertisements seeking expressions of interest for the independent members were circulated in October 2018. Council received four applications and they are attached as confidential attachments to the Business Paper for consideration.

The applications met the criteria in varying degrees and an evaluation of the applications was undertaken by the General Manager and the elected Councillor on the Committee.

After reviewing the applications the recommendation is the appointment of John Bentley and John Stuart who meet the selection criteria, have a broad range of skills and management experience relevant to the committee and have strong local knowledge of the region and Council's operations and services.

Community Plan implications

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

Strategic implications

Council Strategies

The recommendations are supported by Council's Community Plan and Delivery Program that includes strategies to ensure that Council is providing accountable and transparent decision making for the community; pursuing excellence in service delivery; prudently managing risks associated with all Council activities and pursuing efficiencies and ongoing business improvement.

Council Policies

The appointment of an alternate Council member and two independent Committee members is in accordance with the Audit, Risk and Improvement Committee Charter.

Legislation

Section 428A of the Local Government Act states that a Council must appoint an Audit, Risk and Improvement Committee six months after the next ordinary election.

Financial implications

Currently Council has the budget allocated for the establishment of the \$41,844 allocated in 2018-19 to internal audit and the risk committee and approximately \$22,000 in later years. It is anticipated that a more realistic cost would be closer to \$45,000 per annum. It is recommended that the final costs of establishing the Audit, Risk and Improvement Committee and internal audit function are reported back to Council through the QBR and budgeting process once final costs are confirmed.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2018/19	✓	-	-
Future Years	✗	-	-

Associated Risks

If Council continues to operate without an internal audit function and an Audit, Risk and Improvement Committee there is a greater chance that internal controls may not be working effectively to mitigate fraud and other risks throughout the organisation.

MICHELE GEORGE
EXECUTIVE MANAGER, HUMAN RESOURCES

8 November 2018

- Attachments:*
1. Jacqueline Cooke. (Confidential - separately attached)
 2. John Bentley. (Confidential - separately attached)
 3. John Stuart. (Confidential - separately attached)
 4. Mitchell Morley. (Confidential - separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Item 8: Development

8.1 Development Control Plan Amendment 3 - Post Exhibition Report

REPORT BY THE MANAGER, STRATEGIC PLANNING
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, LAN9000081

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Strategic Planning on the Development Control Plan Amendment 3 - Post Exhibition Report;**
2. **approve the Development Control Plan Amendment 3 pursuant to Part 3, Division 3 Approval of Development Control Plans, Clause 21 (1) (a) of the Environmental Planning and Assessment Regulation 2000; and**
3. **give public notice pursuant to Part 3, Division 3 Approval of Development Control Plans, Clause 21 (2) of the Environmental Planning and Assessment Regulation 2000 of commencement of the plan.**

Executive summary

The purpose of this report is to seek approval of Amendment 3 to the Mid-Western Development Control Plan 2013 (DCP) following public exhibition. The amendment relates to the inclusion of provisions that stipulate water requirements for subdivision creating lots with a minimum area of 2ha.

The draft DCP Amendment 3 was placed on public exhibition for a period of 28 days. There were two public submissions received. Matters raised in the submissions are discussed in the body of the report and a staff comment provided.

It is recommended that DCP Amendment 3 as exhibited be approved pursuant to Part 3, Division 3 Approval of Development Control Plans, Clause 21 (1) (a) of the Environmental Planning and Assessment Regulation 2000.

Disclosure of Interest

Nil.

Detailed report

What is a Development Control Plan

A Development Control Plan (DCP) contains detailed planning and design requirements for new development to support the planning controls in the Local Environmental Plan. The requirements in the DCP need to be considered in the preparation of a Development Application.

DCP Amendment 3 as Exhibited

At Council's 15th August 2018 meeting it was resolved to place Draft DCP Amendment 3 on public exhibition.

The below clause as inserted into Section 7.2 Rural Subdivision and a full copy of the draft DCP Amendment 3 was placed on public exhibition for a period of 28 days from Friday 17th August 2018 until Friday 14th September 2018. A copy of the DCP as exhibited is provided as Attachment 1.

Additional provision for the creation of lots with a mapped minimum lot size of 2ha

Water Supply

For the purpose of this Clause a water reticulation system is a reticulated community title bore scheme.

Required water volumes are detailed in the Department of Primary Industries Water publication 'How Much Water Do I need for my Rural Property'. The average combined dwelling and outbuilding rainwater catchment area for the region equates to a required potable water supply of 0.256 mega litres per year.

For lots with a minimum area of 2 hectares, a minimum non-potable water supply of 0.200 mega litres per year must be provided.

To demonstrate this, a copy of the licence issued in accordance with the Water Industry Competition Act (WICA) 2006 issued by the Independent Pricing and Regulatory Tribunal NSW is to be provided to Council with the development application for subdivision.

If it is demonstrated that a licence issued in accordance with the WICA 2006 is not required, a draft Community Management Statement and Community Title Subdivision Plan is to be submitted with the development application for subdivision. The statement and plan must detail all the required infrastructure (both private and common) for the reticulated community title bore scheme.

Submissions received and matters raised

One submission was received during the exhibition period and a second submission received after the exhibition period concluded. Both submissions have been provided as Attachment 2.

The matters raised have been summarised in the table below and a staff comment provided.

<i>Issue raised in the submission</i>	<i>Staff comment</i>
Impact on groundwater from community bore scheme.	This was a matter for consideration with the Planning Proposal and any future Development Application. However, as outlined in a previous Council report, the community bore is part of the Planning Proposal at Wilbetree Road and Castlereagh

	<p>Highway, part of lot 2 DP 136904 and Lot 4 DP 1204035.</p> <p>The Planning Proposal including the pressure and water quality testing of the existing bore was referred to the Department of Primary Industries Water (DPI Water) who considered the suitability of the water source for the community water scheme. The Department of Planning and Environment on behalf of DPI Water advised Council that they were satisfied with the Planning Proposal and specifically the method of demonstrating a sustainable water supply.</p> <p>Any future new bores will require approval from DPI Water.</p>									
<p>Inclusion of adjoining site in the community bore scheme.</p>	<p>It is not the responsibility of Council to negotiate this.</p>									
<p>Setbacks</p> <p>Increased setback to 100 metres for building, outbuildings, sheds, animal shelters, shipping containers etc. to maintain privacy and rural outlook.</p> <p>AND</p> <p>The need for buffer zones between existing agricultural land and new residential development.</p>	<p>Council has considered setbacks between existing agricultural pursuits and the three sites subject to Planning Proposals for rural lifestyle opportunities with a minimum of 2ha:</p> <ol style="list-style-type: none"> 1. Burrundulla and Castlereagh Highway; 2. Broadhead Road; and 3. Wilbetree Road and Castlereagh Highway. <p>Council considered a number of factors, including existing DCP setbacks and the established setbacks contained within the State Environmental Planning Policy (Exempt and Complying Development Codes) 2008 (Code)</p> <p>The Code was prepared by the Department of Planning and Environment and facilitates a range of complying development. Complying development is a simpler application for development that must satisfy specific requirements detailed in the Code.</p> <p>The following tables provide comparisons of the Code setbacks and setbacks contained in the DCP.</p> <p>For <u>dwelling</u>s on lots zoned R5 Large Lot Residential with an area of at least 4,000m², the following setbacks apply:</p> <table border="1" data-bbox="794 1899 1412 2007"> <thead> <tr> <th></th> <th>Code</th> <th>DCP</th> </tr> </thead> <tbody> <tr> <td>Side setback</td> <td>10 metres</td> <td>20 metres</td> </tr> <tr> <td>Rear setback</td> <td>15 metres</td> <td>20 metres</td> </tr> </tbody> </table> <p>For <u>outbuildings</u> on lots zoned R5 Large Lot</p>		Code	DCP	Side setback	10 metres	20 metres	Rear setback	15 metres	20 metres
	Code	DCP								
Side setback	10 metres	20 metres								
Rear setback	15 metres	20 metres								

Residential with an area of at least 4,000m², the following setbacks apply:

Outbuildings for agricultural use:

	Code	DCP
Side setback	10 metres	20 metres
Rear setback	10 metres	20 metres

Outbuildings for all other uses:

	Code	DCP
Side setback	5 metres	20 metres
Rear setback	5 metres	20 metres

The Code infers the potential for land use conflict between the following uses by requiring a greater setback for dwellings and outbuildings of 250m:

- (i) forestry,
- (ii) intensive livestock agriculture,
- (iii) intensive plant agriculture,
- (iv) mines and extractive industries,
- (v) railway lines,
- (vi) rural industries.

It is noted that general agricultural land use and associated practices are not considered by the Department of Planning and Environment to create potential land use conflict, accordingly the standard setbacks apply.

As detailed above the current DCP setbacks are greater than those in the Code. It is anticipated that a significant percentage of dwellings and outbuildings will be erected under complying development approvals consistent with the setbacks established by the Department of Planning and Environment. If Council were to increase the setbacks further it would likely encourage landowners to satisfy the complying development requirements to achieve the outcome they wish.

Further, the side and rear setbacks for land zoned R5 Large Lot Residential, RU4 Primary Production Small Lots and RU1 Primary Production with a minimum ranging from 2ha to in excess of 100ha is 20 metres. The setbacks in the DCP have been in place and rarely varied since the adoption of the plan. The key objective of setbacks is to provide separation, these established setbacks have been achieving this objective across the three zones of varying lot sizes. Accordingly, it is not

	necessary for the setbacks to be increased.
Inclusion of building height restrictions	<p>The subject site is not currently mapped with a maximum building height under the Mid-Western Regional Local Environmental Plan 2012. Areas mapped with either a 5 or 8.5 metre maximum height are those areas of higher density development within the towns of Gulgong, Kandos, Mudgee and Rylstone.</p> <p>If Council were to receive a development application for a structure with excessive height, Council would undertake a merit based assessment of the application, determine any the detrimental impacts and the necessity to reduce the height.</p>
Planting of vegetation to retain privacy and limit noise.	The planting of vegetation in relation to a specific site is a matter for any future development application.
Renewal of boundary fencing	<p>The erection of boundary fencing is typically exempt development, in accordance with Clause 2.35 and 2.36 Fences of State Environmental Planning Policy (Exempt and Complying Development Codes) 2008.</p> <p>The erection of fencing in excess of the above stipulations of the Clause will require the development consent of Council.</p>
Accuracy of calculation of water requirements for rural residential properties	<p>The DCP Amendment 3 stipulates minimum volumes in accordance with DPI Water publication 'How Much Water Do I need for my Rural Property' and further detailed in correspondence from DPI Water, specifically in relation to a 'House Garden' water requirement of a minimum non-potable water supply of 0.200 mega litres. This supply is accommodate a 1000m2 house garden.</p> <p>The submission provided as Attachment 2, proposes a supply of 4 mega litres of non-potable water for a house garden 2 hectares in size. This proposed volume is inconsistent with advice provided by DPI Water.</p>
An updated explanation of the definition of Bushfire Prone Land.	<p>The NSW Rural Fire Service has 'pre-released' Planning for Bushfire Protection 2018 and it is anticipated it will become legislated mid-2019.</p> <p>Planning for Bushfire Protection 2018 includes new information covering development in grassland areas.</p> <p>If and when a future development application is received by Council it will be assessed in accordance with the legalisation in force at the time.</p>

The matters raised in the submissions have been considered and it is recommended that the DCP Amendment 3 as exhibited be approved pursuant to Part 3, Division 3 Approval of Development Control Plans, Clause 21 (1) (a) of the Environmental Planning and Assessment Regulation 2000.

Community Plan implications

Theme	Looking After Our Community
Goal	Vibrant towns and villages
Strategy	Make available diverse, sustainable, adaptable and affordable housing options through effective land use planning

Strategic implications

Council Strategies

Amendment 3 to the DCP is consistent with the Mid-Western Regional Comprehensive Land Use Strategy Part C – Strategy, Addendum – 2 hectare criteria, in particular with regard to the provision of a sustainable water supply.

Council Policies

The purpose of this report is to amend one of Council's policies the Mid-Western Development Control Plan 2013.

Legislation

The amendment to the Development Control Plan is being undertaken in accordance with Division 3.6 Development Control Plans of the Environmental Planning and Assessment Act 1979 and Part 3 Development Control Plans of the Environmental Planning and Assessment Regulation 2000.

Financial implications

Nil.

Associated Risks

If Council does not wish to proceed with the adoption of DCP Amendment 3, it can resolve not to proceed with the plan. In this case, Council and must provide notice to the community of the decision not to proceed and must include the reasons for the decision.

If Council does not proceed with the adoption of the DCP Amendment 3, it creates a situation for Council's Planning Staff to approve a Development Application for subdivision without knowing if a sustainable water supply can be achieved. A landowner could receive a subdivision development consent and could not create/register the lots.

SARAH ARMSTRONG
MANAGER, STRATEGIC PLANNING

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

24 October 2018

Attachments: 1. DCP Amendment 3 as exhibited. (separately attached)
2. DCP Amendment 3 Submissions. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

8.2 UNSW Planning Program

REPORT BY THE DIRECTOR DEVELOPMENT
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, A0383069

RECOMMENDATION

That Council:

1. **receive the report by the Director Development on the UNSW Planning Program;**
2. **agree to participate in the UNSW Planning Program in 2019 if a suitable candidate is identified; and**
3. **amend the 2018/19 Operational Plan and Delivery Program to establish an expenditure budget of \$66,600 (including salary plus on-costs) for the employment of a student planner for a 12 month period to be funded from unrestricted cash commencing February 2019.**

Executive summary

The purpose of this report is to consider the opportunity for Council to participate in the UNSW Planning Program in 2019. This involves employment of a student planner for a period of 42-52 weeks.

Disclosure of Interest

Nil.

Detailed report

Council has been offered the opportunity to participate in the UNSW Planning Program in 2019, which involves the employment of a student planner for a period of 42-52 weeks. Attached is a copy of the guideline document provided by the UNSW. It provides an overview of the program and benefits for students, the university and partner organisations.

There are some key benefits for Council in participating including:

- unrivalled access to the future talent pool in the planning profession, as many organisations keep their students following their practice year and/or offer them a position after graduation where a vacancy arises;
- helping develop the next generation of the planning profession, contributing to their education and professional development; and
- linking directly to a number of actions in Council's Delivery Program 2017/21 (including attracting, retaining and developing a skilled workforce, and promoting the region as a great place to live, work, invest and visit).

Although Council has been relatively fortunate in being able to fill vacancies in the planning team in the last few years, only one applicant was received for the most recently advertised vacancy. Discussions with other Councils and recent local government studies identify planning amongst

one of the key skill shortage areas. If this trend continues, Council may also experience recruitment difficulties which would impact the level of service provided to the community.

Community Plan implications

Theme	Good Governance
Goal	An effective and efficient organisation
Strategy	Pursue excellence in service delivery

Strategic implications

Council Strategies

Participation in the UNSW Planning Program in 2019 links to a number of actions in Council's Delivery Program 2017/21 including attracting, retaining and developing a skilled workforce, and promoting the region as a great place to live, work, invest and visit.

Council Policies

Not Applicable.

Legislation

Not Applicable.

Financial implications

If Council wishes to participate in the UNSW Planning Program in 2019, it will be required to amend the 2018/19 Operational Plan and Delivery Program to establish an expenditure budget for the employment of a student planner for a 12 month period.

UNSW has indicated that annual salaries offered by participating organisations range from \$45,000-\$55,000 plus superannuation and other on-costs. If \$45,000 is offered to a suitable candidate, the total cost including superannuation and other on-costs is \$66,600. It is noted that the 12 month program would span two financial years (ie. 2018/19 and 2019/20).

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2018/19	x	-	-
Future Years	x	-	-

Associated Risks

Council has not previously participated in this or a similar program for planning staff, and therefore, participation would be considered as a trial. There is a risk that Council is unable to identify a suitable candidate and/or that the expected outcomes of the program are not achieved.

If Council is interested in participating, Council's commitment is for a 12 month period only. Council is not required to commit to permanent employment beyond this date, which means Council will have the opportunity to evaluate the success of the program prior to considering any involvement in future years.

The risk in not participating is that if Council does experience skill shortages in the future, overall recruitment costs may increase. Participating in this program provides a good solution to developing an ongoing talent pool for any future staff vacancies in the planning team.

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

6 November 2018

Attachments: 1. UNSW Planning Program Guidelines 2019.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Faculty of Built Environment

Practicum

UNSW PLANNING PROGRAM

Bachelor of City Planning (Hons) Practice Year

Information and guidelines for
partner organisations

An innovative practice year combines academic and vocational learning in a unique opportunity for professional development in a paid placement.

Bachelor of City Planning (Hons) students will develop unrivalled practical skills through their Practice Year in year three of their studies. Students take up paid placements in planning and planning-related organisation across the public, private and not-for-profit sectors. Through the year, students apply this hands-on experience and insight gained from being involved in live planning issues and projects through a series of skills-based practice courses which consolidate academic and vocational learning.

AUGUST 2018

INDUSTRY PARTNERS



PRACTICE YEAR GUIDELINES

The UNSW Planning Program works closely with a broad range of partners in the city, State and indeed internationally. In terms of teaching and the delivery of the Planning degrees, the relationship manifests most explicitly in the longstanding support provided by public and private sector planning organisations to the work experience year. Work experience has been a longstanding and defining feature of UNSW planning education, and central to the 2014-2015 Program review and restructure undertaken – with the close input of industry partners – ongoing commitment to this key component of our flagship undergraduate degree was paramount.

In the new four-year Bachelor of City Planning (Hons), the third-year student experience continues this dedication to Practice. Restructuring not only offered the opportunity to reaffirm commitment to professional experience as a fundamental component of the degree, but to strengthen and redefine its relevance within world-leading education as well as the rapidly changing demands and expectations of industry. The new Practice degree remains world-class – few planning degrees around the world continue to be in a position where all students get this level experience in their future profession integrated within their studies. It also represents a highly innovative form of work-integrated learning, embedding that practical experience and the core skills and knowledge sets acquired in the workplace back into their learning.

What's new?

The fundamental role and purpose of embedded Practice in UNSW Planning education remains. However, there are a number of important changes for our partners to note.

Target student placement commencement date	➤ Although start dates inevitably vary between organisations, the 'target' date for Practice Year starts is January/early February
Length of placement	➤ The Practice Year remains a year, although the stipulated requirements for full time equivalent of work experience have changed to a guideline minimum of 42+ weeks . This acknowledges the need for flexibility amongst employers and accommodates the mid-Practice 1-week intensive classes back at UNSW in July. Typically, it is expected that Practice Year students will continue to spend the same amount of time with employers as in BPLAN arrangements.
Better integration between work and learning	<ul style="list-style-type: none"> ➤ During the Practice Year, students will spend a minimum of 42 weeks working full-time for their employer. Five Practice Courses provide the framework for work-integrated-learning (WIL) across the year and involve pre, mid- and post- intensive class sessions, mentoring, and increased use of blended and on-line learning techniques. ➤ The principal assessable tasks towards their degree requirements undertaken across the year will be in the form of a series of critical reflection portfolios tied to each of the umbrella Practice courses. This replaces the work journal requirements of the old BPLAN degree. Other assessment tasks will be undertaken during the intensive class sessions to ensure no impact on their full-time work responsibilities over the 42+ weeks. ➤ The Practice Year structure also enables and actively encourages partner organisations to build upon their invaluable mentoring role and help contribute and participate in the intensive class sessions – particularly at the mid-year point. These sessions are designed to be collaborative and bring students back together alongside partner organisations to reflect and review on their vocational learning.
Greater involvement by the Program during Practice Year	➤ When BCP students are undertaking Practice, they are fulltime employees of their respective organisations. The new structure, while fostering greater integration with their studies, does not in any way interfere with their primary responsibilities to employers. However, the Planning Program will take a more hands-on role particularly in terms of ongoing academic mentoring and ensuring the university's duty of care responsibility to our students is fully met.

Aims of the Practice Year and partner expectations

The Planning Program's aims and objectives for the Practice Year seek strike an appropriate balance between promoting core outcomes for our students without seeking to dictate actual work activity through which they will develop particular skills and meet those desired outcomes.

Four principles determine the appropriateness of placement and the Faculty's expectations of what the student will undertake during that time:

1. Students should be exposed to the planning profession and day-to-day planning-related activity. This does not mean that all students need to sit in a State or LGA planning office but may gain equally valid insight and experience working within a large architect or urban design consultancy, private practice, property development or wide range of urban policy, practice and research related organisations. As long as students are able to engage with the planning process, from whatever perspective, the university is keen to encourage and support flexibility in Practice options available.
2. As a student planner, it is fully expected that students will at times be engaged in low level and entry tasks. However, wherever possible, it is hoped that organisations will take the opportunity to expose students to different aspects of planning/organisation projects. A number of longstanding partners have established programs which see students rotate between different sections of their organisation across the year, exposing them to a range of projects, initiatives, challenges and opportunities.
3. In the first few months of Placement, students are inevitably 'raw' and require a degree of hand-holding, however once settled come into their own and quickly become an invaluable asset to their employers. The most successful partnerships over time have been those where partners recognise the value of mentoring and place value in their staff providing this role. While this should not be burdensome to organisations, the Program highly appreciates the input that industry mentors have played and continue to place in shaping the next generation of UNSW planners.
4. Across the year, students will be taking 'Practice' courses tied to the core skills and knowledge sets they will be acquiring while with their employers. Tasks tied to these courses will not get in the way of their day to day work for organisations; however, placement students will be drawing upon and reflecting on insights provided through their involvement on live projects. Partners are encouraged to take an interest in how students are drawing on their practical experience as part of wider mentoring activity.

Outcomes

For students	<ul style="list-style-type: none"> ➤ Practical, hands-on, real world experience of planning and planning-related practice complementary to their academic training ➤ The opportunity to develop and enhance core planning skills and knowledge sets in a professional setting, working alongside planning professionals, reflected upon through the Practice courses ➤ Greater understanding of the pivotal importance of professionalism and ethics within the planning profession and practice ➤ Heightened skills in communication – with colleagues in their organisations, with the breadth of other stakeholders which the planning profession necessarily engages, and a fundamental appreciation of their roles and responsibilities as planners in the wider community ➤ Experience in Practice encourages a more critically reflective approach in their studies, adding maturity in their approach to their final year of the Bachelor of City Planning (Hons) studies ➤ In practical terms, experience in applying for a position and working in a full-time professional role, greatly enhancing future employability.
For the Program and University	<ul style="list-style-type: none"> ➤ On returning to complete their studies after undertaking Practice, students have developed in their maturity and have a sounder grasp of the role of planning in society.

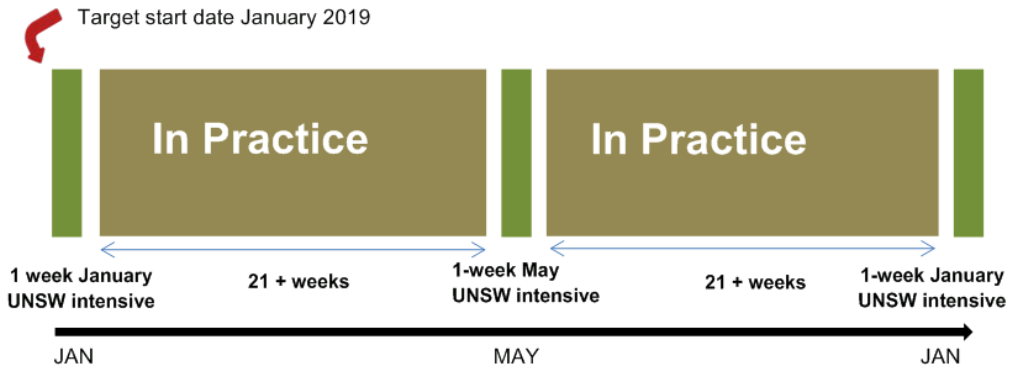
	<ul style="list-style-type: none"> ➤ The students adopt more reflective, academic approaches to both planning practice and the academic material presented to them. ➤ The commitment, enthusiasm and contribution made by our students whilst in Practice adds to the reputation of UNSW planning education in the workplace ➤ Commitment to the Practice Year as an integral part of the curriculum provides an excellent platform for Program-industry collaboration
For Partner Organisations	<ul style="list-style-type: none"> ➤ The opportunity to help steward and mentor the next generation of the planning profession, contributing to their education and professional development ➤ Unrivalled access to the future talent pool in the planning and urban policy professions: many companies keep their students on part-time once the Practice Year is complete and offer them their first graduate position once their studies are complete.

FAQs

Who takes on UNSW planning students during their Practice Year?	<ul style="list-style-type: none"> ➤ A wide range of government (state, local and sometimes Federal), public sector agencies and private sector consultancies and practices. Many employers have been taking UNSW on student planners for many years and have established internal schemes to facilitate the process. For many, the invaluable input provided by the students has become integral to organisational staffing strategies. Longstanding partners include the Department of Planning and Environment, Land and Housing Corporation, Sydney Water, Transport for NSW, Ethos Urban, JBA, Urbis, COX, SGS, Randwick City Council, Inner West Council, Fairfield Council, Blacktown City Council, Sutherland Shire Council, GSA planning, CityPlan Services and RPS.
Do organisations have to sign up to take a certain number of students every year?	<ul style="list-style-type: none"> ➤ No. There is no formal agreement with any of our partners. The Program fully recognises that businesses cannot commit to a fixed number and opportunities are necessarily dependent on market conditions. That said, most of our partners do indeed take a similar number of students year on year given their invaluable contribution to the business.
Does the university place/allocate students to particular roles?	<ul style="list-style-type: none"> ➤ No. Organisations are responsible for preparing job ads and descriptions, for shortlisting received applications and interviewing, and for offering positions. The Planning Program assists in terms of getting ads to the student cohort, helping them get 'application' ready with guidance on CVs, cover letters, interviewing techniques etc., and a member of Planning Program staff is typically one of the referees offered by each student. Many of the positions are advertised solely within the UNSW student cohort and therefore they compete amongst each other. Others will be more widely advertised – for example on LGA or organisation websites or SEEK – and our students will apply for those positions as would the wider public.
Do organisations pay students in Practice?	<ul style="list-style-type: none"> ➤ Yes. Students are offered an employment contract by their respective organisations. Under those contractual conditions, indemnity and liability is also the responsibility of the employer. We do not encourage or endorse students taking up unpaid positions beyond short internship arrangements – for example a two-week job shadowing period over their holidays.
What is the going 'industry' rate for students in their Practice Year?	<ul style="list-style-type: none"> ➤ As would be expected, there is no set rate and the range of pay reflects both market conditions and (in the case of government) whether student planner roles are allocated a specific job band. As a broad rule of thumb, annual salaries (pro rata) range from \$low40k to \$high50k plus Super and other on-costs. Government and government agencies tend to pay either towards the lower or upper end of this spread. Private sector consultancies tend to broadly fall mid-range between \$45-55k.
What can I expect of the students when they start? Are they job ready?	<ul style="list-style-type: none"> ➤ The students will have completed two years of their Planning studies. They will have a pretty good grasp of planning concepts, issues and tools, but limited understanding of their practical application. They are a little raw in the first few weeks and will require hands-on mentoring and advice. After a short while, they more than pay back this initial helping hand.
Are there specific, set tasks that I need to structure a student's work program around?	<ul style="list-style-type: none"> ➤ No – we do not have a check list of things we hope our students will pick up whilst in Practice. As noted above, we actively encourage students to explore the potential to undertake their placement at a wide range of planning and urban policy related organisations. Regardless of where they go, it is hoped that organisations will expose them to as broad a range of tasks and projects as possible in order to build up experience across a number of planning skills and knowledge sets (as reflected in the Five Practice Courses)

<p>What are employers' obligations in reporting back to the university on student progress?</p>	<p>➤ We will ask you to complete a short annual Partners' survey to provide some feedback to the Program regarding issues arising with each year cohort, highlight any issues arising, and scope likely needs for the following year. It would also be nice to hold an annual Partners evening where we bring together all those organisations participating in the Practice Year for a more informal feedback discussion and celebration. It is also hoped that individual students' will be given a debrief at the end of their placement from the organisation's perspective. Students no longer prepare a work journal which therefore no longer needs to be signed off!</p>
<p>How else can partners get involved, beyond taking on a Practice Year student?</p>	<p>➤ Many partner organisations have expressed an interest in getting more involved in the Planning program, and we'd be delighted to facilitate this. One of the aims of the Practice Year will be to bring partners explicitly into the classroom during the students' intensive class periods back at university – helping shape discussions and enabling students to hear and learn from all aspects of the profession regardless of where they are placed. For example, it might be that a number of Partner organisations are able to contribute current/live projects or schemes, data, research or analysis which could form the basis of shared assignment tasks during the intensive teaching weeks in the Practice Year.</p>
<p>What if things go wrong?</p>	<p>➤ It is very rare, but sometimes things go wrong: the placement either from the employers or students perspective might not have been a good fit, or for reasons beyond the control of the Partner, circumstances change as with any employment. While the student is contractually employed by a Partner organisation during the Practice Year, the Program and UNSW takes its duty of care responsibilities seriously. Where issues arise, a series of protocols are in place to assist in resolving matters.</p>

Practicalities



PRACTICE YEAR TIMELINE

			PRACTICE YEAR		University calendar	
2018	August	Partner notification			Semester 2 2018 BCP (Hons) second year students in full time study	
				Send out Practice guidelines		
	September					
		Prime 'jobs round': majority of partners advertise positions for commencement in 2019 during this period		Partners responsible for ads, interviewing, and selection of candidate. UNSW assists in the distribution of ads, encouraging Partners in to inform class of opportunities		
	October					
	November	Continuing job round.	20 November Semester Ends			
	December	Part-time/Internship may start in Late November/December	January Target start date for full time work with partner organisations	Partner workshop can be organised as requested until Mid-November.		
	2019	January				
			21-25 January	Introductory intensive 1 Week (at UNSW)		
February						
March			Students in full-time work		Term 1 2019 Students do not attend Planning classes in normal semester period during Practice Year	
April			(21+ weeks)	Possible academic mentor visit to partner organisation		
May						
			27-31 May			
June						Term 2 2019 Students do not attend Planning classes in normal semester period during Practice Year
July			Students in full-time work	Mid-term intensive 1 Week (at UNSW)		
August			(21+ weeks)			
September						
					Possible academic mentor visit to partner organisation	Term 3 2019 Students do not attend Planning classes in normal semester period during Practice Year
October						
November						
December						
2020		January				
	February		3-7 February	End-of Practicum intensive 1 Week (at UNSW)		
				Students may continue with their employer in a p/t role when they return to their studies in February 2020	Term 1 2020 BCP (Hons) fourth year students in full time study	

PRACTICE COURSES

The new Bachelor of City Planning (Hons) retains an unrivalled commitment to work experience, however seeks to enhance synergies between university and applied learning through greater integration in the Practice Year.

Five Practice courses will provide an umbrella framework throughout the Practice Year. Instruction for these courses will combine intensive mode instruction at key points throughout the year, ongoing mentoring from students assigned academic supervisors with input where relevant from employers, on-line activity, and self-directed learning.

Students will meet as a class at UNSW for one week in intensive mode in January of their third year prior to commencing their employment, for 5 days mid-year (June/July) and then again for one week in the January/February of their fourth year following completion of their Practice employment.

The structure of the Practice Year maximises synergies for integrating learning with practical application – to apply concepts and knowledge within a live context as well as an opportunity to reflect on that practice from a learning perspective. Running throughout the year, the structure also maximises opportunities for students to understand and assess their own direction and how it relates to both their studies and professional development.

Practice: communication, engagement and participation (PLAN3001)

In an increasingly complex and interconnected world, planning professionals must be able to generate new knowledge and apply it in policy making, planning and implementation processes. Engaging a wide range of communities and stakeholders and tapping into both their experience of cities and their tacit knowledge is central to this task. Planners need to understand the importance of engagement and be able to design community and stakeholder engagement processes and apply appropriate and emerging engagement techniques. During their Practice Year, all students will have the opportunity to develop and enhance their communication and community engagement skills, relevant to government agencies, the public, local Councils, private developers and other built environment stakeholders. As well as engaging with academic debate regarding collaborative and deliberative planning processes, students will draw upon their own experiences to appreciate and reflect upon the centrality of effective communication in engagement.

Practice: building, using evidence (PLAN3002)

Building and using evidence from primary and secondary sources is crucial to strategic planning, effective decision making, assessment and monitoring and evaluation. Planners are required to confidently utilise data, engage in research and use resulting information across a breadth of tasks and activities tied to their role. This course builds upon PLAN1006 and PLAN2002 to develop a further strengthening of student understanding and application of those skills through the lens of live projects, issues and tasks carried out during their Practice Year. Students are expected to build up a portfolio of practice-based projects that demonstrates a deepening of skills and techniques and critical engagement with the evidence-making process reflective of their specific placement contexts. Some students will develop enhanced skills in census or housing market analysis, preparing and administering surveys, engaging in qualitative techniques, or be involved in the manipulation of spatial datasets through GIS, city analytics and visualisation.

Practice: professionalism, ethics and politics (PLAN3003)

During their Practice Year, ethical, professional procedures and practice come to the fore and students are encouraged to think more critically of planning (particularly as a function of the State) and their role as practitioners. This Practice course is intended to accommodate a real-world appreciation of the social, economic, ideological and political context of professional planning. Students will draw upon their own experiences from their professional practice year to appreciate and reflect upon their understanding of the fundamentals of practice in terms of ethics, standards and negligence, as well as basic tasks faced during their practice year such as project management and writing/responding to briefs. Students will be encouraged to discuss the current position of the planning profession in the broadest setting, instilling an understanding of the notion of professional ethics, and enabling them to recognise and respond to ethical dilemmas; as well as provide practical instruction in matters as diverse as workplace psychology, management and professional negligence.

Practice: development (PLAN3004)

This Practice course is intended to provide students with a framework for critically reflecting upon and developing their understanding of the planner's role in the process of urban development. Reflecting the breadth of different tasks and projects students may encounter during the Practice Year, the range of case studies that students will draw upon will be equally wide-ranging. For some, engagement with development processes may be primarily at the strategic level; others it may be direct involvement in development assessment and decision-making processes tied to a range of projects; others may be working directly with and for the development industry. In all cases, Practice provides the opportunity to draw together and critically reflect upon the processes at play and the often-challenging frameworks within decisions get made.

Practice: policy and governance (PLAN3005)

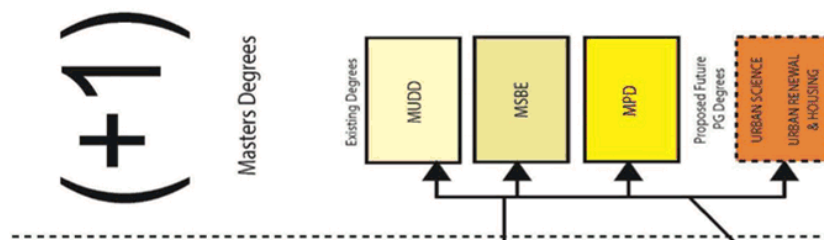
Planners operate within a complex and often highly contested arena. In Practice, students will quickly build awareness of the complexity of the policy process and in the critical role that governance issues play in shaping decision-making and outcomes. In this course students will reflect upon academic debate regarding the institutional frameworks and actors involved in policy making and implementation and bring into the classroom real world examples from their respective experiences in practice. The course encourages students to critically reflect on the nature in which policy decisions get made, are enacted, how they impact upon planning activity and to help understand how and why decisions get made in the way that they do, or how we assess whether those policies succeed or not through monitoring and evaluation. Drawing upon the cohort's diversity of Practice experience, the course builds an appreciation of the actors and arenas, methods and institutions contributing to urban management and development.

BACHELOR OF CITY PLANNING (HONS) STRUCTURE

Course stage	Course	CODE	CORE	Basis?	UOC	
Level 1/ Year 1	Introduction to planning	PLAN1001		1241, 2122	6	24
	Sustainability and environment	PLAN1002		2152, 1701	6	
	Urban society, theory, history	PLAN1003		1011, 2122	6	
	Design and communication fundamentals for planners	PLAN1005		1101		24
	City and regional economics	PLAN1004		2111	6	
	Planning techniques and analysis	PLAN1006		1052, 3052	6	
	City development: feasibility and finance	PLAN1007		1122	6	
Elective 1					6	
Level 2/ Year 2	Strategic planning	PLAN2001		3031, 4121	6	24
	GIS and urban informatics	PLAN2002		2081	6	
	Urban design	PLAN2003		2032	6	
	Elective 2				6	24
	Equitable cities	PLAN2004		3015	6	
	Planning law and administration	PLAN2005		3041	6	
	Urban management and development assessment	PLAN2006		3051	6	
City building: transport and infrastructure	PLAN2007		3671	6		
Level 3/ Year 3	General Education				6	24
	General Education				6	
	Practice: Communication, engagement, participation	PLAN3001		2041, 7157	6	24
	Practice: Building, using evidence	PLAN3002		1052, 3052	6	
	Practice: Professionalism, ethics, politics	PLAN3003		4142	6	
	Practice: Development	PLAN3004		New	6	
	Practice: Governance and Policy	PLAN3005		New	6	
BEIL Elective 1				6		
Level 4/ Year 4	Research Design	PLAN4001		4031	6	24
	Plan making studio (or two specified PG courses if following MPD, MUDD, MSBE pathway)	PLAN4002		3032	12	
	Elective 3 (or specified PG course if following MPD/MUDD/MSBE pathway)				6	24
	Planning thesis	PLAN4003		4132	18	
	BEIL Elective 2 (or specified PG course if following MPD/MUDD/MSBE pathway)				6	
TOTAL						192

KEY	
	Core
	Electives
	BEIL – Built Environment Interdisciplinary Learning
	PG level courses if following pathway into MPD, MUDD, MSBE
	Professional Practice
	General Education

SPECIFIED ELECTIVES AND BEIL			
Specified electives	Level 1-2	BENV2938	Transport Planning
		BENV2942	Regional and Rural Planning
		PLAN2122	History, Heritage and the Built Environment
	Level 3-4	PLAN7156	Housing Policy and Finance
		BENV7811	Urban Renewal
Built Environment Interdisciplinary Learning (BEIL) electives offered by the Planning Program	Level 3-4	BEIL0011	Healthy Planning
		BEIL6000	Contemporary Issues in Urbanism
		BEIL6001	International Planning and Development
		BEIL6002	Urban and Regional Design
		BEIL6006	Heritage Planning



Contact

Assoc. Prof. Hoon Han PhD, MPlA

Director of City Planning Program

UNSW Built Environment

Room 2006, Red Centre West Wing

The University of New South Wales

UNSW SYDNEY NSW 2052 AUSTRALIA

T: + 61 2 9385 6319 | M: + 61 413 860 479 | E: h.han@unsw.edu.au

CRICOS Provider Code 00098G

8.3 Events Assistance Applications - January to June 2019 Events

REPORT BY THE EVENTS OFFICER
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, ECO800009; FIN300052

RECOMMENDATION

That Council:

1. receive the report by the Events Officer on the Events Assistance Applications - January to June 2019 Event;
2. provide Events Assistance to the below applicants (includes cash and in-kind amounts); and

Gulgong Turf Club	\$1,000
Mudgee Endurance Riders Assoc	\$500
Cudgegong Valley Antique Machinery Club	\$500
Rylstone Kandos Street Machine Club	\$2,500
Country Rugby League of NSW Limited	\$940
Gulgong Prince of Wales Eisteddfod	\$2,500
Gulgong Chamber of Commerce	\$2,500
BBQ Event	\$500
Mudgee Race Club	\$2,000

3. decline the application to provide Events Assistance to the following applicant;

Camp Quality
Iford Public School
Balloon Aloft

Executive summary

This report considers applications for Events Assistance under Council's Events Assistance Policy. It relates to events to be held between 1 January and 30 June 2019.

Disclosure of Interest

Nil.

Detailed report

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

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

Applications were recently open for the next round of Events Assistance funding which is for events to be held between 1 January and 30 June 2019. A total of 12 applications were received. A summary of requests and recommendation can be found in Attachment 1. Full application for each event can be found in Attachment 2.

Gulgong Gold Cup (Gulgong Turf Club)

If Council wishes to support the event in 2019, the recommended amount based on the scoring scale is \$1,000. 2018 Funding Amount: \$1,000.

Mudgee Ray Gooley Memorial Endurance Ride (Mudgee Endurance Riders Assoc)

If Council wishes to support the event in 2019, the recommended amount based on the scoring scale is \$500.

Mudgee Swap Meet and Car Boot Sale (Cudgegong Valley Antique Machinery Club)

If Council wishes to support the event in 2019, the recommended amount based on the scoring scale is \$500. 2018 Funding Amount: \$500.

Kandos Street Machine and Hot Rod Show (Rylstone Kandos Street Machine Club)

If Council wishes to support the event in 2019, the recommended amount based on the scoring scale is \$2,500. 2018 Funding Amount: \$2,500

BBQ Event

If Council wishes to support the event in 2019, the recommended amount based on the scoring scale is \$500. It should be noted that should funding be approved, the organiser is currently not an incorporated association or registered business which is a requirement of this funding. In addition the event does not currently hold Public Liability insurance which would be required before any funding is provided.

It is also noted that if the organisation is a commercial operator it is not eligible to receive funds under the Events Assistance Program. Council is only able to provide funds to a private organisation after placing its intention to do so on public exhibition for a period of 28 days.

CRL Representative Finals (Country Rugby League of NSW Limited)

If Council wishes to support the event in 2019, the recommended amount based on the scoring scale is \$940.

The 39th Gulgong Prince of Wales Eisteddfod (Gulgong Prince of Wales Eisteddfod)

If Council wishes to support the event in 2019, the recommended amount based on the scoring scale is \$2,500. 2018 Funding Amount: \$2,000.

Henry Lawson Festival (Gulgong Chamber of Commerce)

If Council wishes to support the event in 2019, the recommended amount based on the scoring scale is \$2,500. 2018 Funding Amount: \$2,500.

Mudgee Cup (Mudgee Race Club)

If Council wishes to support the event in December 2018, the recommended amount based on the scoring scale is \$2,000. 2018 Funding Amount: \$2,000. It is noted that Mudgee Race Club submitted a letter of request for funding the Mudgee Cup in December 2018, rather than completing the Events Assistance Application Form. Further details of the event were taken over the telephone and recorded. A copy of the request for funding is included in the attachments to this report.

Applications were also received from Ilford Public School and Camp Quality. Due to the number of visitors to the region (200 & 160) being relatively low compared to other events which have put forward applications for Events Assistance, it is recommended that Council does not support these

events Ilford Public School event has also already taken place. The key priority for Events Assistance is to support events which attract the largest number of visitors to the region.

An application was also received by Balloon Aloft for a hot air balloon event to be held at Glen Willow Stadium in May 2019, but has not been recommended for funding as a commercial operator is hosting the event.

The Events Assistance scoring system below was used to score applications against set criteria.

Local community/volunteer participation in event		
Score	Definitive Answers	Value Judgement
0	Unsatisfactory	No or limited local community/volunteer participation or impact (<500 residents)
1	Poor	Community/volunteer participation or local benefits impacting (500 to 1,000 residents)
2	Satisfactory	Community/volunteer participation or local benefits impacting between (1,000 to 2,000 residents)
3	Good	Direct community/volunteer involvement or local benefits impacting (>2,000 residents)

Capacity to ensure event continues and develops in the future		
Score	Definitive Answers	Value Judgement
0	Unsatisfactory	First time event being held, no plans outlined in application, unclear capacity to deliver event
1	Poor	Limited event history (year one), limited plans outlined in application
2	Satisfactory	Event is at least two years old, appropriate planning
3	Good	Well-established event with detailed planning for the future outlined

Economic activity generated from event		
Score	Definitive Answers	Value Judgement
0	\$0-\$25K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
2	\$25K-\$50K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
4	\$50K-\$100K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
6	\$100K-\$150K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
8	\$150K-\$200K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
10	\$200K-\$250K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
12	\$250K-\$300K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
14	\$300K+	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)

Attachment 1 outlines the requests and recommendations for funding.

Attachment 2 includes completed applications from all applicants.

Community Plan implications

Theme Building a Strong Local Economy

Goal An attractive business and economic environment

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

Strategic implications

Council Strategies

Applications for events assistance are required to have clear linkages to the Community Plan Towards 2030 outcomes. This includes promoting the region as a great place to live, work, invest and visit. By supporting events which provide opportunities for local and visitor attendance, this increases visitation to the region and provides social and economic benefits to the region.

Council Policies

Events Assistance Policy – applicants are required to meet the eligibility criteria of the policy including attracting visitors the region.

Legislation

The Local Government Act 1993, Section 356, states: (1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

Financial implications

Funding of \$60,000 is provided in the 2018/19 Operational Plan for Events Assistance. Based on the scoring system above, the recommendation of staff is to provide \$12,940 in Events Assistance for this round of funding. This leaves a balance of \$26,430.18.

Associated Risks

If Council does not support these events, there is a risk that they may not go ahead in the future or that they are held at another location and therefore, there is the potential of lost economic benefits to the Mid-Western Region.

There is also a risk that an applicant provides false or fraudulent information in order to benefit from the program. This risk is minimised by the clear and transparent policy, process for approval, and feedback requirements of the program.

MADDISON GREY
EVENTS OFFICER

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

31 October 2018

Attachments: 1. Events Assistance Summary of Applications.
2. Events Assistance Copy of Applications. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Organisation	Name of event:	Total Attendance	Event Date/s:	Amount Requested in Cash	Amount Requested In-kind	Summary of Requested	Total Amount Requested (cash + in-kind)	Total Score (out of 20)	Funding recommended
Gulgong Turf Club	Gulgong Gold Cup Horse Race	2000	Sunday 9 June 2019	\$ 2,500.00	\$ -	Toilet hire, marquee hire and cool room hire and marketing monies	\$ 2,500.00	12	\$ 1,000.00
Mudgee Endurance Riders Assoc	Mudgee Ray Gooley Memorial Endurance Ride	420	10 and 11 May 2018	\$ 1,000.00	\$ -	\$500 - venue hire for Cooyal Community	\$ 1,000.00	8	\$ 500.00
Camp Quality	Camp Quality's A Night in Mudgee featuring Catherine Britt	160	Saturday 30th March	\$ -	\$ 2,100.00	Waiver the hire fee of Mudgee Showground for x 2 days to help with set up	\$ 2,100.00	3	\$ -
Cudgegong Valley Antique Machinery Club	Mudgee Swap Meet and Car Boot Sale	1200	13th January 2019	\$ 1,710.00	\$ 323.00	Event Insurance, advertising and venue hire	\$ 2,500.00	7	\$ 500.00
Iford Public School	150th Celebration of Public Education at Iford Public School	200	22nd September 2018	\$ 1,660.00	\$ -	Reimbursement of costs for the hire of stage and portaloos	\$ 1,660.00	0	\$ -
Rylstone Kandos Street Machine Club	Kandos Street Machine & Hot Rod Show	5,000	26th -27th January 2019	\$ 1,000.00	\$ 1,500.00	Advertising and venue hire	\$ 2,500.00	19	\$ 2,500.00
BBQ Event	TBA But will be Meat and Music!	1,000-1,500	1st June 2019	\$ 2,500.00	\$ -		\$ 2,500.00	5	\$ 500.00
Country Rugby League of NSW Limited	CRL Representative Finals	4500+	6 April 2019	\$ -	\$ 940.00	Venue Hire	\$ 940.00	18	\$ 940.00
Gulgong Prince of Wales Eisteddfod	The 39th Gulgong Prince of Wales Eisteddfod	6,500	5 May - 31 May	\$ 1,870.00	\$ 630.00	Venue Hire	\$ 2,500.00	20	\$ 2,500.00
Gulgong Chamber of Commerce	Henry Lawson Festival	2,900	8-10 June	\$ 1,400.00	\$ 1,100.00	Traffic Management	\$ 2,500.00	19	\$ 2,500.00
Balloon Aloft	Australian Hot Air Balloon National Championships	3000+	26 May - 31 May	\$ 2,500.00	\$ -	LPG gas	\$ 2,500.00	0	\$ -
Mudgee Race Club	Mudgee Cup	4000+	7th December 2018	\$ 2,000.00	\$ -	Advertising Big Sports Breakfast	\$ 2,000.00	16	\$ 2,000.00

8.4 Acceptance of Heritage Near Me Grant - Snapshot of Our Heritage

REPORT BY THE MANAGER, STRATEGIC PLANNING
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, COS300684

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Strategic Planning on the Acceptance of Heritage Near Me Grant - Snapshot of Our Heritage;**
2. **accept grant funding of \$97,000 excluding GST from the Office of Environment and Heritage to undertake the project Heritage Near Me - Snapshot of Our Heritage;**
3. **authorise the General Manager to finalise and sign the funding agreement with the Office of Environment and Heritage; and**
4. **amend the 2018/19 Operational Plan to allocate a project expenditure budget for the Heritage Near Me - Snapshot of Our Heritage project of \$97,000 and allocate grant funding income of \$97,000.**

Executive summary

Council has received a \$97,000 grant from the NSW Government Office of Environment and Heritage, Heritage Near Me Program, to undertake a project highlighting the regions heritage through several initiatives outlined in the Project Plan provided as Attachment 1.

The purpose of this report is to accept the grant funding and amend Council's 2018/19 Operational Plan to include the relevant grant income and project expenditure.

A copy of the Funding Agreement is provided as Attachment 2.

Disclosure of Interest

Nil.

Detailed report

The Heritage Near Me incentives program was developed by the NSW Office of Environment and Heritage to complement current State Heritage funding programs. It provides funding opportunities and support directly to owners and managers of local heritage items under three grant streams. Council applied under the Local Heritage Strategic Project stream which aims to enhance and protect local heritage assets and values, either through minor works conservation projects, community-based events and activities, or the development of innovative heritage processes, strategies and plans. Council has received \$97,000 for the Snapshot of Our Heritage project under the Local Heritage Strategic Project stream.

The proposed Snapshot of Our Heritage project aims to promote heritage conservation within our region and encourage a positive and educated community attitude towards conservation. The project involves the following key initiatives:

- Visually capturing our heritage;
- Heritage talks (capturing social significance and digitally recording records);
- Preparation of heritage item statements of significance;
- Publishing the collated information on a digital platform and the Heritage Near Me app; and
- Heritage Day / launch.

It is recommended that Council accept the grant funding of \$97,000 to complete this project and endorse the proposed change to the Operational Plan in 2018/19 to allow the delivery of this project.

Community Plan implications

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

Strategic implications

Council Strategies

Obtaining funds for heritage conservation initiatives is generally consistent with Council's Heritage Strategy 2017-2019.

Council Policies

Not applicable.

Legislation

The project will involve the preparation of Statements of Significance for individual heritage items. These Statements of Significance will support Council's planning staff in the assessment of development applications in accordance with the Environmental Planning and Assessment Act 1979.

Financial implications

The acceptance of a \$97,000 grant from the NSW Office of Environment and Heritage under the Heritage Near Me program requires an amendment to Council's Delivery Program and Operational Plan in 2018/19.

The proposed amendments to the Delivery Program and Operational Plan in 2018/19 will require allocating a project expenditure budget for the Heritage Near Me – Snapshot of Our Heritage project of \$97,000 and grant funding income of \$97,000.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2018/19	-	X	-
Future Years	-	-	-

Associated Risks

The activities involved in the Snapshot of Our Heritage project will be delivered by the Manager of Strategic Planning, the Library Services Coordinator and Librarian. Any related risks will be appropriately identified and managed.

SARAH ARMSTRONG
MANAGER, STRATEGIC PLANNING

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

25 October 2018

Attachments:

1. Heritage Near Me, Snapshot of Our Heritage - Project Plan. (separately attached)
2. Heritage Near Me, Snapshot of Our Heritage - Funding Agreement. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

8.5 Funding Acceptance 2018/19 NSW ICC World T20 2020 Cricket Legacy Fund

REPORT BY THE MANAGER ECONOMIC DEVELOPMENT
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, GRA600038

RECOMMENDATION

That Council:

1. **receive the report by the Manager Economic Development on Funding Acceptance from 2018/19 NSW ICC World T20 2020 Cricket Legacy Fund ;**
2. **accept grant funding of \$15,000 plus GST from the 2018/19 NSW ICC World T20 2020 Cricket Legacy Fund for the installation of cricket nets at Glen Willow;**
3. **authorise the Mayor and General Manager to finalise and sign the funding agreement with the NSW State Government; and**
4. **amend the 2018/19 Operational Plan and Delivery Program 2017/21 as follows:**
 - **in 2018/19 allocate a project expenditure budget for the installation of Glen Willow Cricket Nets of \$30,000 and to be funded \$15,000 from grant funding and \$15,000 from Capital Program Reserve.**

Executive summary

Council has received a \$15,000 grant from the 2018/19 NSW ICC World T20 2020 Cricket Legacy Fund for the installation of cricket nets at Glen Willow Regional Sports Complex. The purpose of this report is to accept the grant funding and amend Council's Delivery Program and Operational Plan to include the relevant grant income and project expenditure to install the new cricket nets.

Disclosure of Interest

Nil

Detailed report

Cricket is a growing sport in the Mid-Western Region and a community need has been identified for more cricket infrastructure in Mudgee and the wider region. Council recently completed the installation of a turf wicket at Glen Willow Regional Sporting Complex. Cricket Nets were identified as the next step in delivering relevant cricket infrastructure to cater for local cricket player's needs.

Council has recently been successful in an application for a grant of \$15,000 from 2018/19 NSW ICC World T20 2020 Cricket Legacy Fund for the installation of cricket nets at Glen Willow Regional Sports Complex. The Cricket Nets project includes the construction of a dual set of cricket practice nets including the construction of netting, concrete run-ups, and a synthetic cover. The completion of this project will allow the Mid-Western community to participate in cricket related activities, exercise more and become healthier.

It is recommended that Council accept the grant funding of \$15,000 and endorse the proposed amendments to the Delivery Program and Operational Plan in 2018/19 to ensure the delivery of this healthy living project.

Community Plan implications

Theme	Looking After Our Community
Goal	A safe and healthy community
Strategy	Support networks, program and facilities which promote health and wellbeing and encourage healthy lifestyles

Strategic implications

Council Strategies

This project is aligned with the key theme of Looking after our community in the 'Towards 2030 Mid-Western Region Community Plan'.

Council Policies

Council's Procurement Policy will be followed in the delivery of this project.

Legislation

Not Applicable

Financial implications

The acceptance of a \$15,000 grant from the 2018/19 NSW ICC World T20 2020 Cricket Legacy Fund requires an amendment to Council's Delivery Program and Operational Plan in 2018/19. Further, as Council requires a co-contribution of 50%, a further amendment is required to Council's Delivery Program and Operational Plan in 2018/19 with additional expenditure of \$15,000 from Capital Program Reserve.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2018/19	-	X	-
Future Years	-	-	-

Associated Risks

The installation of new cricket nets will be managed by Council's Manager Recreation Services to ensure any construction related risks are appropriately identified and managed.

ALINA AZAR
MANAGER ECONOMIC DEVELOPMENT

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

5 November 2018

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

8.6 Monthly Development Applications Processing and Determined

REPORT BY THE DIRECTOR DEVELOPMENT
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066,

RECOMMENDATION

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

Executive summary

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

Disclosure of Interest

Nil.

Detailed report

Included in this report is an update for the month of October 2018 Development Applications determined and Development Applications processing. The report will detail:

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

Community Plan implications

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

Strategic implications

Council Strategies

Not Applicable

Council Policies

Not Applicable

Legislation

Not Applicable

Financial implications

Not Applicable

Associated Risks

Not Applicable

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

30 October 2018

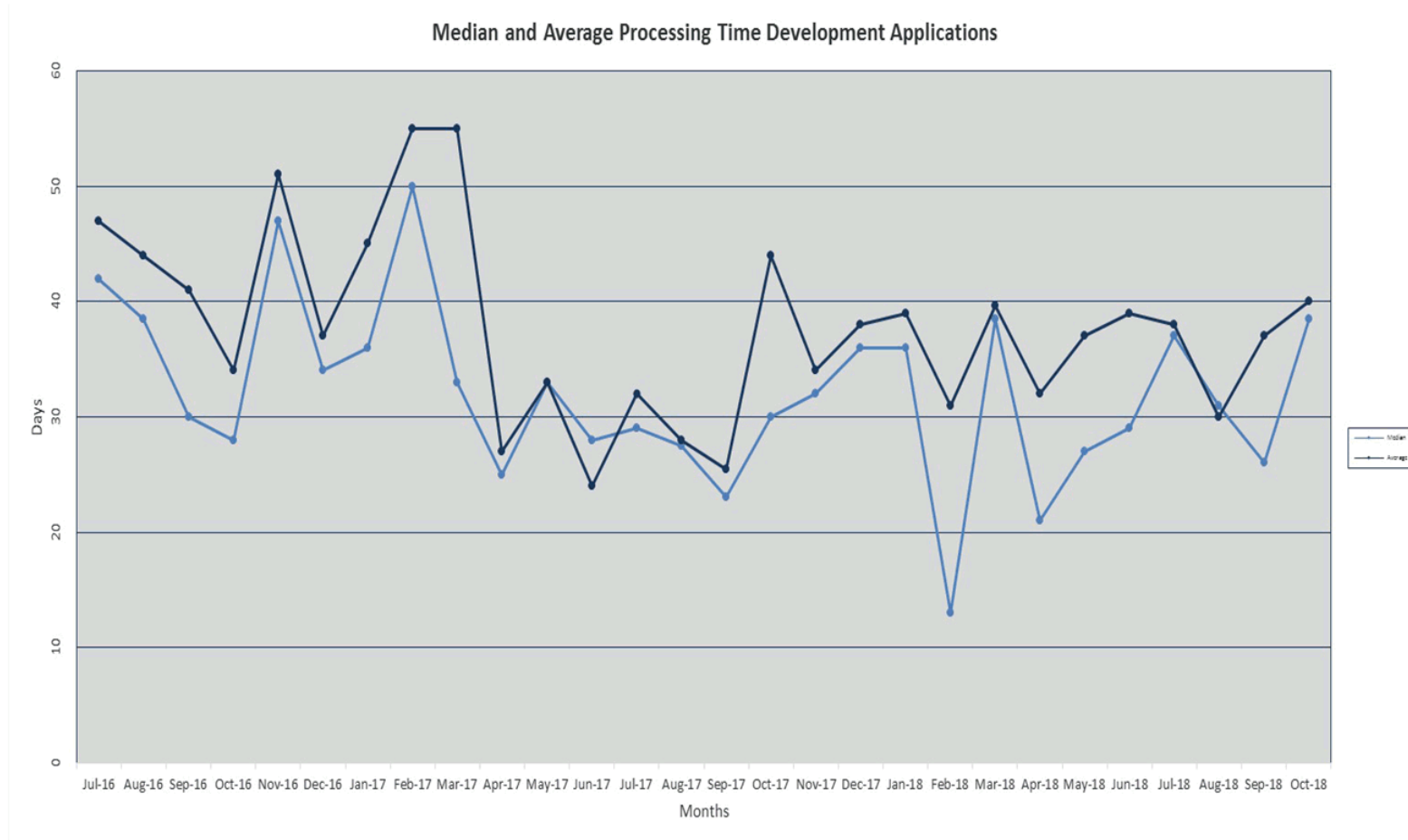
Attachments: 1. Monthly Development Applications Processing and Determined - October 2018.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

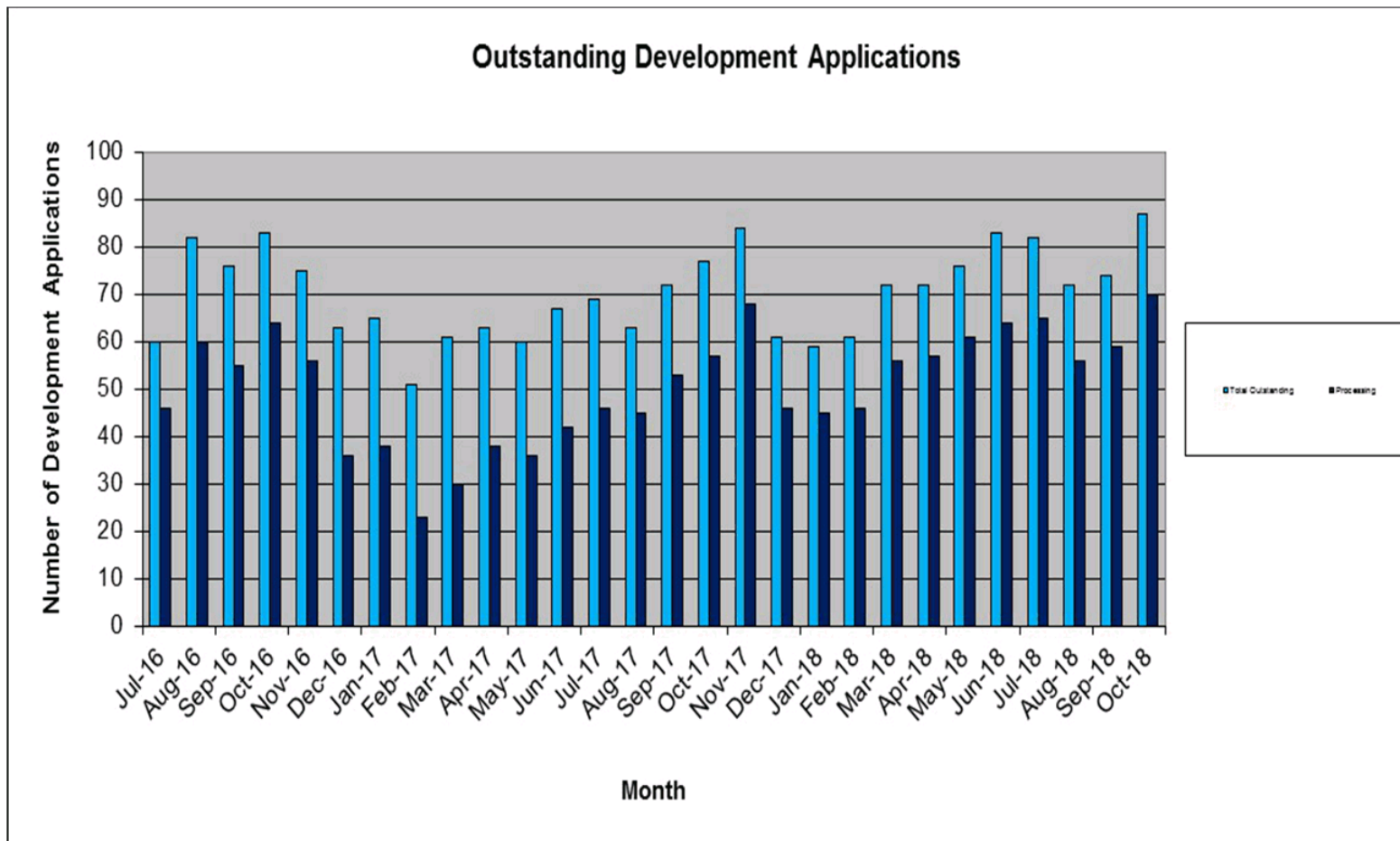
Monthly Development Application Processing Report – October 2018

This report covers the period for the month of October 2018. Graph 1 indicates the processing times up to 31, October 2018 with the month of October having an average of 40 days and a median time of 38.5 days.



Monthly Development Application Processing Report – October 2018

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



Monthly Development Application Processing Report – October 2018

The Planning and Development Department determined 20 Development Applications either by Council or under delegation during October 2018.

Development Applications Determined – October, 2018

Appl/Proc ID	Description	House No	Street Name	Locality
DA0024/2019	Dwelling House	1157	Bocoble Road	BOCOBLE
DA0027/2019	Change of use - Retail to Restaurant	59	Louee Street	RYLSTONE
DA0034/2019	Airstrip	151	Stubbo Road	STUBBO
DA0042/2019	Alterations & Additions	45	Lawson Street	MUDGEE
DA0043/2019	Change of use - Health Services Facility	98	Market Street	MUDGEE
DA0045/2019	Change of use - Recreation to Retail (Butcher)	96	Mortimer Street	MUDGEE
DA0047/2019	Self-Storage Units	89	Lions Drive	MUDGEE
DA0055/2019	Alterations & Additions	56	Medley Street	GULGONG
DA0057/2019	Dwelling House	5	Pirie Close	MUDGEE
DA0067/2019	Dual Occupancy	5215	Ilford Sofala Road	SOFALA
DA0071/2019	Alterations & Additions	48	Mortimer Street	MUDGEE
DA0073/2019	Residential Shed	34	Dunn Street	KANDOS
DA0075/2019	Residential Shed	221	Black Lead Lane	GULGONG
DA0088/2019	Swimming Pool	4	White Circle	MUDGEE
DA0090/2019	Carport	58	Macqaurie Drive	MUDGEE
DA0095/2019	Dwelling House	93	Grimshaw Lane	GULGONG
DA0105/2019	Alterations & Additions	13	Henry Lawson Drive	BOMBIRA
DA0178/2018	Commercial Premises	36	Sydney Road	MUDGEE
DA0285/2018	Dual Occupancy	11	Rowe Street	MUDGEE
DA0319/2018	Change of use - Beauty Salon	46	Market Street	MUDGEE

Monthly Development Application Processing Report – October 2018

Development Applications currently being processed - October, 2018.

Appl/Proc ID	Description	House No	Street Name	Locality
DA0214/2011	Dwelling House	663	Castlereagh Highway	BURRUNDULLA
DA0327/2011	Shed >150m2	23	Horatio Street	MUDGEE
DA0191/2015	Subdivision - Torrens Title	196	Robertson Road	MUDGEE
DA0102/2016	Dwelling House	705	Windeyer Road	GRATTAI
DA0325/2016	Change of use - Shed to Dwelling	179	Denison Street	MUDGEE
DA0343/2016	Commercial Alterations/Additions	137	Ulan Road	PUTTA BUCCA
DA0221/2017	Function Centre	141	Black Springs Road	EURUNDEREE
DA0266/2017	Residential Shed	3	Cudgegong Street	RYLSTONE
DA0303/2017	Change of use - Vehicle Repair Station	1	Inglis Street	MUDGEE
DA0004/2018	Multi Dwelling Housing	66	Dangar Street	KANDOS
DA0063/2018	Shed >150m2	434	Melrose Road	MOUNT FROME
DA0072/2018	Earthworks	290	Rocky Waterhole Road	MOUNT FROME
DA0102/2018	Change of use - Shed to Dwelling and Studio	111	Mount Pleasant Lane	BUCKAROO
DA0142/2018	Subdivision - Torrens Title	38	Rifle Range Road	MUDGEE
DA0146/2018	Tourist and Visitor Accommodation	196	Rocky Waterhole Road	MOUNT FROME
DA0199/2018	Residential Shed	2018	Campbells Creek Road	CARCALGONG
DA0214/2018	Camping Ground	2970	Walkers Lane	LUE
DA0226/2018	Dwelling House	308	Cypress Druve	YARRAONGA
DA0232/2018	Shed >150m2	1132	Bocoble Road	BOCOBLE
DA0250/2018	Community Centre	363	Ulan Road	EURUNDEREE
DA0268/2018	Boundary Adjustment	499	Lue Road	MILROY
DA0280/2018	Subdivision - Torrens Title	155	Bruce Road	MUDGEE
DA0301/2018	Commercial Premises	20	Sydney Road	MUDGEE
DA0311/2018	Alterations & Additions	6241	Ilfrod Sofala Road	SOFALA
DA0321/2018	Alterations & Additions	20	Mudgee Street	RYLSTONE
DA0010/2019	Alterations & Additions	54	Depot Road	MUDGEE
DA0020/2019	Residential Shed	8	Consadine Grove	SPRING FLAT
DA0032/2019	Subdivision - Torrens Title	3	Sydney Road	BURRUNDULLA
DA0033/2019	Carport	4	Fleetwood Avenue	MUDGEE
DA0035/2019	Light Industry	6	John Street	ULAN
DA0044/2019	Function Centre	111	Mount Pleasant Lane	BUCKAROO
DA0046/2019	Subdivision - Torrens Title	20	Bell Street	MUDGEE

Monthly Development Application Processing Report – October 2018

DA0050/2019	Commercial Premises	22	Sydney Road	MUDGEES
DA0056/2019	Fence	42	Bateman Avenue	MUDGEES
DA0058/2019	Serviced Apartment	110	Saleyards Lane	MUDGEES
DA0060/2019	Tourist and Visitor Accommodation	1243	Lower Piambong Road	PIAMBONG
DA0061/2019	Cellar Door Premises	138	Craigmoor Road	EURUNDEREE
DA0063/2019	Boundary Adjustment	2358	Henry Lawson Drive	CANADIAN LEAD
DA0064/2019	Dwelling House	51	Elouera Road	STUBBO
DA0065/2019	Subdivision - Torrens Title	1049	Castlereagh Highway	MULLAMUDDY
DA0068/2019	Depot	14	Burrundulla Road	BURRUNDULLA
DA0069/2019	Dual Occupancy	131	Beragoo Road	GRATTAI
DA0070/2019	Industrial Building	4	Industrial Avenue	MUDGEES
DA0072/2019	Subdivision - Torrens Title	20	Baskerville Drive	MUDGEES
DA0074/2019	Change of use - Shed to Granny Flat	20	Bumberra Place	BOMBIRA
DA0077/2019	Dwelling House	2	Canary Street	CLANDULLA
DA0079/2019	Commercial Alterations/Additions	30	Sydney Road	MUDGEES
DA0080/2019	Alterations & Additions	1537	Wollar Road	COOYAL
DA0082/2019	Subdivision - Torrens Title	45	Callaghan Street	CLANDULLA
DA0083/2019	Dual Occupancy	44	Melton Road	MUDGEES
DA0084/2019	Dwelling House	5	Yamble Close	MUDGEES
DA0085/2019	Change of use - Reception to Café	690	Queens Pinch Road	MULLAMUDDY
DA0087/2019	Carport	21	Stockmans Drive	PUTTA BUCCA
DA0089/2019	Change of use - Shed to Dwelling	2037	Coxs Creek Road	RYLSTONE
DA0091/2019	Residential Shed	272	Strikes Lane	EURUNDEREE
DA0092/2019	Residential Shed	42	Aereodrome Road	RYLSTONE
DA0093/2019	Residential Shed	24	Aereodrome Road	RYLSTONE
DA0094/2019	Residential Shed	1178	Campbells Creek Road	WINDEYER
DA0096/2019	Residential Shed	166	Mortimer Street	MUDGEES
DA0097/2019	Building Identification Sign	32	Sydney Road	MUDGEES
DA0098/2019	Dwelling House	23	Oxley Street	KANDOS
DA0099/2019	Dwelling House	1	Clifton Avenue	MUDGEES
DA0100/2019	Dwelling House	1	Clifton Avenue	MUDGEES
DA0102/2019	Residential Shed	15	Clare Court	MUDGEES
DA0103/2019	Residential Shed	846	Eurunderree Lane	EURUNDEREE
DA0104/2019	Residential Shed	20	Maclachlan Street	KANDOS
DA0106/2019	Subdivision - Torrens Title	316	Broadhead Road	SPRING FLAT

Monthly Development Application Processing Report – October 2018

DA0107/2019	Residential Shed	176	Broadhead Road	SPRING FLAT
DA0108/2019	Change of use - Dwelling to Serviced Apartment	1343	Lower Piambong Road	PIAMBONG
DA0109/2019	Alterations & Additions	61	Mortimer Street	MUDGEES
DA0110/2019	Farm Building	312	Castlereagh Highway	BURRUNDULLA
DA0111/2019	Dwelling House	1188	Jennings Road	BARA
DA0113/2019	Carport	45	Ilford Road	KANDOS
DA0114/2019	Residential Shed	11	Cudgegong Road	RYLSTONE
DA0115/2019	Moveable Dwelling	1544	Bocoble Road	CARCALGONG

Monthly Development Application Processing Report – October 2018

Heritage Development Applications currently being processed – October 2018.

Appl/Proc ID	Description	House No	Street Name	Locality
DA0271/2011	Alterations & Additions	87	Short Street	MUDGEE
DA0091/2017	Residential Shed	42	Louee Street	RYLSTONE
DA0058/2018	Fence	1	Dunphy Crescent	MUDGEE
DA0296/2018	Change of use - Education Establishment	77	Louee Street	RYLSTONE
DA0002/2019	Alterations & Additions	47	Herbert Street	GULGONG
DA0026/2019	Signage	75	Denison Street	MUDGEE
DA0062/2019	Subdivision - Community Title	13	Court Street	MUDGEE
DA0076/2019	Community Facility	11	Nicholson Street	MUDGEE
DA0081/2019	Demolition	150	Mortimer Street	MUDGEE
DA0086/2019	Commercial Alterations/Additions	21	Douro Street	MUDGEE
DA0101/2019	Dwelling House	6	ANZAC Avenue	KANDOS
DA0112/2019	Alterations & Additions	72	Inglis Street	MUDGEE
DA0271/2011	Alterations & Additions	87	Short Street	MUDGEE
DA0091/2017	Residential Shed	42	Louee Street	RYLSTONE

Item 9: Finance

9.1 Annual Report 2017/18

REPORT BY THE ACTING MANAGER FINANCIAL PLANNING
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, COR400008

RECOMMENDATION

That Council:

1. **receive the report by the Acting Manager Financial Planning on the Annual Report 2017/18; and**
2. **adopt the Annual Report 2017/18.**

Executive summary

Council is required to prepare an Annual Report summarising the achievements of the financial year, along with a number of statutory disclosures, financial statements and a State of the Environment Report. The draft report has been prepared, and is enclosed under separate cover for Council to review prior to its publication.

Disclosure of Interest

Nil

Detailed report

Councils draft Annual Report 2018 is attached for endorsement by Council. The Annual Report meets all requirements as set out in the Local Government Act 1993, the Local Government Regulations 2005, and the Integrated Planning and Reporting Guidelines for Local Government in NSW issued by the Office of Local Government. Details of the requirements are listed below.

The Annual Report includes:

- A message from the Mayor and General Manager
- Details of Council structure
- Requirements under Civic Leadership
- Councils Vision and Values
- Information about the region
- Progress on the Operational Plan and Delivery Program
- Financial Snapshots and performance measures
- Statutory Information, and
- State of the Environment Report snapshots

Community Plan implications

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

Strategic implications

Council Strategies

The Annual Report provides Councils achievements in implementing the Operational Plan 2017/18 and Delivery Program 2017/18 – 2020/21.

Council Policies

Not Applicable

Legislation

Section 428 of the Local Government Act 1993 requires that:

Council prepare an annual report within 5 months of the end of the year outlining its achievements in implementing its delivery program and the effectiveness of the principal activities undertaken in achieving the objectives at which those principal activities are directed.

The annual report must contain the following:

- a) a copy of the council's audited financial reports prepared in accordance with the Local Government Code of Accounting Practice and Financial Reporting published by the Department, as in force from time to time,
- b) such other information or material as the regulations or the guidelines under section 406 may require.

The Annual Report must be published on Council's website and a link provided to the Minister (OLG).

The Annual Report must contain a copy of Council's audited financial reports, State of the Environment report, and a number of other items of information as set out in various sections of the Local Government (General) Regulation 2005, in particular Section 217.

Financial implications

Not Applicable

Associated Risks

Not Applicable

TRISH ELSEGOOD
ACTING MANAGER FINANCIAL PLANNING

NEIL BUNGATE
ACTING CHIEF FINANCIAL OFFICER

30 October 2018

Attachments: 1. Annual Report 2017/18. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.2 Presentation of the 2017/18 Financial Statements

REPORT BY THE ACTING CHIEF FINANCIAL OFFICER
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, FIN300161

RECOMMENDATION

That Council receive the report by the Acting Chief Financial Officer on the Presentation of the 2017/18 Financial Statements.

Executive summary

Council's 2017/18 general purpose and special purpose financial reports have been audited by the Auditor-General and submitted to the Office of Local Government.

The Auditor-General has engaged Intentus Chartered Accountants (Intentus) to provide audit and assurance services on this engagement. Mrs Leanne Smith of Intentus, will make the public presentation of the financial reports at the 21 November 2018 Council meeting.

Disclosure of Interest

Nil

Detailed report

In accordance with Section 419 of the Local Government Act 1993, Council must present its audited financial reports together with the Auditor's reports at a meeting of the Council. Council has requested the Auditor to attend this meeting. Public notice of the meeting has been given in the approved form, in accordance with Section 418(3) of the Act.

Section 418 of the Act requires that the public presentation of the audited financial reports must not be more than 35 days after the auditor's reports are given to Council. The date of the Auditor's report is 26 October 2018, and the public presentation falls within the timeframe.

As per Section 420, any person may make a submission to Council regarding the audited financial reports or the Auditor's reports. Any such submissions must be in writing and must be lodged with Council within seven days of the reports being publicly presented. Council must ensure that copies of all submissions received by it are referred to the Auditor. Council may take any such action as it considers appropriate with respect to any such submission, including the giving of notice to the Director-General of any matter that appears to require amendment of the Council's financial reports.

Copies of the financial reports are available for inspection at the Mudgee, Gulgong and Rylstone Administration Centres. A copy of the report has also been placed on Council's website. Copies of the reports have been distributed to Councillors.

Community Plan implications

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

Strategic implications

Council Strategies

Not applicable

Council Policies

Not applicable

Legislation

The Local Government Act 1993 Division 2 – Accounting Records, Financial Reports and Auditing sets out the requirements surrounding Council's financial reports. This report, with the attached Audited Financial Statements, demonstrates that Council has met all of these requirements. Detailed information on the public notice and presentation requirements have been supplied in the detailed report section of this report.

Financial implications

Not applicable

Associated Risks

Not applicable

NEIL BUNGATE
ACTING CHIEF FINANCIAL OFFICER

26 October 2018

Attachments: 1. Financial Statements 2017/18. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.3 Mudgee Aero Club Incorporated - Lease of Allotments 3 DP 1003936, 5 DP 1003939 and 8 DP 1133385 Mudgee Airport 41 George Campbell Drive Bombira

REPORT BY THE REVENUE AND PROPERTY MANAGER
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, F0470002

RECOMMENDATION

That Council:

1. receive the report by the Revenue and Property Manager on the Mudgee Aero Club Incorporated - Lease of Allotments 3 DP 1003936, 5 DP 1003939 and 8 DP 1133385 Mudgee Airport 41 George Campbell Drive Bombira;
2. authorise the grant of a Lease to Mudgee Aero Club Incorporated to occupy Allotments 3 DP 1003936, 5 DP 1003939 and 8 DP 1133385 Mudgee Airport 41 George Campbell Drive Bombira for a term of 5 years with no option to renew at the end of the 5 year term with an annual Lease fee of \$11,700 (plus GST) which is to be increased annually by the Consumer Price Index;
3. authorise the General Manager to negotiate all other terms and conditions of the Lease with the Mudgee Aero Club Incorporated;
4. consent to the registration of the Lease on the titles for Allotments 3 DP 1003936, 5 DP 1003939 and 8 DP 1133385 for the 5 year term of the Lease;
5. authorise the General Manager and Mayor to sign documentation, where necessary, in relation to the Lease of Allotments 3 DP 1003936, 5 DP 1003939 and 8 DP 1133385; and
6. authorise the Common Seal of Council to be affixed to all documentation, where necessary, in relation to the Lease of Allotments 3 DP 1003936, 5 DP 1003939 and 8 DP 1133385.

Executive summary

The purpose of this report is to set the first year of rent for Allotments 3 DP 1003936, 5 DP 1003939 and 8 DP 1133385 (the Site) Mudgee Airport 41 George Campbell Drive Bombira, proposed to be leased to Mudgee Aero Club Incorporated (the Club) for a total term of 5 years.

Disclosure of Interest

Nil

Detailed report

The Site, comprising 3 allotments, is situated within the Mudgee Airport precinct at 41 George Campbell Drive Bombira. The land incorporating the Site is owned by Mid-Western Regional

Council (Council) and is classified as Operational land. The total area of the Site is 1,733.5 m². A plan of the Site is appended as Attachment 1 to this Report.

The following improvements located on the Site are owned and maintained by the Club -

Allotment 3 DP 1003936	Club house and hangar
Allotment 5 DP 1003939	Hangar
Allotment 8 DP 1133385	Hangar

The Club has leased the Site for a number of decades. The term of the most recent lease agreement expired on 30/9/2018 and the Club has continued to occupy the Site under holdover tenancy provisions since the expiration of this agreement.

The Club indicated that it wished to enter into a new lease for an initial 5 year period with one five year option and agreed to establish an appropriate rental based upon a market ground rental valuation (the Valuation).

The Valuation, for a 5 year period with no option to renew at the end of the term, returned a rent of \$11,700 (exclusive of GST) or \$6.75 per m² pa in the first year. The Valuation report dated 13 July 2018 is appended in the confidential section of this Business Paper.

Page 16 of the Valuation report lists rental evidence from various regional airports, including 2 from Mudgee Airport, with comparable rental evidence ranging from \$2.80 per m² pa to \$8.82 per m² pa.

In response to the Valuation, the Club asked for consideration to set the rent at last year's rental plus an increase by the amount equal to the CPI review. This amount equates to \$2,083.55 (exclusive of GST) or \$1.20 per m² pa in the first year. The Club cited its not-for-profit organisation profile and its modest membership fees and rental of hangar space to members as the reason for seeking a rent substantially lower than the current valuation amount. Further information supplied by the Club regarding its activities and financial status is appended in the confidential section of this Business Paper.

The Club has enjoyed the following first year rentals over the past 15 years (amounts are exclusive of GST) -

October 2003 to September 2008 \$1,486.15 (based upon \$1.00 per m² pa - area of land at this time was less than 1,733.5m²);

October 2008 to September 2013 \$1,695.48 (\$0.97 per m² pa - valuation obtained with reported market rental of \$4,961 but this amount was not accepted by the Club);

October 2013 to September 2018 \$1,887.90 (\$1.09 per m² pa - no valuation was obtained but the \$3,000 put forward by Council at the time was not accepted by the Club).

The objective of the Leasing and Licencing of Council Property Policy (the Policy) is to consider applications for the leasing and licencing of Council owned or controlled properties in a consistent and transparent manner. A rental amount based upon an informed valuation will facilitate this objective.

It is also recognised that not all rentals are negotiated on the strictest commercial terms with the economic benefit to the region often resulting in favourable lease terms to the tenant rather than Council actively seeking market returns. Council may wish to take this consideration into account when deliberating the most appropriate rental amount.

It is recommended that the General Manager be authorised to negotiate the other terms and conditions with the Club which will form the proposed lease. The previous agreement is appended in the confidential section of this Business Paper and it is envisaged that the new Agreement will contain similar terms and conditions.

Community Plan implications

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

Strategic implications

Council Strategies

Not Applicable

Council Policies

Leasing and Licencing of Council Property Policy

Legislation

Not Applicable

Financial implications

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

It is proposed that the initial rent fee will be \$11,700 p.a. (plus GST) which is to be increased annually by the Consumer Price Index. This fee is based upon a market ground rental valuation conducted in July 2018.

DIANE SAWYERS
REVENUE AND PROPERTY MANAGER

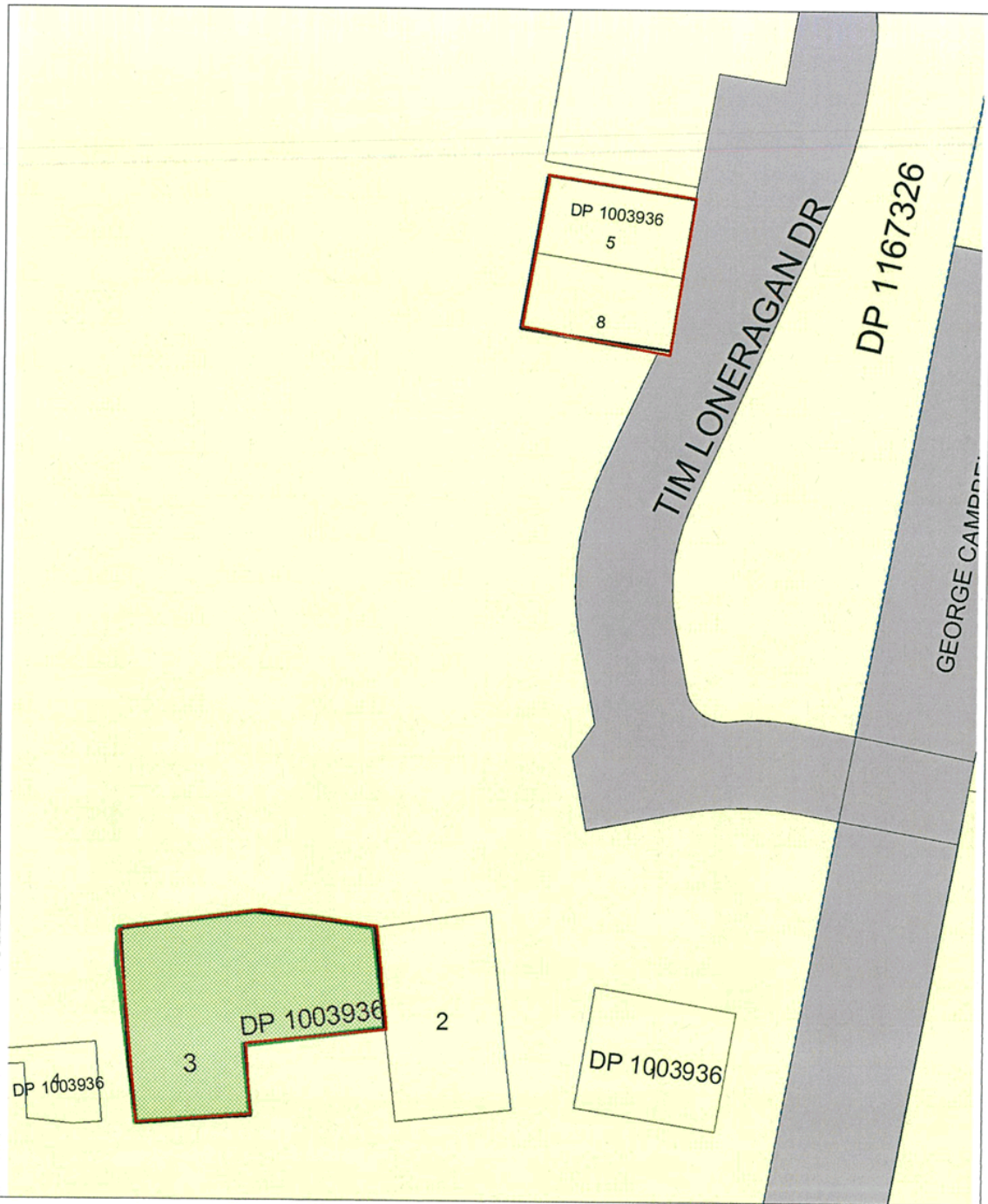
NEIL BUNGATE
ACTING CHIEF FINANCIAL OFFICER

23 October 2018

- Attachments:*
1. Plan of Mudgee Aero Club sites.
 2. Valuation Report Mudgee Aero Club sites 13-7-2018. (Confidential - separately attached)
 3. Activities and financial status of the Mudgee Aero Club. (Confidential - separately attached)
 4. Lease Agreement 2013-2018. (Confidential - separately attached)

APPROVED FOR SUBMISSION:









BRAD CAM
GENERAL MANAGER



Map Scale: 1:874.5

Disclaimer
 This map has been created for the purpose of showing basic locality information over Mid-Western Regional Council. Property boundary line network data is supplied by Department of Lands.
 This map is a representation of the information currently held by Mid-Western Regional Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.

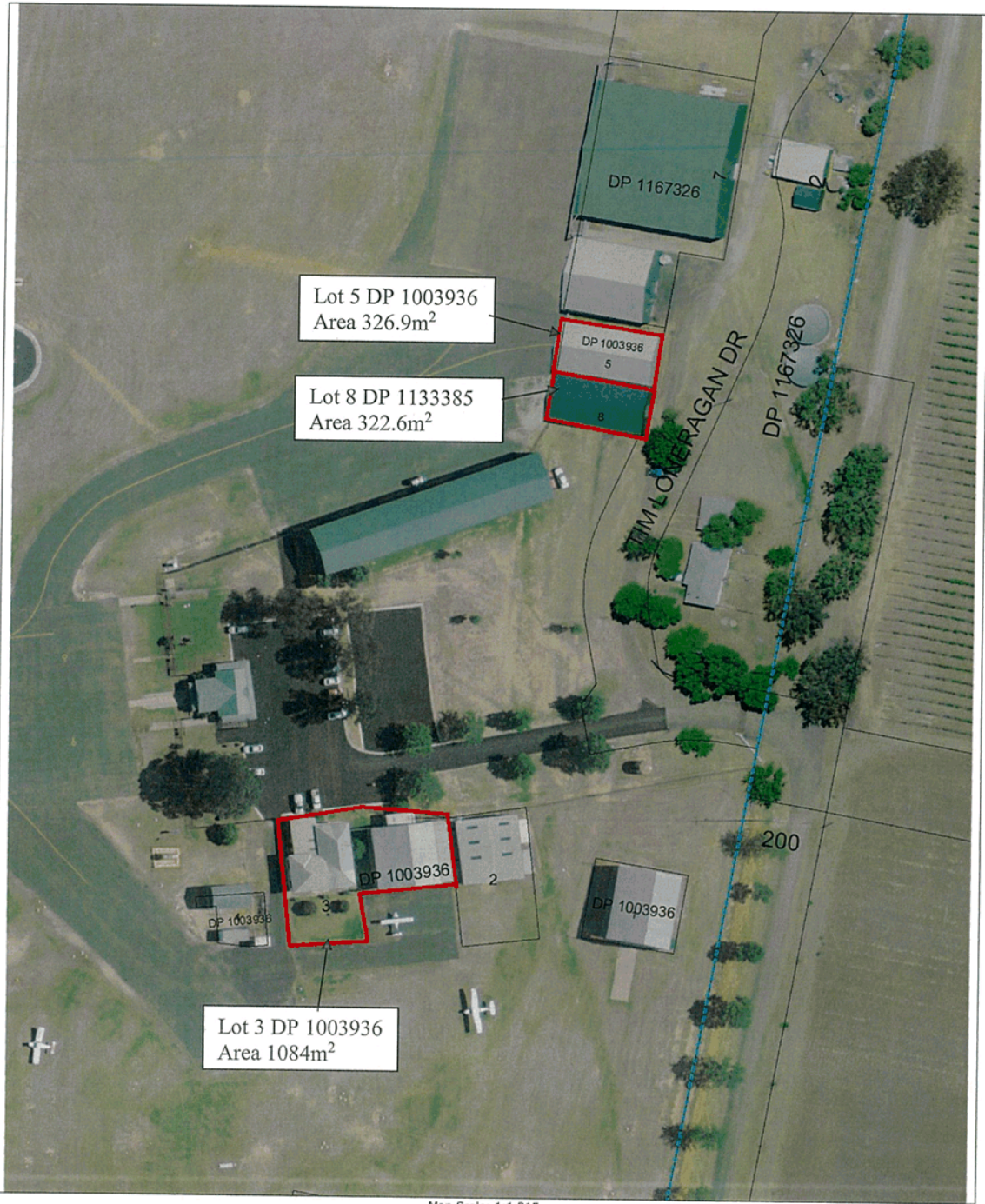
Legend

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

NORTH



Printed on Thursday, 24 October 2013



Map Scale: 1:1,315

Disclaimer

This map has been created for the purpose of showing basic locality information over Mid-Western Regional Council. Property boundary line network data is supplied by Department of Lands.

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

Legend

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

NORTH



Printed on Tuesday, 19 June 2018

9.4 Classification of Land - Allotment 113 DP48439 90 Market Street Mudgee

REPORT BY THE REVENUE AND PROPERTY MANAGER
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, P0160211

RECOMMENDATION

That Council:

1. **receive the report by the Revenue and Property Manager on the Classification of Land - Allotment 113 DP48439 90 Market Street Mudgee; and**
2. **give public notice of a proposed resolution to classify Allotment 113 DP 48439 as Operational Land in accordance with Chapter 6, Part 2, Division 1 Local Government Act 1993 (the Act); and**
3. **receive a further report after the public notice exhibition period to consider any submissions and deal with the next steps in the classification process as required by the Act.**

Executive summary

This report seeks to commence the process for classification of Allotment 113 DP 48439 (the Allotment), being land located at 90 Market Street Mudgee, as *Operational* land.

Disclosure of Disclosure of Interest

Nil

Detailed report

Council has entered into an agreement with Property NSW to acquire the Allotment at 90 Market Street for the purpose of developing an art gallery complex.

As Council is acquiring the Allotment, it will need to carry out the required process to appropriately classify the Allotment as directed under Chapter 6, Part 2, Division 1 of the Local Government Act 1993 (the Act).

All public land must be classified as either *Community* or *Operational*. The purpose of classification is to identify clearly that land which should be kept for use by the general public (Community land) and that land which need not (Operational land).

Community Land would ordinarily comprise land such as a public park, reserve or sporting grounds. The use and management of Community Land is to be regulated by a Plan of Management.

Community land must not be sold (except in limited circumstances referred to in the Act). *Community* land must not be leased or licenced for more than 21 years and may only be

leased/licenced for more than 5 years if public notice of the proposed lease/ licence is given. In the event that an objection is made to the proposed lease/ licence, the Minister's consent is required. These restrictions do not apply to *Operational* land.

Operational land would ordinarily comprise land which facilitates the carrying out by a council of its functions or land which may not be open to the general public, such as a works depot. It also includes land held as a temporary asset or as an investment.

Any land acquired by a council that is not classified under the Act i.e. resolved by council at the end of 3 months, is taken to have been classified as *Community* land.

Notwithstanding that the Allotment has not yet transferred to Council, the Act, at Section 31, allows councils to classify land before ownership has been completed, the advantage being that it allows for completion of the process within the stipulated 3 month period:

31 Classification of land acquired after 1 July 1993

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

Given the intended use of the Allotment, it is proposed that the Allotment be classified as *Operational* land and that the legislated process be undertaken to reflect this.

To commence the process for the classification of the Allotment, Council must resolve its intentions to classify the Allotment as *Operational* land and its intention must be advertised for a period of 28 days, during which time written submissions to the proposed classification will be accepted. Upon completion of this process, a further report will be presented to Council on the outcomes of the exhibition and next steps in the classification process as required by the Act.

Community Plan implications

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

Strategic implications

Council Strategies

Not Applicable

Council Policies

Not Applicable

Legislation

Chapter 6, Part 2, Division 1 of the Local Government Act 1993, directs that all public land must be classified as either *Community* or *Operational* land.

Associated Risks

Not Applicable

DIANE SAWYERS
REVENUE AND PROPERTY MANAGER

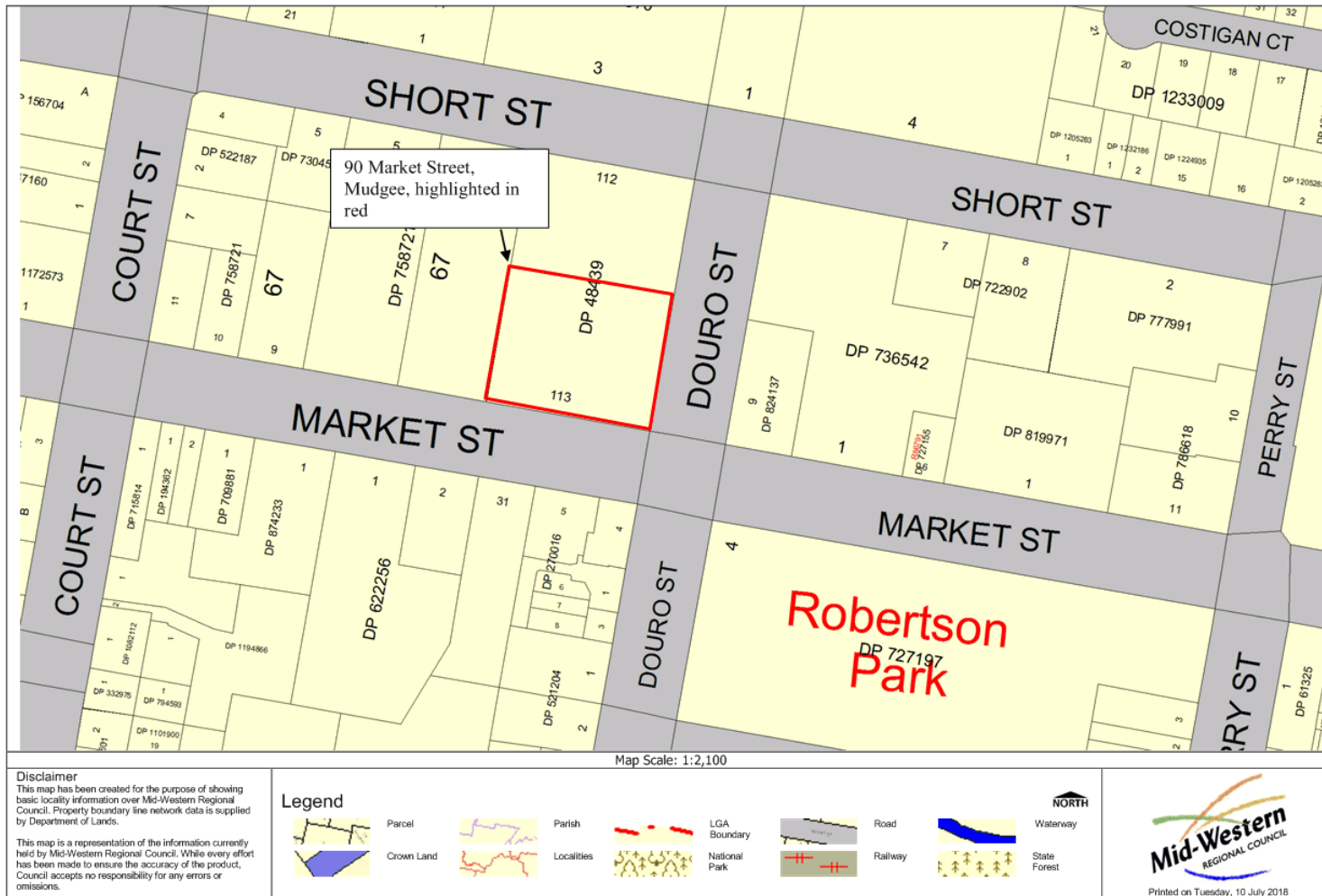
NEIL BUNGATE
ACTING CHIEF FINANCIAL OFFICER

15 October 2018

Attachments: 1. Map of Allotment 113 DP 48439.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



9.5 Community Grants Program Applications

REPORT BY THE GRADUATE ACCOUNTANT - GRANTS & CONTRIBUTIONS
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, FIN300159

RECOMMENDATION

That Council:

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

**Graham Draper, Mudgee Brick Fair – LEGO exhibition
\$600**
3. **do not collect a facility hire bond from the following applicant for the event details in this report;**

Graham Draper, Mudgee Brick Fair – LEGO exhibition (*Hire of Mudgee Showground*)

Executive summary

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

Provision is made in Council's Community Grants Program Policy to provide financial assistance to not-for-profit community-based organisations, groups and individuals that offer a significant contribution to community outcomes and goals as provided in the Towards 2030 Community Plan.

All applications were first reviewed for eligibility and then assessed by a panel of three staff against the following criteria relative to the amount of funding requested:

- Degree of benefit to the community aligned with the community plan
- Amount of resident participation
- Level of consultation and collaboration with other local groups
- Organisational capacity to deliver the program or project

Even though an application meets the criteria it may be judged that there is not a significant enough benefit to the community in order to fund or fully fund the request.

A summary of the application is shown, together with panel recommendation.

Applicant	Project/Activity	Total Project Cost \$	Funding Request \$	Recommended Funding \$	Total Score out of 12
Graham Draper	Mudgee Brick Fair LEGO exhibition	1,430	1,430	600	6

Disclosure of Interest

Nil

Detailed report

The information provided below gives more detail on each application and the scoring against the policy criteria. Copies of all applications are provided as an attachment to the report.

Graham Draper

Graham Draper and a Mudgee local have teamed up to host a LEGO exhibition at Mudgee Showground with an aim to raise money for local farmers. All surplus money will be donated to local farmers through the 200 bales program.

Graham is a member of SydLUG a large Sydney LEGO user group, which host more than 20 charity fundraisers per year. This is the first show of its kind in the Mudgee area, and at publication have 15 confirmed exhibitors. They are hoping to attract about 1000-1500 people to the event with a goal of raising about \$5,000 for local farmers.

Graham requests \$1,430 support from Council, which would fund showground venue hire and insurance to host this event.

1 ★

Benefits and link to the community plan

3 ★★

Amount of resident participation

0

Consultation and collaboration with other local groups

2 ★★

Capacity to deliver the program or project

RECOMMENDATION

\$600

Link to Community Plan: 1.4.3 Support programs which strengthen the relationships between the range of community groups.

Community Plan implications

Theme	Looking After Our Community
Goal	A safe and healthy community
Strategy	Support networks, program and facilities which promote health and wellbeing and encourage healthy lifestyles

Strategic implications

Council Strategies

Not applicable

Council Policies

Recommendations are made under the Community Grants Program Policy

Legislation

In accordance with the *Local Government Act 1993 Section 356* granting of financial assistance must be approved by a Council resolution.

Financial implications

Funding of \$121,800 is provided in the Operational Plan for Financial Assistance. \$70,519 has already been allocated, leaving a balance of \$51,281.

Should Council approve the recommendations in the report, a balance of \$50,681 will remain.

Associated Risks

Not applicable

ALISON CAMERON
GRADUATE ACCOUNTANT - GRANTS &
CONTRIBUTIONS

NEIL BUNGATE
ACTING CHIEF FINANCIAL OFFICER

22 October 2018

Attachments: 1. Community Grant Application - Mudgee Brick Fair.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Application Form

APPLICANTS DETAILS

Name of Organisation	
Contact Person	Graham Draper
Address	32 Carlyle Close Dapto NSW 2530
Phone	0428168165
Email	gdraper2@bigpond.com
ABN	
Bank Account Name	Graham Draper
BSB	062534
Account Number	10239212

PROJECT / ACTIVITY DETAILS

Name of Project / Activity	Mudgee Brick Fair	
Amount of funding requested	\$1430	
Start and Finish date	START (click to tick)	FINISH (click to tick)
	2/12/2018	2/12/2018
Briefly, describe Project / Activity	<p>Myself and a Mudgee local are teaming up to host a LEGO exhibition at Mudgee Showground to raise money for local farmers. I am a member of a large Sydney LEGO User Group (SydLUG). My club hosts about 20+ charity fundraisers a year, raising money mostly for local schools thru the P&C. This is the first show of its kind in the Mudgee area that I know of. At present we have about 15 exhibitors.</p>	



ADDRESS CRITERIA

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

(Note: limited number of characters)

We are hoping to attract about 1000-1500 people to the event with a goal of raising about \$5000 for local farmers.

What is the expected amount of resident participation?

(Please provide no. of estimated participants)

(Note: limited number of characters)

Hopefully between 1000-1500 people, both locals and out of towners, will come along to the exhibition

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

(ie what other local community groups are or will be involved in this project?)

(Note: limited number of characters)

At this stage we are still trying to see if the local Lions club will help out at the event by holding a Sausage Sizzle.

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

(Note: limited number of characters)

Last March I hosted a 2 day LEGO exhibition at the Kembla Grange Racecourse in Wollongong. We had just over 4000 people attend the weekend and after all costs were



Community Grant (amount sought from Council)	\$1430
Project Income	
Expected Sales Revenue i.e. Entry Fee, Membership Sales	\$5500
Other Income	
TOTAL INCOME	\$6930

List proposed cash expenditure (provide copies of quotes for equipment)

Venue Hire	\$1180
Public Liability Insurance	\$250
Project Expenditure	
TOTAL EXPENDITURE	\$1430
TOTAL SURPLUS / DEFICIT	\$5500

If positive or surplus budget, please provide further details/explanation what this surplus will be used for.

All surplus money will be donated to local farmers thru the 200 bails program

(Note: Unspent grants >\$200 will be required to be returned to MWRC)

FINANCIAL DETAILS

	YES (click to tick)	NO (click to tick)
Is your group/organisation Incorporated?	<input type="radio"/>	<input checked="" type="radio"/>
Have you registered for Goods & Services Tax (GST) purposes?	<input type="radio"/>	<input checked="" type="radio"/>
Do you have an Australian Business Number (ABN)? Note: If you do not have an ABN please attach a 'Statement by Supplier' form	<input type="radio"/>	<input checked="" type="radio"/>

COMMUNITY GRANTS

Has your organisation/group previously received a Community Grant from Council?

YES (click to tick) <input type="radio"/>	NO (click to tick) <input checked="" type="radio"/>
--	--

If yes, please advise date and amount

DATE / YEAR	AMOUNT
<input type="text"/>	\$ <input type="text"/>

Did your group return the acquittal form?

YES (click to tick) <input type="radio"/>	NO (click to tick) <input type="radio"/>
--	---

Closing bank balance from the most recent bank statement or treasurer's report

Comment on cash set aside for specific projects (optional)

APPLICATION CHECKLIST

If the following are not attached with the application, this may result in the application not being considered.

	SUPPLIED? (click to tick)	
	YES	NO
A copy of the group's/organisation's most recent bank statement or treasurer's report	<input type="radio"/>	<input type="radio"/>
A copy of the group's/organisation's public liability insurance	<input checked="" type="radio"/>	<input type="radio"/>
Where the group intends to purchase equipment, a copy of the quote/s obtained	<input type="radio"/>	<input type="radio"/>
Where the groups/organisations does not have an ABN, 'Statement by Supplier' is required	<input type="radio"/>	<input type="radio"/>
If your group is not incorporated, please supply a letter from your auspicing body	<input type="radio"/>	<input type="radio"/>

AUTHORISATION OF APPLICANT

Name	Graham Draper
Position	<input type="text"/>
Date	11/10/2018

- I confirm that the information contained in the application form and within the attachments are true and correct.
- I confirm that this application has been submitted with the full knowledge and support of the applicant.
- I acknowledge the Community Grants Program acquittal requirements and understand that surplus funds may be required to be returned to Council.
- I am aware that this application will be reproduced in the Council Business Paper, and authorise public release of information provided.



SUBMIT YOUR APPLICATION

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

DELIVER TO: Customer Service Locations

86 Market Street
MUDGEE

109 Herbert Street
GULGONG

77 Louee Street
RYLSTONE

MAIL TO: Mid-Western Regional Council
Attn: Finance Department
PO Box 156
MUDGEE NSW 2850

[SUBMIT ONLINE](#)

[COMMUNITY GRANTS POLICY](#)

[PRINT MY APPLICATION](#)





5 September 2018

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

We, the undersigned Insurance Underwriting Agency, hereby certify that the following described Insurance is in force at this date.

NAME OF INSURED: Graham Draper

TYPE OF INSURANCE: Public and Products Liability (Single Event)

POLICY NO: 10WE09181078

PERIOD: From: 1st December 2018
To: 3rd December 2018(16.00 hours AEST)

MORTGAGEE / INTERESTED PARTY: Mid Western Regional Council FTRR&I

TERRITORIAL LIMITS Commonwealth of Australia

DESCRIPTION OF RISK: FUNDRAISING EVENT (NON SPORTING) – Mudgee Brick Fair to be held at Mudgee Showgrounds, Nicholson Street, Mudgee NSW 2850 on 2nd December 2018

LIMIT OF INDEMNITY: \$20,000,000 for Public and Products Liability

INSURERS: Certain Underwriters at Lloyd's

This document is furnished to you as a matter of information only. The issuance of this document does not make the person or organisation to whom it has been issued an additional assured, nor does it modify in any manner the contract of insurance between the assured and Underwriters. Any amendment, change or extension of such contract only be effected by specific endorsement attached thereto.

Should the above mentioned contract of insurance be cancelled, assigned or changed during the above Policy period in such manner as to affect this document, no obligation to inform the holder of this document is accepted by the undersigned.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Alan Whittle', is written over a faint, illegible printed name.

Alan Whittle

For and on behalf of High Street Underwriting Agency Pty Limited acting as a coverholder for Lloyd's

Postal Address:
P O Box 7174
Brendale..Qld..4500

Phone: 1800 096 829
Fax: 1800 096 680

9.6 Monthly Statement of Investment and Bank Balances as at 31 October 2018

REPORT BY THE ACTING MANAGER FINANCIAL PLANNING
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, FIN300053

RECOMMENDATION

That Council:

1. **receive the report by the Acting Manager Financial Planning on the Monthly Statement of Investment and Bank Balances as at 31 October 2018; and**
2. **note the certification of the Responsible Accounting Officer.**

Executive summary

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

Disclosure of Interest

Nil

Detailed report

The attachment to this report provides information on the performance of the portfolio and provides a register of all investments held as at 31 October 2018.

The negative returns for TCorp Medium Term Growth Fund (MTGF) and Long Term Growth Fund (LTGF) in October were driven mainly by poor returns from domestic and global equity markets. The ASX300 returned -6.16% for the month while the MSCI World ex Australia ex Tobacco index returned -5.51%. The MTGF and LTGF both have material exposures to these asset classes and this had a negative impact on their performance.

Notwithstanding, both funds have performed positively over the last 12 months (MTGF 2.73%, LTGF 4.12%) as per the attached report for October.

Community Plan implications

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

Strategic implications

Council Strategies

Not applicable.

Council Policies

Council's Investments Policy requires a written report each month setting out the entire investment portfolio.

Legislation

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

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

Financial implications

Not applicable

Associated Risks

Not applicable

TRISH ELSEGOOD
ACTING MANAGER FINANCIAL PLANNING

NEIL BUNGATE
ACTING CHIEF FINANCIAL OFFICER

30 October 2018

Attachments: 1. Investment balances 31 October 2018.
2. TCorp Performance Summary October 2018.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

For the month ended: 31/10/2018

Investment Register as at 31 October 2018

Bank Account	Opening Balance	Receipts	Payments	Closing Balance	Overdraft Limit
NAB (Cheque Account)	1,375	18,861,552	18,840,556	22,371	700,000

The bank balances have been reconciled to the General Ledger as at 31/10/2018

Investments	Type	Amount \$'000	Yield %	Maturity Date	Term	Long Term Rating
National Australia Bank	At Call	2,174	1.90%	NA	At Call	AA-
National Australia Bank	Term Deposit	1,500	2.54%	14/11/2018	350	AA-
National Australia Bank	Term Deposit	1,000	2.60%	19/12/2018	287	AA-
National Australia Bank	Term Deposit	2,500	2.62%	23/01/2019	301	AA-
National Australia Bank	Term Deposit	1,500	2.90%	29/04/2020	728	AA-
National Australia Bank	Term Deposit	2,000	2.71%	10/07/2019	287	AA-
National Australia Bank	Term Deposit	1,000	2.72%	21/08/2019	308	AA-
National Australia Bank	Term Deposit	1,500	2.71%	4/09/2019	308	AA-
Bankwest	Term Deposit	1,500	2.80%	20/03/2019	266	AA-
Bankwest	Term Deposit	2,000	2.80%	27/03/2019	273	AA-
Bankwest	Term Deposit	2,000	2.80%	17/04/2019	286	AA-
Bankwest	Term Deposit	1,500	2.80%	15/05/2019	287	AA-
Bankwest	Term Deposit	1,000	2.80%	1/05/2019	266	AA-
Bankwest	Term Deposit	2,500	2.80%	29/05/2019	280	AA-
Bankwest	Term Deposit	1,000	2.74%	26/06/2019	294	AA-
Bankwest	Term Deposit	3,000	2.73%	24/07/2019	322	AA-
CBA	Term Deposit	1,500	2.67%	12/12/2018	336	AA-
CBA	Term Deposit	1,500	2.67%	19/12/2018	343	AA-
CBA	Term Deposit	1,000	2.79%	24/04/2019	363	AA-
St George Bank	Term Deposit	1,500	2.57%	9/01/2019	322	AA-

Investments	Type	Amount \$'000	Yield %	Maturity Date	Term	Long Term Rating
St George Bank	Term Deposit	2,500	2.70%	20/02/2019	280	AA-
Westpac	Term Deposit	1,500	2.71%	7/08/2019	546	AA-
Westpac	Term Deposit	1,000	2.85%	15/04/2020	742	AA-
Westpac	Term Deposit	2,500	2.88%	27/05/2020	728	AA-
Westpac	Term Deposit	2,000	2.76%	12/06/2019	371	AA-
Suncorp Metway	Term Deposit	2,500	2.55%	28/11/2018	357	A+
AMP	Term Deposit	1,500	2.65%	21/11/2018	273	A
AMP	Term Deposit	1,000	2.80%	6/03/2019	266	A
AMP	Term Deposit	1,000	2.85%	6/03/2019	252	A
ING Bank	Term Deposit	1,000	2.92%	2/10/2019	720	A
ING Bank	Term Deposit	2,500	2.86%	4/03/2020	728	A
Bank of Queensland	Term Deposit	1,000	2.75%	3/04/2019	238	BBB+
Bank of Queensland	Term Deposit	2,000	2.75%	26/06/2019	301	BBB+
Rural Bank	Term Deposit	1,500	2.80%	6/02/2019	280	BBB+
Bank Australia	Term Deposit	1,500	2.80%	24/04/2019	273	BBB
Credit Union Australia	Term Deposit	1,000	2.78%	1/05/2019	364	BBB
Credit Union Australia	Term Deposit	1,000	2.75%	21/08/2019	322	BBB
Defence Bank	Term Deposit	2,000	2.80%	30/10/2019	364	BBB
Members Equity Bank	Term Deposit	1,000	2.83%	3/04/2019	272	BBB
TCorp - Cash Fund	Managed Fund	1,704				TCorp (Unrated)
TCorp - Long Term Growth Fund	Managed Fund	2,442				TCorp (Unrated)
TCorp - Medium Term Growth Fund	Managed Fund	5,116				TCorp (Unrated)
Total Investments		72,436				

Average Yield 2.62%

Limit Compliance as at 31 October 2018

Investments by Institution	Long Term Rating	Amount \$'000	% of Portfolio	
			Actual	Policy Limit
National Australia Bank	AA-	13,174	18%	30%
Bankwest	AA-	14,500	20%	30%
CBA	AA-	4,000	6%	30%
St George Bank	AA-	4,000	6%	30%
Westpac	AA-	7,000	10%	30%
Suncorp Metway	A+	2,500	3%	15%
AMP	A	3,500	5%	15%
ING Bank	A	3,500	5%	15%
Bank of Queensland	BBB+	3,000	4%	5%
Bendigo & Adelaide Bank	BBB+	-	0%	5%
Rural Bank	BBB+	1,500	2%	5%
Bank Australia	BBB	1,500	2%	5%
Credit Union Australia	BBB	2,000	3%	5%
Defence Bank	BBB	2,000	3%	5%
Members Equity Bank	BBB	1,000	1%	5%
TCorp - Medium Term Growth Fund	TCorp (Unrated)	5,116	7%	15%
TCorp - Long Term Growth Fund	TCorp (Unrated)	2,442	3%	15%
TCorp - Cash Fund	TCorp (Unrated)	1,704	2%	15%
		72,436	100%	

Limit Compliance as at 31 October 2018 cont.

Investments by S&P Rating	Long Term Rating	Amount \$'000	% of Portfolio	
			Actual	Policy Limit
	AAA to AA-	42,674	59%	100%
	A+ to A-	9,500	13%	40%
	BBB+ to BBB-	11,000	15%	20%
	TCorp (Unrated)	9,262	13%	15%
	Unrated	-	0%	\$ 250,000
		72,436	100%	

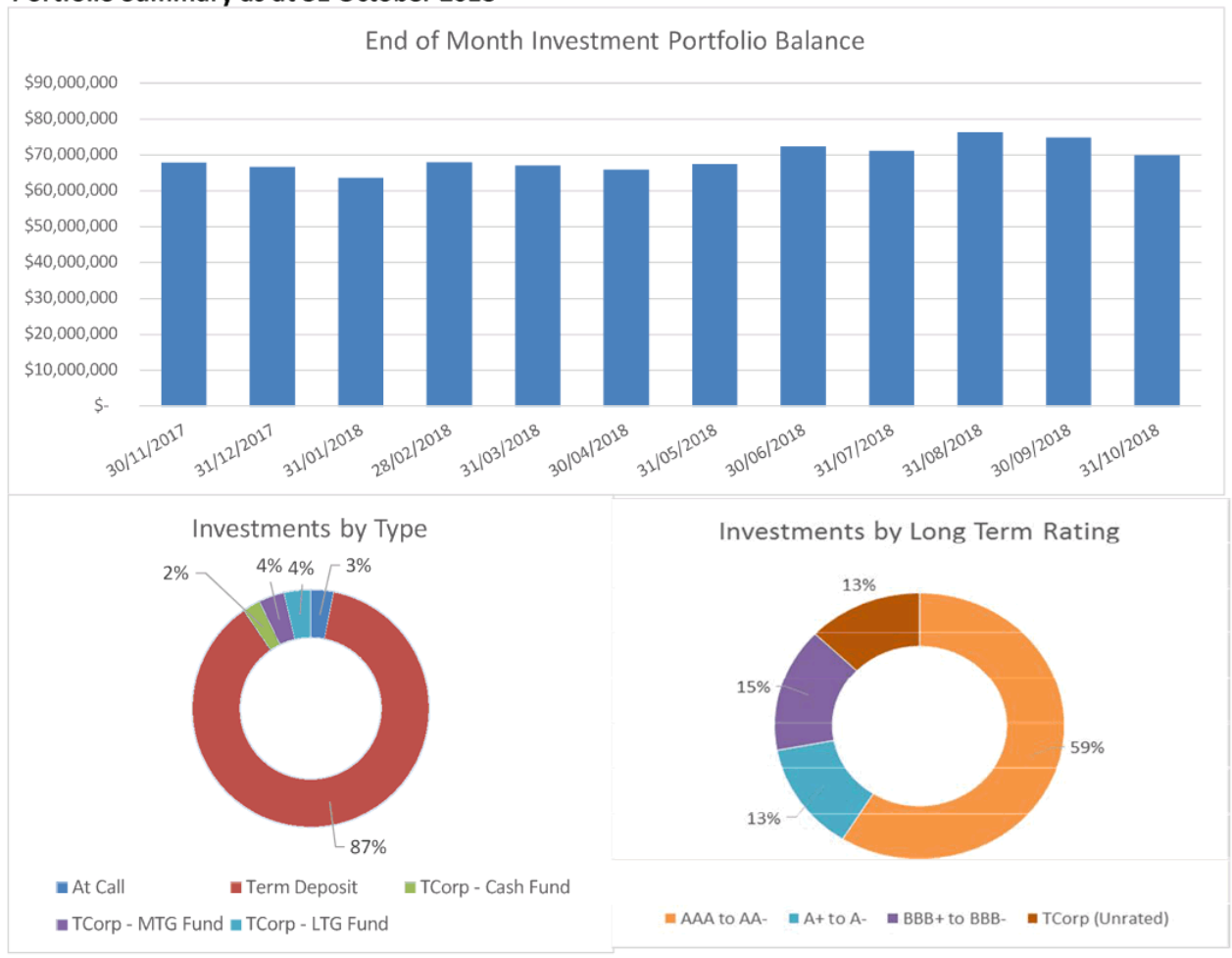
Term to Maturity	Amount \$'000	Actual	% of Portfolio	
			Cumulative Actual	Cumulative Minimum
Less than 3 months	24,936	34%	34%	20%
Between 3 months and 1 year	40,000	55%	90%	40%
Between 1 year and 2 years	7,500	10%	100%	50%
Between 2 years and 4 years	-	0%	100%	85%
More than 5 years	-	0%	100%	0%
	72,436	100%		

Monthly Investment Portfolio Activity

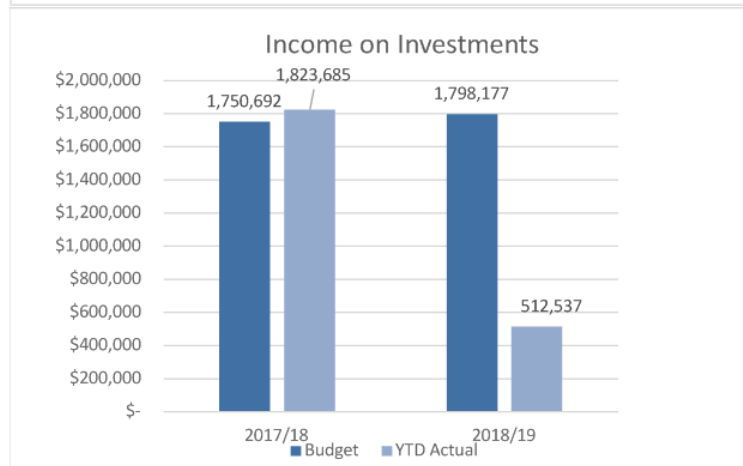
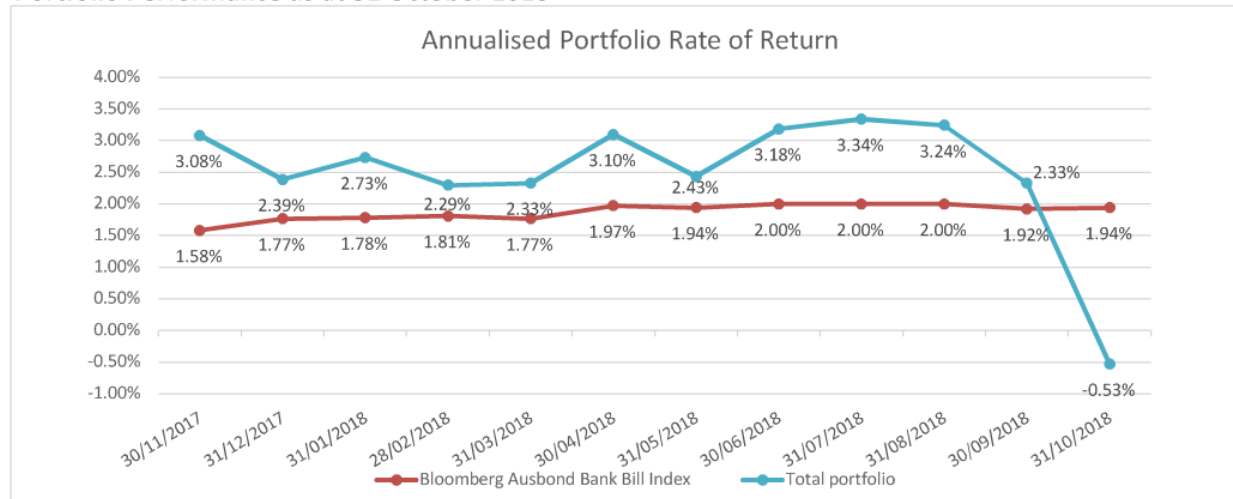
The below table shows investments that have matured and have been redeemed or re-invested, and new investments placed.

Bank Accounts	Opening Balance \$'000	Redeemed Balance \$'000	Re-invested Balance \$'000	Change in interest rate	Change in Term (days)	New Term Rate
NAB (At call account)	2,725		2,174			
TCorp - Cash Fund	1,700		1,704			
TCorp - Long Term Growth Fund	2,538		2,442			
TCorp - Medium Term Growth Fund	5,191		5,116			
St George Bank	1,300	1,300		Redeemed		
Credit Union Australia			1,000	New Deposit		2.75%
Members Equity Bank	2,000	2,000		Redeemed		
National Australia Bank			1,000	New Deposit		2.72%
AMP	1,500	1,500		Redeemed		
Bendigo & Adelaide Bank	1,300	1,300		Redeemed		
Credit Union Australia	1,000	1,000		Redeemed		
NAB			1,500	New Deposit		
Defence Bank			2,000	New Deposit		
	19,254		16,936			
Investment Portfolio Movement			(2,318)	Reduction		

Portfolio Summary as at 31 October 2018



Portfolio Performance as at 31 October 2018





Performance Summary

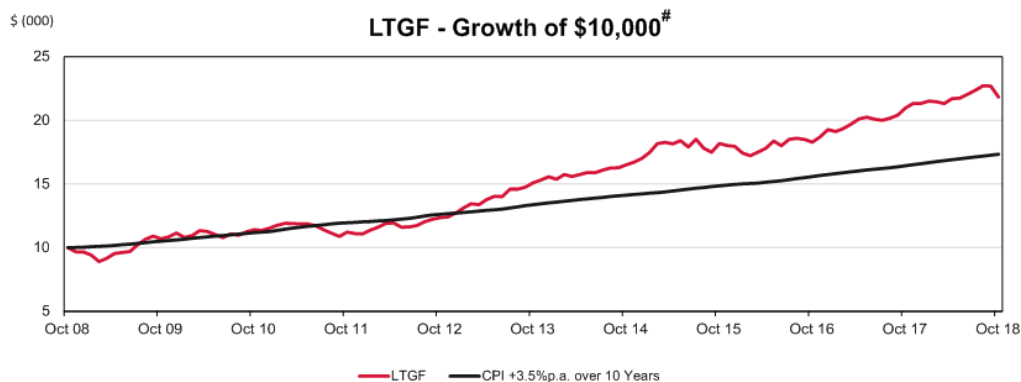
October 2018

TCorpIM Core Funds

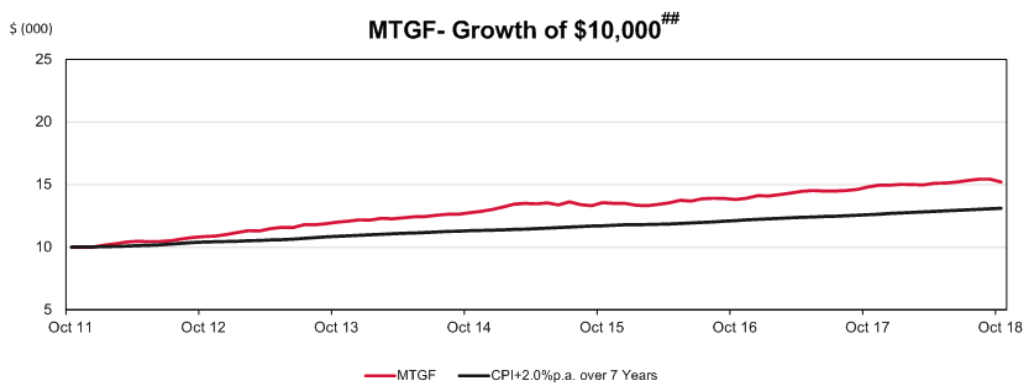
Returns	1 Month %			FYTD %			1 Year %			3 Year (% p.a.)			5 Year (% p.a.)			7 Year (% p.a.)		
	Net	BM	ER	Net	BM	ER	Net	BM	ER	Net	BM	ER	Net	BM	ER	Net	BM	ER
Cash	0.21	0.17	0.04	0.79	0.69	0.10	2.05	1.89	0.16	2.29	1.93	0.36	2.45	2.18	0.27	2.88	2.58	0.30
Strategic Cash	0.23	0.17	0.06	0.88	0.69	0.19	2.25	1.89	0.36	2.48	1.93	0.55	2.62	2.18	0.44	3.12	2.58	0.54
MTGF*	-1.44	-1.35	-0.09	0.03	0.19	-0.16	2.73	2.92	-0.19	3.92	4.13	-0.21	4.85	5.02	-0.17	6.18	6.13	0.05
LTGF**	-3.78	-3.66	-0.12	-0.96	-0.69	-0.27	4.12	4.19	-0.07	6.28	6.65	-0.37	7.66	8.00	-0.34	9.97	10.05	-0.08

*Medium Term Growth Fund **Long Term Growth Fund

Diversified Funds



The growth of \$10,000 chart plots cumulative returns on a net of fees basis over the last 10 years



###The growth of \$10,000 chart plots cumulative returns on a net of fees basis over the last 7 years

Performance Summary

October 2018

TCorpIM Asset Class Funds

Returns	1 Month %			FYTD %			1 Year %			3 Year (% p.a.)			5 Year (% p.a.)			7 Year (% p.a.)		
	Net	BM	ER	Net	BM	ER	Net	BM	ER	Net	BM	ER	Net	BM	ER	Net	BM	ER
Australian Bonds	0.46	0.48	-0.02	0.97	0.98	-0.01	3.09	3.04	0.05	2.94	2.79	0.15	4.47	4.36	0.11	4.86	4.72	0.14
Australian Shares	-6.20	-6.16	-0.04	-5.00	-4.75	-0.25	3.77	2.88	0.89	8.60	8.24	0.36	6.43	6.00	0.43	9.79	9.06	0.73
Indexed Australian Shares	-6.05	-6.05	0.00	-4.76	-4.61	-0.15	2.75	2.94	-0.19	8.19	8.25	-0.06	5.97	6.02	-0.05	9.13	9.21	-0.08
International Shares	-6.00	-5.51	-0.49	0.66	1.50	-0.84	8.98	9.82	-0.84	8.29	8.26	0.03	13.02	13.42	-0.40	16.08	16.50	-0.42
International Shares Hedged	-7.48	-6.98	-0.50	-2.58	-1.71	-0.87	1.59	2.61	-1.02	9.01	9.29	-0.28	-	-	-	-	-	-
Indexed International Shares	-5.50	-5.51	0.01	1.54	1.50	0.04	9.85	9.82	0.03	8.36	8.26	0.10	13.53	13.42	0.11	16.61	16.50	0.11
Emerging Markets Shares	-6.83	-6.82	-0.01	-5.39	-5.90	0.51	-2.18	-5.39	3.21	6.71	6.80	-0.09	6.93	6.79	0.14	8.65	7.90	0.75
Listed Property	-2.70	-2.56	-0.14	-2.17	-2.07	-0.10	3.33	3.27	0.06	4.46	4.18	0.28	9.16	9.35	-0.19	11.59	11.89	-0.30
Multi-Asset Class	-3.51	-2.70	-0.81	-1.04	-0.57	-0.47	-0.10	1.94	-2.04	1.46	5.76	-4.30	-	-	-	-	-	-
Global Credit	-1.10	-0.87	-0.23	-0.10	-0.12	0.02	-1.89	-1.46	-0.43	-	-	-	-	-	-	-	-	-
Unlisted Infrastructure	1.14	0.63	0.51	1.64	1.96	-0.32	8.94	8.00	0.94	11.72	8.00	3.72	10.71	8.00	2.71	-	-	-
Emerging Market Debt	-0.25	-0.01	-0.24	1.55	2.34	-0.79	1.97	2.30	-0.33	-	-	-	-	-	-	-	-	-
Australian Inflation Linked Bond Fund	0.75	0.73	0.02	0.21	0.22	-0.01	3.83	3.78	0.05	-	-	-	-	-	-	-	-	-
Bank Loan Fund	0.08	0.07	0.01	1.91	2.03	-0.12	4.31	4.95	-0.64	-	-	-	-	-	-	-	-	-
High Yield Fund	-1.84	-1.51	-0.33	0.56	0.81	-0.25	0.90	0.92	-0.02	-	-	-	-	-	-	-	-	-
Alternative Risk Premia	-0.96	0.42	-1.38	-1.42	1.69	-3.11	-	-	-	-	-	-	-	-	-	-	-	-

Net = Net Return; BM = Benchmark Return; ER = Excess Return

This material is provided for information purposes only and is intended for your use only. The material should not be relied on for trading or other business purposes. The material does not constitute investment advice and NSW Treasury Corporation (TCorp) does not make any recommendation as to the suitability of any of the products or transactions mentioned. This material is not intended to forecast or predict future events.

Past performance is not a guarantee or indication of future results. Any estimates and opinions contained in this material constitute TCorp's judgement as at the date the material is made available and may be subject to change without notice. TCorp does not guarantee the accuracy, timeliness, reliability or completeness of the information or data and will not be liable for any errors or actions taken in reliance on the information or data.

9.7 Financial Reserves Policy Revision

REPORT BY THE ACTING CHIEF FINANCIAL OFFICER
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, GOV400047

RECOMMENDATION

That Council:

1. **receive the report by the Acting Chief Financial Officer on the Financial Reserves Policy Revision;**
2. **place the revised Financial Reserves Policy on public exhibition for 28 days to receive any public submission; and**
3. **adopt the revised Financial Reserves Policy if no submissions are received.**

Executive summary

The Financial Reserves Policy requires a revision to add an external reserve to set aside any funds received from the disposal of a public road.

Disclosure of Interest

Nil.

Detailed report

Council at its Ordinary Meeting of 15 August 2018 (report 9.6) accepted the offer made for the purchase of the land vested in Council upon the closure of part of Moolarben Road road reserve. As noted in the financial implications of this report the revenue received by Council from the proceeds of the sale of the land is to be used for acquiring land for public roads or for carrying out road work on public roads. This is a requirement of the Roads Act 1993 (NSW). It is therefore recommended that the best approach to ensure funds are spent in accordance with this act is to add an external reserve to the Financial Reserves Policy called Public Road Closure Compensation Reserve.

The revised policy recommended for public exhibition is attached to this report with track changes showing.

Community Plan implications

Theme	Good Governance
-------	-----------------

Goal	An effective and efficient organisation
------	---

Strategy	Prudently manage risks association with all Council activities
----------	--

Strategic implications

Council Strategies

Not applicable.

Council Policies

The Financial Reserves Policy will be amended.

Legislation

Roads Act 1993 (NSW)

Section 43 (4) Money received by a council from the proceeds of sale of the land is not to be used by the council except for acquiring land for public roads or for carrying out road work on public roads.

Financial implications

Not applicable.

Associated Risks

Should Council choose not to create a new reserve to set aside funds received from the disposal of a public road there is a risk the funds received will not be spent in accordance with the Roads Act 1993 (NSW).

NEIL BUNGATE
ACTING CHIEF FINANCIAL OFFICER

27 October 2018

Attachments: 1. Financial Reserves Policy.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



POLICY Financial Reserves

*A prosperous
and progressive
community.*

ADOPTED	24/06/2017	VERSION NO	1.1.2
COUNCIL MEETING MIN NO	148/17	REVIEW DATE	30/06/2019
DATE:	25/07/2017	FILE NUMBER	FIN300065

Objective

To provide a framework for the establishment and ongoing management of Financial Reserves.

Legislative requirements

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

Related policies and plans

Reserves are established to set aside funds for Council to allocate to specific projects, as required. Prior to the creation of a Reserve, Council shall adopt operating parameters in relation to the Reserve which are to set out:

- The purpose of the Reserve;
- The basis of calculation for any transfer to the Reserve;
- The basis of calculation for any transfer from the Reserve; and
- The proposed allocation of any unexpended balance remaining in the Reserve following completion of the project.

Every Reserve created should have a specific purpose, and relate back to the adopted Integrating Planning and Reporting (IP&R) strategies and plans of Council. There should be a clear link between this policy, the Operational Plan/Delivery Program, and Councils Asset Management Plans and Community Plans.

Expenditure from and transfers to Reserves can only be authorised by resolution of Council, which must specify the amount. No transfer from any Reserve shall exceed the amount of the existing balance of the Reserve at the time of transfer, unless the Reserve overdraft has been approved by resolution of Council with the full impact of such overdraft taken into account for any financial management plans, and there is sufficient funds within the total Reserves balance to allow a temporary overdraft. Interest should be paid from the overdrawn Reserve account if the balance is material and interest is specified in the Reserve information as set out in the Authorised Reserves listing below.

Each Quarterly Budget Review Statement is to include a schedule of Reserves, showing:

- Opening Balance at 1 July;
- Estimated Transfer to Reserves;
- Estimated Transfer from Reserves;
- Estimated Closing Balance at 30 June; and
- Current Balance.

POLICY: FINANCIAL RESERVES | 1.1

Authorised Reserves of Mid-Western Regional Council

INTERNALLY RESTRICTED RESERVES

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

RESERVE NAME EMPLOYEE LEAVE ENTITLEMENTS RESERVE

Purpose: To ensure that adequate funds are available to finance employee leave entitlements such as long service leave, vesting sick leave, annual leave and redundancies.

Calculation Basis: Transfers to and from the Reserve will be based upon projected end of year liabilities relating to employee leave entitlements. The calculation of such liabilities takes into consideration the anticipated timing of employee leave entitlement payments based on a number of factors, including age demographics of employees.

Target Balance: The target balance will be based upon the age and anticipated payout date for each employee. The following levels of funding will be held to fund various age bands, based on expected employee leave liabilities at financial year end.

AGE BAND	% FUNDING OF GROSS ENTITLEMENT
60+	100%
55-60	60%
50-55	40%
45-50	20%
<45	10%

RESERVE NAME LAND DEVELOPMENT RESERVE

Purpose: To set aside funds for the costs associated with development and sale of land surplus to Council's requirements and development of commercial property portfolio based upon the endorsed Fit For the Future Business Improvement Plan.

Calculation Basis: Transfers to and from the Reserve are based upon expenses related to specific land development endorsed by Council. This includes the purchase of land. Surplus balance may be transferred to unrestricted cash when endorsed by Council.

Target Balance: Funds are only to accumulate based on specific purpose requirements.

RESERVE NAME	ELECTIONS RESERVE
Purpose:	To finance the costs of elections.
Calculation Basis:	Transfers to and from the Reserve are based upon the estimated costs of conducting elections every four years.
Target Balance:	Building up to a maximum of \$250,000 over each four year period and reviewed after each election.
RESERVE NAME	PLANT REPLACEMENT RESERVE
Purpose:	To ensure adequate funds are available to purchase a responsive and modern plant fleet at the optimum replacement point.
Calculation Basis:	Transfers to and from the Reserve are based upon <ul style="list-style-type: none">— Plant operating results— Plant depreciation— Plant purchases as per the approved plant replacement schedule— Profit/loss on sales of plant
Target Balance:	Operating Surplus + Depreciation + Profit on DOA – Purchases. This Reserve must maintain a minimum balance of \$250,000.
RESERVE NAME	ASSET REPLACEMENT RESERVE – GENERAL FUND
Purpose:	To ensure adequate funds are available to replace existing assets to their previous level of service. Assets include infrastructure, office equipment and furniture.
Calculation Basis:	Transfers to and from the Reserve are based upon projects adopted in the IP&R strategies and plans.
Target Balance:	Sufficient to ensure funding of related projects as per IP&R strategies and plans.
RESERVE NAME	CAPITAL PROGRAM RESERVE
Purpose:	To provide funding for capital projects and Council initiatives not specifically identified in other reserves.
Calculation Basis:	Transfers to and from the Reserve are based on the existence of, or proposal for, an annual budget allocation for an identified specific capital project or Council initiative.
Target Balance:	Funds are only to accumulate based on specific purpose requirements.

POLICY: FINANCIAL RESERVES | 1.1

RESERVE NAME LIVESTOCK EXCHANGE RESERVE

- Purpose: To provide funding for the development and enhancement of saleyards assets.
- Calculation Basis: Transfers to and from the Reserve are based upon operating surpluses of the Saleyards Fund, together with identified projects in the Saleyards Asset Management Plan.
- Target Balance: Sufficient to ensure funding of saleyards related projects as per the Management Plan of the saleyards facility.

RESERVE NAME STATE ROADS WARRANTY RESERVE

- Purpose: To provide a quasi self-insurance for State Road works contracts, should cost of contracts exceed agreed Roads and Maritime Services (RMS) contributions or road failures need repair as per RMS contract requirements.
- Calculation Basis: Transfers from the Reserve are only permitted where State Road actuals fail to achieve budgeted results by a significant amount, impacting Council's levels of unrestricted working capital.
- Target Balance: \$400,000 maximum.

RESERVE NAME FUTURE FUND RESERVE

- Purpose: To set aside funds in order to invest in future employment growth opportunities to support alternate economic development to the coal industry within the Mid-Western Region.
- Calculation Basis: Transfers to and from the Reserve are based on the existence of or proposal for an annual budget allocation for future economic development opportunities.
- Target Balance: Sufficient to ensure funding of economic and job growth initiatives as they are raised.

RESERVE NAME MUDGEES BICENTENARY

- Purpose: To set aside funds for Mudgee's Bicentenary Celebration.
- Calculation Basis: Transfers to and from the Reserve are based on approved funding towards events for Mudgee Bicentenary Celebrations.
- Target Balance: No target. Reserve to be closed once Mudgee Bicentenary Celebrations are complete.

EXTERNALLY RESTRICTED RESERVES

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.

RESERVE NAME WATER SUPPLY RESERVE

- Purpose:** To ensure adequate funds are available to replace existing water supply assets to their previous level of service and upgrade assets to meet future needs.
- Calculation Basis:** Transfers to and from the Water Supply Reserve will be in accordance with the adopted 30 year financial plan for the Water Supply Fund.
- Target Balance:** Sufficient to ensure adequate funding of related projects as per the IP&R strategies and plans and Council's 30 year financial plan.

RESERVE NAME SEWER RESERVE

- Purpose:** To ensure adequate funds are available to replace existing sewerage assets to their previous level of service and upgrade assets to meet future needs.
- Calculation Basis:** Transfers to and from the Sewerage Reserve will be in accordance with the adopted 30 year financial plan for the Sewerage Fund.
- Target Balance:** Sufficient to ensure funding of related projects as per the IP&R strategies and plans and Council's 30 year financial plan.

RESERVE NAME WASTE MANAGEMENT RESERVE

- Purpose:** To ensure adequate funds are available to replace existing waste management assets to their previous level of service and upgrade assets to meet future needs.
- Calculation Basis:** Transfers to and from the Waste Management Reserve will be in accordance with the adopted 30 year financial plan for the Waste Management Fund.
- Target Balance:** Sufficient to ensure funding of related projects as per the IP&R strategies and plans and Council's 30 year financial plan.

POLICY: FINANCIAL RESERVES | 1.1

RESERVE NAME COMMUNITY SERVICES RESERVE

Purpose:	To carry out Community Services projects and capture any operating surpluses of specific community service programs.
Calculation Basis:	Funds transferred to and from Reserves will represent any surplus or deficit operating results (excluding surplus grant income), and savings to carry out specific planned capital projects.
Target Balance:	\$100,000 maximum.

RESERVE NAME COMMUNITY TRANSPORT VEHICLE RESERVE

Purpose:	To set aside funds for the purchase and replacement of Community Transports vehicle fleet, including necessary upgrades to make vehicles fit for purpose as required under the Community Transport Funding Agreement.
Calculation Basis:	Funds transferred to and from Reserves will represent any surplus or deficit operating results (excluding specific purpose surplus grant income), and savings to carry out vehicle fleet replacement.
Target Balance:	Sufficient to ensure funds are available to purchase vehicles as required under the Community Transport Funding Agreement.

RESERVE NAME COMMUNITY TENANCY SCHEME

Purpose:	To carry out asset replacement and upgrades of existing properties held under the Community Tenancy Scheme or additional housing under the scheme, in accordance with the associated Deed of Agreement.
Calculation Basis:	Funds transferred to and from the Reserve will represent any surplus or deficit operating results (excluding surplus grant income), and savings to carry out specific planned capital projects.
Target Balance:	Maximum \$300,000.

RESERVE NAME BEQUEST – SIMPKINS PARK

Purpose:	To preserve in trust the funds bequeathed to Council from the Estate of Phyllis Leeton Simpkins until such time as the expiration of the period limited by Perpetuity Act 1984 (estimated date of expiration is 2086).
Calculation Basis:	Funds may only be transferred from the Reserve upon the expiration period (2086), and are restricted to use for further improvements and beautification of Simpkins Park.

Target Balance: No target. Interest on reserve is allocated annually and added to the principal funds. This is preserved until the expiration date.

RESERVE NAME ULAN ROAD STRATEGY RESERVE

Purpose: To carry out Ulan Road Strategy projects and capture any operating surpluses or cash payments towards Ulan Road Strategy works, as designated in the relevant mine and grant funding agreements.

Calculation Basis: Funds transferred to and from Reserves will represent any surplus or deficit annual results (excluding surplus grant income), and Councils designated operating contributions.

Target Balance As required to capture surplus funds at any given time.

RESERVE NAME FAMILY DAY CARE

Purpose: To ensure adequate funds are available to replace existing Family Day Care assets to their previous level of service.

Calculation Basis: Funds transferred to and from Reserves will represent any surplus or deficit annual results (excluding surplus grant income), and Councils designated operating contributions.

Target Balance As required to capture surplus funds at any given time.

RESERVE NAME PUBLIC ROAD CLOSURE COMPENSATION

Purpose: To ensure the compensation received from the disposal of public roads is recorded and expenditure is restricted for use on public roads as required under the Roads Act 1993.

Calculation Basis: All compensation received from the disposal of a public road is to be transferred to the Reserve. Funds transferred from Reserves will represent any approved expenditure for acquiring land for public roads or for carrying out road work on public roads.

Target Balance No target.

9.8 Quarterly Budget Review Statement September 2018

REPORT BY THE ACTING MANAGER FINANCIAL PLANNING
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, FIN300179

RECOMMENDATION

That Council:

1. receive the report by the Acting Manager Financial Planning on the Quarterly Budget Review Statement September 2018;
2. amend the 2018/19 Operational Plan and Delivery Program 2017/21 in accordance with the proposed variations as listed in the Quarterly Budget Review attachment to this report; and
3. note the opinion of the Responsible Accounting Officer regarding the satisfactory financial position of Council, based upon the revised estimates of income and expenditure.

Executive summary

This report, with its incorporated attachment, makes up the September 2018 Quarterly Budget Review Statement of the 2018/19 Operational Plan. Proposed budget variations to the Operational Plan with relevant financial implications are included in the attachment.

Disclosure of Interest

Nil.

Detailed report

The Quarterly Budget Review Statement presents a summary of council's financial position at the end of each quarter. It is the mechanism whereby councillors and the community are informed of council's progress against the operational plan and the last revised budget along with recommended changes and reasons for major variances.

Delivery Program 2017/18 - 2020/21 and Operational Plan 2018/19 Supplementary motion

Supplementary motion 142/18 of the 20 June 2018 Council Meeting was put and carried as follows.

That Council consider the following items in the next Quarterly Budget Review:

- *Installation of lights at Victoria Pak Gulgong be brought forward to 2018/19;*
- *Approve the request for a dedicated parking area for buses and coaches at Red Hill;*
- *Approve the request for the provision of street lighting for "The Greatest Wonder of the World" and "The American Tobacco Warehouse" buildings;*
- *investigate suitable sites for dedicated compliant disabled parking spaces in Rylstone and Kandos included;*
- *support the request to replenish fish stocks in Lake Windamere be considered;*
- *include sewerage in Charbon and Clandulla to be brought forward;*

- *Angus Avenue, Kandos – repairs in the vicinity of the IGA building*
- *Resume the bitumen sealing program in our Shire*

Management have considered these items and provided below is the recommended action.

Item	Recommendation	Comments
<i>Installation of lights at Victoria Pak Gulgong be brought forward to 2018/19</i>	Action completed	The application for Stronger Country Communities Fund Round 2 was successful in gaining funding for this project. At Council's 19 September meeting this project was approved be brought forward to 2018/19
<i>Approve the request for a dedicated parking area for buses and coaches at Red Hill;</i>	It is recommended in this report that \$40,000 be allocated in 2019/2020 to construct the bus parking area.	A separate report has been prepared for this meeting on Red Hill, Bus Access and Parking Options.
<i>Approve the request for the provision of street lighting for "The Greatest Wonder of the World" and "The American Tobacco Warehouse" buildings</i>	It is recommended in this report that \$1,200 be allocated to assist with lighting for these buildings.	Estimated cost to provide 2 spotlights to aluminate shop front signage \$1,200. (Connected to shops electrical circuit not street lighting).
<i>Investigate suitable sites for dedicated compliant disabled parking spaces in Rylstone and Kandos included</i>	Include in consideration of 2019/20 budget.	2018/19 will involve identifying suitable sites and developing a cost estimate.
<i>Support the request to replenish fish stocks in Lake Windamere be considered</i>	Council will pursue grant funding opportunities and also advise the fishing club about community grants program	Investigation found no grants available at this time of the year. There may be opportunities around April/May.
<i>Include sewerage in Charbon and Clandulla to be brought forward</i>	Action completed for Charbon. The Clandulla requires additional grant funding not anticipated until at least 2020.	Funding of \$1,310,000 towards the Charbon Sewer reticulation was accepted at the 17 July 2018 Council meeting. The budget run across the 2018/19 and 2019/20 financial years.
<i>Angus Avenue, Kandos – repairs in the vicinity of the IGA building</i>	It is recommended in this report to allocate \$135,000 in 2019/20	This project will rehabilitate in front of IGA including Angus / McDonald St Intersection
<i>Resume the bitumen sealing program in our Shire</i>	Recommend strategy is to maintain and renew the existing sealed network rather than expand the network through seal extension.	A review will be undertaken of priority reseals for consideration in the 2019/20 program of works.

Community Plan implications

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

Strategic implications

Council Strategies

The recommendation if approved will amend the 2018/19 Operational Plan. In accordance with the Delivery Program 2017/21 a comprehensive Quarterly Budget Review reporting is required to be completed within two months of period end.

Council Policies

Not applicable

Legislation

Clause 203 of the Local Government (General) Regulation 2005 requires that:

(1) Not later than 2 months after the end of each quarter (except the June quarter), the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council's revenue policy included in the operational plan for the relevant year, a revised estimate of the income and expenditure for that year.

(2) A budget review statement must include or be accompanied by: (a) a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure, and (b) if that position is unsatisfactory, recommendations for remedial action.

(3) A budget statement must also include any information required by the Code to be included in such a statement.

Financial implications

Approval of all the proposed budget variations to the Operational Plan in this report will have the following impact on Council's projected cash balances:

Funding Source	Movement
2018/19	\$5,733,646
Asset Replacement Reserve	-\$9,210
Land Development Reserve	\$2,960,000
Public Road Closure Reserve	\$860,000
S94	-\$120,000
Saleyards Reserves	-\$20,000
Saleyards Unrestricted Cash	\$17,354
Sewer Unrestricted Cash	-\$119,490
Ulan Road Reserve	\$421,781
Unrestricted Cash	-\$254,150
Unspent Grants	-\$62,615
VPA	\$2,106,669
Waste Unrestricted Cash	-\$2,600
Water Unrestricted Cash	-\$44,093

2019/20	-\$49,849
Unrestricted Cash	-\$225,892
VPA	\$176,043
2020/21	-\$1,067,146
Unrestricted Cash	-\$102,867
VPA	-\$964,279
2021/22	-\$399,814
Unrestricted Cash	-\$104,351
VPA	-\$295,463

The impact of the proposed variations for each year is shown on page 25-27 of the attachment. The main drivers for change is deferral of large grant funded road upgrade projects.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2018/19	✓	✓	✗
Future Years	✗	✗	✓

Certification

The following statement is made in accordance with Clause 203(2) of the Local Government (General) Regulation 2005:

It is my opinion that the March Quarterly Budget Review Statement for Mid-Western Regional Council indicates that Council's projected financial position as at 30 June 2019 will be satisfactory, having regard to the projected estimates of income and expenditure for the 2018/19 financial year.

Associated Risks

Not applicable.

TRISH ELSEGOOD
 ACTING MANAGER FINANCIAL PLANNING

NEIL BUNGATE
 ACTING CHIEF FINANCIAL OFFICER

30 October 2018

Attachments: 1. September 2018 Quarterly Budget Review Attachment. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
 GENERAL MANAGER

9.9 Appointment of Delegation as Native Title Manager

REPORT BY THE DIRECTOR COMMUNITY
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, A0170049

RECOMMENDATION

That Council:

1. **receive the report by the Director Community on the Appointment of Delegation as Native Title Manager;**
2. **delegate to Diane Sawyers and Ian Clayton the functions and responsibilities of Native Title Manager for the purposes of Part 8 of the Crown Land Management Act 2016; and**
3. **inform the Minister for Lands and Forestry of this approved delegation.**

Executive summary

The report recommends that Council delegate functions of the Crown Land Management Act to two appropriately trained staff members, in order to properly exercise its functions under the Crown Land Management Act 2016. Under the relevant legislation, this delegation must come directly from Council and cannot be sub-delegated by the General Manager.

Disclosure of Interest

Nil

Detailed report

Changes to the Crown Land Management Act 2016 require Council to appoint Native title managers to support the management of crown land under Council's control. These Native title managers must have undertaken the relevant and appropriate training in order to be accepted. Two staff members, Diane Sawyers and Ian Clayton, have recently completed this training and have received confirmation that they are qualified.

As stated in the attached Council Crown Land Management Newsletter dated 26 October 2018, under the Local Government Act 1993 this is a non-delegable function meaning a Council resolution is required for such purposes. As such this formal resolution is provided to Council.

Council where the Crown land manager of reserves must obtain the Native Title Manager's advice as to whether proposed dealings on the reserves will comply (or otherwise) with any applicable provision of the native title legislation. Proposed dealings include the grant of leases, licences, permits and easement and proposed plans of management. Additionally the Native Title Manager's advice must also be obtained for all proposed physical acts on the reserves. Further background information is provided in attachment 4.

It is recommend that Council adopt the recommendations contained in this report so that proposed dealings and acts on Crown Land can proceed effectively and efficiently and in compliance with the Native Title Act (Cth) 1993.

Community Plan implications

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

Strategic implications

Council Strategies and Policies

Not Applicable

Legislation

Crown Land Management Act 2016

Local Government Act 1993

Native Title Act (Cth) 1993

Financial implications

Not applicable

Associated Risks

This appointment of delegation is considered important in order to effectively and efficiently manage Crown Land under Council's responsibility.

SIMON JONES
DIRECTOR COMMUNITY

9 November 2018

- Attachments:*
1. Letter: Crown Land Management Act 2016 - Confirmation of qualified person - native title manager - DSawyer.
 2. Letter: Crown Land Management Act 2016 - Confirmation of qualified person - native title manager - Ian Clayton.
 3. Council Crown Land Management Newsletter 26 October 2018.
 4. NSW Department of Industry Native Title Manager FAQ.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Lands and Water Division
PO Box 2185 Dangar NSW 2309
Tel: 1300 886 235
www.crownland.nsw.gov.au

DOC18/001993

9 July 2018

Diane Sawyers
Mid-Western Regional Council
Diane.Sawyers@midwestern.nsw.gov.au

Dear Ms Sawyers

Crown Land Management Act 2016 - Confirmation of qualified person - native title manager

This letter provides confirmation that Diane Sawyers, having completed the approved training as detailed below, is qualified to act as a native title manager for the purposes of Part 8 of the *Crown Land Management Act 2016* which commenced on 1 July 2018.

Introductory Native Title Training delivered by the NSW Crown Solicitor's Office, Dubbo 21 November 2017.

For further information please contact the NSW Department of Industry—Lands & Water via email: legislation@crownland.nsw.gov.au or phone: 1300 886 235.

Yours sincerely

A handwritten signature in black ink, appearing to read 'David Clarke'.

David Clarke
Group Director Governance and Strategy
Department of Industry – Lands and Water



Lands and Water Division
PO Box 2185 Dangar NSW 2309
Tel: 1300 886 235
www.crownland.nsw.gov.au

DOC18/001993

9 July 2018

Ian Clayton
Mid-Western Regional Council
ian.clayton@midwestern.nsw.gov.au

Dear Mr Clayton

Crown Land Management Act 2016 - Confirmation of qualified person - native title manager

This letter provides confirmation that Ian Clayton, having completed the approved training as detailed below, is qualified to act as a native title manager for the purposes of Part 8 of the *Crown Land Management Act 2016* which commenced on 1 July 2018.

Introductory Native Title Training delivered by the NSW Crown Solicitor's Office, Dubbo 21 November 2017.

For further information please contact the NSW Department of Industry—Lands & Water via email: legislation@crownland.nsw.gov.au or phone: 1300 886 235.

Yours sincerely

A handwritten signature in black ink, appearing to read 'David Clarke'.

David Clarke
Group Director Governance and Strategy
Department of Industry – Lands and Water



Council Crown Land Management Newsletter

26 October 2018

Important information about Native title manager notice to Minister for Lands and Forestry

Section 8.8 of the Crown Land Management (CLM) Act 2016 requires each council to give notice to the Minister Lands and Forestry of the name and contact details of any person the council has engaged or employed as a native title manager. The notice must be given as soon as practicable after 30 June (but not later than 31 October) of each year.

Such notices should be straightforward, addressing only the items required under the legislation (ie: the name and contact details of any person the council has engaged or employed as a native title manager). If no native title manager has been engaged by the council, the notification should indicate this.

Councils are reminded that section 377(1)(s) of the Local Government Act 1993 states that the making of an application, or the giving of a notice, to the Governor or Minister is a non-delegable function meaning a resolution of council is required for such purposes.

It is expected that some councils may miss the 31 October deadline. If your council finds itself in this position, please provide the notification to DOI as soon as possible.

Notices should be sent to council.clm@crowland.nsw.gov.au.

Plan of management training webcast now live

A condensed webcast version of the face to face training sessions for council staff delivered by OLG and Department of Industry – Land and Water in August and September 2018 is now available to download from the [OLG Crown Land Resources webpage](#).

The purpose of the training is to inform council staff of the requirements for developing compliant Plans of Management for Crown Reserves. However, the training also emphasises the importance of preparing for the POM process as early as possible, especially by ensuring that councils understand how the initial categorisation process acts as a critical gateway step to developing a POM.

This webcast provides an opportunity for those who missed the face to face sessions to understand the key information provided, but also allows staff who did attend the sessions to revisit the information.

The webcast is divided into two parts which can be viewed or downloaded separately:

1. Recap of transition arrangements (including the classification and initial categorisation process).
2. The PoM development and adoption process.

Where to go for further information

For further information about the impending legislation, including the abovementioned support materials and details of upcoming training and events visit the OLG Crown Land webpage www.olg.nsw.gov.au/crownland.

General enquiries about OLG's Crown Land support project should be directed to 1300 117 784 or by email to councilcrownland@olg.nsw.gov.au.

Further information on the CLM Act generally, including Native title issues and the Land Negotiation Program can be found on the Department of Industry – Lands & Water [website](#).



Native title managers Frequently asked questions

Native title managers for the purposes of the *Crown Land Management Act 2016*

A comprehensive review of Crown land management recommended that council and category 1 Crown land managers be enabled to manage Crown land with less oversight from the Minister for Lands and Forestry (the Minister) and the NSW Department of Industry—Lands & Water (the department).

The *Crown Land Management Act 2016* (CLM Act) delivers on this recommendation by authorising council and category 1 Crown land managers to manage certain land that is dedicated or reserved as Crown land under a streamlined model that reduces red-tape and departmental oversight.

The review also recognised that the Commonwealth native title legislation needed to be considered in implementing the review recommendations.

The CLM Act includes specific provisions to facilitate compliance with the *Native Title Act 1993* (Cth) (NT Act). Native title refers to the rights and interests in relation to land and waters held continuously by Aboriginal people under their traditional laws and customs, recognised by Australian law.

It is important that Crown land managers understand their responsibilities and obligations under native title legislation when exercising Crown land management functions.

Compliance with native title legislation also means that registered native title claimants and native title holders are afforded their procedural rights under native title legislation.

Who is responsible for native title?

All managers of Crown reserves—including councils—are responsible for complying with the NT Act.

What are the new requirements?

The CLM Act provides for councils and category 1 Crown land managers to deal with Crown land without the oversight of the Minister or the department. This makes it essential that these groups clearly understand and comply with their native title obligations.

The CLM Act contains provisions to facilitate compliance by council and category 1 Crown land managers with the NT Act. Part 8 of the CLM Act provides that council and category 1 Crown land managers must engage a qualified native title manager to oversee and approve dealings that may affect native title to ensure they are valid under native title legislation.

What is the role of a native title manager?

The advice and oversight of native title managers will be required for certain land management dealings including the issuing of leases, licences and permits and the approval or submission for approval of plans of management that authorise or permit certain dealings that may affect native title.

Written native title manager advice is required for these kinds of dealings for Crown land that is managed by a council manager or category 1 non-council manager, or vested in a council under Division 4.2 of the CLM Act, unless the land is excluded land.

Native title managers are not required to establish whether native title rights and interests have been extinguished in relation to Crown land.



Native title managers Frequently asked questions

What is excluded land?

Part 8 of the CLM Act provides that native title manager advice is not required for dealings in relation to *excluded land*. Excluded land generally covers land for which there is sufficient evidence to show that native title does not exist or has been wholly extinguished, or for which a 'clearance' has been given for an act to be validly carried out in relation to native title.

Excluded land is defined in the CLM Act and includes:

- land where all native title rights and interests in relation to the land have been compulsorily acquired
- land subject to an approved determination* of native title (as defined in the NT Act) that has determined that:
 - all native title rights and interests in relation to the land have been extinguished, or
 - there are no native title rights and interests in relation to the land
- land where all native title rights and interests in relation to the land have been surrendered under a registered Indigenous land use agreement (as defined in the NT Act)
- an area of land to which section 24FA protection under the NT Act applies
- land for which a native title certificate is in effect.

*an approved determination of native title can only be made by the Federal Court, High Court or a recognised body.

Unless land is excluded land for the purposes of the CLM Act, it must be assumed that native title exists.

Who can act as a native title manager?

Only persons who maintain qualifications or have completed training approved by the minister can provide advice as a native title manager, as required by Part 8 of the CLM Act.

Qualified native title managers can refer to other sources of information in generating their own advice as to whether dealings are valid under native title legislation.

Who is responsible for native title liabilities for acts over Crown land?

Under the CLM Act, councils and category 1 Crown land managers will be liable for any acts they carry out on Crown land that may affect native title.

Councils and category 1 Crown land managers will not be liable for any acts that preceded their management or ownership of land affected by native title. This liability will remain with the State.

More information

- Email: legislation@crowland.nsw.gov.au
- Web: industry.nsw.gov.au/lands
- Phone: 1300 886 235

© State of New South Wales through the NSW Department of Industry 2018. You may copy, distribute and otherwise freely deal with this publication for any purpose, provided that you attribute the NSW Department of Industry as the owner. The content of this publication does not constitute legal advice. You should seek legal or other professional advice before acting or relying on any of the content. The information contained in this publication is based on knowledge and understanding at the time of writing (June 2018). However, because of advances in knowledge, users are reminded of the need to ensure that information upon which they rely is up to date and to check currency of the information with the appropriate officer of the Department of Industry or the user's independent adviser.

Item 10: Operations

10.1 Stage 2 Ulan Wollar Road Realignment

REPORT BY THE MANAGER WORKS
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, R4022001

RECOMMENDATION

That Council:

1. **receive the report by the Manager Works on the Stage 2 Ulan Wollar Road Realignment;**
2. **accept funding of \$2,357,51.73 from Peabody Energy for the construction of Stage 2 of the Ulan Wollar Realignment Project;**
3. **amend the 2018/19 Operational Plan to include a budget of \$2,357,51.73 for Stage 2 of the Ulan Wollar Realignment Project funded by Peabody Energy Contribution; and**
4. **authorise the General Manager to negotiate final terms and sign all necessary contractual documentation to formally accept the funds from Peabody Energy.**

Executive summary

Peabody Energy received State Government approval in April 2017 for the Wilpinjong Expansion Project. This also included approval to undertake a relocation of the Ulan Wollar Road to facilitate the mine expansion.

Peabody Energy propose to engage Council to undertake construction of the second stage of works, a 1.9km road upgrade of the Ulan Wollar Road. Council have provided a cost estimate for the works of \$2,357,51.73 that has been accepted by Peabody Energy.

It is recommended that Council accept the funding and undertake the works.

Disclosure of Interest

Nil

Detailed report

In April 2017, Peabody Energy received approvals from the State Government for their Wilpinjong Expansion Project. The Project approvals included an approval to undertake relocation of public infrastructure including the Ulan Wollar Road to facilitate the mine expansion.

In October 2017 Peabody Energy engaged Council to undertake a detailed design for the extent of the realignment project which includes 8km of road realignment and 1.9km of upgrade on the existing road alignment. The project is divided into 3 stages and Peabody Energy intend to engage Council to undertake the project construction works. Council resolved to undertake Stage 1 of the works during the meeting of 19th September 2018.

Council staff have provided Peabody Energy with a cost and program schedule for Stage 2 of the works. The cost of the works is estimated at \$2,357,51.73 which will be completed in a 6 month construction period from engagement. This construction project will likely traverse both 2018/19 and 2019/20 financial years depending on the date of commencement. It is proposed to reallocate the required budget between financial years once a start date is determined.

Council will enter into a contractual agreement with Peabody Energy for the project.

Community Plan implications

Theme	Connecting Our Region
Goal	High quality road network that is safe and efficient
Strategy	Provide a roads network that balances asset conditions with available resources and community needs

Strategic implications

Council Strategies

This project will contribute to the improvement and upgrade of Council assets

Council Policies

This project is considered as private works, however the conditions within the Private Works Policy are not suitable for the size and nature of this project. It is proposed to enter into a contractual arrangement that specify project specific conditions including payment terms that are acceptable to both parties.

Legislation

Not applicable

Financial implications

It is expected that the future maintenance costs will be comparable with existing maintenance estimates and therefore no change to the Operating Performance Ratio. The Own Source Revenue Ratio will decrease due to the significant external funding and the Building and Infrastructure Renewal will increase due to the renewal of the asset. It is assumed that the project will traverse the 2018/19 and 2019/20 financial years.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2018/19	-	✘	✔
Future Years	-	✘	✔

Associated Risks

Staff will manage the construction project risks such as program and cost.

SALLY MULLINGER
MANAGER WORKS

GARRY HEMSWORTH
DIRECTOR OPERATIONS

2 November 2018

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

10.2 Red Hill, Bus Access and Parking Options

REPORT BY THE MANAGER WORKS
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, R2049003

RECOMMENDATION

That Council:

1. **receive the report by the Manager Works on the Red Hill, Bus Access and Parking Options;**
2. **direct buses and coaches to access Red Hill from the northern part of White Street; and**
3. **refer the matter to the Local Traffic Committee for consideration of the appropriate signage to prohibit buses and coaches accessing White Street from Herbert Street.**

Executive summary

Council requested staff to investigate options for access and parking for tourist buses and coaches at Red Hill reserve off White Street, Gulgong.

It is recommended that all larger vehicles such as buses and coaches access Red Hill Reserve from the northern end of White Street due to the more suitable vehicular access. Here large vehicles can safely access and no additional roadworks are required. Access from the southern end of White Street, from Herbert Street, is not recommended due to the severe uphill grade of White Street and the significant cost of reconstructing the intersection to accommodate turning large vehicles. It is recommended that large vehicles are prohibited from using this access and the matter is referred to the Local Traffic Committee to determine the appropriate signage.

It is recommended formalising a turnaround circuit to assist large vehicles to navigate turning around at the reserve. This includes utilising the existing roadway through the old Council Depot site opposite the reserve and using Collins Lane to access back onto White Street. This also relates to recommendation in the September Quarterly Budget Review to construct a bus parking area within the old Council Depot.

Disclosure of Interest

Nil

Detailed report

Council requested staff investigate the options for access and parking for tourist buses at the Red Hill reserve located off White Street, Gulgong.

Access

Red Hill Reserve, including the Red Hill Environmental and Education Centre is located off the southern end of White Street. White street primarily runs in a north south direction and due to the grid layout of the streets in Gulgong can be accessed from a number of streets including Herbert Street at the southern end and Robinson, Mayne, Queen, Bayly, Belmore, Lynn and Station Street to the north.

Access from Herbert Street is not recommended. White Street is very steep at the intersection with Herbert Street making it difficult for larger vehicles such as buses to negotiate both a left and a right turn from Herbert Street onto White Street. This was demonstrated when a bus got stuck making a turning manoeuvre. Herbert Street is cambered, so the road falls from the centreline to the road edge. White Street is a steep hill climbing away from Herbert Street. The change in grade at this intersection results in a sharp dip at the intersection which acts as the stormwater drainage path. While this can be negotiated by smaller vehicles, buses and other vehicles with a long wheel base risk bottoming out.

The solution reduce the size of the dip by installing a pipe culvert under the intersection, however this would compromise the geometry of Herbert Street as it would introduce a hump for southbound travelling vehicles. A full survey and detailed design would be required to remodel the vertical geometry to ensure Herbert Street conforms to standards. It would affect the kerb and gutter on the eastern side of Herbert Street which would likely need to be reconstructed to match the new design levels. The culvert levels would also need to be carefully considered to ensure the stormwater drainage works correctly.

Although it is difficult to provide cost for the works without a design or detailed scope it is estimated that the works will be in the region of \$60,000 to \$80,000. This solution is not considered cost effective and compromises the geometry and ride quality of Herbert Street.

Red Hill Reserve can easily be accessed from the northern end of White Street from a number of Gulgong Streets. White Street is significantly wider here making it easier to perform a turning manoeuvre and as the grade does not pose an obstacle for a larger vehicle.

It is recommended that large vehicles access from the northern end of White Street and are prohibited from accessing via Herbert Street. It is recommended that the matter is referred to the Local Traffic Committee to consider appropriate signage.

Large vehicles accessing from the north along White Street will be able to negotiate the intersection easily onto Tom Sanders Avenue leading to the car park for the Red Hill Environment and Education Centre and the Red Hill tourist attraction.

It is proposed to formalise a turnaround circuit for large vehicles through the old Gulgong Council Depot which is located opposite the reserve. This allows access onto Collins Lane and back onto White Street. There is already an existing roadway through the old Council Depot.

Parking

It is recommended in September Quarterly Budget Review to construct a sealed parking area in the old Council Depot as attached sketch. This will be accessed from the roadway in the old Council Depot and will be approximately 25m wide so will accommodate 5 buses parked side by side. There is already a sound hard standing in place from its land use as a depot and only 1 small tree will need removal to facilitate the construction. Visitors will still need to walk across White Street to access the reserve, however this is considered low risk due to the very low traffic volumes using this road. This option has been costed at \$40,000 including the cost of upgrading the roadway.

Community Plan implications

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

Strategic implications

Council Strategies

The recommendations in this report will ensure safe access for buses and coaches to the Red Hill Reserve tourist attraction.

Council Policies

Not Applicable

Legislation

Not Applicable

Financial implications

It has been recommended in the September Quarterly Budget Review report that \$40,000 be allocated in financial year 2019/2020 to construct the bus parking area.

Associated Risks

No specific risks have been identified concerning the recommendations in this report.

SALLY MULLINGER
MANAGER WORKS

GARRY HEMSWORTH
DIRECTOR OPERATIONS

2 November 2018

Attachments: 1. Red Hill Reserve - Bus access and parking.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Map Scale: 1:1,500

<p>Disclaimer This map has been created for the purpose of showing basic locality information over Mid-Western Regional Council. Property boundary line network data is supplied by Department of Lands.</p> <p>This map is a representation of the information currently held by Mid-Western Regional Council. While every effort has been made to ensure the accuracy of the product, Council accepts no responsibility for any errors or omissions.</p>	<p>Legend</p> <table border="0"> <tr> <td></td> <td>Parcel</td> <td></td> <td>Parish</td> <td></td> <td>Road</td> </tr> <tr> <td></td> <td>Crown Land</td> <td></td> <td>Localities</td> <td></td> <td>State Forest</td> </tr> <tr> <td></td> <td>Railway</td> <td></td> <td>LGA Boundary</td> <td></td> <td>Waterway</td> </tr> </table> <p style="text-align: right;">NORTH</p>		Parcel		Parish		Road		Crown Land		Localities		State Forest		Railway		LGA Boundary		Waterway	<p>Printed on Tuesday, 6 November 2018</p>
	Parcel		Parish		Road															
	Crown Land		Localities		State Forest															
	Railway		LGA Boundary		Waterway															

Item 11: Community

11.1 Family Day Care Policy

REPORT BY THE MANAGER, COMMUNITY SERVICES
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, A0060070; COS300291

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Community Services on the Family Day Care Policy; and**
 2. **adopt the revisions to the Family Day Care Policy.**
-

Executive summary

The Mid-Western Regional Council Family Day Care Policy was last reviewed in May 2015. A review and update is now required due to changes in legislation, systems and guidelines, primarily (but not limited to):

- Education and Care Services National Regulations 2011 – amended October 2017;
- National Quality Standards – amended February 2018;
- Privacy Act 1988 (Cth) – amended February 2018;
- Child Protection (Working with Children) Act 2012 (NSW) – amended June 2018; and
- Federal Government Child Care Package – introduced July 2018.

Disclosure of Interest

Nil.

Detailed report

Out of the 65 topics covered by the Family Day Care Policy, 28 were updated as follows:

1. Assessment of Family Day Care residences or approved venues (reviewed various conditions and definition changes) - Venue care has been added as per changes to Regulations 116-117, as well as minor changes in wording to section Notice of Changes as per Regulation.
2. Assist educator (reviewed employment requirements and obligations) - There are now stricter times that an assist educator can work and what duties they are allowed to perform.
3. Child protection (reviewed Working With Children and National Police Checks requirements) - National Police Checks for staff and educators are required under the new

Child Care Subsidy regulations. This is to ensure that educators are fit and proper persons and can then be linked to the scheme via reporting software. There are also changes to how long a person may reside with an educator before needing a current working with children check to ensure the safety and wellbeing of the families and children who attend the service.

4. Children in care (reviewed restrictions on grandparents/relations caring for children) - There have been changes to the *New Tax System (Family Assistance) Act 1999* (the Family Assistance Act), the *A New Tax System (Family Assistance) (Administration) Act 1999* (the Family Assistance Administration Act) and the *Family Assistance Legislation Amendment (Jobs for Families Child Care Package) Act 2017* (the Jobs for Families Act) which now outlines new requirements around educators caring for family members.
5. Complaints and feedback (reviewed processes) - Updated due to reflections of current practices.
6. Curriculum development (reviewed processes, including making reference to digital applications that educators document their programs and observations on) - Changes required to ensure Service policies stay current with educators who may choose to document a child learning electronically rather than in paper format.
7. Deregistration of educators (reviewed processes) - Updated due to reflections on current practices.
8. Educator household members (reviewed conditions and definitions) - Minor change to notice of new persons at residence – to reflect changes in the Regulations.
9. Educator record keeping (reviewed processes) - There have been changes to the *New Tax System (Family Assistance) Act 1999* (the Family Assistance Act), the *A New Tax System (Family Assistance) (Administration) Act 1999* (the Family Assistance Administration Act) and the *Family Assistance Legislation Amendment (Jobs for Families Child Care Package) Act 2017* (the Jobs for Families Act) which have required update of processes and terminology.
10. Educator selection and registration (reviewed processes) - Prospective educators to now have a qualification rather than be simply working towards it.
11. Educator leave and registration (reviewed processes) - Minor changes to wording under Resignation so that families can secure new care arrangements for their child and not miss out on a place.
12. Ethical Conduct - Code of Conduct removed due to the similarities to the Early Childhood Code of Ethics and the Registration Agreement educators sign each year during their annual reviews. The Code of Ethics changed due to Early Childhood Australia making changes in 2016
13. Fees and charges (reviewed, including new information regarding subsidy and procedures) - There have been changes to the *New Tax System (Family Assistance) Act 1999* (the Family Assistance Act), the *A New Tax System (Family Assistance) (Administration) Act 1999* (the Family Assistance Administration Act) and the *Family Assistance Legislation Amendment (Jobs for Families Child Care Package) Act 2017* (the Jobs for Families Act) therefore resulting in changes to process and terminology.
14. Incident accident and injury (reviewed definitions) - Changes to the regulations around the definition of a serious incident and the Scheme's reporting requirements.

15. Infectious diseases (reviewed immunisation information) - Minor changes due to the amended immunisation legislation – ‘no jab, no pay’.
16. Information and communication technology (reviewed processes) - Minor change regarding educators’ personal use – bold text and the term ‘(including Social Media)’ added.
17. Media and publicity (revised definitions and procedures) – Updated wording is more specific as to what images can be used and to ensure necessary permissions are obtained prior to use.
18. Medical conditions and medication administration (updated information and procedures) Minor changes due to amended legislation wording emphasising the parents’ responsibilities to ensure educators have a current medical plan.
19. National Quality Standards - Minor changes due to amended legislation wording.
20. Non-compliance (reviewed processes) - Updated due to reflections of current practices.
21. Nutrition and Activity - Reviewed in line with the Australian Government’s 24-Hour Movement Guidelines for the Early Years (0-5 years).
22. Pets and animals - Reviewed definitions to ensure Educators are clear on what is allowed and what is not allowed in regards to animals interacting with children.
23. Priority of Access - Reviewed policy as a result of new Child Care Package). Deleted policy due to the changes in legislation - *Family Assistance Legislation Amendment (Jobs for Families Child Care Package) Act 2017* (the Jobs for Families Act).
24. Privacy and confidentiality - Reviewed to reflect updates to privacy legislation.
25. Providing Child Safe Environment - Reviewed definitions and procedures.
26. Safe sleeping and rest - Minor changes due to amended legislation wording.
27. Social media - Minor change to wording to ensure educators are clear on usage, parent permission etc.
28. Staffing (reviewed to reflect Regulations) - Minor changes due to amended wording.

The updated policy is attached to this report and areas of change have been highlighted.

Community Plan implications

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

Strategic implications

Council Strategies

Not Applicable.

Council Policies

Not Applicable.

Legislation

Amendments have been made recently to:

- Education and Care Services National Regulations 2011 – amended October 2017;
- National Quality Standards – amended February 2018;
- Privacy Act 1988 (Cth) – amended February 2018; and
- Child Protection (Working with Children) Act 2012 (NSW) – amended June 2018.

The review of the Family Day Care Policy reflects those amendments as well as the introduction of the new Federal Government Child Care Package.

Financial implications

Not Applicable.

Associated Risks

The Family Day Care Policy is a lengthy and broad one and is intended to reduce Council's risks in relation to the services being provided under the Family Day Care Scheme.

FIONA TURNER
MANAGER, COMMUNITY SERVICES

SIMON JONES
DIRECTOR COMMUNITY

3 October 2018

Attachments: 1. Revised Family Day Care Policy - November 2018. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

11.2 Expression of Interest for the Coordination of the Gulgong Gold Experience

REPORT BY THE MANAGER, CUSTOMER SERVICES
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, FIN300096

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Customer Services on the Expression of Interest for the Coordination of the Gulgong Gold Experience;**
2. **note the withdrawal of the expression of interest received from the Gulgong Chamber of Commerce for the coordination of the Gulgong Gold Experience commencing on 1 January, 2019;**
3. **endorse the Expression of Interest received from Manor Enterprises Pty Ltd for the coordination of the Gulgong Gold Experience commencing on 1 January, 2019; and**
4. **authorise the General Manager to sign the Memorandum of Understanding with Manor Enterprises Pty Ltd for the coordination of the Gulgong Gold Experience.**

Executive summary

This report seeks to provide information to Council on the Expression of Interest received for the coordination of the Gulgong Gold Experience (GGE) and for the endorsement from Council.

Disclosure of Interest

Nil

Detailed report

Currently the coordination of the GGE is the responsibility of the Gulgong Holtermann Museum and this agreement is due to expire on 31 December, 2018.

At 17 October Council meeting, Council endorsed the Gulgong Chamber of Commerce to take over the coordination of the Gulgong Gold Experience. Since this time the Gulgong Chamber of Commerce have withdrawn their expression of interest and a new expression of interest to coordinate the Gulgong Gold Experience has been received from Manor Enterprises Pty Ltd.

On review of this expression of interest by Council staff this successfully meets all criteria and as such staff request Council endorse this proposal which would commence on 1 January, 2019.

We support this expression of interest from Manor Enterprises Pty Ltd as the managing director Joy Harrison has been a long serving member of the Gulgong Chamber of Commerce for over 30 years. Combined with her background in tourism we are confident that she will continue to progress this facility in coordination with Council and the Red Hill Committee.

Community Plan implications

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

Strategic implications

Council Strategies

Community Strategic Plan

Council Policies

Not Applicable.

Legislation

Not Applicable.

Financial implications

Not Applicable.

Associated Risks

There are few risks with accepting this expression of interest for the Gulgong Gold Experience. The facility has been run well by the Gulgong Holtermann Museum and the expression of interest from Joy Harrison represents a continuation of the approach taken so far.

RICHARD CUSHWAY
MANAGER, CUSTOMER SERVICES

SIMON JONES
DIRECTOR COMMUNITY

5 November 2018

Attachments:

1. Expression of Interest for the Gulgong Gold Experience from Manor Enterprises Pty. Ltd.
2. Draft Memorandum of Understanding between MWRC and Manor Enterprises Pty Ltd for the Gulgong Gold Experience.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Manor Enterprises
Pty Ltd

2 Canadian Street, Gulgong NSW 2852
PO Box 487 Gulgong NSW 2852
02 6374 2800 M: 0418541998
ABN: 32 002617807

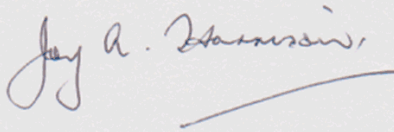
2nd November 2018

Hi Richard

Attached please find my Expression of Interest for the Gulgong Gold Experience as promised.

If you need anything further please don't hesitate to contact me.

Best regards



Joy Harrison

Managing Director

EXPRESSION OF INTEREST FOR THE COORDINATION OF THE GULGONG GOLD EXPERIENCE

By Joy Harrison of Manor Enterprises Pty Ltd ABN 32 002 617 807

Addressing the Criteria

Ability to meet the requirements of the Memorandum of Understanding (any suggested changes should be highlighted)

- I believe I am able to meet the requirements of the Memorandum of Understanding but would like to request one change.
2.2.5 Currently the coordinator is working 2 hours per day and receiving from Council \$5,000 per year. I would be working full time having the venue open 5 hours per day 7 days per week during the holiday and 5 hours per day 5 days per week normally. I would like to ask Council to increase the remuneration to at least \$15,000 per year.

Experience of the organization, including relationship to and knowledge of the Gulgong Region

- I am fourth generation in Gulgong and although was educated and worked in Sydney all of my life I have a passion for Gulgong, its people and history and have returned to Gulgong at every opportunity. For the past four years I have been living fulltime in Gulgong. I have been a member of Gulgong Chamber of Commerce for the past thirty years attending meetings whenever possible. Since moving to Gulgong to live I have been on the Executive of the Chamber of Commerce.

Plan for the coordination of the facility including the use of any volunteers

- My plan for the facility is quite different from just being a mine shaft experience. I envisage all visitors being greeted at the cottage where souvenirs and local produce would be on display. Each visitor would be given an information brochure on the history of Gulgong and the gold rush of 1870 and the reopening of the mine shaft in particular. The cottage would also become a 'tea room' where light refreshments with a country twist would be served. Things such as Devonshire teas, Cocky's Joy (which is damper served with golden syrup) assorted cakes and sandwiches plus a variety of teas and coffee and cold drinks would be available. There would also be old fashioned lollies in large jars dished out with scoops for the children.

I believe the whole area should be named something like "Hill of Gold" incorporating the Gold Experience, the gold panning, the cottage and BBQ areas.

Volunteers will still be used in the cottage and the mine where needed.

I have spoken to Cara George CEO of MRTI and she is very interested in putting the Gulgong Visitor Centre in the Cottage when the current contract is finished which is June 2019. This would be a perfect time to reopen the venue as a whole (it would remain open as it is at the moment while the enhancements are being made) giving us time to have the cottage facelift. I would also envisage seeking funding for new paths, new toilet facilities an outdoor dining area and two more BBQ's when the grants become available. Making the venue a full family oriented experience.

Since I submitted my first Expression of Interest I have done further research on Red Hill and its past. I have found there was a bark roofed wooden Hotel on the Hill named the Red Hill Hotel owned at one stage by Thomas Saunders who first found gold there (the relics of the hotel footings are still there). There was also a bark goal. I am hoping I might be lucky enough in the near future to get a tourism grant to replicate these two building making the Gulgong Hill of Gold a "must see" tourist destination for our region.

I would look at increasing the revenue firstly by being open five hours a day instead of two increasing the entry to the mine in the first year from \$5 to \$7 for adults and \$5 for children and pensioners and \$20 for families, by putting a marketing campaign in place marketing it towards groups such as Provis, Rotary etc., weekend getaways from areas such as the Hunter Valley and Blue Mountains and making the area family oriented. With the Tourist Information Centre it would be the first point of call for tourists visiting the town this too would increase numbers. With these initiatives in place I would envisage the venue would be self-funding in a very short period of time.

Relevant information in relation to organization operations. Including Workplace Health and Safety.

I am very familiar with Workplace Health and Safety procedures having owned businesses. I would endeavor to make the venue as healthy and safe as possible for volunteers, staff and guests.

Certificate of Currency of Public Liability Insurance of at least \$20 Million with Mid-Western Regional Council listed as an interested party.

We are currently getting quotes for \$20million public liability and will have the insurance well in place by 1st January 2019 with the Council as an interested party. I will give the Insurance policy to the Council as soon as we receive it.

Relevant experience of the proposed Coordinator including tourism and promotions experience

I have had vast experience in Marketing/Promotions/PR. I have owned Manor Enterprises Pty Ltd for the past 35 years. Under the Manor Enterprises banner there was a Marketing and PR business and a Publishing business. In 2015 I sold the Marketing business to move fulltime to Gulgong.

With regards to tourism experience, I had been for some years on The Sydney Australia Day Celebrations and organized the Governor's Ball with some 500 attendees each year at Old Government

House in Parramatta. I have owned a restaurant in Gulgong commuting from Sydney each Friday afternoon to open Friday evening and then back after the lunch crowd on Sunday. I also opened a B and B at the same time. I promoted the two venues to the Sydney weekend getaway crowd. What started as a hobby became so busy that after three and a half years I had to sell both as my business in Sydney was suffering. When I returned fulltime to Gulgong I spent a two year tenure on the skilled based Board of MRTI and was on that Board with Russell Holden as Chairman when the new Award winning Branding and Marketing Strategy was developed. I am the Publicity Officer of the Henry Lawson Festival Weekend as well I do any publicity the Chamber of Commerce needs. I write the Gulgong News weekly for the Mudgee Guardian. I am also heading up Gulgong's 150th Anniversary at Easter 2020.



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

DRAFT

Memorandum of Understanding Mid-Western Regional Council and Manor Enterprises Pty. Ltd. 2018 - 2019

1. Purpose

The purpose of this MOU is to facilitate the use and operation of the Red Hill Mining Exhibit (Gulgong Gold Experience). Manor Enterprises Pty. Ltd. will have permission to use the facility and be responsible for its operation as a tourist facility available and open to the public.

2. Terms and Conditions of Use

- 2.1 The Red Hill Mining Exhibit (Gulgong Gold Experience) is a Mid-Western Regional Council (MWRC) facility on land managed by Council.
- 2.2 MWRC agrees to the use of and operation of the Gulgong Gold Experience to Manor Enterprises Pty. Ltd.
- 2.3 Two sets of keys will be provided to Manor Enterprises Pty. Ltd. on permanent loan.
- 2.4 There will be no charge to Manor Enterprises Pty. Ltd. for the use and operation of the Red Hill Mining Exhibit.
- 2.5 MWRC will provide financial assistance of \$15,000 per annum to Manor Enterprises Pty. Ltd. in return for the operation and day to day oversight of the Gulgong Gold Experience. This will be paid quarterly on receipt of an invoice from Manor Enterprises Pty. Ltd.
- 2.6 MWRC will provide a mobile phone for the exclusive use of the Gulgong Gold Experience.
- 2.7 Manor Enterprises Pty. Ltd. agree to ensure that the Gulgong Gold Experience is open to the public on Saturdays, Sundays and Public Holidays (except Christmas Day, Boxing Day, Good Friday and ANZAC Day) as a minimum.
- 2.8 Manor Enterprises Pty. Ltd. is able to charge entry to the Gulgong Gold Experience. Any funds collected are to be re-invested into the maintenance, operation and promotion of the facility and its exhibits.

- 2.9 Manor Enterprises Pty. Ltd. is to provide MWRC with a report each six months on the operation of the Gulgong Gold Experience. This should include information related to visitation numbers and any financials related to the operation of the facility. Ideally Manor Enterprises Pty. Ltd. would set up a separate bank account for all financial matters related to the Gulgong Gold Experience.
- 2.10 Minor maintenance issues are to be the responsibility of Manor Enterprises Pty. Ltd. (in consultation with Council as required). Major maintenance issues should be referred to Council's Building Service Department.
- 2.11 The Red Hill site and the Gulgong Gold Experience will be covered by Council's building and public liability insurances.
- 2.12 Any volunteers or employees used for the operation of the Gulgong Gold Experience will be the responsibility of Manor Enterprises Pty. Ltd. and be covered under its insurance.
- 2.13 Manor Enterprises Pty. Ltd. is to provide MWRC with a copy of its current public liability insurances with Council listed as an interested party.
- 2.14 Manor Enterprises Pty. Ltd. is to provide MWRC with a copy of its Operations Plan for the Gulgong Gold Experience. This is to include reference to volunteer management, training and induction, risk assessments and information on contacts and responsibilities for the operation of the Gulgong Gold Experience.
- 2.15 Consideration will be given to a licence agreement in relation to the property. If a licence agreement was to eventuate then this would take precedence over this Memorandum of Understanding.
- 2.16 This MOU extends until 31 December 2019 but can continue beyond that time until either party requests a further MOU to be negotiated. Alternatively, either party can terminate this MOU with a month's notice at any time after 31 December 2019, or it can be terminated at any time if agreed by both parties.

Signed:

BRAD CAM
GENERAL MANAGER
MID-WESTERN REGIONAL COUNCIL

Date:

JOY HARRISON
PRESIDENT
MANOR ENTERPRISES PTY. LTD.

Date:

11.3 Community Services Quarterly Update - July to September 2018

REPORT BY THE MANAGER, COMMUNITY SERVICES
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, COS300015

RECOMMENDATION

That Council:

1. receive the report by the Manager, Community Services on the Community Services Quarterly Update - July to September 2018; and
2. note the recent services provided and activities coordinated by Council's Community Services Department.

Executive summary

This report aims to familiarise Council with services provided by its Community Services Department and to inform it of activities within this portfolio during the July to September 2018 period.

Disclosure of Interest

Nil.

Detailed report

A summary of recent activities and events, as well as items of note, for the various community services provided by Mid-Western Regional Council is detailed in the attached report. Services covered include Community Development, Community Transport, Family Day Care, Meals on Wheels and Youth Services.

There was nothing significant in relation to Cultural Matters to report on during this period except for the submission of Council's funding application under the Regional Cultural Fund for the Regional Gallery project. This application was lodged on 20 September 2018 and no feedback has been received to date.

Community Plan implications

Theme	Looking After Our Community
-------	-----------------------------

Goal	A safe and healthy community
------	------------------------------

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

Strategic implications

Council Strategies

Not applicable.

Council Policies

Not applicable.

Legislation

Not applicable.

Financial implications

Not applicable.

Associated Risks

Not applicable.

FIONA TURNER
MANAGER, COMMUNITY SERVICES

SIMON JONES
DIRECTOR COMMUNITY

10 October 2018

Attachments: 1. Community Services Quarterly Update - July to September 2018.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

COMMUNITY DEVELOPMENT

Mudgee and Gulgong interagency meetings

The guest speaker for the July 2018 meeting was Marie Hensley (MWRC Community Development Officer) The theme was 'Homelessness, it's all our problem – let's find solutions together'. This presentation was designed to discuss local issues and to get agencies thinking about solutions, prevention, and early intervention and working more collaboratively.

The August 2018 meeting guest speaker was Sarah Taylor, Communication and Engagement Manager - Mudgee Hospital & MPS NSW Health Infrastructure on the topic of the Mudgee Hospital re-development.

The guest speaker in September 2018 was Jane Mendham - Service Support Specialist Service NSW. Jane discussed services available to NSW residents which may allow them government rebates.

Local issues affecting the community services sector continuing to be NDIS, demolition of the Mudgee Hospital, homelessness, disability access, access to counselling services, as well as opportunities to work together and support mutual client groups, were discussed during this period.

Kandos/Rylstone interagency meetings

The guest speaker for July 2018 meeting was Lisa Crawford – Aboriginal Engagement Officer (TAFE NSW), covering Mudgee, Lithgow, Bathurst, Rylstone and Kandos. The local issues affecting the community services sector included: re-development of Rylstone Hospital, youth and disability access to services. Council's Community Development Officer began organising the Rylstone Family Fun Day, developing a three month project plan for the event.

Seniors Week Planning Committee

The group commencing meeting in September begin organising activities for Seniors Week 2019, which will run from 13 to 24 February 2019.

NAIDOC Week was celebrated at Mid-Western Regional Council area with two activities in July 2018. A flag raising ceremony was held in Mudgee followed by a morning tea will at the Stables. Posters created by school students and directed by Aleshia Lonsdale (Local Aboriginal Lands Council) were also on display at the Stables. A flag raising ceremony and luncheon was also held at the Kandos Museum. This was very well attended with participants. Dance performance and live music formed part of the Kandos NAIDOC ceremony.

Council hosted **Christmas in July** at the Mudgee Golf Club and ninety participants from around the region attended and enjoyed a small morning tea and carols performed by Cudgegong Choir members

Council also hosted a **Plastic Free July** Calico bag painting workshop during the July school holidays which attracted young families. The workshop was to promote and encourage Plastic Free shopping.

COMMUNITY TRANSPORT

Transport Figures

CHSP Trips	1204
CCSP Trips	340
CTP Trips	146
NDIS Trips	50
DVA Trips	86
HRT	138
Total	1964

Unmet requests for transport – New CTABS system is not capturing this information consistently at the moment. A report system has been created and implemented in the next quarter.

Vehicles

There have been no incidents in this quarter. All cars are well maintained and have just undergone routine servicing. The wheelchair accessible Multivan is currently not roadworthy and options for its replacement are being explored. A request for a replacement vehicle will need to be approved by Transport for NSW. At present, therefore, only those wheelchair clients that are able to transfer into non-modified vehicles are able to be transported by the service.

Volunteers

The service currently has 23 active volunteers. Three new volunteers were inducted and commenced driving in this quarter. Volunteer drivers have been limited for a portion of this period due to holidays and other personal commitments. This has placed a strain on trip availability and a recruitment drive for more volunteers will commence shortly.

All driver records have been internally audited and all records are up to date to meet contractual compliance.

Further refresher training has been completed by drivers in the use of the service software and tablets and this has improved back end tasks for administrative staff and has also had the flow on effect of more accurate data reporting.

We have received an encouraging number of compliments over the past few months regarding the professional and helpful conduct of our drivers, as well as their safe driving. Not only is this a positive reflection on Council's Community Services; it will also reflect well in annual reporting to Transport for NSW.

FAMILY DAY CARE

July 2018 saw the implementation of the Australian Government's new Child Care Package.

There were many procedures and processes of the new system that the Government had not quite sorted through properly which led to a lot of confusion for most of July. The software company with whom the Service processes the "children in care attendance records" each week was also not as prepared for the new system as it should have. Consequently, significant additional administration support for the Coordination Unit was required to undertake tasks that were previously reasonably straightforward.

July to August was also spent reviewing and updating the Family Day Care Scheme Policy, which (it is anticipated) will be presented to Council for endorsement in November 2018. The Policy is a complex document and references a high number of laws, regulations and standards, as well as general child support guidelines and recommendations.

The Coordination Unit deregistered an Educator in August due to breaches of a number of service policies. The deregistration was reviewed by the Community Services Manager to ensure compliance with policy and procedure.

Annual Review and Registration paperwork and processes for Educators were reviewed and updated in September 2018. Annual review visits by the Coordination Unit will begin shortly.

The Coordination Unit submitted its Quality Improvement Plan to the Department of Education and Training in September. Subsequently, the Service received Notice of Quality Assessment from the Department of Education and Training in September. This review will occur sometime in October 2018.

MEALS ON WHEELS

Main Meals including hot meals, chilled deserts, sandwiches & soups

July	469
August	519
September	419
Total	1407

Frozen Meals including meals, baked meals and breakfast meals

July	56
August	57
September	50
Total	163

Current number of Active Clients for Meals on Wheels 33

Current number of Clients cancelled until further notice, in respite or with family 5

Summary

Referrals for Meals on Wheels through the My Aged Care are not as frequent as expected. Further local promotion of the service will be introduced shortly.

Volunteers

We currently have 17 Organisations and/or Businesses and 9 individuals registered for volunteering for Meals on Wheels, total of 162 volunteers.

National Meals on Wheels Day was on the 30th August 2017. The Service celebrated by providing cupcakes to volunteers, clients and kitchen staff accompanied by small notes of appreciation.

YOUTH SERVICES

July school holiday activities

There was a marked increase in youth attending Youth Council school holiday events this quarter; over 44 youth attended crafting activities across three locations. Overall school holiday activities received good publicity across the region - many parents provided feedback about how they appreciated the extent of activities being run across the region.

Youth Council partnerships

The Youth Council also partnered on other successful events during July and August: over 300 people attended the Justice Crew concert, and 80 attended the Harry Potter Trivia Night during the Mudgee Readers' Festival. The Youth Council also sponsored inspirational speaker John Coutis to speak to local high school, and home school students in August; over 540 attended three talks, and feedback has been incredibly positive.

Future partnership opportunities

Council's Youth Services Officer met with the Youth Liaison Officer from the New South Wales Ombudsman's Office this quarter. Communication channels have been opened for information sharing, and there is a potential for future partnership opportunities. Other partnership opportunities are being explored in relation to Max Potential (specifically, promoting it to Kandos and Rylstone youth) and in relation to promotion of further education opportunities with Charles Sturt University

The Skillset Workforce Try-A-Trade event and the Gulgong Careers Expo were both excellent opportunities for interaction with local youth, in addition to networking with local employers for a Youth Employment event which is planned to run in late 2018.

Skills presentations

The Youth Services Officer delivered a presentation about Council's resources with a heavy focus on the Library's free eResources to the Mudgee High School Commerce class this quarter; the promotion has already resulted in new library memberships, and use of the resources. Since then, training has been undertaken for the database Australia New Zealand Points of View, which will benefit future presentations, and promotion of the Library eResource has already resulted in new users.

A new life skills program for youth was launched in August "How to Adult". The program is based on needs identified at the 2016 Youth Forum and reflected in Council's Youth Strategy and is being run in three locations across the region (Mudgee, Kandos, and Gulgong). The program is aimed at 15-25 year olds and, to date, has covered basic job seeking skills with 'Resume Tips' (utilising the expertise of Council's Human Resources team) and 'Cover Letters' (a Skillset Workforce partnership). Reception to the program has been positive across the LGA and KEPCO Bylong are being acknowledged as the financial supporter of the program in publicity and promotion.

Social media continues to be an effective method of promoting local services to youth. In order to reach more of the intended youth target audience, an Instagram account was launched this month. It is intended that this will work in partnership with the existing Youth

Council Facebook page and increase the promotional and communication reach of Youth Services.

11.4 Library Services - Quarterly Report

REPORT BY THE LIBRARY SERVICES COORDINATOR
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, F0620020

RECOMMENDATION

That Council receive the report by the Library Services Coordinator on the Library Services - Quarterly Report.

Executive summary

This report seeks to inform Council of the activities undertaken by the Mid-Western Regional Council Library Service, under the broad outlines of Customer Visits, Library borrowings, Purchased items, Strategic Partnerships, and Sustainable Organisations. The Report covers the period July-September 2018.

Disclosure of Interest

Nil.

Detailed report

CUSTOMER VISITS, LIBRARY BORROWINGS, & PURCHASED ITEMS

Visits to our Library branches during the July to September 2018 period have increased by almost 8% when compared to the previous quarterly period.

Quarter	Visits
July – September 2018	28,525
April – June 2018	26,427

Loans of Library items have increased by around 4% when compared to the previous quarterly period.

Quarter	Loans
July – September 2018	22,444
April – June 2018	21,569

Mobile Van loans are slightly down on the same quarterly period of the previous year.

Quarter	Loans
July – September 2018	1,707
July – September 2017	1,795

The use of Library resources has increased substantially when compared to the same period of the previous financial year (Library resources include ebooks, eaudiobooks and online magazines which may be borrowed; 24/7 online access to a range of information and recreation databases; and an online student tutoring service).

Quarter	Accesses
July – September 2018	1,199
July – September 2017	607

The Library continues to purchase new items in line with the Collection Development Strategy. These items include audio books, magazines, fiction and nonfiction for adults and children in both print and electronic format, and DVDs.

Quarter	Purchases
July – September 2018	3,346

STRATEGIC PARTNERSHIPS

Again this year, the Library partnered with the Mudgee Readers' Festival to bring an engaging and interactive program to the region. The highlights included: the first ever Mudgee Young Readers' Festival; the Street Library project; national coverage of Mid-Western Regional Council Library through an article written by visiting author Caroline Overington for *The Australian*; and the Library's representation in the many outreach workshops which formed part of the wider program.

SUSTAINABLE ORGANISATION

On September 20, Mudgee Library hosted The Reading Hour at the Mudgee Town Hall Theatre, with 4 guest readers, and around 50 keen participants.

The Library continues to encourage a life-long love of books and reading through its literacy initiatives. The Library's Children's Services team during the July – September 2018 period hosted: 2 preschool visits, 1 Barnardos playgroup, 21 school holidays sessions, 25 sessions of Born to Read, 18 sessions of Toddler Time, 47 Bookworms sessions, and 30 BookWeek visits – in total reaching more than 1,800 children. There is a continuous high demand for the Library's children's programs and services.

The Library continues to engage with the community through regular newspaper features, items in Council's Community newsletter, and via the Library's Facebook page. An email is sent monthly to subscribing customers and BookGroup members advising them of upcoming events and new items in the Library. A second email is sent to schools and school librarians, which includes posters and instructions for use on a different online library database each month.

Mudgee Library continues to host a monthly Monday History talk, with local historians invited to present on a topic of interest of the wider community. The history talks have generated much local interest.

The Library has also hosted a number of authors, who have spoken on a range of topics.

All branches of the Library hosted a range of well-attended children's craft and storytelling programs during the school holidays.

The Library continues to support the 'Wrap with Love' program, acting as collection points for knitted squares. Mudgee Library also supports a monthly knitting group at the Library.

Community Plan implications

Theme	Looking After Our Community
Goal	A safe and healthy community
Strategy	Maintain the provision of high quality, accessible community services that meet the needs of our community

Strategic implications

Council Strategies

The Library Services – Quarterly Report has been developed in line with the 2017/18 – 2020/21 Delivery Program and the Library’s Collection Management Strategy.

Council Policies

Not applicable.

Legislation

Not applicable.

Financial implications

Not applicable.

Associated Risks

Not applicable.

MICHELLE MAUNDER
LIBRARY SERVICES COORDINATOR

SIMON JONES
DIRECTOR COMMUNITY

7 November 2018

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Item 12: Reports from Committees

12.1 Mid-Western Regional Council Access Committee Update - August to September 2018

REPORT BY THE MANAGER, COMMUNITY SERVICES
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, A0060129, COS300015, COS300797

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Community Services on the Mid-Western Regional Council Access Committee Update - August to September 2018;**
2. **note the minutes of the Mudgee and Gulgong Access Committee meeting held on 7 August 2018; and**
3. **note the minutes of the Mid-Western Regional Council Access Committee meeting held on 4 September 2018.**

Executive summary

Council's Access Committees meet regularly to discuss and provide advice to Council on operational and strategic issues affecting physical access and inclusion for all residents and visitors to the region. There is now one single Access Committee for the entire region, where previously there were two (the Mudgee & Gulgong Access Committee and the Rylstone & Kandos Access Committee).

Disclosure of Interest

Nil.

Detailed report

The Mudgee and Gulgong Access Committee's final meeting included discussion about possible public seating options around the Gulgong CBD. The group (or the MWRC Access Committee as it now is) intends on submitting Community Plan Proposals for consideration of this expense during the next Council budget process.

At its first meeting, the MWRC Access Committee considered its status as a newly formed committee and members were provided with material in relation to their duties and obligations as Council Committee members. The Committee also discussed possible public seating options around Mudgee CBD. As with the previous meeting, the Committee intends on submitting Community Plan Proposals for consideration of this expense during the next Council budget process. Concerns were also raised by a Committee member regarding shared footpaths and staff

are to investigate this further and report back to the Committee at the next meeting. A committee member also raised the matter of public showering facilities during drought, however, it was noted that Council has discussed and explored options on this topic and no further action is to be taken.

Please note there have been no further meetings of the Rylstone and Kandos Access Committee since its meeting in June 2018. This was due to an ongoing inability to meet quorum. Accordingly, this Committee has no further minutes or reports to present to Council and has now been disbanded as per the September 2018 Council meeting.

Community Plan implications

Theme	Looking After Our Community
Goal	Meet the diverse needs of the community and create a sense of belonging
Strategy	Provide equitable access to a range of places and spaces for all in the community

Strategic implications

Council Strategies

Council's Disability Inclusion Action Plan supports collaboration between Council and its Access Committee(s), to provide advice on operational and strategic issues affecting access for all residents of and visitors to the region.

Council Policies

Not Applicable.

Legislation

Mid-Western Regional Council is committed to an inclusive and accessible region and seeks to meet its obligations under the *Disability Discrimination Act 1992* and the *NSW Disability Inclusion Act 2014* through its Disability Inclusion Action Plan.

Financial implications

Not Applicable.

Associated Risks

Not Applicable.

FIONA TURNER
MANAGER, COMMUNITY SERVICES

SIMON JONES
DIRECTOR COMMUNITY

11 October 2018

Attachments: 1. Minutes - Mudgee and Gulgong Access Committee - 7 August 2018.
2. Minutes - MWRC Access Committee - 4 September 2018.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



**MINUTES OF THE MUDGEES AND GULGONG ACCESS COMMITTEE
HELD AT 11AM, TUESDAY, 7TH AUGUST 2018
AT THE ADMIN FOYER MEETING ROOM, MUDGEES**

1. Welcome

Present:

Councillors: Sam Paine, Alex Karavas

Access Committee Members: Victoria Barrett (Chair), Les Leighton, Pamela Morris, Stephen Waller, Mary Lovett, Sam Paine, Roger Barnes

Council Staff: Fiona Turner Alison Whittaker (Minutes)

2. Receive apologies: NIL

3. Confirm Minutes of 17 July 2018 meeting

Moved: S Waller Seconded: L Leighton Carried

4. Matters arising from previous Minutes:

Nil.

5. Correspondence:

5.1 Internal

- a. DA0222/2018 – Change of use motor registry to car wash and café- amended application- No further comment to submission made 3rd April 2018.
- b. DA0308/2018- Commercial Alterations/Additions to existing Bunnings Store – No further comment to be provided
- c. DA0309/2018 – Change of use serviced apartment and ancillary cooking school – submission as per minutes of July 2018 meeting.

5.2 In

Nil

5.3 Out

Nil



6. Development Applications:

Nil

7. General Business:

7.1 Seating in Gulgong CBD- P Morris

Suggested locations where seating should be considered is as follows:

- Fisher Street near Gulgong Hospital
- Centennial Hotel & Pearson's Jewellers -Corner of Pearson's Street
- Corner of Belmore Street and Bailey Street near Street Vincent De Paul
- Belmore Street near Primary School and Council Building
- Tom Sanders Drive top of the Hill
- White Street near Tom Sanders Drive.

Item will be moved to 'Matters pending' list & V Barrett will provide Gulgong map in due course.

7.2 PAMP – L Leighton

Enquired about the PAMP works and is this going to happen and when. A working document to be reviewed. It was noted that the PAMP is actioned by priority and, cost and budget allowances.

7.3 Clock Awards– M Lovett

A concern was raised, that the Clock Awards are not capturing all votes in the region due to voting being limited to online nominations. It was suggested that access boxes for written votes be placed in the Community for those without access to computers. Some locations suggested the Library or Mudgee Guardian. S Paine suggested it would be necessary to look at statistics of those without computer access to determine if manual voting would be viable.

Motion: Letter to be written to Rotary, Mudgee Chamber of Commerce regarding this concern.

Moved: M. Lovett

Seconded: R Barnes

Carried

Meeting closed 11.24am

Next meeting: Tuesday, 4th September 2018, in the Admin Foyer Meeting Room, at 11am.



No.	Item	Activation trigger
1.	Consultant audit and advice for tactile placements in Mudgee CBD.	CPP – January 2019
2.	Public seating in Mudgee and Gulgong	CPP – January 2019



MID-WESTERN REGIONAL COUNCIL ACCESS COMMITTEE

MINUTES – 11AM, TUESDAY 2 OCTOBER 2018

AT ADMIN FOYER MEETING ROOM, MUDGEES

1. Welcome

Present: Victoria Barrett, Pamela Morris, Stephen Waller, Mary Lovett

Council Staff: Fiona Turner, Alison Whittaker

Councillor: Sam Paine

Absent: Les Leighton, Roger Barnes

2. Receive apologies: Councillor Alex Karavas

3. Confirm Minutes of 4 September 2018 meeting of the Mudgee and Gulgong Access Committee

Moved: Stephen Waller

Seconded: Pamela Morris

4. Matters arising from Previous Minutes:

4.1 Correction of Name in Minutes of 4th September 2018 - Victoria Bennett to Victoria Barrett. Corrections made to minutes document by A Whittaker.

5. Correspondence:

Nil.

6. Development Applications:

Nil.

7. General Business:

7.1 **Changes to Council Access Committees.** The Mudgee & Gulgong Access Committee and Rylstone & Kandos Access Committee was disbanded to form one



Access Committee and to be called the Mid-Western Regional Council Access Committee. Councillor Sam Paine explained the idea for the merge came from the fact that we are under one Council in one Region and therefore it makes sense to have one Access Committee under that one Council and one Region.

The Rylstone & Kandos Access Committee has dissolved and Applications for Members has been submitted for advertisement in The Mudgee Guardian for Friday 5th October 2018. The advertisement has encouraged all interested parties from the Mudgee & Gulgong, however more focused on gaining interest from those in the Rylstone & Kandos area.

The meetings for the new Mid-Western Regional Council Access Committee will be held on the first Tuesday of each Month. Venues February to December are yet to be sort & confirmed. Meetings will be held in all areas based on a rotating model. Mudgee will be the predominant meeting point, then allocated to Gulgong & Rylstone Kandos areas in alternate months or where current matters concern either Mudgee, Gulgong, Rylstone or Kandos and it is essential that members meet in that area to inspect matters being discussed.

Victoria Barrett confirmed that she will stand down when meetings will be held in Rylstone & Kandos area as this will be too far for her to travel to attend.

Community Transport will be offered to those who are eligible who require to travel to Mudgee and then travel in a Mid-Western Regional Council fleet vehicle where seats are available to travel to Rylstone and Kandos.



Documents provided to Committee members present and to absentees of this meeting are as follows:

- September 2018 Council meeting minutes (Item 11.1) – Unconfirmed copy.
- Terms of Reference – only major change is the Name and make- up of the committee and Venue.
- Disability Inclusion Action Plan – Endorsed 2016 and no change.
- NSW Office of Local Government Model Code of Conduct for Local Councils in NSW – outlines member responsibilities, behaviours etc. New copies will be distributed to all members when document is reviewed and endorsed in December 2018.

7.2 **Increased recreational traffic on footpaths.** M Lovett raised the matter concerning increasing activity with bikes, strollers, goffers and recreational vehicles on the streets in the warmer months. Mary Lovett wanted to know who is responsible for the regulation and policing of this traffic on footpaths. Councillor Sam Paine confirmed Council has policies and procedures in regards to business activity staff will look into the recreational regulations and confirm which regulating body is responsible and report back at the next meeting.

7.3 **Seating Locations – Mudgee.** Locations for new seating sites were identified by the Access Committee in the Mudgee Region and are as follows:

1. Mudgee Tennis Court Side Church Street – opposite Elders 115/113 Laser Plumbing has tree shade.
2. Between Mitre 10 and Vet Hospital Church Street – near phone box opposite 89 Church Street.



3. Outside Service NSW 37-39 Church Street has shade in morning.
4. The Salvation Army Building Perry Street.
5. Club Mudgee Perry Street near Tooheys Sign and Car Park.
6. Corner of Perry Street and Gladstone Street- Auto One Mudgee on grass area, morning shade
7. St Pauls Presbyterian Church under tree near Kanandah Units Sign and Driveway.
8. 115 Mortimer Street – House has brick Wall
9. 25 Court Street – House has bush hedge and shade in morning.
10. 108 Gladstone Street – has a yellow/grey brick wall and waterway.

Map of locations accompanying these meeting minutes for members reference.

- 7.4 **Public Showering facilities in Mudgee Region.** M. Lovett raised concerns for those in drought effected areas with no water and the need for public showers in the Mudgee area to allow community members to have access to daily hygienic practices. Various ideas have been considered by Council, however regulating these areas and insurance have been major recourses required for such a service. With very limited capability to ensure these resources are available have amounted to no further action been taken to this matter in the Mid-Western Region.

8. Matters pending:

- 8.1 Consultant audit and advice for tactile placements in Mudgee CBD. This matter will be carried over to the new Mid-Western Regional Council Access Committee Meetings.



- 8.2 Public seating in Mudgee and Gulgong. This matter will be carried over to the New Mid-Western Regional Council Access Committee Meetings.

Meeting Closed at 11.34am

Next meeting date – 6 November 2018 – Venue To Be Confirmed and all members notified.

12.2 Cultural Development Committee

REPORT BY THE MANAGER, COMMUNITY SERVICES
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, REC800019

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Community Services on the Cultural Development Committee; and**
2. **note the minutes of the Cultural Development Committee meetings convened on 8 August and 10 October 2018.**

Executive summary

The Cultural Development Committee meets to discuss and provide advice to Council on matters concerning arts and culture across the region, including the commissioning, selection, maintenance, protection and de-accessioning of items of its art collection.

Disclosure of Interest

Nil.

Detailed report

The Cultural Development Committee also has a particular interest in Council's current progress towards a regional gallery and have been discussing a range of options for a future facility, including its theme or focus and what types of exhibitions and spaces the Committee would like to see in the gallery. The Committee was also supportive of Council's recent application to the Regional Cultural Fund and looks forward to news of a positive result.

The Committee continues to provide advice to Council in respect of its expanding public art collection, and, at its most recent meeting, discussed potential installation sites for the three new acquisitions from the 2018 Sculptures in the Garden event.

Community Plan implications

Theme	Looking After Our Community
--------------	------------------------------------

Goal	Meet the diverse needs of the community and create a sense of belonging
------	---

Strategy	Support arts and cultural development across the Region
----------	---

Strategic implications

Council Strategies

Not Applicable.

Council Policies

Not Applicable.

Legislation

Not Applicable.

Financial implications

The financial implications for the establishment of a Regional Gallery will become clearer when the State Government announces its decisions in respect of the Regional Cultural Fund.

Associated Risks

Not Applicable.

FIONA TURNER
MANAGER, COMMUNITY SERVICES

SIMON JONES
DIRECTOR COMMUNITY

12 October 2018

Attachments: 1. Minutes - Cultural Development Committee - 8 August 2018.
2. Minutes - Cultural Development Committee - 10 October 2018.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



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

CULTURAL DEVELOPMENT COMMITTEE

MINUTES

8 AUGUST 2018

Meeting commenced 4.30pm

1. **PRESENT:** Scott Etherington (Chair), Councillor Sam Paine, Portia Lindsay, Simon Jones (staff), Fiona Turner (staff)

2. **APOLOGIES:**

Melanie Trethowan, Alicia Leggett, Lizzy Galloway

3. **REGIONAL GALLERY UPDATE (S JONES)**

No confirmation of transfer of ownership of 90 Market Street to Council as yet, but this is likely to progress by the end of August. Will need to proceed to lodge a Development Application for the site shortly, specifically in terms of parking/landscaping/traffic. Any adjustments to plans need to be made now so as to avoid the need to modify any application down the track.

See attached answers to questions circulated after July 2018 meeting and notes of discussion following:

Themes or focus for the gallery

- Should not be restrictive.
- Local artists and touring exhibitions.
- Range of mediums.

Role of committee or board

- Section 355 skills based advisory board with the Terms of Reference indicating that membership is compiled through submissions made to Council and Orana Arts (which would subsume CDC).
- Friends of the Gallery could be a sub-committee.
- Consider DGR status.

Types of exhibitions

- Local artists and touring exhibitions; non-restrictive.
- Travelling exhibitions, 'local gems', space for smaller exhibitions, non-permanent exhibitions, no specific labelling (eg "local artists' space").

Types of spaces

- Artists in residence/café/retail/flexible exhibition space (which could be used also for meetings and presentations)/outdoor spaces for public art
- Adaptable to attract travelling exhibitions.

Works/artists/exhibitions

- Events to be curated versus rental space being provided for exhibitions.

Whole region inclusion

- Curation for quality.

Function and events

- On-site catering versus an on-site café. Possibility of a café lease to including a contract for the provision of catering on top?
- Do we need also to be mindful to any food business should not compete with pre-existing local catering businesses?

Retail artworks

- The selling of artworks needs to be linked to exhibitions/local artists (not simply souvenirs for touring exhibitions).

Acquisition

- Quality versus quantity.
- No purposeful focus on acquisition but limited to quality representations by talented local artists.

Other matters

- Noise for DA – Would there be intent to use amplified music – Not necessary to include possibility of amplified music in the DA.
- Storage – Is current capacity sufficient for existing plans? Suggestion that permanent services (eg, toilets and lifts) be distanced from storage to allow for extension of storage spaces in the future if necessary.
- Deliveries – Concerns re truck/delivery entrance and ease of access. Unlikely to be concerns once child care facility is removed.
- Touring exhibition requirements – F Turner to investigate.

F Turner to circulate draft Mission Statement.

6. ORANA ARTS UPDATE (P LINDSAY)

Regional Arts Fund is open until Friday, 10 August 2018.

Orana Arts is hosting a session at the upcoming Mudgee Readers' Festival on Sunday, 12 August on Aboriginal storytelling.

Meeting closed at 5.35pm.

Next meeting: 4.30pm on 10 October 2018 – Town Hall Theatre Green Room.



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

CULTURAL DEVELOPMENT COMMITTEE

MINUTES

10 OCTOBER 2018

Meeting commenced 4.30pm

1. **PRESENT:** Councillor Sam Paine (Chair), Alicia Leggett, Portia Lindsay, Simon Staines, Melanie Trethowan, Alex Wisser, Fiona Turner (staff)

2. **APOLOGIES:**

Scott Etherington, Lizzy Galloway, Virginia Handmer, Simon Jones

3. **REGIONAL GALLERY UPDATE (F Turner)**

Council's Regional Cultural Fund Application was submitted on 20 September 2018. The amount requested from the Fund was \$3,992,800 (with Council to provide a cash contribution of \$500,000, as well as \$100,000 in kind for project management expertise for the life of the project).

Council is still waiting for Property NSW to transfer 90 Market Street.

Other funding options discussed: Building Better Regions and ClubsNSW ClubGrants to cover simple expenses, such as painting or a hanging system for the existing building.

4. **SCULPTURES IN THE GARDEN ACQUISITIONS (F TURNER)**

Three artworks were acquired from the recent Sculptures in the Garden event:

Pentad

Marble, steel, paint

Hui Selwood

Purchased by Mid-Western Regional Council in partnership with Sculptures in the Garden

Catalogue price \$35,000. Prize \$25,000.

Jack Thompson (Cleo Centrefold circa 1973)

Corten steel

Matt Hill

2018 Friends of Sculptures in the Garden Prize

Catalogue price \$9,500. Prize \$10,000.

Flame Within

Recycled farm machinery and sandstone

Richard Nagel

Sculptures in the Garden 2018 Moolarben Acquisition Prize

Catalogue price \$4,500. Prize \$5,000.

Committee agreed that *Pentad* would ideally be installed in Lawson Park West on the corner of Loy Avenue and Short Street. This is a statement piece, similar to *Taking the Plunge* at the opposite end of the park.

Committee agreed that *Jack Thompson* would be ideally installed on the vacant block of land to the west of where *Gathering* is currently installed. The Committee did consider a site closer to the river, but felt the chosen site was more visible to the community.

S Paine also suggested a 'photo shoot' with *Jack Thompson*, taking it to a number of sites around town and posing him; prior to installation. A good publicity exercise?

Committee was unsure of the best location for *Flame Within*. Discussed the possibility of meeting with the artist to extend the height of the sandstone base which may make finding an accommodating site easier.

M Trethowan questioned whether the accessibility of the Sculpture Walk could be improved through the use of QR codes on the plaques. Another suggestion was through a mobile phone app which would immediately track the user's proximity to the works and feed through information about each one. There would be an assumption, however, that the user already had the app installed on his/her mobile. Possible options to discuss with MRTI.

5. **ORANA ARTS UPDATE (A LEGGETT/P LINDSAY)**

Funding is now open for the 2019 Incubator Event Fund: grassroots events planned in rural and regional NSW from January to June 2019. The value of the grants are up to \$20,000 and are to help attract more visitors and boost local economies. See attached media release.

CASP announcements due in November.

HomeGround 2018 applications close 19 October.

6. **CEMENTA (A WISSER)**

The Buchanan Street site behind Kandos Hall is no longer an option for CEMENTA. Instead, CEMENTA have been exploring the option of acquiring the site of the Motorcycle Museum/Angus Memorial Hall through private sale.

A Wisser reported how pleased he was with the collaborative effort of CEMENTA's RCF application (for approximately \$1 million). He has also met with a renowned Japanese architect who has expressed an interest in leading the project.

CEMENTA will also be exploring other funding: ClubGrants and Building Better Regions and also considering crowdfunding options. Awaiting outcome regarding application for DGR status.

Meeting closed at 5.10pm.

Next meeting: 4.30pm on 12 December 2018 – Town Hall Theatre Green Room.

12.3 Mid-Western Regional Youth Council

REPORT BY THE MANAGER, COMMUNITY SERVICES
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, COS300610

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Community Services on the Mid-Western Regional Youth Council;**
2. **note the minutes of the Mid-Western Regional Youth Council meetings convened on 14 August 2018 and 9 October 2018;**
3. **re-confirm the appointment of continuing Youth Councillors Brody Munday, Angus Blackwell, Louise Blackwell, Aliya Della Libera, Dylan Hayes-Weber, Nicola Hayes-Weber, Daniel Trevethan and Emma Wisser;**
4. **endorse Brody Munday as the Mid-Western Regional Youth Mayor;**
5. **endorse Aliya Della Libera as the Mid-Western Regional Deputy Youth Mayor; and**
6. **endorse the nominations of Courtney Boxsell and Angus Danson as Youth Councillors.**

Executive summary

This report seeks to inform Council of recent Youth Council discussions and activities.

Disclosure of Interest

Nil.

Detailed report

The Mid-Western Regional Youth Council has participated in a variety of different events and activities during the third quarter of 2018.

Winter school holiday activities included craft sessions across the region and were well attended. The Youth Council also partnered with the Mudgee Readers' Festival for a Harry Potter themed trivia night which was exceptionally popular with over 60 attendees at Mudgee Town Hall Theatre.

Youth Council were pleased to host inspirational speaker, John Coutis who addressed students at St Matthews School in Mudgee and Kandos High School.

Following on from the success of Mudgee Readers' Festival street libraries, Youth Council is investigating how this project can be replicated in Kandos and Rylstone. Possible partnership

opportunities being explored include those with Mudgee Readers' Festival, Kandos High School and the Kandos Men's Shed.

The Youth Council election of officer bearers took place at the August 2018 meeting for the second semester of 2018. B Munday and A Della Libera were elected Youth Mayor and Deputy Youth Mayor, respectively. Two new Youth Councillors were also endorsed by the Youth Council.

Further detail of discussions by Youth Councillors, including future direction and planning, are contained within the Minutes attached to this report.

Community Plan implications

Theme	Looking After Our Community
Goal	Meet the diverse needs of the community and create a sense of belonging
Strategy	Support programs which strengthen the relationships between the range of community groups

Strategic implications

Council Strategies

Council's Youth Strategy provides direction and recommendations for Council and the community to benefit local youth. The Mid-Western Regional Youth Council also takes direction from this document when considering future planning.

Council Policies

Not Applicable.

Legislation

Not Applicable.

Financial implications

Not Applicable.

Associated Risks

Nil.

FIONA TURNER
MANAGER, COMMUNITY SERVICES

SIMON JONES
DIRECTOR COMMUNITY

12 October 2018

Attachments: 1. Minutes - Youth Council - 14 August 2018.
2. Minutes - Youth Council - 9 October 2018.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



MINUTES OF YOUTH COUNCIL MEETING

DATE: 14 August 2018
VENUE: Rylstone Council Chambers,
Louee St, Rylstone
COMMENCEMENT TIME: 4:15pm

1. ATTENDANCE

1.1. In Attendance

Youth Councillors: Brody Munday (Youth Mayor, and Chair), Courtney Boxsell, Angus Danson, Aliya Della Libera, Daniel Trevethan

Councillors: Councillor Alex Karavas, Councillor Sam Paine

Council Staff: Sam Sbisa (Youth Services Officer, and Minutes)

1.2. Apologies: Angus Blackwell, Dylan Hayes-Weber, Emma Wisser.

Motion: Acceptance of apologies.

Moved: D. Trevethan Seconded: A Della Libera - Carried

2. MINUTES – 22 May 2018

Motion: Acceptance of minutes.

Moved: B Munday Seconded: D Trevethan - Carried

3. CORRESPONDENCE IN/OUT

None.

4. EXISTING BUSINESS

4.1. Youth Council Events

4.1.1. **Justice Crew**

311 tickets were sold to the concert, and 25 attended the dance workshop. Council have circulated an online survey for attendee feedback. Youth Council thinks that this event was well received by the community, that pricing was pretty good, and that the buses for the outer areas were a great idea (15 on southern route, 7 on northern route). All agreed the support act *The Fruitstickers* did a fantastic job. From a volunteers perspective there was a good balance of work, to time to enjoy the event. The group feels that a few things could have been improved upon: EFTPOS facilities for ticket and merchandise purchases; better entry flow of ticket holders and perhaps an official stamp once tickets had been sighted; and increased Youth Council ownership of the event (a logo banner would be useful – S Sbisa commented that Council's Communication Department have been asked to create options for a logo), e.g. a thank you to the act for coming to Mudgee from the Youth Councillors at the end of the show. Should a similar opportunity present itself, Youth Council may be interested in taking part again.

ACTION: S Sbisa to follow up on Youth Council logo options.

4.1.2. **Winter school holiday activities**

- Craftacular – More than 27 attended, with a good variety of ages. D Trevethan's 'plushies' session was very well done. The drop-in element was good, but booking would help with materials (ran out in two different crafts). Also some comments were made that the space was a little small for the number

of people in attendance; S Sbisa agreed but stated the venue was to provide more youth ownership of the Youth Room, also that the number of participants had not been expected.

- Crafternoon (Kandos) – 5 people attended, though only two were of the correct age group. Tie-dye was definitely a success.
- Crafternoon (Gulgong) – 12 people attended and enjoyed it very much (S Sbisa commented that the activity structure benefited from lessons learned at the two previous events), though it got a little congested in the room at times. Once again more people attended than had been expected, and some materials ran out. Bookings would have assisted.
- Dodgeball – C. Boxsell reported that the venue good and so was the weather, but lack of people made it lonely; only 2 attended. Verbal indicators prior to the event however suggested that at least 10 people wanted to attend.

Overall the Youth Council feels the activities rated 8/10. S Sbisa circulated the exit surveys, and the feedback from attendees indicates a similar rating.

4.1.3. **Harry Potter Trivia** (partnership with Mudgee Reader's Festival)

80 people attended. Two Youth Councillors attended and stated the decorating was wonderful, question variation level good, and Cr Paine was an excellent MC – it was commented that having one consistent MC was preferable to the multiple MCs at the Youth Week Trivia event. The Youth Council would have preferred this to be a youth only event, especially as no other public youth exclusive events were held during the Mudgee Readers Festival (there was a writing workshop for year 7 and 8 students advertised to high schools; 20 attended this). S Sbisa commented that the event was meant to be for 12-25s only, but that a misprint in the programs resulted in it having to be an all ages event. Youth Council determined that should a future partnership opportunity be offered, they would need to know in advance if it would definitely be a youth specific or family event.

4.1.4. **Inspirational Speaker** – John Coutis

Scheduled for Friday 17 August. Three talks are being held (Mr Coutis has agreed to the third talk at no extra cost), St Matthews are hosting in Mudgee (this allows greater participation numbers as the Town Hall Theatre seats less than 200; 300 people will be attending the first talk), and Kandos High School is the other venue. Gulgong High School have declined the offer to send students to the talks. Home School students are welcome to attend, but must be supervised by a guardian – this has been advertised to the local home school networks. It was determined to invite Mr Coutis to breakfast with the Youth Council at Mudgee Bakery on Friday. To create more Youth Council ownership of the event it was decided that a Youth Councillor should introduce Mr Coutis at each talk. B Munday also suggested putting up the Youth Council banners; S Sbisa explained this wasn't possible, at the Dodgeball event it was discovered the bases didn't connect to the banner so they can't be used, so far the correct bases have not been located. Also the banners state the activity is for Youth Week. It was decided that Youth Council should investigate the possibility of obtaining new banners once a logo has been decided upon.

ACTION: S Sbisa to invite John Coutis to breakfast and advise Youth Council of outcome.

ACTION: Youth Council to revisit the concept of new banners once logo has been determined.

4.2. How to Adult

4.2.1 S Sbisa provided an update on this Council program. The program launched this month with a topic covering Resume Tips. The Mudgee talk was very well received by the attendees. Talks are being held on the same subject this month in Kandos and Gulgong on the third Monday and Wednesday respectively. Youth Councillors have been asked to promote the program.

4.3. Youth Council Social Media

4.3.1. Youth Council Facebook account followers have increased again (836); with an observable increase after the *How to Adult* program post. S Sbisa has still to follow up on the Instagram account options due to schedule conflicts. There should be something to report on at the next meeting

ACTION: S Sbisa to follow up on Youth Council Instagram account options for next meeting.

5. BUSINESS ARISING

5.1. Flying Minutes: Youth Council applications

5.1.1. Response to Flying Minutes (20 and 26 July 2018), was positive. Courtney Boxsell and Angus Danson's applications have been accepted. Existing members welcomed them to the Youth Council.

5.1.2. It was decided to embark on a membership drive at the last Youth Council meeting. It was noted that D Trevethan promoted Youth Council very well at the Craftacular, and 4 enquiries were received following this. Two applications have been accepted, and another potential member will be submitting an application in October once the minimum age has been met. Two other potential members intend to visit a meeting to confirm if they wish to submit applications or not. Discussion as to if a drive was still necessary followed; determined to passively advocate for new members, but not pursue aggressively at this time. However a dedicated push to encourage Gulgong area members should still be pursued.

5.2. Election of Office Bearers for second semester 2018

5.2.1. Nominations and voting for Youth Mayor

- A. Della Libra nominated B. Munday; nomination accepted.
- B. Munday has been re-elected Youth Mayor for a second term. Congratulations to B. Munday.

5.2.2. Nominations and voting for Deputy Youth Mayor

- B. Munday nominated A. Della Libera; nomination accepted
- A. Danson nominated D. Trevethan; nomination accepted
- A. Della Libera has been elected Deputy Youth Mayor. Congratulations to A. Della Libera.

ACTION: S Sbisa to order new badges for relevant Youth Councillors.

5.3. Spring school holiday activities and Rylstone Family Fun Day

5.3.1. Youth Council have been asked to participate in the Rylstone Family Fun Day (Wednesday 10 October – school holidays), by running an activity. Youth Council will run an event and use this as the southern end of the region event these holidays. It was decided to run an Escape Room challenge in all 3 hubs of the region, with a prize (e.g. chocolate hamper) to the one team that completes the challenge the fastest. A venue that can be screened/'locked' is necessary. Should a suitable location not be available at the Fun Day, Dodgeball will be run and the Escape Room run on a different day in Kandos/Rylstone. It was commented that there is a lot of interest in gaming within the region and that the idea of running something for International Games Day (November) be discussed as the next meeting.

ACTION: S Sbisa to book venues, complete risk assessments, and create advertising copy for the activities.

ACTION: S Sbisa to find out when IGD 2018 is, and report at next meeting.

5.4. Neighbouring Youth Council conference

5.4.1. B Munday suggested the Mid-Western Regional Youth Council host/run a conference/forum for Central West (e.g. Bathurst, Dubbo, Lithgow, Orange,) Youth Councils/Youth Advisory Committees. Two representatives from each organisation would be invited. The objective would be to talk about issues in rural areas, share information, gain new ideas, setup better relationships, and potentially collaborate on projects (S Sbisa suggested it could be useful for booking event facilitators, and sharing travel costs). The forum could possibly run over two days if the program was big enough and there was sufficient interest. Discussion followed if this should become an annual or bi-annual event; determined to see what others thought after first event (should it go ahead). As this will be a large scale project it was felt this should be run early in 2019, with January being the preferred time. S Sbisa commented that should this go ahead it might be an idea to run a parallel forum for Youth Services Workers in the Central West.

ACTION: S Sbisa to look into this and report back next meeting.

6. GENERAL BUSINESS

6.1.1. B. Munday informed the group that Kandos High School is investigating starting a Street Library project, and asked if Youth Council be interested in partnering on this. There was general interest in the project and comments were made that it would be excellent for the smaller villages like Lue, Charbon, Clandulla, and possibly within the Capertee Valley. Cr Paine commented that the Mudjee Reader's Festival initiated a similar project, that it would be useful for Kandos High School to contact them. S Sbisa added that a local hardware store donated materials and the Men's Shed constructed them, also that a dedicated Street Library organisation exists with a website listing locations. The potential for vandalism was noted, so an individual would need to take responsibility for a specific box. It was determined that more information was needed about the project before a decision could be made.

ACTION: B. Munday to obtain more information and report back at next meeting.

7. DETAILS OF NEXT MEETING

7.1.1. Tuesday 11 September 2018, Mudgee Council Chambers, Market Street Mudgee.

5:55PM Meeting closed.

SUMMARY OF ACTION ITEMS

TASK / ACTION	RESPONSIBILITY	COMPLETION
Update Youth Council Terms Of Reference.	S Sbisa	31.07.2018
Investigate possibility of a Youth Council Instagram account	S Sbisa	31.07.2018
Book venues for spring school holiday activities	S Sbisa	21.08.2018
Ensure up-to-date photo taken or email a photo of a similar format to those on the website to S Sbisa by 18 May.	L Blackwell D Hayes-Weber C Boxsell A Danson	31.08.2018
Liaise with Council staff as to the updating of Youth Councillor images to the webpage.	S Sbisa	01.09.2018
Complete Risk Assessments for spring school holiday activities	S Sbisa	10.09.2018
Obtain Youth Council Logo options from Council	S Sbisa	11.09.2018
Order new Youth Council badges for relevant Youth Councillors	S Sbisa	11.09.2018
Create advertising copy for spring school holiday activities	S Sbisa	11.09.2018
Determine when International Games Day 2018 is	S Sbisa	11.09.2018
Investigate ground work for Central West Youth Council conference	S Sbisa	11.09.2018
Obtain more information regarding Kandos High School Street Library project	B Munday	11.09.2018



MINUTES OF YOUTH COUNCIL MEETING

DATE: 9 October 2018
VENUE: Rylstone Council Chambers,
Louee Street, Rylstone
COMMENCEMENT TIME: 4:04pm

1. ATTENDANCE

1.1. In Attendance

Youth Councillors: Brody Munday (Youth Mayor), Courtney Boxsell, Angus Danson, Aliya Della Libera (Deputy Youth Mayor, and Chair)

Councillors: Councillor Alex Karavas, Councillor Sam Paine

Council Staff: Sam Sbisà (Youth Services Officer, and Minutes)

1.2. Apologies: Angus Blackwell, Nicola Hayes-Weber, Daniel Trevethan, Cr Russell Holden.

Motion: Acceptance of apologies.

Moved: B. Munday Seconded: C. Boxsell - Carried

2. MINUTES – 14 August 2018

Motion: Acceptance of minutes.

Moved: A. Danson Seconded: B. Munday - Carried

3. CORRESPONDENCE IN/OUT

None.

4. EXISTING BUSINESS

4.1. Kandos area Street Library project

4.1.1. B Munday provided an update on this project; a Q&A sheet is available (see attachment 1) regarding the scope and aim of the project. Mudgee Reader's Festival is interested in a collaboration – they have applied for a grant, if successful some funds may be used for the Kandos area Street Library. Youth Council have been asked to assist with advertising support, advice, and funding support. Youth Council have agreed to support the project (should it proceed) with advice, and advertising, financial support is 'in-principle' until more information about the project is available. It was suggested that Youth Councillors could assist by writing a letter to Council's Library, asking for support with stocking the street library boxes (e.g. donated books, and discarded stock). It was also mentioned that materials for the Mudgee Street Library boxes were donated by a local hardware store, it might be a good idea to do the same for this project. C. Boxsell suggested the working group may want to approach TAFE for box assembly; carpentry students might be able to build them as part of their course work.

4.2. Youth Council Forum

4.2.1. A discussion occurred about the feasibility of running this event in January 2019. Looking at Youth Council school holiday activity commitments, *How to Adult* sessions, and Council shut down-period, it appears that there aren't many good timing options for the event, especially as there are less than 3 months remaining to organise this. The question was also raised as to the availability of Youth Councillors to assist in the running of the event on the day. It was decided that it would be better to delay this until later in 2019. The concept and of the day was discussed; what do the YC want the day to look like, what

will be covered in sessions. Some ideas included: Round table discussions about what the YC does at each location; What worked at your Youth Council event?; Advertising and attendance – what works, and doesn't; potentially a panel session with Youth Councillors talking about large successful events they have run e.g. Bathurst's "YJAM Groove & Grill at Bathurst Winter Festival".

Action Point: Youth Councillors to think about potential subjects topics etc. and bring to next meeting.

4.3. Youth Council Events

4.3.1. **Inspirational speaker – John Coutis**

Attendance was very good: close to 300 at first session (St Matthews), second session around 65 (Mudgee High School, and Home School students), and just over 200 at last session (Kandos High School). Facebook received some positive thank you comments. Generally it was felt that Mr Coutis was an excellent speaker with a positive message. There was concern that the Kandos session was a little late and rushed (Mr Coutis was meant to speak for less than an hour at each talk, but sessions ran to 60 minutes or more resulting in a delay in arrival at Kandos). Mr Coutis also donated a copy of his autobiography to the *Book Bouncers* teen book club.

4:42pm B. Munday left the meeting

4.3.2. **Spring school holiday activities**

So far activities are going well. There have been some comments regarding booking (e.g. people trying to book in a team, but only individual tickets being left); allowing individuals to book has meant those new to the area have been able to attend and possibly make new friends. It was decided to stay Eventbrite for booking of future activities; though the use of a waiting list would be beneficial. Feedback about the Escape Room has generally been positive, though most would prefer a physical puzzles to solve – Youth Councillors discussed the possibility of writing their own challenge for any future sessions.

2 October, Tue – Gulgong Hall; 4 sessions, two attended - 10 youth.

3 October, Wed – Mudgee Library training room; 4 sessions all full attendance – 20 youth (some no-show spots were able to be filled with youth enquiring at the door)

10 October, Wed (Rylstone Family Fun Day) – this is occurring tomorrow; only two tickets are left.

4.4. Youth Council social media and logo/branding

4.4.1. S. Sbisa reported that Youth Council now has an Instagram account. It launched in late September, and is working well so far. It is hoped that this platform will be more popular with the target youth audience than current advertising methods. Facebook likes continue to increase organically. Youth Councillors were asked to like/follow YC socials on their own accounts, and to promote them with friends.

4.4.2. S. Sbisa has contacted Council's marketing department for Youth Council logo design ideas. They were to begin working on them after Flavours of Mudgee, but due to staff changes in the department this has had to be delayed a little. As soon as a concept is available, it will be communicated to members to vote on. Hopefully the successful logo design can be printed on banners in time for the January school holidays (as per A. Karavas' and B. Munday's suggestions in August).

Action Point: S. Sbisa to liaise with Council regarding logo design options.

4.5. International Games Day

4.5.1. This is now *International Games Week* and will run 4-10 November in 2018. The Library are interested in partnering on some events, and have suggested small events be run across the region rather than one big day, as a way to ease into the gaming arena. If things go well expansion can be looked at next year. Library recommends a youth board game session at both Kandos and Gulgong (taking advantage of new board games YC donated). At Mudgee perhaps a film screening, a D&D session (they have lots 4th ed. of rule books), MTG session, or a console gaming comp. Youth Council agree a partnership would be ideal, and would definitely assist in promotion and running of events.

Action Point: S. Sbisa to liaise with Library staff and seek commitments from Youth Councillors via email.

5. BUSINESS ARISING

5.1. Film screening license opportunities at Mudgee Library

5.1.1. MWRC Library has secured a blanket film screening licence from Roadshow for the Mudgee Library. This means multiple films can be shown throughout the year. There are some limitations to the license: films need to be available on DVD, a maximum of 30 persons can attend a screening, sessions must be free to attend, and the specific films being shown cannot be advertised offsite. The Library has extended an invitation to the Youth Council to make use of this blanket license from time to time (e.g. during school holidays). Though they would prefer if films shown had some link back to books, and that generally films be at least two years old (exceptions to this can be negotiated). Youth Council agreed this would be a good offer to accept; especially as previous individual licenses cost approximately \$150 each.

6. GENERAL BUSINESS

6.1. Summer school holiday activities

6.1.1. Youth Council intend to continue with running at least one activity, for youth only, in each large zone of the region (north, central, south). It is felt that it would be a good idea to try something new, rather than the usual film workshop with AFTRS/Digi Ed (attendance appears to be dropping; possibly due to a similar event being run every year). Potential ideas include:

- Video Game design workshop (one or two days) – Mudgee
- Taking quality photos on phones, printing and using them for collage or similar (this is a recurring suggestion from the exit surveys) – Gulgong (has an outdoor area that could be useful).
- Film screening - Mudgee
- Board Games – Kandos/Rylstone

Action Point: Youth Councillors to email activity suggestions to S Sbisa prior to next meeting. S Sbisa to look into Game Design options.

7. DETAILS OF NEXT MEETING

7.1.1. Tuesday 13 November 2018, Mudgee Council Chambers, Market Street Mudgee.

5:09PM Meeting closed.

SUMMARY OF ACTION ITEMS

TASK / ACTION	RESPONSIBILITY	COMPLETION
Ensure up-to-date photo taken or email a photo of a similar format to those on the website to S Sbisa.	L Blackwell D Hayes-Weber	31.08.2018
Liaise with Council staff as to the updating of Youth Councillor images to the webpage.	S Sbisa	Ongoing
Liaise with Library staff re IGW session activities and communicate to Youth Councillors	S Sbisa	22.10.2018
Communicate availability to assist with IGW events to S Sbisa (Library staff)	All Youth Councillors	26.10.2018
Obtain Youth Council Logo options from Council	S Sbisa	13.11.2018
Think of potential session topics/ideas for Central West Youth Council Forum	All Youth Councillors	13.11.2018
Think of potential Summer school holiday activities.	All Youth Councillors	13.11.2018
Investigate Video Game Workshop facilitators	S Sbisa	13.11.2018

Attachment 1.

STREET LIBRARY – Organisation and Setup

Preliminary discussions 9 August 2018

Question raised to think about.	Initial responses – POSSIBLE answers only	Other suggestions
What do we make the book shelves/libraries from?	External Metal Marine ply Glass Aluminium Repurposed furniture/equipment Brick Internal Ply wood Cardboard Glass	
What will they look like?	House Tardis Various – all unique	
Who will make the libraries?	Interested community members Men's shed IT – Wood class – Project Furniture making class – project IKEA – Donations Volunteers	
How do we stock the libraries?	Donations Ex school/council libraries Charity Shop	
How do we manage what happens with the libraries?	Volunteer Management Team HS School Council	
Where do we store our stock?	KHS spare store room KHS Library Shipping container Community space Mid-Western Regional Council	
Who can be a member/user?	Anyone Residents Visitors Adults Children	
How do we found this project?	Donations Sponsors from business KEPCO community grant Rotary – or other service clubs	
How do we use the libraries as a community service?	Host events Reading days Connect with other "reading" or "street" events eg: Street Feast	
How many libraries do we want to have?	Go big or go home!! As many as we can stock	

Where will the libraries be located?	CBD Residential areas Inside businesses eg: IGA, Post Office, Cafes, Drs, Hairdressers Street corners Railway bus stations	
How do we promote/encourage usage?	Facebook Community capers Community group newsletters and bulletins School newsletters and bulletins KRR MWRC Newsletter Sponsors newsletters Events promotion tools	
How do we promote/encourage further reading (Library usage)?	Messages on the libraries about the town/school libraries. Promotion messages Editorials – Mudgee Guardian	

12.4 Gulgong Memorial Hall Committee meetings 11 August 2018, 14 September 2018 and 9 October 2018

REPORT BY THE DIRECTOR COMMUNITY
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, A0100024

RECOMMENDATION

That Council:

1. receive the report by the Director Community on the Gulgong Memorial Hall Committee meetings 11 August 2018, 14 September 2018 and 9 October 2018; and
2. note the minutes from the Gulgong Memorial Hall Committee meetings held 11 August 2018, 14 September 2018, and 9 October 2018.

Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Gulgong Memorial Hall Committee meetings held on 11 August, 2018, 14 September, 2018, and 9 October 2018.

Disclosure of Interest

Nil

Detailed report

The Gulgong Memorial Hall met on the 11 August, 14 September and 9 October, 2018 as part of their ongoing monthly meetings.

Community Plan implications

Theme	Looking After Our Community
Goal	Meet the diverse needs of the community and create a sense of belonging
Strategy	Provide equitable access to a range of places and spaces for all in the community

Strategic implications

Council Strategies

Not applicable.

Council Policies

Not applicable.

Legislation

The Gulgong Memorial Hall Committee is operating under Section 355 of the Local Government Act 1993, which allows it to exercise a function of Council.

Financial implications

Not applicable.

Associated Risks

Not applicable.

SIMON JONES
DIRECTOR COMMUNITY

12 October 2018

- Attachments:*
1. Gulgong Memorial Hall Minutes 14.8.18.
 2. Gulgong Memorial Hall Minutes 11.9.18.
 3. Gulgong Memorial Hall Minutes 9.10.18.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Gulgong Memorial Hall Meeting 14/8/2018

Opened 1620

Present: Pauline & Chris Hannaford, Percy Thompson, Ray Thackeray, Maureen Trgo, Charlie & Cheryl Vassel, Toni Morrison.

Apologies: Bill Clifford.

Minutes of last meeting: moved Ray, 2nd Pauline.

General business: Copy of Community News submitted - \$100,000 upgrade to the Memorial Hall listed in the Funding section.

Chris went into the MWRC website, and in the section about the Memorial Hall it stated that a Commercial Kitchen was to be installed, and Step Up Dance Academy were welcomed. Step-up have been using the Hall for Ten Years, so perhaps the website needs to be updated?

Chris rang Paul Blackwell, but he is on sick leave at present, and the receptionist told Chris someone would ring him back – he is still waiting. We do not need a kitchen, as this was replaced some time ago, however fire doors and a new roof are needed.

Ray from the Men's Shed would like to apply for a grant to replace the windows in the Men's Shed, as there is one broken, and the glass is a safety hazard. Council were contacted and Ray was told that he needs to contact the Contractors that Council use. He contacted the four businesses, only one came around to assess the job and said they would give a quote, but none has been forthcoming. Need to talk to Simon Jones about this.

Motion: 2 members of the Committee to approach Simon Jones re the quotes for the Glass, and a list of what the \$100,000 is for. Ray and Chris will attend to this

Thank you to Council for the donation of \$3,000 for this years Christmas Celebration. We did request another \$500 to make a banner promoting MWRC at the Christmas Celebration, would this be possible?

The Men's Shed have a new Lease, which they will accept.

Last months Markets were held in the Hall, was this paid for? The weather was wet early in the morning, but sunny for the rest of the day.

The Henry Lawson Heads were left in the kitchen after the Henry Lawson Festival, as well as some prize money for All Hallows. Ray delivered the prize money. Toni will take the heads to Red Hill.

Everyone is happy with the Certificate of Thanks.

Toni – follow-up from the last meeting – spoke to the High School re the use of the Hall for the Careers Expo:

I spoke to the careers advisor at Gulgong High School, Carly Sewell, on the 14th of August and asked her questions in regard to Gulgong High School's careers day.

- This event is held annually in the third term at Gulgong High School Auditorium.
- 2017 there were 26 stall holders
- 2018 there is expected to be 35 stall holders

- 3 universities, skillset, MWRC, NAB, TAFE, Coles, Hairdressers, Centrelink, fitness, Parklands Resort, NSW Police, Rural Fire Brigades, NSW Fire & Rescue, St Johns Ambulance, Local Mines, Property Shop R/E, McGregor R/E.
- Not able to invite MWRC high schools due to the limit of time and disruption to the school using their own facilities.
- Local Primary schools invited: Coolah, Goolma, Ulan, Lue.
- Could be interested in using the Memorial Hall for 2019.
- Possibility of inviting MWRC area high schools if held in Memorial Hall.

The only negative I could see from this conversation was the Carly mentioned that lots and lots of power points are needed as every stall holder needs power for their displays.

Perhaps Council could be a sponsor of this event, and also upgrade the power points in the Hall?
All in favour.

Meeting closed 1700

Next meeting 11/9 at 1600

Gulgong Memorial Hall Meeting 11/9/18

Opened: 1600

Present: Maureen Trgo, Ray Thackeray, Pauline Hannaford, Chris Hannaford, Toni Morrison and Bill Clifford.

Apologies: Charlie and Cheryl Vassel

Minutes of last minutes not read – held over to next meeting.

Council spoke to Chris re hiring of hall tables and chairs, which is their option but they do not have a system to charge for the usage of tables and chairs. Chris thought that people who hire Memorial hall equipment could make a donation of kitchen crockery and cutlery, would need to have a set type so that would all be the same pattern. Chris to inquire if the Council uses a standard type of kitchenware.

High school use of hall will be next year as they have just completed this year’s career day.

Certificate of appreciation completed by Cheryl and looks good.

Memorial hall large LPG cylinders are back in place and new manifold fitted.

Have not heard yet when new fire doors will be fitted.

Hall will be hired by schools soon for end of year functions.

Christmas Party.

Chris to check if committee has booked hall for Xmas Party.

Swoop sign not there anymore Chris to check if they will be at this year’s party.

Alan Walker, Rob Barton, Jim’s horses, RFS, Des Kelley and jumping castle are all booked for party.

Did not get extra \$500 from council that we were going to use for banners to display date of party and that it is sponsored by Mid Western Regional Council.

Hay may be hard to get this year will look at getting padding for star posts at billycarts but if Swoop are coming will still need hay.

Check with men’s shed re helpers for BBQ. Ray to Check.

Buy 6 new Bicycle helmets check price at Stacks and online, Ray to check.

See if we can get Xmas party advertisement if Council news letter for November. Chris to check.

Advertising on 2MG need to contact at least 2 weeks before Event. Chris to do.

Meeting closed 1650 next meeting 9/10/18, at Men’s Shed.

Action Plan

Person Responsible	Action	Result
Chris	Ask council re kitchenware	
Chris	Check hall booked for xmas	Done.
Chris	Check with Swoop	
Maureen	To remind jumping castle owners.	
Chris and Ray	Council Risk Assessment	

Gulgong Memorial Hall Meeting 9/10/2108

Opened: 1610

Present Charles Vassel, Pauline Hannaford, Chris & Pauline Hannaford, Ray Thackeray, Maureen Trgo, Bill Clifford, Cheryl Vassel

Apologies: Percy Thompson, Toni Morrison

Minutes of last meeting: Minutes of August minutes correct. Minutes of September moved Maureen, 2nd Pauline.

Paul Blackwell is very ill, Marilyn has replaced him at present. Marilyn is proactive. Chris hasn't been notified as to what is to happen with the \$100,000 allocated to the Memorial Hall over the next 6 months, however the fire doors are a priority, as is the roof.

Council does have its own standard crockery, Chris will follow up on this, re who to purchase this from.

Chris and Pauline visited SWOOP, who are back in business, but there was no-one at home.

Bicycle helmets – still waiting.

Billy Carts – may be unable to obtain hay this year, so Chris has asked Chris Gudgeon re putting covers from posts will be put around star pickets. Quite happy to do this.

Need to buy 6 bales of hay to put around petting farm, maybe use chairs? Perhaps bags of rags? Ray will talk to Vinnies.

October 5th Guardian – re section 355 committees regional access are charged with advising Council, looking for people to be part of Council's Access Committee. Particularly Kandos and Rylstone. Great opportunity for Committee to have a say in what is happening in the area.

Christmas Celebration 8/12

Charlie dropped IGA letter dropped in to Beck Woods.

With the two doors to the Memorial Hall locked from the outside what is the longest travel distance that needs to be travel in the Hall in case of an Emergency. This was looked at by Council. The top door on the stage and the steps down to the old Men's Toilets, the doors are incorrect. There are 4 fire exit doors. The door from the Men's Shed needs to be replaced to make it a Fire Door. The two doors down to the Men's Shed are not to be Fire Exit doors.

Jumping castle has been booked.

Risk assessment will be done when we know who is coming, so closer to the event.

Meeting closed 1643, next meeting 13/11 1600, Men's Shed

Action Plan

Person Responsible	Action	Result
Chris	Crockery	
Chris & Pauline	SWOOP	
?	Bicycle Helmets	
Ray, Charlie	Bails of rags	
Chris & Ray	Risk assessment	

12.5 Gulgong Sports Council Meeting 10 September 2018

REPORT BY THE DIRECTOR COMMUNITY
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, A0360003

RECOMMENDATION

That Council:

1. **receive the report by the Director Community on the Gulgong Sports Council Meeting 10 September 2018; and**
2. **note the minutes of the Gulgong Sports Council meeting held on 10 September 2018.**

Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Gulgong Sports Council meeting held on 10 September 2018.

Disclosure of Interest

Nil.

Detailed report

The Sports Council receives an updated Works Request and Matters in Progress report together with updated financial details each month prior to the meeting.

There are no further matters arising that require consideration by Council at this time, noting that specific requests/recommendations are forwarded to Council under separate cover providing detailed information and requirements. Operational matters raised will be dealt with in due course when staff receive additional information.

Community Plan implications

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

Strategic implications

Council Strategies

Not Applicable.

Council Policies

Not Applicable.

Legislation

The Gulgong Sports Council is operating under Section 355 of the Local Government Act (1993), which allows it to exercise a function of Council.

Financial implications

Not Applicable.

Associated Risks

Nil.

SIMON JONES
DIRECTOR COMMUNITY

24 October 2018

Attachments: 1. Gulgong Sports Council meeting 10 September 2018.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

GULGONG SPORTS COUNCIL
Monthly Meeting
Monday 10th September, 2018 @ Gulgong Bowling Club.

Meeting Opened; 6.00 pm

Apologies; L.Hawkins, Betty Rae, M.Gaudry,

Moved; M.Freestone 2nd C.Rae Carried

Present; , B.Gudgeon, T.Kane MWRC, T.Papworth, C.Rae, C.Holden, M.Freestone.

Minutes; Minutes from last meeting be adopted dated 13th August, 2018.

Moved C.Holden 2nd C.Rae Carried

Council Business;

1. Council Keys for council office Gulgong. (sporting ovals)
2. Victoria Park Lights will depend on grant and funding from MWRC.
3. Gulgong Cricket to investigate turf wicket maintenance.
4. Rotary Park Gulgong access to sporting ovals will be closed for new works to park, sporting clubs and schools to be notified, access only through grandstand gates Billy Dunn Oval.

Finance; Balance; \$7364.06

Income;

Nil

Expenditure;

Classic Sporting Facilities	\$760.00	Synthetic Grass Broad Jump Pit Victoria Park Gulgong.
Gulgong Timber & H'ware	\$ 100.00	Shelving storage Shed Victoria Park.
Gulgong Timber & H'ware	\$ 48.40	Line Marking.
Gulgong Timber & H'ware	\$ 21.90	Parts for line maker
Gulgong timber & H'ware	\$ 354.60	New doors Tennis Club Gulgong

Motion that all the above payments approved to be paid;

Moved B.Gudgeon 2nd Craig Holden Carried

General Business;

1. Goal posts at Victoria Park Gulgong to be removed.
2. Gulgong Sports Council to pay costs of \$760.00 towards synthetic grass for run up on new broad jump at Victoria Park Gulgong.

Moved; C.Holden 2nd B.Gudgeon carried.

3. Gulgong Sports Council to pay costs of \$354.60 towards new doors at Gulgong Tennis Club for security of club room.

Moved; C.Holden 2nd C.Rae carried.

Meeting closed 7.00 pm.

Next Meeting; 6.00 pm Monday, 12th November 2018, @ Gulgong Bowling Club.

President
Craig Holden.



12.6 Mudgee Sports Council meeting 24 September 2018

REPORT BY THE DIRECTOR COMMUNITY
TO 21 NOVEMBER 2018 ORDINARY MEETING
GOV400066, A0360013

RECOMMENDATION

That Council:

1. receive the report by the Director Community on the Mudgee Sports Council meeting 24 September 2018; and
2. note the minutes for the Mudgee Sports Council meeting held 24 September 2018.

Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Sports Council meetings held on 24 September 2018.

Disclosure of Interest

Nil.

Detailed report

The Mudgee Sports Council receives an updated Works Request and Matters in Progress report together with updated financial details each month prior to their meetings.

Community Plan implications

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

Strategic implications

Council Strategies

Not Applicable.

Council Policies

Not Applicable.

Legislation

The Mudgee Sports Council is operating under Section 355 of the Local Government Act (1993), which allows it to exercise a function of Council.

Financial implications

Not Applicable.

Associated Risks

Nil.

SIMON JONES
DIRECTOR COMMUNITY

24 October 2018

Attachments: 1. Mudgee Sports Council meeting 24 September 2018.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Mudgee Sports Council Minutes

Netball Clubhouse

26-08-2018

18:15

Present: P. Mitchell (Soccer), G. Robinson, T. Kane (MWRC), K. Bennetts (Little A), M. Brydon (Jnr League), N. Cavangah (Jnr Cricket), & J.Johnson.

Apologies : P. Blackwell MWRC), Councillor J. O’Neill, J. Fleming (Soccer),K . Marshall (Netball), K. Lang (Touch, Snr League), L. Humphries (Rugby), A. Whale (Jnr Cricket) Apologies moved and accepted K. Bennetts seconded M. Brydon.

Minutes from previous meeting read as true and correct. Moved K. Bennetts seconded J.Johnson.

Business arising from previous meeting:

1. Junior Cricket taking Milo Cricket back over and will expect numbers to rise, Council will need to chase NSW Cricket for ground fees.

Treasurer’s Report:

1. At time of meeting \$100,086.43 balance.
Moved G. Robinson, seconded K. Bennetts.

Secretary Report:

1. No feed back from Softball; letter sent re fees and no reduction of fees.
2. Sports Application for funding received from Bronte Clifford, she plays Ultimate Frisbee and has been selected in the NSW U/22 team which will be playing in Ashfield WA in November 2018 total cost to player is \$1030 plus airfares, her application comes under the special circumstances grant. **MOTION: That Bronte Clifford receives a special circumstances grant of \$450.** Moved K. Bennetts, seconded N. Cavangah.
3. Reminder of Sports Awards, looking at contacting both Charity shield clubs ASAP to see if we could book speakers for the sports awards.

Works Request Updates:

1. Bollards still to be installed Glen Willow Touch/soccer fields.
2. Netball toilets- Electrical issues, septic tank to be cleaned out.
3. Roll Top fixed Cahill Park more welding required, Mick Brydon happy to liaise with Furney’s who have the contract to fix fence tops.
4. Lights at Jubilee to be repaired end of season.
5. Skylights and drainage issues sorted at walkers Oval.

Works Requests:

1. Ladies toilet sink leaking- Glen willow Touch/soccer amenities.
2. 2 lights out Cahill Park clubhouse side..
3. Triple B lock missing Cahill Park clubhouse side.
- 4.

General Business:

1. Netball courts resurfacing commencing 29th October after St Matthews Netball carnival.
2. Cahill park to get reseeding program of Rye grass ground will be closed from 4th March to 8th April 19 to allow seed to take.
3. Amenities not cleaned by organisers of Country Eagles game.

4. Soccer to end season 8th October will have booked cleaners clean amenities, and area will be left clean and tidy.
5. All clubs are reminded the 29th October will be the AGM and all clubs must have 1 representative at meeting.

Meeting closed 1845

Next meeting and AGM

Monday 29th October 2018 at 6pm

Netball clubhouse

Item 13: Urgent Business Without Notice

URGENT BUSINESS WITHOUT NOTICE

As provided by Clauses 19 & 20 of Council's Code of Meeting Practice (Clause 14 LGMR).

GIVING NOTICE OF BUSINESS

19. (1) The Council must not transact business at a meeting of the Council:
- (a) unless a Councillor has given notice of the business in writing at least two (2) days prior to the day on which the agenda and business paper is prepared and delivered to Councillors; and
 - (b) unless notice of the business has been sent to the Councillors in accordance with Clause 6 of this Code. (see Section 367 LGA & Clause 14(1) LGMR)
- (2) Subclause (1) does not apply to the consideration of business at a meeting if the business:
- (a) is already before, or directly relates to a matter that is already before the Council (see Clause 14(2)(a) LGMR); or
 - (b) is the election of a chairperson to preside at the meeting as provided by Clause 12(1) (see Clause 14(2)(b) LGMR); or
 - (c) is a matter or topic put to the meeting by the chairperson in accordance with Clause 21 (see Clause 14(2)(c) LGMR); or
 - (d) is a motion for the adoption of recommendations of a committee of the Council; (see Clause 14(2)(d) LGMR); or
 - (e) relates to reports from officers, which in the opinion of the Chairperson or the General Manager are urgent;
 - (f) relates to reports from officers placed on the business paper pursuant to a decision of a committee that additional information be provided to the Council in relation to a matter before the Committee; and
 - (g) relates to urgent administrative or procedural matters that are raised by the Mayor or General Manager.

BUSINESS WITHOUT NOTICE

20. (1) Despite Clause 19 of this Code, business may be transacted at a meeting of the Council even though due notice of the business has not been given to the Councillors. However, this can happen only if:
- (a) a motion is passed to have the business transacted at the meeting; and
 - (b) the business proposed to be brought forward is ruled by the Chairperson to be of great urgency. Such a motion can be moved without notice. (see Clause 14(3) LGMR)
- (2) Despite Clause 30 of this Code, only the mover of a motion referred to in subclause (1) can speak to the motion before it is put. (see Clause 14(4) LGMR)

Item 14: Confidential Session

Nil

CONFIDENTIAL
SESSION

Item 15: Urgent Confidential Business Without Notice

Item 16: Open Council

Item 17: Closure