



PUBLIC COPY

2019

MID-WESTERN REGIONAL COUNCIL
COUNCIL BUSINESS PAPERS

ORDINARY MEETING
WEDNESDAY 18 SEPTEMBER 2019



*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

11 September 2019

Dear Councillor,

MEETING NOTICE
Ordinary Meeting
18 SEPTEMBER 2019
Public Forum at 5:30PM
Council Meeting commencing at conclusion of Public Forum

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 speak at the Public Forum, which is held at 5:30PM immediately preceding the Council Meeting. Speakers are given five minutes to address items that are included in the agenda.

If you wish to register to speak at the Public Forum please contact the General Manager's Office on 1300 765 002 or 02 6378 2850 by 4.00 pm on the day before the meeting for approval.

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	7
Item 2:	Disclosure of Interest	7
Item 3:	Confirmation of Minutes	7
	3.1 Minutes of Extraordinary Meeting held on 29 August 2019.....	7
Item 4:	Matters in Progress.....	8
Item 5:	Mayoral Minute	9
	Nil	
Item 6:	Notices of Motion or Rescission	10
	6.1 Gulgong Holtermann Sponsorship.....	10
Item 7:	Office of the General Manager	12
	7.1 Council's decisions on the Administration of the September 2020 Elections	12
Item 8:	Development.....	16
	8.1 MA0007/2020 (DA0191/2015) - 27 Lot Subdivision - 196 Robertson Road, Mudgee	16
	8.2 SpendMapp Subscription	30
	8.3 Monthly Development Applications Processing and Determined	38
Item 9:	Finance	46
	9.1 Road, Bridge and Place Naming Policy Review	46
	9.2 Naming of a Bridge over Cudgegong River on Bylong Valley Way, Rylstone	54
	9.3 Policy Review - Pensioner Concessions.....	57
	9.4 Proposed Road Closure of Part Bylong Valley Way, Bylong.....	64
	9.5 Grants Commission Financial Assistance Grant 2019-20.....	67
	9.6 Investments Policy Review.....	87
	9.7 Monthly Statement of Investment and Bank Balances as at 31 August 2019.....	98

9.8	Monthly Budget Review - August 2019.....	105
9.9	Exemption from Tender - Liebherr Australia	121
Item 10:	Operations	123
10.1	Amendment to the Liquid Trade Waste Delivery Program	123
Item 11:	Community.....	127
11.1	Glen Willow Stage 2 Funding	127
11.2	Rescission of Policies - Conflicts of Interest and Gifts & Benefits	135
Item 12:	Reports from Committees.....	137
12.1	Local Traffic Committee- August Meeting 2019.....	137
12.2	Mudgee Sports Council Meeting Minutes 30 July 2019	147
12.3	Mid-Western Regional Access Committee	151
12.4	Audit Risk and Improvement Committee Meeting 16 August 2019	155
12.5	Mid-Western Regional Youth Council.....	160
Item 13:	Urgent Business Without Notice.....	166
Item 14:	Confidential Session.....	168
14.1	Acquisition of Land for Walkway and Disposal of Land in Compensation	172
14.2	General Manager's Performance Agreement 2018-2019.....	222
Item 15:	Urgent Confidential Business Without Notice	243
Item 16:	Open Council	243
Item 17:	Closure.....	243

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 Extraordinary Meeting held on 29 August 2019

Council Decision:

That the Minutes of the Extraordinary Meeting held on 29 August 2019 be taken as read and confirmed.

The Minutes of the Extraordinary 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.
Glen Willow Stage 2 - Acceptance of Grant Funding	Res.16/19 Ordinary Meeting 20/02/2019	That Council: 1. note that should Council be unsuccessful under the Regional Growth – Environment and Tourism Fund a further report will be brought back to Council identifying alternate funding sources, and amending the 2017/21 Delivery Program and 2019/20 Operational Plan.	Please refer to item 11.1 of this agenda.
Representation by Kandos Rylstone Men's Shed for Council to Acquire the Former Gang Shed Premises at Kandos	Res 247/19 Ordinary Meeting 20/08/2019	That Council: 2. notes that Transport for NSW cannot support the sale of the Former Gang Shed premises at Kandos until their investigation is complete and a final decision is made, which may take up to two years to finalise.	RECOMMENDED FOR COMPLETION
LGNSW Membership Renewal 2019/20	Res 227/19 Ordinary Meeting 20/08/2019	That Council: 2. endorse the renewal of membership with Local Government NSW for the 2019/20 financial year.	RECOMMENDED FOR COMPLETION
Service Provider Management Policy Review	Res.241/19 Ordinary Meeting 20/08/2019	That Council: 2. note that no submissions were received during the exhibition period; 3. approve the administrative changes to the policy included in this report; and 4. adopt the revised Service Provider Management Policy.	RECOMMENDED FOR COMPLETION

Item 5: Mayoral Minute

Nil

Item 6: Notices of Motion or Rescission

6.1 Gulgong Holtermann Sponsorship

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, A0230002

MOTION

That Council Consider becoming a major sponsor of the Holtermann Museum at Gulgong.

Background

Volunteers are looking to open the museum in October and have requested that Councillors inspect their work.

The volunteers are hoping to have funding for the completion of the museum.

Officer's comments

Council has received a letter from Gulgong Holtermann Museum (GHM), requesting that Council consider becoming a major sponsor of the Holtermann Museum (see attached).

Sponsorship would involve forgiving the remaining balance of the loan owed to Council by GHM, which would provide the Museum relief from outstanding payments through their operating period. The Gulgong Holtermann Museum is due to officially open in October 2019, and volunteers have invited Councillors to inspect their work.

In 2017, Council lent GHM \$150,000 in order for them to finalise the purchase of the property where the Gulgong Holtermann Museum is located. The first repayment was received from GHM at the end of September 2018, as required, and was an amount of \$17,584.58. The second instalment of \$17,548.58 falls due on the 1 October 2019. It is noted that Council holds a mortgage over the property where the Gulgong Holtermann Museum is located, and if Council made a decision to forgive the remaining balance of the loan, this mortgage deed would require release.

A resolution would be required from Council that covers off on all aspects of the sponsorship, mortgage deed release and any associated legal fees.

Attachments: 1. GHM letter.

5.9.2019

The General Manager
MWRC
Box 156 PO
MUDGEES NSW 2850

GULGONG HOLTERMANN MUSEUM SPONSORSHIP

Dear Brad

The planning of GHM's official opening on Oct. 26 is well under way.

Dick Smith AC (sponsor) will officiate, and prolific Australian novelist Tom Keneally AO (patron) will be our honoured guests along with senior NSW government and German consulate officials.

The interest in and support of GHM locally, nationally and internationally has been immense giving testament to the quality and vision of the project commenced in 2014.

As you are aware, we have received NSW Government grants, sponsorship from the Foreign Office of the Federal Republic of Germany, support from many large corporations, local businesses, private individuals, along with very gratifying in kind contributions from the State Library of NSW and our local community.

GHM is now a \$2 million project and we expect a large media contingent to cover the event.

This level of support highlights what a valuable drawcard GHM will be as a tourism and educational facility for the Shire and beyond.

We therefore respectfully invite MWRC to also become a major sponsor of this project by waiving the remaining portion of the gratefully received \$150K loan from Council, negotiated in order to purchase the properties.

As we prepare final publicity and acknowledgements, we would appreciate a reply immediately after your next scheduled regular meeting on Wed 18th so we can hopefully add MWRC to the already impressive sponsorship list.

Should any Councillors or staff require further information or familiarisation with GHM, we would welcome them anytime.

Yours faithfully,

Item 7: Office of the General Manager

7.1 Council's decisions on the Administration of the September 2020 Elections

REPORT BY THE MANAGER GOVERNANCE
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, A0170031

RECOMMENDATION

That Council:

1. **receive the report by the Manager Governance on the Council's decisions on the Administration of the September 2020 Elections; and**
2. **pursuant to s. 296(2) and (3) of the Local Government Act 1993 (NSW) ("the Act"), authorise the General Manager to enter into a contract for the Electoral Commissioner to administer all elections, council polls and constitutional referenda of the Council for the contract period including the September 2020 Elections.**

Executive summary

The Office of Local Government issued circular 19–12 / 27 June 2019 informing Council of the extension of the deadline for councils to make a decision on the administration of the 2020 election complying with section 296AA of the Local Government Act.

During 2019, NSW Government required the Independent Pricing Regulatory Tribunal (IPART) to review the cost of local government elections. A Final report is to be released 30th August. An IPART Fact Sheet dated 1st August 2019 discusses the Draft final report indicating that on average council will see a 62% increase in costs for the 2020 election compared with the 2016 election.

Council has historically contracted the NSW Electoral Commissioner to conduct council elections.

Disclosure of Interest

Nil.

Detailed report

Under section 296AA of the Act, each council must resolve by 1st October 2019 to either:

- enter into an agreement with the Electoral Commissioner by contract or otherwise to administer the council's elections, polls and referenda or
- that the council's elections are to be administered by the General Manager of the council and if so resolved must include the following information;

- a) whether the general manager intends to administer elections personally or to engage an electoral services provider,
- b) if the general manager intends to administer elections personally, whether the general manager has identified any persons to be appointed as the returning officer and substitute returning officer for the next ordinary election of councillors and, if so, the names of those persons,
- c) if the general manager intends to engage an electoral services provider, whether the general manager has identified an electoral services provider to be engaged for the next ordinary election of councillors and, if so, the name of that provider,
- d) any other information required by the regulations.

Mid-Western Regional Council has historically engaged the NSW Electoral Commission to conduct the Elections.

During 2019, NSW Government required the Independent Pricing regulatory Tribunal (IPART) to review the cost of local government elections. An IPART Fact Sheet attached discusses council submissions to the final report indicating that on average council will see a 62% increase in costs for the 2020 election compared with the 2016 election.

The 2016 election cost was \$145,620 Ex GST. IPART report fees for 2020 \$235,904

Council has currently adopted a \$200,000 budget for the 2020 election.

Community Plan implications

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

Strategic implications

Council Strategies

Not Applicable

Council Policies

Not Applicable

Legislation

S 296AA Local Government Act 1993

Financial implications

Council accumulates a \$200,000 budget over the 4-year term of Council to fund the conduct of the general election of Councillors.

The NSW Electoral Commission engagement contract will also provide for the conduct of other polls and constitutional referenda, there are no budget provisions at this time should council utilise these services

Associated Risks

No compliance of statutory provisions to conduct the Councillor Election in 2020.

If Councils fails to engage the Electoral commission to conduct the election the General Manager will be required to administer its own elections.

TIM JOHNSTON
MANAGER GOVERNANCE

SIMON JONES
DIRECTOR COMMUNITY

15 January 2019

Attachments: 1. IPART Fact Sheet - Local Government Election Costs.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Local government election costs – submissions on Draft Report



1 August 2019



WHAT

We received 47 submissions in response to our Draft Report on our *Review of local government election costs*, which we published on 25 June 2019. All non-confidential submissions are now available on our website.

For our Final Report we are actively considering ways to increase choice for councils without increasing costs to councils.

Almost all of the submissions raised concerns about the impact of our draft recommendations on councils' budgets. Our draft recommendations would, on average, increase council bills for elections in 2020 by around 62% compared to elections held in 2016 and 2017.

Concerns about bill impacts for councils were also raised by councils that attended our Public Forum on 2 July 2019.

Overwhelmingly, councils are concerned that the move to cost-reflective prices for the NSW Electoral Commission's (NSWEC's) services would not be affordable, at least in the short term.

Those councils supportive of our recommended market reforms to provide councils with more choice in how elections are delivered (which may ultimately reduce costs), think they should be introduced prior to our proposed changes to the way costs are allocated.



WHY

Our Draft Report proposed cost-reflective pricing, so that councils would pay for the efficient cost of the election services they receive from the NSWEC.

We explained that this would help to:

- ▼ Ensure the NSWEC's costs are transparent and subject to appropriate scrutiny.
- ▼ Promote efficient decisions over time by the councils in relation to the provision of election services.
- ▼ Ensure that the NSWEC is not unduly advantaged or disadvantaged in competing with other potential electoral service providers (and thus help to facilitate competition in the provision of election services, and the efficiency gains associated with such competition).



WHO

The majority of the 47 submissions we received are from individual councils or organisations representing councils.

We also received submissions from the NSWEC, other electoral service providers and an individual.



WHAT NEXT

We will provide our Final Report to the Minister for Local Government on 30 August 2019.

Item 8: Development

8.1 MA0007/2020 (DA0191/2015) - 27 Lot Subdivision - 196 Robertson Road, Mudgee

REPORT BY THE SENIOR TOWN PLANNER
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, DA0191/2015

RECOMMENDATION

That Council:

- A. receive the report by the Senior Town Planner on the MA0007/2020 (DA0191/2015) - 27 Lot Subdivision - 196 Robertson Road, Mudgee;
- B. approve in part MA0007/2020 (DA0191/2015) - 27 Lot Subdivision - 196 Robertson Road, Mudgee, by amending/adding the following conditions. A full set of conditions is included in Appendix 3:
 - I. Amend Condition 1 within Part 1 Deferred Commencement Conditions as follows:
 - 1. This is a deferred commencement condition in accordance with Section 4.16(3) of the *Environmental Planning and Assessment Act 1979* and this consent shall not operate until the following matters have been completed, to the satisfaction of Council.
 - a) Submission to and approval by Council of a Water Servicing Plan with supporting calculations, prepared by an appropriately qualified engineer, demonstrating that the proposed subdivision will be adequately serviced with sufficient volume and pressure of water. The Water Servicing Plan shall demonstrate compliance with *Mid-Western Development Control Plan 2013* and *National Specification – Water Supply Code of Australia*. The Water Servicing Plan shall show:
 - (i) Volume and location of water storage;
 - (ii) Indicative pipe size and location;
 - (iii) Depth of ground cover over underground infrastructure;
 - (iv) Location of fire hydrants;
 - (v) Details and location of any required pump stations;
 - (vi) Indicative easements for water storage and water pump stations, as required; and
 - (vii) Measures to minimise visual impact of water pumps and storage facilities.
 - b) Submission to and approval by Council of a Sewerage Servicing Plan with supporting calculations, prepared by an appropriately qualified engineer, demonstrating that the proposed subdivision will be

adequately serviced by sewerage infrastructure. The Sewerage Servicing Plan shall demonstrate compliance with *Mid-Western Development Control Plan 2013* and *National Specification – Sewerage Code of Australia*. The Sewerage Servicing Plan shall show:

- (i) Location, size, and gradient of all sewer lines;
 - (ii) Depth of ground cover over underground infrastructure;
 - (iii) Location and details of manholes and rising mains;
 - (iv) Details and location of any sewer pump stations, if required;
 - (v) Indicative easements for sewer lines and sewer pump stations, as required; and
 - (vi) The impact on Endangered Ecological Communities and Threatened Species, if relevant.
- c) The registration with NSW Land Registry Services of an easement to drain sewer of a minimum 3m wide over the properties that the sewer line for the proposed development will traverse, between the development site and the nearest connection to the reticulated sewerage network. The easement shall burden the lots the sewer line traverses and benefit Mid-Western Regional Council, as per the submitted Sewerage Servicing Plan. The easements shall be over the following properties, or any alternative properties as agreed to by Council should another route be preferable, to achieve a sewer line connection into Council's existing reticulated sewer system:
- (i) Lot 3 DP1204702;
 - (ii) Lot 1 DP1000497;
 - (iii) Lot 2 DP1000497; and
 - (iv) Lot 8 DP1221711.
- d) Where required, the registration with NSW Land Registry Services of any easements over private property (other than the subject site) to accommodate water supply infrastructure, such as pump stations and storage tanks.
- e) An Ecological Assessment Report be prepared by a suitably qualified ecological consultant to identify any threatened species in:
- (i) the road reserve directly in front of both street frontages of the subject site;
 - (ii) within the area outside of the subject site approved for the sewer line extension; and
 - (iii) within any areas for water line extensions outside of the subject site.

Following the completion and findings of the Ecological Assessment Report, the necessary approvals from other government agencies are to be obtained and a copy provided to Council, to ensure the protection of any Threatened Species. These approvals may include:

- (i) A Controlled Activity Approval from the Department of Environment and Energy (DEE); and
 - (ii) Concurrence from NSW Office of Environment and Heritage (OEH).
-

- f) If a Biodiversity Offset site is required to meet the requirements of sub-condition (e.) above, details of the Biodiversity Offset site and any draft terms of restriction or covenants on title are to be submitted to and approved by Council.

Evidence that will sufficiently enable Council to be satisfied as to the compliance of the above matter/s must be submitted to Council within five (5) years of the date of determination of the original un-modified development consent (ie due date: 20 February 2024).

If sufficient evidence of the satisfaction of the above matter/s is not received by Council within this time-frame, the consent will lapse pursuant to Section 4.53(6) of the *Environmental Planning and Assessment Act 1979*.

If sufficient evidence of the satisfaction of the above matter/s is received by Council within the above nominated time-frame, Council will notify the applicant/developer in writing of the date the development consent has become operative. The consent will become operative subject to the following conditions of consent.

Note: The development consent will lapse 5 years after it becomes operative, in accordance with Section 4.53 of the *Environmental Planning and Assessment Act 1979*.

II. Amend Condition 1 as follows.

1. Development is to be carried out in accordance with the following plans endorsed with Council's Stamp as well as the documentation listed below, except as varied by the conditions herein and/or any plan notations.

Title/Name	Drawing No/ Document Ref	Revision/ Issue	Dated	Prepared by
Proposed Subdivision Lot Layout	6242 PS-V10 Sheet 1 of 4	V10	12/06/19	Le Mottee Group
Proposed Subdivision Lot Layout – Aerial Overlay	6242 PS-V10 Sheet 2 of 4	V10	12/06/19	Le Mottee Group
Proposed Subdivision Lot Layout – Aerial Overlay (Contours)	6242 PS-V10 Sheet 3 of 4	V10	12/06/19	Le Mottee Group
Proposed Subdivision Lot Layout (APZ and VRZ)	6242 PS-V10 Sheet 4 of 4	V10	12/06/19	Le Mottee Group
Ecological Assessment for a Residential Subdivision at 196 Robertson	-	-	February 2017	Firebird Ecosultants Pty Ltd

Road, Mudgee				
--------------	--	--	--	--

**Note: Servicing Strategy plans, as submitted, have not been approved as they require consent and approval for creation of easements.
 AMENDED BY MA0007/2020**

III. Amend Condition 7 as follows.

- 7. The development is to be constructed in 2 stages, as outlined below:**
- a) Stage 1: All lots fronting Robertson Road (ie Lots 1 to 6, 25 and 26 – 8 lots) and residue lot, construction of the stormwater detention basin and any upgrade works required to Robertson Road.**
 - b) Stage 2: Lots 7 to 24 and Lot 27 (ie 19 lots). This stage is to include the construction of:**
 - (i) The internal road;**
 - (ii) The driveways associated with Lots 11, 23 and 24; and**
 - (iii) Any upgrade works required within the Bruce Road road reserve.**

**All servicing is to be undertaken in accordance with the staging.
 AMENDED BY MA0007/2020**

IV. Amend Condition 41 as follows.

- 41. The new roads in the subdivision are to be constructed in accordance with the following:**

Item	Requirement
Full Road Pavement Width	9 m
Footpath Width	2 x 4.5m
Concrete Footpaths	1 x 1.2m wide
Seal	Two-coat flush seal -14/7 mm (Double/ Double) as required
Kerb & Gutter	Roll back concrete kerb & gutter
Subsoil Drainage	Behind kerb if required
Underground Drainage	Where gutter flow exceeds 2.5m during minor events or adjacent to intersections.

AMENDED BY MA0007/2020

V. Amend Condition 44 as follows.

- 44. Details of the internal driveways within the access handles are to be submitted to and approved by the Certifier (ie Council or a private Certifier) as part of the Construction Certificate. The details are to comply with the following:**
- a) A 6m wide concrete crossover is to be provided at the entrance (ie first 6m) to the access handles for proposed Lots 23 and 24.**

- b) A 3m wide concrete crossover is to be provided at the entrance to the access handles for proposed Lot 11.
- c) A 6m wide sealed (concrete or bitumen) driveway is to extend for the full length of the right of carriageway to be provided over the access handles for proposed Lots 23 and 24. Alternatively, localised pavement widening to a width of 6 metres and over a length of no less than 6 metres may be provided to allow two vehicles to safely pass. Provision must be made for the control of surface runoff (kerb or dish drain).
- d) A 3m wide sealed (concrete or bitumen) driveway is to extend for the full length of the access handle for proposed Lot 11.
- e) The design of the driveway and crossover is to comply with Aus-Spec #1 and Council's "Access to Properties Policy".
- f) Except where varied by the above conditions, the details are to comply with the relevant provisions of AS2890.1-2004.
- g) Should concrete be used, provide for construction joints and removable panels in the driveway so that the part of the concrete driveway can be removed while maintenance occurs on any underground water, sewer or stormwater infrastructure within the access handle.

AMENDED BY MA0007/2020

VI. Amend Condition 63 as follows.

- 63. Unless specifically identified in Deferred Commencement or Construction Certificate Approval requirements, no trees on public property (footpaths, roads, reserves etc.) shall be removed or damaged during construction of the subdivision works including the erection of any fences or hoardings.**

VII. Delete Condition 72.

VIII. Amend Condition 85 as follows.

- 85. A sealed, all-weather access driveway is to be provided within the access handles and right of carriageway within proposed Lots 11, 23 and 24.**

Note: Detailed plans for driveways were required to be submitted and approved in accordance with Condition 44.

AMENDED BY MA0007/2020

IX. Amend Condition 95 as follows.

- 95. Where the stormwater drainage arrangements for the subdivision result in an on-site detention system within proposed Lot 27, as identified in the approved plans, a drainage easement with an access handle to a public road, over land not containing threatened species, is to be created over the on-site detention basin. The terms of the easement or**
-

restriction are to provide Council with maintenance access to the drainage reserve. The instrument shall identify Council as the sole party to vary the restriction.
AMENDED BY MA0007/2020

X. Delete Advisory Note C1.

C. add the following Statement of Reasons to the decision notice for MA0007/2020 (DA0191/2015) – 27 Lot Subdivision – 196 Robertson Road, Mudgee:

- 1. The proposed modification is considered to result in minimal environmental impact and is substantially the same development as the originally approved development – thereby satisfying the requirements of Section 4.55(1A)(a) and (b) of the Environmental Planning and Assessment Act 1979.**
- 2. The proposed modification complies with the requirements of the applicable environmental planning instruments and Mid-Western Regional Development Control Plan 2013.**
- 3. The proposed modification is considered satisfactory in terms of the matters identified in Section 4.15 of the Environmental Planning and Assessment Act 1979.**

Executive summary

OWNER/S	Dankasar Pty Ltd
APPLICANT:	Le Mottee Group
PROPERTY DESCRIPTION	196 Robertson Road, Mudgee (Lot 266 DP756894)
PROPOSED DEVELOPMENT	Modification to 27 Lot Subdivision
ESTIMATED COST OF DEVELOPMENT:	Not applicable.
REASON FOR REPORTING TO COUNCIL:	Application seeks to modify a development consent that was originally determined by Council.
PUBLIC SUBMISSIONS:	Nil

A modification of consent application under Section 4.55(1A) of the *Environmental Planning and Assessment Act 1979* was lodged with Council on 31 July 2019. The proposed modification of Development Consent DA0191/2015 seeks to amend a number of the conditions of the development consent.

The proposed modification was not placed on public exhibition, in accordance with *Mid-Western Regional Development Control Plan 2013*. No submissions have been received.

The proposed modifications are recommended for approval.

Disclosure of Interest

Nil.

Detailed report

Original Approval

The original development consent, approved on 20 February 2019, was for a 27 lot subdivision. The approved subdivision contained a number of lots that were slightly below the minimum lot size of 2,000 square metres. Lot 27 was an over-sized lot, the majority of which is to be used as a biodiversity offset area for the subdivision.

Proposed Modification

The current application for a modification of development consent seeks approval for the following modifications:

- a) Amend Condition 1 to refer to amended plans.

Amended plans have been submitted with this application. The two (2) main changes to these plans are:

- Extending the cul-de-sac; and
- Increasing the amount of road widening on Robertson Road, in order to provide a road reserve width that complies with Council's requirements.

- b) Amend Condition 7, by removing the reference to Lot 14.

Amended plans have been provided which extend the approved cul-de-sac so that it provides Lot 14 with a street frontage. The removal of Lot 14 from this condition is sought as Lot 14 no longer requires an access handle.

- c) Amend Condition 41 so that it requires a minimum road reserve width for the new road of 18m, in line with the relevant requirement contained in *Mid-Western Regional Development Control Plan 2013*.
- d) Amend Condition 44 to require a 4m wide pavement within the access handles of Lots 23 and 24, to remove the reference to Lot 14 which no longer requires an access handle and to change the year of the referenced Australian Standard to 2004.
- e) Delete Condition 63, which requires that no trees on public property be removed or damaged during subdivision works.
- f) Delete either Condition 66 or Condition 72, as both conditions are identical.
- g) Amend Condition 85 by removing the reference to Lot 14, as Lot 14 no longer requires an access handle.
- h) Amend Condition 95 to specify the access handle to the drainage reserve be connected to any public road, as opposed to Robertson Road specifically.
- i) Amend Advisory Note C1 so that it does not conflict with the deferred commencement conditions of the development consent, which may require the removal of some trees in the road reserve.

REQUIREMENTS OF REGULATIONS AND POLICIES

Section 4.55 Modification Legislation

Minimal Environmental Impact

The Modification Application is made pursuant to Section 4.55(1A) of the *Environmental Planning and Assessment Act 1979*. Section 4.55(1A) of the *Environmental Planning and Assessment Act 1979* pertains to modifications to a Development Consent that are of minimal environmental impact. It is considered that the proposed modification will have 'minimal environmental impact' compared to the originally approved proposal, as there are no significant changes to the approved subdivision.

Substantially the Same Development

The proposed modification is considered to be substantially the same development as that approved, as no significant changes are proposed to the subdivision layout. The size of proposed Lots 1 to 4 changes by no more than 40 square metres as a result of the slight increase in road widening. The minor increase in the length of the internal road does not significantly change the approved subdivision.

Consultation

Consultation with the relevant Minister, public authority or approval body with regard to a condition applied as a result of concurrence or with general terms of approval is required. The original consent was integrated development, and such consultation is required for this modification.

This application to modify the existing development consent was referred to DPI Water and NSW Rural Fire Service (RFS).

RFS was the only agency to provide comments in relation to the proposed modification. Their amended General Terms of Approval are included in the full set of conditions included in the attachment. The RFS only changed their General Terms of Approval to refer to the updated plans.

Notification and Submissions

Not applicable.

The application was not required to be notified or advertised in accordance with *Mid-Western Regional Development Control Plan 2013*. Consequently, no submissions were received.

Matters for Consideration

The consent authority is required to consider the relevant matters outlined in Section 4.15 of the *Environmental Planning and Assessment Act 1979*.

As the proposed modification does not seek any major changes to the approved subdivision, the majority of the matters for consideration under Section 4.15 are not relevant. These considerations are summarised as follows:

- a) The provisions of any environment planning instruments.

Mid-Western Regional Local Environmental Plan 2012 (MWRLEP 2012)

4.1 Minimum Subdivision Lot Size

Sub-clause (3A)(a) allows subdivision of lot sizes of 2,000m², where each lot is serviced with reticulated water and sewer systems. Deferred commencement conditions requiring the submission and approval of detailed water and sewer servicing plans will not be altered by the proposed modification.

A number of under-sized lots were approved in the original development consent. A comparison of the approved lot sizes and modified lot sizes is provided in the following table. The main changes relate to Lots 1 to 5 which are affected by a slight increase in road widening. The slight increase in road widening as existing drainage works and guard rail prevent widening of the road in an easterly direction. The greatest change in lot area within Lots 1 to 5 was 39m².

Lot No	Minimum Lot Size (m²)	Approved Lot Size (m²)	Approved Percentage Variation	Modified Lot Size (m²)	Modified Percentage Variation
1	2,000	1,921	3.95%	1,882	5.90%
2	2,000	1,882	5.90%	1,844	7.80%
3	2,000	1,912	4.40%	1,880	6.00%
4	2,000	1,973	1.35%	1,951	2.45%
5	2,000	2,000	0%	1,996	0.20%
6	2,000	2,000	0%	No change	
7	2,000	2,034	0%	No change	
8	2,000	2,000	0%	No change	
9	2,000	2,000	0%	No change	
10	2,000	2,000	0%	No change	
11	2,000	2,046	0%	2,047	0%
12	2,000	2,156	0%	2,328	0%
13	2,000	2,148	0%	2,198	0%
14	2,000	2,439	0%	2,005	0%
15	2,000	2,051	0%	2,000	0%
16	2,000	1,814	9.30%	No change	
17	2,000	1,527	23.65%	No change	
18	2,000	1,395	30.25%	No change	
19	2,000	1,271	36.45%	No change	
20	2,000	1,406	29.70%	No change	
21	2,000	1,530	23.50%	No change	
22	2,000	1,532	23.40%	No change	
23	2,000	1,229	38.55%	No change	
24	2,000	1,560	22.00%	No change	
25	2,000	2,000	0%	No change	
26	2,000	2,012	0%	No change	
27	2,000	19,810	0%	No change	

Clause 4.6 Exceptions to development standards

A clause 4.6 variation request was submitted with the original development application. The proposed modification slightly increases the degree of variation in the lot size of Lots 1 to 5. The clause 4.6 variation in the original application for Lots 1 to 4 was approved on the basis that the widening of Robertson Road was required to accommodate a footpath verge. Since the approval of the original application, more accurate information regarding the layout of

Robertson Road has come to light, with the effect of identifying the need to slightly increase the road reserve width. The justification to allow a slightly reduced lot size for Lots 1 to 5 does not change from that used in the original approval.

6.9 Essential Services

One of the essential services that Council is required to consider is suitable road access. The proposed extension of the internal road has the effect of removing the access handle required for proposed Lot 14. The proposed modification does not change the proposal's compliance with this requirement.

- b) The provisions of any development control plan.

The variations to the minimum lot size are addressed by the LEP.

The proposed change to Condition 41 seeks to allow the carriageway width to be reduced from 11m wide to 9m wide. The 11m carriageway width requirement was applied in error. The correct carriageway width requirement is 9m, in accordance with Mid-Western Development Control Plan 2013.

- c) The provisions of any planning agreement.

Not applicable.

- d) The regulations.

Not applicable.

- e) The likely impacts of development.

The proposed modification does not alter the impacts associated with the approved subdivision.

- f) The suitability of the site for the development.

The proposed modification does not alter the suitability of the site for the approved development.

- g) Any submissions received.

Not applicable.

- h) The public interest.

No significant issues in the interests of the public are expected as a result of the proposed modifications.

ASSESSMENT OF PROPOSED MODIFICATIONS

Amend Condition 1 to refer to amended plans

There is no objection to the proposed slight decrease in size of Lots 1 to 5 and the extension of the internal road so that it adjoins the western boundary. Accordingly, it is recommended that Condition 1 be amended to refer to the updated plans.

Amend Condition 7, by removing the reference to Lot 14.

The modified internal road removes the access handle to Lot 14. Accordingly, it is recommended that Condition 7 be amended to remove the requirement to construct a driveway for proposed Lot 14.

Amend Condition 41, so that it requires a minimum road reserve width for the new road of 18m.

The minimum road width requirement in Council's DCP is a minimum road reserve width of 18m and a minimum carriageway width of 9m. Accordingly, it is recommended that Condition 41 be amended to reflect the requirements of Council's DCP.

Amend Condition 44 to require a 4m wide pavement within the access handles of Lots 23 and 24, to remove the reference to Lot 14 which no longer requires an access handle and to change the year of the referenced Australian Standard to 2004.

The requirement for a 6m wide pavement was applied in this condition to allow two vehicles to pass each other within the driveway. However, the driveway serves only two lots and only a minimal amount of traffic will be generated by these two lots. There is no need to allow two vehicles to pass each other along the full length of the driveway. However, a passing opportunity at the entrance is desirable from a traffic safety point of view. Council's Development Engineer has commented that while the Australian Standard may only require a pavement width of 4 metres, due to the fact that the shared driveway is 37 metres long it is considered that a 6 metre width is appropriate to allow two vehicles to pass unless localised widening for passing bay is provided. Accordingly, it is recommended to amend the condition to require either a 6m wide driveway along the full length or a passing bay within the driveway.

The shape of Lot 14 has been modified so that it no longer has an access handle. Accordingly, it is recommended the condition be amended to remove the reference to Lot 14.

This condition makes reference to Australian Standard AS2890.1-1993, in error. The current version for this Australian Standard is 2004. Accordingly, it is recommended the condition be amended to change the year version to 2004.

Delete Condition 63, which requires that no trees on public property be removed or damaged during subdivision works.

The applicant has provided the following justification for the removal of this condition:

This condition prevents the works required by Council, including road widening, drainage works and installation of water and sewer mains. It is requested that Council delete this condition. It is considered that the information required to be provided to address the deferred commencement condition will allow Council to assess the vegetation being removed. It is impossible to comply with this condition and allow the development to move forward.

Condition 1(e.) of the development consent requires the preparation of an Ecological Assessment Report that will cover both road reserves in front of the property. Any future works are to conform to recommendations of a Construction Environmental Management Plan and a Plan of Management, as required by the conditions of consent. These studies and plan will protect any threatened species within the road reserve.

In its current form, the condition does restrict carrying out of works. It is recommended to amend the condition to limit vegetation removal to only that identified in order to meet both Deferred Commencement and Construction Certificate Approval requirements.

Delete either Condition 66 or 72, as both conditions are identical

Conditions 66 and 72 are indeed identical. Accordingly, it is recommended that Condition 72 be deleted, in order to remove the duplication.

Amend Condition 85 by removing the reference to Lot 14, as Lot 14 no longer requires an access handle.

Condition 85 requires the provision of driveways within the access handles. As Lot 14 no longer has an access handle, this condition is no longer applicable to Lot 14. Accordingly, it is recommended the reference to Lot 14 be removed from this condition.

Amend Condition 95 to specify the access handle to the drainage reserve be connected to any public road, as opposed to Robertson Road specifically.

Condition 95 requires the provision of a drainage reserve over any stormwater on-site detention basin provided in Lot 27. Condition 95 also specifies that an access handle from this drainage easement be extended to Robertson Road.

The application provides the following justification to modify this condition.

Given the location of the Hoary Sunray it is not possible to provide a ROW from Robertson Road that complies with this Condition. It is therefore requested that the condition be amended to say '...with an access handle to a public road'. The plans provided herewith show the ROW being accessed from Bruce Road, however, this may change as the design evolves and so we ask that Council allow this condition to state only 'public road' and not specify which public road.

In order to provide the developer with flexibility for locating an appropriate access handle to the drainage reserve/easement, it is recommended the reference in this condition to Robertson Road be change to 'a public road'.

Amend Advisory Note C1 so that it does not conflict with the deferred commencement conditions of the development consent, which may require the removal of some trees in the road reserve.

The application argues that the ecological assessment required by the deferred commencement conditions of the consent contradict the need to obtain Council approval for the removal of trees in the road reserve.

The Advisory Note simply refers to the need to obtain separate consent. It is considered that the ecological report required by the deferred commencement conditions will address the removal of trees in the road reserve. Accordingly, it is recommended that the Advisory Note be deleted.

*OTHER MODIFICATIONS***Condition 1 within Part 1 Deferred Commencement Conditions**

One part of the deferred commencement condition stipulates that the deferred commencement matters need to be submitted to Council within 5 years of the date of determination of the development consent. When the application is modified, the consent notice will reflect the date that the modification is determined, not the original determination. It is considered appropriate to amend Condition 1 to clarify the date that the 5 year period commences from.

*CONSULTATIONS***Development Engineer**

Council's Development Engineer has provided the comments in relation to each of the proposed modifications. The comments provided in the body of this report are in line with the comments provided by Council's Development Engineer.

Community Plan implications

Theme	Protecting Our Natural Environment
Goal	Protect and enhance our natural environment
Strategy	Ensure land use planning and management enhances and protects biodiversity and natural heritage

Strategic implications

Council Strategies

Mid-Western Regional Local Environment Plan 2012
Mid-Western Regional Development Control Plan 2013
Mid-Western Regional Development Contributions Plan 2005-2021
Mid-Western Regional Development Servicing Plan

Council Policies

Access to Properties Policy

Legislation

Environmental Planning and Assessment Act 1979
Environmental Planning and Assessment Regulation 2000

Financial implications

Nil

Associated Risks

Should Council refuse the modification application, the applicant may seek a further review of this decision or appeal through the Land and Environment Court.

ILIJA SUSNJA
SENIOR TOWN PLANNER

LINDSAY DUNSTAN
MANAGER, STATUTORY PLANNING

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

30 August 2019

- Attachments:*
1. Previously Approved Subdivision Plan. (separately attached)
 2. Modified Subdivision Plan. (separately attached)
 3. Full Set of Conditions. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

8.2 SpendMapp Subscription

REPORT BY THE MANAGER ECONOMIC DEVELOPMENT
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, ECO800022

RECOMMENDATION

That Council:

1. **receive the report by the Manager Economic Development on the SpendMapp Subscription;**
2. **approve a 12-month subscription of SpendMapp software; and**
3. **amend the 2019/20 Budget for Economic Development to:**
 - **allocate a project expenditure budget of \$22,000 for a 12-month subscription to SpendMapp to be funded from Unrestricted Cash.**

Executive summary

The opportunity exists for Council to subscribe to an online application called 'SpendMapp' to provide economic insights and insights into business development opportunities for the Region.

Disclosure of Interest

Nil.

Detailed report

SpendMapp allows subscribers to view expenditure activity in and from their region. It utilises bank transaction (EFTPOS) data and applies proprietary data transformation to capture all economic activity within a region. It counts people and transactions in specified locations, times and by types of expenditure.

Spendmapp splits spend into five main types:

- Resident local expenditure (based on account holders and businesses located in the region spending at merchants also located in the region)
- Visitor local spend (based on account holders and businesses from outside the region spending at merchants located in the region)
- Total local spend - all spend in the region at local merchants
- Resident escape expenditure (based on account holders and businesses based in the region spending at merchants outside of the region)
- Resident online spend (amount spent by local cardholders and businesses on online goods and services)

Transactions are recorded for the specified time, geography and expenditure category. This means the number of transactions and time and geolocation can be reviewed and reported upon.

Data is presented in the form of an online Dashboard that provides several standard reports, however unique queries can also be run to further investigate key issues.

Other Regional Councils using Spendmapp include Dubbo, Orange and Bathurst.

This software would provide data and insights that could be used to assist Council and the business community in making decisions. These include (but are not limited to):

1. Better understanding of escape expenditure of residents and identifying investment attraction opportunities to reduce this.
2. Better understanding of expenditure by time of day to encourage businesses to open longer or operate on different days.
3. Better understanding of expenditure between residents of Mudgee and other towns.
4. Identification of gaps and opportunities in businesses across the region.
5. Better understanding of economic impact of major events and other activities (see Case Study attached).
6. Better understanding of total service population (e.g. transient workers and/or visitors) by measuring unique transactors/cardholders.
7. Ability to provide quarterly or faster reports to Council on state of economy at township level
8. Provide better reporting to local business community on opportunities for growth and information for smarter business decisions.

Monthly automated reports (see sample attached) are generated providing an overall snapshot of regional expenditure and further integration of data can be done through the online dashboard. This data would form the basis of a quarterly report to Council providing a snapshot of spending in the local economy and monitoring spend outside the Region.

It is recommended that Council approves an expenditure of \$21,400 plus GST for a subscription to SpendMapp and amends the 2019/20 budget accordingly.

Community Plan implications

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

Strategic implications

Council Strategies

The Community Strategic Plan supports the goal of a prosperous and diversified economy and SpendMapp software provides data insights to support this.

Council Policies

Not Applicable

Legislation

Not Applicable

Financial implications

Council does not have an existing budget to fund a 12-month subscription to SpendMapp which is \$21,400 + GST. If Council wishes to proceed with a 12-month subscription, the 2019/20

Economic Development budget will need to be increased by \$21,400 to be funded from Unrestricted Cash.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2019/20	✘	-	-
Future Years	✘	-	-

Associated Risks

Not Applicable

ALINA AZAR
MANAGER ECONOMIC DEVELOPMENT

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

23 August 2019

Attachments: 1. SpendMapp Sample LGA Report.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Spendmapp Monthly Report

Local Government Area: City of Perth

Spendmapp cleans and analyses bank transaction data by time, geography, Expenditure Category and Type allowing continuous monitoring and analysis of local economic activity.

For the month of June, 2019:

- Resident Local Spend was \$14.4M. This is a -4.36% change from the same time last year.
- Visitor Local Spend was \$256.3M. This is a -3.35% change from the same time last year.
- Total Local Spend was \$270.7M. This is a -3.41% change from the same time last year.
- Resident Escape Spend was \$33.8M. This is a 0.81% change from the same time last year.
- Resident Online Spend was \$20.4M. This is a -5.29% change from the same time last year.

The 5.29 % decrease in Resident Online Spend may be an indication of overall local consumer caution, or a growing preference for local bricks and mortar goods and service providers. The latter would be counter to the prevailing national trend. Further analysis to clarify this is warranted.

Expenditure by Expenditure Type

These expenditure charts show the long-term pattern of expenditure activity by Expenditure Type across City of Perth. Typically we see spending spikes at Easter and Christmas; dips in the post-Christmas period; and a steady climb through winter.

By way of a benchmark, the mean ratio of Resident Online Spend to all resident spending is 0.22. That is, for every dollar spent by resident cardholders anywhere, 22c goes online. Another 34c is in Escape Expenditure and the rest is spent locally.

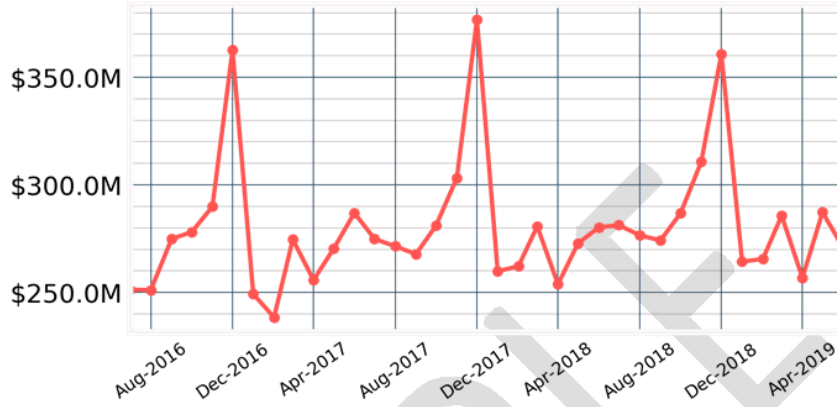
Over the last few years across most of Australia, total expenditure has been relatively flat, even in fast growing municipalities. The exception to this has often been in Resident Online Spend, which continues to grow relative to Total Local Spend.





Total Local Spend

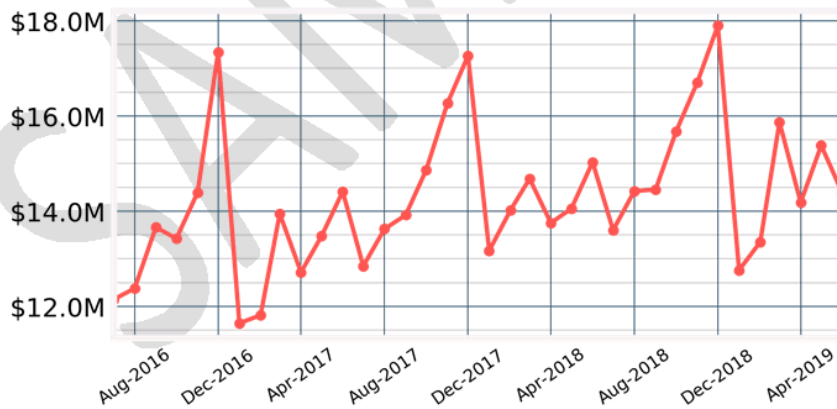
The total amount spent with merchants within City of Perth.



Over the last 36 months, the spending trend (as shown by the trendline in the Spendmapp application) for Total Local Spend has been upwards.

Resident Local Spend

The amount spent by residents and local businesses with merchants inside City of Perth.



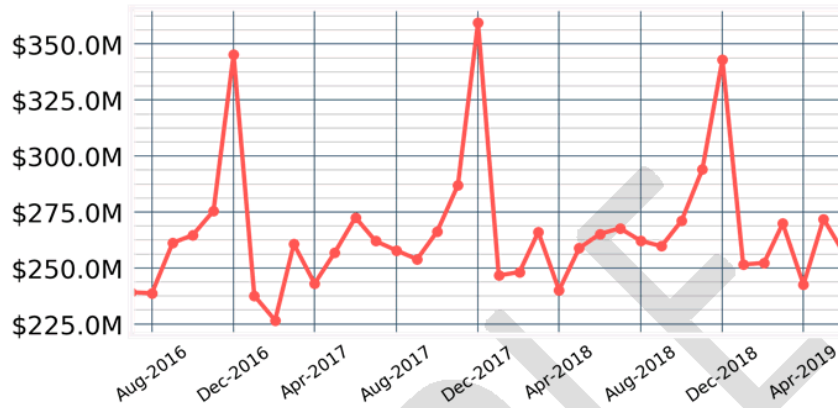
Over the last 36 months, the spending trend (as shown by the trendline in the Spendmapp application) for Resident Local Spend has been upwards.





Visitor Local Spend

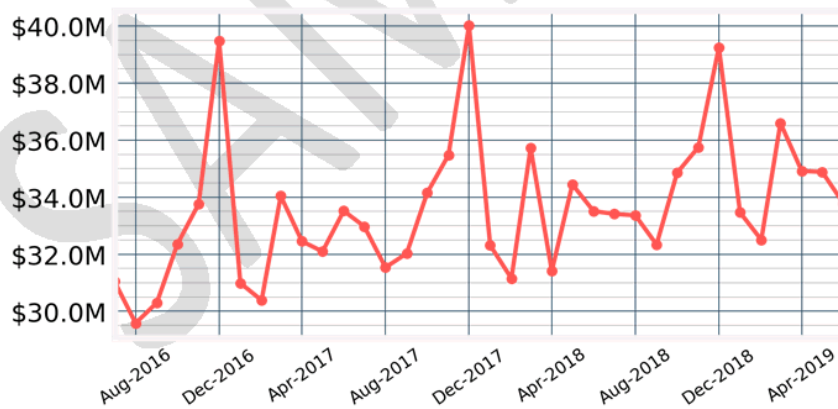
The amount spent by non-residents and non-local businesses with merchants inside City of Perth.



Over the last 36 months, the spending trend (as shown by the trendline in the Spendmapp application) for Visitor Local Spend has been upwards.

Resident Escape Spend

The amount spent by residents and local businesses outside City of Perth.



Over the last 36 months, the spending trend (as shown by the trendline in the Spendmapp application) for Resident Escape Spend has been upwards.





Resident Online Spend

The amount spent by City of Perth residents and local businesses with online merchants.



Over the last 36 months, the spending trend (as shown by the trendline in the Spendmapp application) for Resident Online Spend has been upwards.

SAMPLE





Expenditure by Expenditure Category

The Top 5 Spending Categories for June 2019

Total Local Spend split by the top 5 Expenditure Categories.



These five Expenditure Categories are typically amongst the largest Expenditure Categories for most local government areas across Australia.



8.3 Monthly Development Applications Processing and Determined

REPORT BY THE DIRECTOR DEVELOPMENT
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067,

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 August 2019 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

3 September 2019

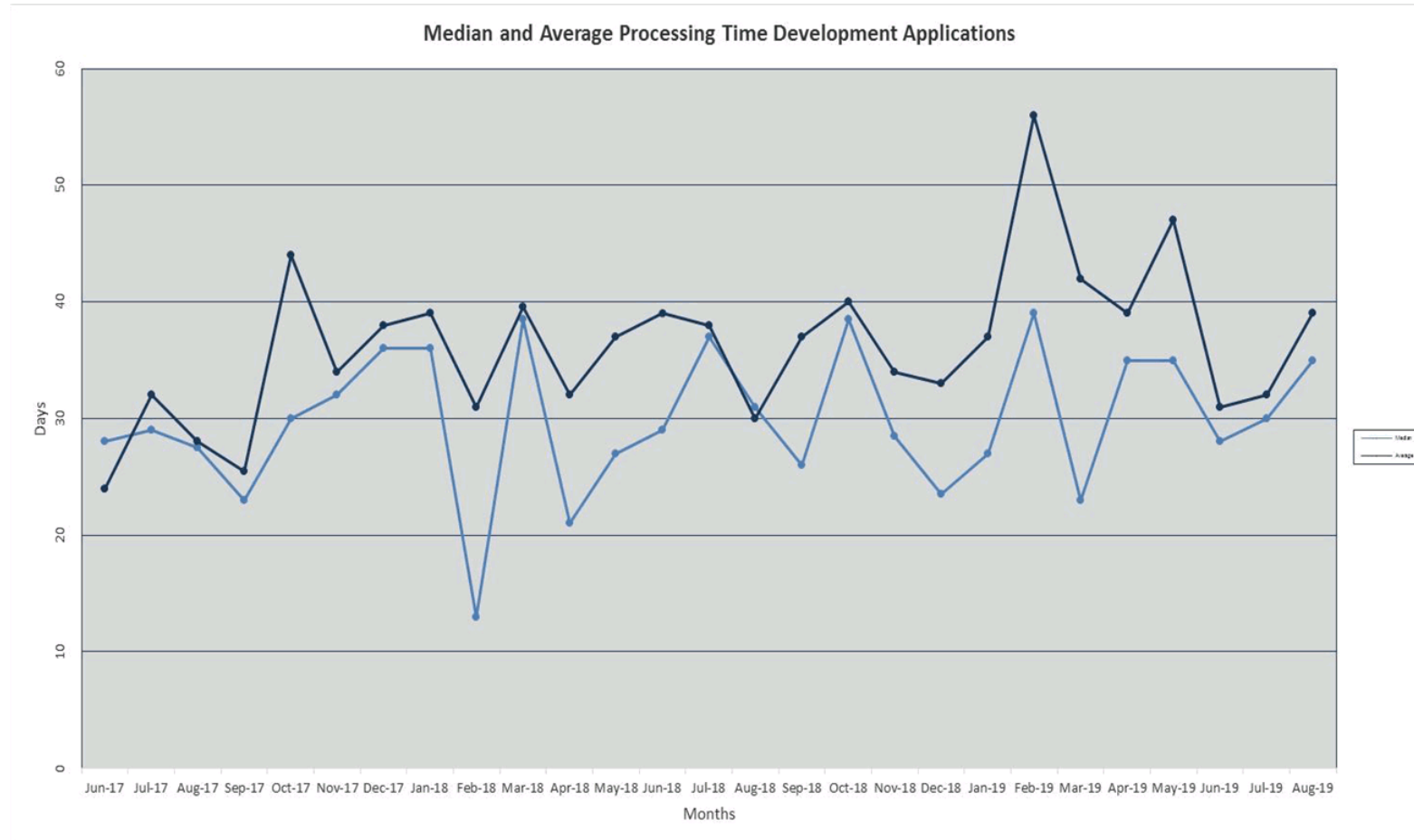
Attachments: 1. Monthly Development Applications Processing and Determined - August 2019.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

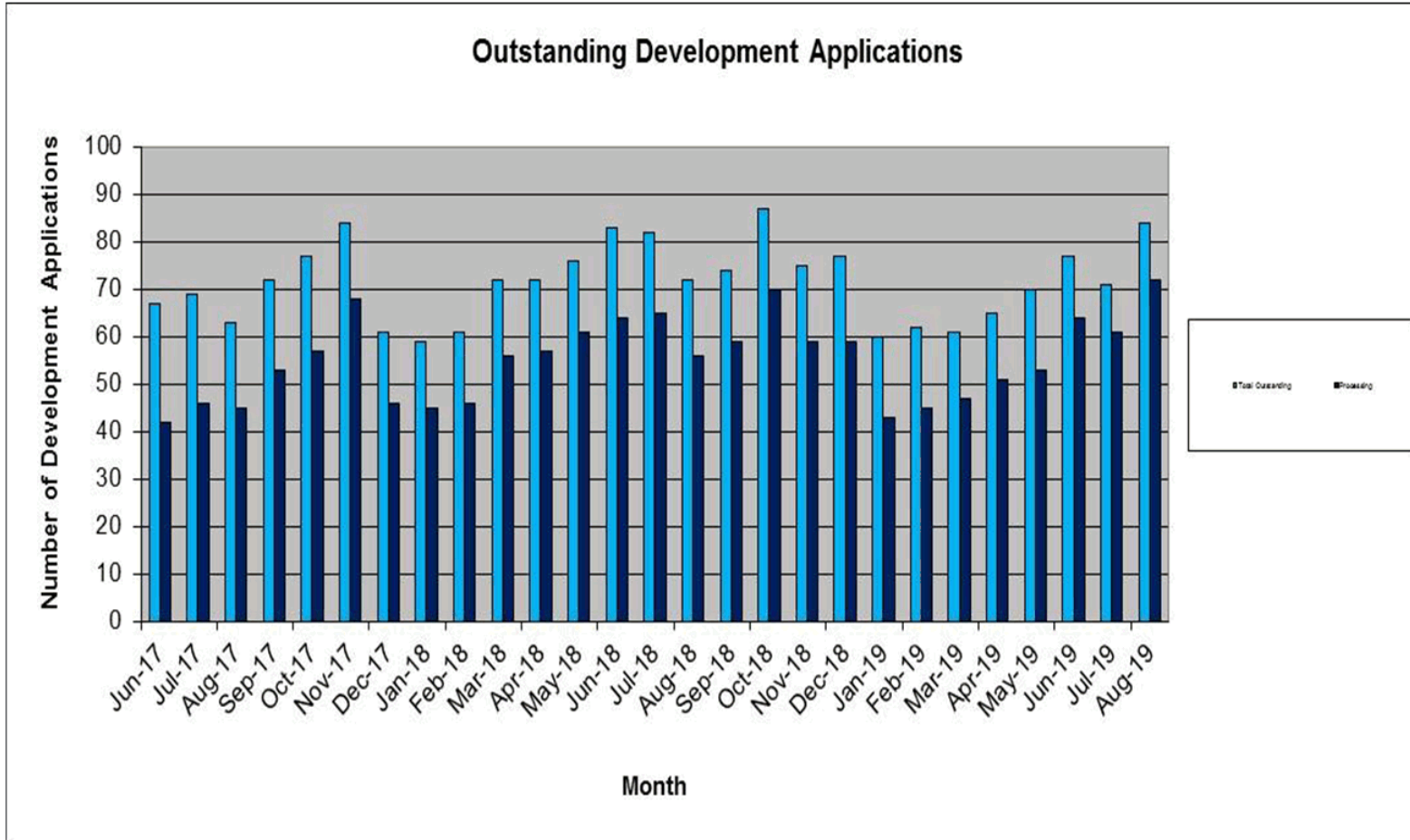
Monthly Development Application Processing Report – August 2019

This report covers the period for the month of May 2019. Graph 1 indicates the processing times up to 31, August 2019 with the month of July having an average of 39 days and a median time of 35 days.



Monthly Development Application Processing Report – August 2019

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 – August 2019

The Planning and Development Department determined 20 Development Applications either by Council or under delegation during August 2019.

Development Applications Determined – August 2019

Appl/Proc ID	Description	House No	Street Name	Locality
DA0234/2019	Boundary Adjustment	1891	Queens Pinch Road	MEROO
DA0251/2019	Animal Boarding or Training Establishment	2255	Hill End Road	GRATTAI
DA0273/2019	Subdivision - Torrens Title	92	White Circle	MUDGEE
DA0276/2019	Commercial Alterations/Additions	19	Inglis Street	MUDGEE
DA0285/2019	Alterations & Additions	42	Lawson Street	MUDGEE
DA0294/2019	Recreation Facility	106	Ulan Road	BOMBIRA
DA0302/2019	Dwelling House	28	Rodgers Street	KANDOS
DA0306/2019	Demolition	28	Rocky Waterhole Road	MILROY
DA0001/2020	Commercial Alterations/Additions	65	Church Street	MUDGEE
DA0002/2020	Camping Ground	11	Nicholson Street	MUDGEE
DA0005/2020	Home Industry	698	Bocoble Road	BOCOBLE
DA0006/2020	Change of use - Medical Centre to Office Premises	142	Church Street	MUDGEE
DA0007/2020	Demolition	30	Robertson Street	MUDGEE
DA0008/2020	Dwelling House	2350	Lue Road	LUE
DA0009/2020	Dwelling House	156	Bruce Road	MUDGEE
DA0012/2020	Dwelling House	6	Rowe Street	MUDGEE
DA0015/2020	Pergola	280	Church Street	MUDGEE
DA0016/2020	Awning	79	White Rock Road	RYLSTONE
DA0017/2020	Signage	142	Church Street	MUDGEE
DA0028/2020	Carport	14	Angus Avenue	KANDOS

Monthly Development Application Processing Report – August 2019

Development Applications currently being processed – August, 2019.

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
DA0102/2016	Dwelling House	705	Windeyer Road	GRATTAI
DA0325/2016	Change of use - Garage to Bedroom	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
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
DA0142/2018	Subdivision - Torrens Title	38	Rifle Range Road	MUDGEE
DA0146/2018	Tourist and Visitor Accommodation	196	Rocky Waterhole Road	MOUNT FROME
DA0214/2018	Camping Ground	2970	Lue Road	LUE
DA0226/2018	Dwelling House	308	Cypress Drive	YARRAWONGA
DA0250/2018	Community Centre	6	Ulan Road	EURUNDEREE
DA0301/2018	Commercial Premises	20	Sydney Road	MUDGEE
DA0089/2019	Change of use - Shed to Dwelling	2037	Coxs Creek Road	RYLSTONE
DA0106/2019	Subdivision - Torrens Title	316	Broadhead Road	SPRING FLAT
DA0225/2019	Dwelling House	1677	Windeyer Road	WINDEYER
DA0228/2019	Recreation Facility (outdoor)	103	Wattlegrove Lane	LINBURN
DA0247/2019	Dwelling House	231	Springwood Park Road	COPE
DA0250/2019	Dwelling House	977	Puggoon Road	TALLAWANG
DA0257/2019	Tourist and Visitor accommodation	1257	Windeyer Road	WINDEYER
DA0263/2019	Camping Ground	40	Grevillea Street	GULGONG
DA0275/2019	Residential Shed	47	Macquarie Drive	MUDGEE
DA0277/2019	Dwelling House	280	Gardiners Road	TWO MILE FLAT
DA0283/2019	Electricity Generating Works	129	Old Mill Road	GULGONG
DA0284/2019	Subdivision - Community Title	32	Horatio Street	MUDGEE
DA0288/2019	Electricity Generating Works	3	Sydney Road	BURRUNDULLA
DA0289/2019	Dwelling House	3	Consadine Grove	SPRING FLAT
DA0290/2019	Dual Occupancy	203	Mount Pleasant Lane	BUCKAROO

Monthly Development Application Processing Report – August 2019

DA0295/2019	Subdivision - Torrens Title	153	Bruce Road	MUDGEE
DA0304/2019	Change of use - Shed to Dwelling and ancillary buildings	103	Wollar Road	BUDGEE BUDGEE
DA0305/2019	Dual Occupancy	222	Camerons Road	RUNNING STREAM
DA0004/2020	Function Centre	90	Bartletts Road	RYLSTONE
DA0010/2020	Extractive Industry	329	Quarry Road	CARWELL
DA0011/2020	Intensive Agriculture	80	Kemps Valley Raod	KAINS FLAT
DA0014/2020	Dwelling House	142	Suzanne Road	TALLAWANG
DA0019/2020	Dwelling House	99	Plenty Road	SPRING FLAT
DA0020/2020	Shed >150m2	20	Bumberra Place	BOMBIRA
DA0021/2020	Residential Shed	39	Winter Street	MUDGEE
DA0023/2020	Change of use - Storage Premises	16	Sydney Road	MUDGEE
DA0024/2020	Subdivision - Torrens Title	25	Dewhurst Drive	MUDGEE
DA0025/2020	Subdivision - Torrens Title	11	Hughson Avenue	MUDGEE
DA0026/2020	Dwelling House	17	Butler Circle	BOMBIRA
DA0030/2020	Pergola	107	White Circle	MUDGEE
DA0031/2020	Dwelling House	38	Leconfield Drive	BOMBIRA
DA0032/2020	Dwelling House	7	Wurth Drive	BOMBIRA
DA0033/2020	Dwelling House	26	Hughson Avenue	MUDGEE
DA0034/2020	Change of use - Temporary Use of Land - Two Events	267	Ulan Road	BOMBIRA
DA0035/2020	Industrial Building	3	Wilkins Crescent	MUDGEE
DA0037/2020	Multi Dwelling Housing	20	Hone Creek Drie	CAERLEON
DA0038/2020	Tourist and Visitor Accommodation	151	Stubbo Road	STUBBO
DA0039/2020	Secondary Dwelling	94	Mudgee Street	RYLSTONE
DA0041/2020	Residential Shed	14	Coomber Street	RYLSTONE
DA0042/2020	Dwelling House	5	Diana Drive	SPRING FLAT
DA0043/2020	Dwelling House	4199	Hill End Road	HARGRAVES
DA0044/2020	Residential Shed	1	Taylors Lane	RYLSTONE
DA0045/2020	Dual Occupancy	71	Fairydale Lane	MUDGEE
DA0046/2020	Dual Occupancy	5	Xavier Court	MUDGEE
DA0048/2020	Alterations & Additions	13	Redbank Road	MUDGEE
DA0049/2020	Depot - Home Business & Associated Depot & Carport	1599	Cope Road	COPE
DA0050/2020	Alterations & Additions	33	Wyladra Street	GULGONG
DA0052/2020	Residential Shed	246	Church Street	MUDGEE
DA0053/2020	Residential Shed	180	Broadhead Road	SPRING FLAT
DA0054/2020	Shed >150m2	290	Waterhole Road	MOUNT FROME

Monthly Development Application Processing Report – August 2019

Heritage Development Applications currently being processed – August, 2019.

Appl/Proc ID	Description	House No	Street Name	Locality
DA0271/2011	Alterations & Additions	87	Short Street	MUDGEE
DA0058/2018	Fence	1	Dunphy Crescent	MUDGEE
DA0215/2019	Commercial Alterations/Additions	88	Louee Street	RYLSTONE
DA0242/2019	Change of use - Church to Health Consulting Rooms	103	Mortimer Street	MUDGEE
DA0254/2019	Dual Occupancy	100	Inglis Street	MUDGEE
DA0291/2019	Boundary Adjustment	19	Inglis Street	MUDGEE
DA0300/2019	Demolition	42	Lawson Street	MUDGEE
DA0307/2019	Multi Dwelling Housing	140	Mayne Street	GULGONG
DA0013/2020	Electricity Generating Works	80	Madeira Road	MUDGEE
DA0018/2020	Alterations & Additions	5	Costigan Court	MUDGEE
DA0022/2020	Signage	65	Church Street	MUDGEE
DA0029/2020	Change of use- Retail Business and Signage	11	Nicholson Street	MUDGEE
DA0036/2020	Alterations & Additions	142	Church Street	MUDGEE
DA0040/2020	Commercial Alterations/Additions	30	Robertson Street	MUDGEE
DA0047/2020	Alterations & Additions	93	Mortimer Street	MUDGEE
DA0051/2020	Change of use - Serviced Apartment	116	Gladstone Street	MUDGEE
DA0055/2020	Change of use - Dental Practice	47	Market Street	MUDGEE

Item 9: Finance

9.1 Road, Bridge and Place Naming Policy Review

REPORT BY THE PROPERTY SUPPORT OFFICER
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, GOV400067 A0100021 R0790141 R0790041 ROA100071 PAR300020

RECOMMENDATION

That Council:

1. **receive the report by the Property Support Officer on the Review of the Road, Bridge and Place Naming Policy; and**
 2. **place the revised Road, Bridge and Place Naming Policy on public exhibition for 28 days; and**
 3. **adopt the revised Road, Bridge and Place Naming Policy if no submissions are received.**
-

Executive summary

A review of Council's road naming policy has been undertaken due to amendments to relevant legislation and to include bridge and place naming in the policy.

Disclosure of Interest

Nil.

Detailed report

The previous road naming policy was adopted by Council at their 17 June 2015 meeting.

The amendments to the road naming policy relate to legislative requirements that have been updated or have been added since that date. There are some minor additions to the procedure related to new agency names or software names, along with minor terminology amendments.

The major change to the policy is the addition of bridge naming and place naming which were previously not covered by the policy.

Community Plan implications

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

Strategic implications

Council Strategies

Not Applicable.

Council Policies

Associated policies as listed in the Road, Bridge and Place Naming Policy.

Legislation

Roads Act 1993.

Roads Regulation 2018.

Geographic Names Board (GNB) of NSW Policy – Place Naming – July 2019.

Australian/New Zealand Standard – Rural and urban addressing AS/NZS 4819:2011

NSW Addressing User Manual – September 2016 – Sections 6.7 and 6.10

Financial implications

Not Applicable.

Associated Risks

Not Applicable.

CAROLYN ATKINS
PROPERTY SUPPORT OFFICER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

21 August 2019

Attachments: 1. Road, Bridge & Place Naming Policy Review.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

POLICY
[ROAD, BRIDGE & PLACE NAMING]

ADOPTED	VERSION NO	[VERSION 1.1, 1.2, 1.3
COUNCIL MEETING MIN 18/15	REVIEW DATE	JUNE 2017
DATE: 17/6/2015	FILE NUMBER	A0100021, R0790141, R0790041, ROA100071, PAR300020

Formatted Table

Objective

This policy has been developed to provide consistent guidelines for developers, the community and Council when allocating new road names or re-naming existing roads; allocating bridge names and allocating place names; and to ensure names are allocated that will stand the test of time and are of local or historical significance.

Legislative requirements

- Roads Act [2003-1993](#)
- Roads Regulation [20082018](#)
- ~~The Geographic Names Board (GNB) of NSW Policy – Place Naming – July 2019. GNB is responsible for assigning names to places anywhere in NSW. The Board has prepared Guidelines for the naming of roads, a copy of which is attached. A copy of this should be provided to all developers to assist them when proposing names to roads within their developments. While the Local Government Authority is the road naming and addressing authority, GNB is the authority over which names can or cannot be used in place and road naming.~~
- Australian/New Zealand Standard – Rural and urban addressing [AS/NZS 4819:2011](#),
- NSW Addressing User Manual – September 2016 – Sections 6.7 and 6.10

Formatted: Not Expanded by / Condensed by

Formatted: Not Expanded by / Condensed by

Policy – Road naming.

1. In cases involving the naming of a new or an un-named road or the re-naming of an existing named road where:
 - Council receives a request from a member of the community; or
 - Council receives a request from a developer as part of the DA process; or
 - A staff member is of a view that a road should be named or renamed; as appropriate:
 - a) letters will be forwarded to neighbours seeking their submissions for new name(s); and
 - b) concurrently advertise in the local newspaper and on Council's website for naming submissions from members of the public.
 - c) submissions, referred to in (a) & (b) above, must be received by Council within 21 ^{a)} days of the date of the letter and advertisement.
2. At the expiration of that period of time, a letter will be forwarded to the GNB indicating that Council is proposing to either name a new road, an un-named road or to re-name an existing named road, as the case may be. The letter should indicate the name(s) proposed the views of any local residents and whether there are any other names that might be considered. Council must give the GNB at least 30 days to respond.

Formatted: Indent: Left: 2 cm, No bullets or numbering

POLICY: [ROAD, BRIDGE & PLACE NAMING] | [VERSION 1.1, 1.2, 1.3, 17/6/2015]

3. Following the response from the GNB, if there is an objection ~~a review of the name the proposed name may not be used, must be conducted.~~
4. If the GNB approves the proposed name/s, a report is to be presented to Council setting out the basis of the request, the name or names proposed, details of the justification including historical or local significance of the name or names proposed and confirmation that the GNB has no objection to the name or names proposed. A brief overview of the process involved in naming or re-naming roads should also be included. Any decision by the Council at this stage can only be that it is proposing a road name from the choices submitted.
5. Following a decision by Council to the proposed naming or re-naming of a road:
 - a) Write to the party who lodged the request and any ~~local residents~~members of the public who had responded and inform them of the Council's decision and what was happening now;
 - b) Publish a notice of the proposed name in a local newspaper ~~and on Council's website~~ inviting submissions, in ~~writing, to the Council within 21 days;~~
e) ~~writing to the Council, within 21 days~~
d)c) Notify Land & Property Information (LPI)the NSW Online Road Naming System (NORNS) of the proposed name. LPI-NORNS will serve a notice of the proposal on the following:
 - (iv)(i) Australia Post;
 - (v)(ii) the Registrar General;
 - (vi)(iii) the Surveyor General;
 - (vii)(iv) the Chief Executive of the Ambulance Service of NSW;
 - (viii)(v) Fire and Rescue NSW;
 - (ix)(vi) the NSW Rural Fire Service;
 - (x)(vii) the NSW Police Force;
 - (xi)(viii) the State Emergency Service;
 - (xii)(ix) the New South Wales Volunteer Rescue Association Inc; and
 - (xiii)(x) in the case of a classified road – the RMS;

inviting submissions, in writing to the Council, within 21 days.
6. At the expiration of time for the lodgement of submissions, prepare a further report to Council addressing submissions received and recommending formal adoption of the proposed road name and Gazettal of the new name.
7. If the Council resolves to adopt the proposed name:
 - a) Publish a notice in ~~the Government Gazette and in~~ a local newspaper ~~and on Council's website advising the new name and giving (in the case of a road that is being named for the first time)~~ a brief description of the location of the road; and
 - b) Notify LPI-NORNS of the new name. LPI-NORNS will publish a notice in the ~~Government Gazette and~~ will inform the following, giving sufficient particulars to enable the road to be identified:
 - (i) Australia Post;
 - (ii) the Registrar General;
 - (iii) the Surveyor General;
 - (iv) the Chief Executive of the Ambulance Service of NSW;
 - (v) Fire and Rescue NSW;
 - (vi) the NSW Rural Fire Service;
 - (vii) the NSW Police Force;
 - (viii) the State Emergency Service;

Formatted: Indent: Left: 1.9 cm, No bullets or numbering

Formatted: Numbered + Level: 1 + Numbering Style: i, ii, iii, ... + Start at: 1 + Alignment: Left + Aligned at: 2.54 cm + Indent at: 3.81 cm

Formatted: Indent: First line: 1.22 cm

POLICY: ERROR! REFERENCE SOURCE NOT FOUND. | ERROR! REFERENCE SOURCE NOT FOUND., 17/6/2015

- (ix) the New South Wales Volunteer Rescue Association Inc; and
 - (x) in the case of a classified road – the RMS.
- c) Inform everyone who has made a request or submission and neighbours of Council's decision.
8. Once confirmation has been received that the notice has appeared in the Government Gazette:
- a) Update Council records – mapping, property, EDRMS (electronic data records management system) and roads database.
 - b) Organise street signs.
 - c) Notify affected property owners and agencies of any new addressing allocated to the newly named road.

Policy – Bridge naming.

1. In cases involving the naming of a new or an un-named bridge where:
- Council receives a request from a member of the community; or
 - A staff member is of a view that a bridge should be named or renamed; as appropriate:
 - a) letters will be forwarded to neighbours seeking their submissions for a new name(s); and
 - b) concurrently advertise in the local newspaper and on Council's website for naming submissions from members of the public.
 - c) submissions, referred to in (a) & (b) above, must be received by Council within 21 days of the date of the letter and advertisement.
 - d) memorandum to Councillors informing them of the proposal.
2. No consultation is required with GNB in relation to bridge naming, however, the same guidelines should be adhered to – at minimum, the submitted names/s cannot relate to living persons or a commercial interest and duplication of names should be avoided. However, proposals containing more than one name may be accepted.
3. At the end of the advertising period a report is to be presented to Council setting out the basis of the request, the name or names proposed, details of the justification including historical or local significance of the name or names proposed. A brief overview of the process involved in naming the bridge should also be included. Any decision by the Council at this stage can only be that it is proposing a bridge name from the choices submitted.
4. Following a decision by Council to the proposed naming of a bridge:
- a) Write to the party who lodged the request and any members of the public who had responded and inform them of the Council's decision and what was happening now;
 - b) Publish a notice of the proposed name in a local newspaper and on Council's website inviting submissions, in writing to the Council, within 21 days
 - c) Notify the following authorities or agencies of the proposed name:
 - (i) Australia Post;
 - (ii) the Registrar General;
 - (iii) the Surveyor General;
 - (iv) the Chief Executive of the Ambulance Service of NSW;
 - (v) Fire and Rescue NSW;
 - (vi) the NSW Rural Fire Service;

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.37 cm + Indent at: 2.01 cm

Formatted: Indent: Left: 1.37 cm, Hanging: 0.63 cm, Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.37 cm + Indent at: 2.01 cm

Formatted: Indent: Left: 1.37 cm, Hanging: 0.63 cm, Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.37 cm + Indent at: 2.01 cm

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.27 cm + Indent at: 1.9 cm

Formatted: Numbered + Level: 1 + Numbering Style: i, ii, iii, ... + Start at: 1 + Alignment: Left + Aligned at: 2.54 cm + Indent at: 3.81 cm

POLICY: [ROAD, BRIDGE & PLACE NAMING] | [VERSION 1.1, 1.2, 1.3, 17/6/2015]

- (vii) the NSW Police Force;
- (viii) the State Emergency Service;
- (ix) the New South Wales Volunteer Rescue Association Inc; and
- (x) in the case of a bridge located on a classified road – the RMS;

inviting submissions, in writing to the Council, within 21 days.

5. At the expiration of time for the lodgement of submissions, prepare a further report to Council addressing submissions received and recommending formal adoption of the proposed bridge name and Gazettal of the new name.
6. If the Council resolves to adopt the proposed name:
 - a) Publish a notice in the Government Gazette, a local newspaper and on Council's website advising the new name, giving a brief description of the location of the bridge; and
 - b) notify the following authorities or agencies of the new name:
 - (i) Australia Post;
 - (ii) the Registrar General;
 - (iii) the Surveyor General;
 - (iv) the Chief Executive of the Ambulance Service of NSW;
 - (v) Fire and Rescue NSW;
 - (vi) the NSW Rural Fire Service;
 - (vii) the NSW Police Force;
 - (viii) the State Emergency Service;
 - (ix) the New South Wales Volunteer Rescue Association Inc; and
 - (x) in the case of a bridge located on a classified road – the RMS.
 - c) Inform everyone who has made a request or submission and neighbours of Council's decision.
7. Once confirmation has been received that the notice has appeared in the Government Gazette:
 - a) Update Council records – mapping, property, EDRMS and roads database.
 - b) Organise bridge signage.

Policy – Place naming.

1. In cases involving the naming of a place (place means any geographical or topographical feature or any district, division, locality, region, city, town, village, settlement, railway station, school or park or any other place within NSW but does not include any road, any local government area, urban area, county district or electoral district.) where:
 - Council receives a request from a member of the community; or
 - Council receives a request from a developer as part of the DA process; or
 - A staff member is of a view that a place should be named or renamed; as appropriate:
 - a) letters will be forwarded to neighbours seeking their submissions for a new name(s); and
 - b) concurrently advertise in the local newspaper and on Council's website for naming submissions from members of the public.
 - c) submissions, referred to in (a) & (b) above, must be received by Council within 21 days of the date of the letter and advertisement.

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.27 cm + Indent at: 1.9 cm

Formatted: Numbered + Level: 2 + Numbering Style: i, ii, iii, ... + Start at: 1 + Alignment: Left + Aligned at: 2.54 cm + Indent at: 3.81 cm

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.27 cm + Indent at: 1.9 cm

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.27 cm + Indent at: 1.9 cm

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.37 cm + Indent at: 2.01 cm

Formatted: Indent: Left: 1.37 cm, Hanging: 0.63 cm, Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.37 cm + Indent at: 2.01 cm

POLICY: ERROR! REFERENCE SOURCE NOT FOUND. | ERROR! REFERENCE SOURCE NOT FOUND., 17/6/2015

- d) memorandum to Councillors informing them of the proposal.
- 2. At the end of the advertising period a report, containing all submissions, is to be presented to Council setting out the basis of the request, the name or names proposed, details of the justification including historical or local significance of the name or names proposed. A brief overview of the process involved in naming a place should also be included. Any decision by the Council at this stage can only be that it is proposing a place name from the choices submitted.
- 3. Following a decision by Council to the proposed naming or re-naming of a place:
 - a) Write to the party who lodged the request and any local residents who had responded and inform them of the Council's decision and what was happening now;
 - b) Complete and send a place name application form to GNB with all submissions received and advising which is Council's preferred name.
 - c) The matter will then go to the next meeting of the Geographical Names Board for approval, deferral or rejection. If deferred GNB will seek further information. If rejected GNB will advise Council to reconsider the submission.
 - d) If approved the name will be advertised in a local newspaper by the GNB inviting submissions for or against the preferred name.
 - e) If the advertising period (one month) is completed with no objections the GNB the name becomes official and GNB will advertise the name in the Government Gazette and will update the official NSW mapping database. GNB will write to Council with confirmation of the acceptance of the proposed name.
 - f) If objections are received against the proposed name Council will be required to recommence the submission process. At the end of this process, when the application is again sent to GNB with Council's preferred name, which may or may not be the same name, GNB will review submissions and either reject, alter or endorse the name.
- 4. Once a name is formally approved Council will inform everyone who has made a request of submission and neighbours of the final decision.
- 5. Once confirmation has been received that the notice has appeared in the Government Gazette:
 - a) Update Council records – property database and EDRMS. The mapping database will be updated by GNB.
 - b) Organise place signs.

Formatted: Indent: Left: 1.37 cm, Hanging: 0.63 cm, Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.37 cm + Indent at: 2.01 cm

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.27 cm + Indent at: 1.9 cm

Formatted: Indent: Left: 1.27 cm, Hanging: 0.63 cm, Space After: 0 pt, Line spacing: single, Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.27 cm + Indent at: 1.9 cm

Formatted: Indent: Left: 1.32 cm, No bullets or numbering

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.68 cm + Indent at: 1.32 cm

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 1.27 cm + Indent at: 1.9 cm

VARIATION

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

POLICY: [ROAD, BRIDGE & PLACE NAMING] | [VERSION 1.1, 1.2, 1.3, 17/6/2015]

Sample template styles and shortcuts (delete if not needed)

Formatted: Line spacing: Multiple 1.15 li

Heading 1 (ALT 1)

Heading 2 (ALT 2)

HEADING 3 (ALT 3)

Heading 4 (ALT 4)

Body text (ALT-N)

■ Body bullet (ALT-M)

— Body bullet B (ALT-O)

DIAGRAM/TABLE TITLE (ALT-D)

TABLE HEADING TEXT (ALT-T)	TABLE HEADING TEXT – RIGHT ALIGNED (ALT-R)	TABLE HEADING TEXT – RIGHT ALIGNED (ALT-R)	TABLE HEADING TEXT – RIGHT ALIGNED (ALT-R)	TABLE HEADING TEXT – RIGHT ALIGNED (ALT-R)
Table LH col text (ALT-L)	Table RH col text (ALT-K)	Table RH col text (ALT-K)	Table RH col text (ALT-K)	Table RH col text (ALT-K)

Formatted: Line spacing: Multiple 1.15 li

Formatted: Line spacing: Multiple 1.15 li

Formatted: Line spacing: Multiple 1.15 li

Formatted: Line spacing: Multiple 1.15 li

Formatted: Line spacing: Multiple 1.15 li

Formatted: Line spacing: Multiple 1.15 li

9.2 Naming of a Bridge over Cudgegong River on Bylong Valley Way, Rylstone

REPORT BY THE PROPERTY SUPPORT OFFICER
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, GOV400067 ROA100071

RECOMMENDATION

That Council:

1. **receive the report by the Property Support Officer on the naming of a bridge over Cudgegong River on Bylong Valley Way, Rylstone;**
2. **name this bridge John Hawkins Bridge; and**
3. **approve Staff, Wainwright, Peggy, Kirkland, Purvis and Goody for inclusion in the Pre-Approved Names List.**

Executive summary

Council has received a request from the public to name the bridge over the Cudgegong River on Bylong Valley Way at Rylstone.

Disclosure of Interest

Nil.

Detailed report

Council received a request for the bridge over the Cudgegong River to be named. Letters were sent to the immediate neighbours of the bridge, and advertising was placed in the 19th July 2019 Mudgee Guardian and the August 2019 issue of the Rylstone-Kandos district newsletter, Community Capers. Submissions closed on 9th August 2019 with submissions received for the following names:

John Hawkins Bridge	6 submissions. 1 objection.
Mike Chapman Bridge	1 submission.
Bill Staff Bridge	3 submissions.
Graham Wainwright Bridge	1 submission.
Rotary Bridge	1 submission.
Peggy Lambert Bridge	2 submissions.
Tongbong Bridge	1 submission.
Athol Kirkland Bridge	1 submission.
John Purvis Bridge	1 submission.
Goody Hall Bridge	1 submission

Mike Chapman cannot be used as there is a new street in the Bombira Estate named after Mr Chapman. Rotary Bridge cannot be used as Rylstone Rotary Park and Kandos Rotary Park are

already in use. Tongbong cannot be used as Tongbong Road and Tongbong Street are already in use. All other names are valid name choices for the area and can apply to the bridge. While Mr Hawkins and Mr Staff's first names are Joseph and William respectively, they were always known as John and Bill, so their names in use have been used in this instance.

Council has the authority to name bridges and the naming of this bridge will assist in identifying locations along Bylong Valley Way when reporting incidents to the Emergency Call Service (000).

Community Plan implications

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

Strategic implications

Council Strategies

Council currently has no policy in relation to the naming of bridges. Unlike road naming and place naming, the Geographical Names Board does not have any authority over the naming of bridges and this is entirely in Council's purview. Therefore, using Council's Road Naming Policy as a reference, notice of the proposed name will be:

1. advertised in the Mudgee Guardian and Rylstone-Kandos Community Capers inviting submissions in writing from the public for a period of 21 days.
2. concurrently, notice of the proposed name will be sent to Australia Post, the Registrar General, the Surveyor General, the Chief Executive of the Ambulance Service of NSW, New South Wales Fire Brigades, the NSW Rural Fire Service, the NSW Police Force, the State Emergency Service, the New South Wales Volunteer Rescue Association Inc, and, in the case of a classified road – the RMS, inviting submissions in writing for a period of 21 days.

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

Council Policies

Not Applicable.

Legislation

Not Applicable.

Financial implications

Cost of Gazettal notice plus 2 names signs at an approximate cost of \$300. These costs are included in the existing signage budgets.

Associated Risks

Not Applicable.

CAROLYN ATKINS
PROPERTY SUPPORT OFFICER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

22 August 2019

- Attachments:*
1. Submission. (separately attached)
 2. Submission. (separately attached)
 3. Objection. (separately attached)
 4. Submission. (separately attached)
 5. Submission. (separately attached)
 6. Submission. (separately attached)
 7. Submission. (separately attached)
 8. Submission. (separately attached)
 9. Submission. (separately attached)
 10. Submission. (separately attached)
 11. Submission. (separately attached)
 12. Submission. (separately attached)
 13. Submission. (separately attached)
 14. Submission. (separately attached)
 15. Submission. (separately attached)
 16. Submission. (separately attached)
 17. Map of bridge to be named. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.3 Policy Review - Pensioner Concessions

REPORT BY THE REVENUE AND PROPERTY MANAGER
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, A0340004

RECOMMENDATION

That Council:

1. **receive the report by the Revenue and Property Manager on the Policy Review - Pensioner Concessions;**
2. **place the revised Pensioner Concessions Policy on public exhibition for 28 days; and**
3. **adopt the revised Pensioner Concessions Policy if no submissions are received.**

Executive summary

The existing Pensioner Concessions Policy (the Policy) has been reviewed and proposed amendments are suggested as part of Council's ongoing policy review program.

Disclosure of Interest

Nil.

Detailed report

The majority of the proposed changes to the Policy are primarily minor amendments to give clarity and reflect consistency to the existing Policy.

An additional paragraph has been added which clarifies the position regarding the granting of a concession to an eligible pensioner (other than the owner) where a Life interest in a property is held. The Office of Local Government's (OLG) *Rating & Revenue Raising Manual* infers consideration of applications in such a situation and applications of this type have been considered for some years now – 1-3 applications received per year. The addition of this paragraph will ratify the scope of Council's current business practices and OLG's stance in this circumstance.

All proposed amendments are shown as "track changes" on the copy of the Policy attached.

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

Local Government Act 1993 – Division 1 Part 8 Chapter 15

Local Government (General) Regulation 2005

Office Local Government - *Council Rating and Revenue Raising Manual*

Financial implications

Not Applicable.

Associated Risks

Low Risk

DIANE SAWYERS
REVENUE AND PROPERTY MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

23 August 2019

Attachments: 1. Pensioner Concessions Policy with track changes.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



POLICY Pensioner Concessions

*A prosperous
and progressive
community*

ADOPTED		VERSION NO	1.1
COUNCIL MEETING MIN	18/15	REVIEW DATE	JUNE 2017
DATE:	17-JUNE 2015	FILE NUMBER	A0140326, A0340004

Objective

To provide eligible pensioners with the statutory pensioner concession relating to rates and charges as specified in Division 1 Part 8 of Chapter 15 Section 575 of the Local Government Act 1993 (LGA).

Legislative requirements

Division 1 Part 8 of Chapter 15 Local Government Act 1993 [Insert legislative requirements text here]

Related policies and plans

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Council Rating and Revenue Raising Manual, Department Local Government 2007
- Debt Recovery Policy
- Hardship Provision – Rates and Charges Policy

Formatted: Font: Italic

Policy

Entitlement to Statutory Pensioner Concession – S575 LGA

The LGA Division 1 Part 8 of Chapter 15 provides concessions for eligible pensioners.

Entitlement to Statutory Pensioner Concession – S575 LGA

Formatted: Font: Arial Narrow, 14 pt

Entitlement is granted under section 575 LGA which provides that if an eligible pensioner is the person solely liable, or a person jointly liable with one or more other persons, for a rate or charge levied on land on which a dwelling is situated, the rate or charge is, on application to the council and on production to the council of evidence sufficient to enable it to calculate the amount of the reduction, to be reduced in accordance with this section.

An eligible pensioner, not being the owner of the property, who has a Life interest in the property which is registered on the Certificate of Title and is responsible for the payment of rates and charges, is deemed as the person liable for a rate or charge levied on the property for the purpose of this Policy.

POLICY: ~~PENSIONER CONCESSIONS~~[INSERT POLICY TITLE HERE] | [1.1][VERSION 1.1, 1.2 ETC], [INSERT DATE]

Application for Pensioner Concession - ~~Sec-579~~ LGA

Pensioners requesting a rebate are required to submit an initial application ~~on-in~~ the prescribed form and ~~hold the production of~~ a current Pension Concession Card ~~issued by Centrelink to qualify for any reduction in rates and charges. as sufficient evidence to calculate the amount of the rate reduction allowed under the LGA.~~

Validation of eligible pensioner reference card-holders will be carried out at least annually in conjunction with Centrelink and Department of Veterans' Affairs.

Applications for pensioner rebates must be made during the year the rate ~~or charge~~ is levied. Rebates will not be retrospectively applied to previous years.

Amount of Concession - ~~Sec-575~~ LGA & Ending of Concession - ~~Sec-584~~ LGA

The amount of a pensioner concession to be granted is as listed in section 575(3) LGA. This is currently as follows:

- The total amount by which all ordinary rates and charges and for domestic waste management services levied on any land for the same year are reduced is not to exceed \$250.
- The total amount by which all water supply special rates or charges levied on any land for the same year are reduced is not to exceed \$87.50.
- The total amount by which all sewerage special rates or charges levied on any land for the same year are reduced is not to exceed \$87.50.

The maximum amounts of the pensioner rebates allowed are adjusted downwards proportionately subject to whether the person making the application is solely liable or jointly liable with eligible dwelling occupiers.

Persons who become, or cease to be, eligible pensioners during the year will receive a concession proportionate to the number of full quarters in which they are an eligible pensioner.

Funding of Concession - ~~Sec-581~~ LGA

Council receives a Pensioner Concession Subsidy of 55% of all concessions granted for a rating year. The subsidy represents both State and Commonwealth funding.

Council funds the balance of 45% of the pensioner concessions granted.

Council is required to submit an independent Audit Certificate prepared by Council's auditor to the Office of Local Government on an annual basis when applying for payment of the Pensioner Concession Subsidy.

Abandonment of pensioners rates and charges - ~~Section-582~~ LGA

Council does not provide any additional waiver or reduction in rates, charges and interest due by an eligible pensioner unless in accordance with other related policies.

Privacy

Personal information collected as a consequence of this ~~policy~~-Policy will only be used for the purpose of assessing eligibility under the ~~policy~~-Policy and will ~~not be used for any other purpose or disclosed to any other person unless we are required by law to do so or authorised to do so by~~

Formatted: Font: Bold

Formatted: Font: 9 pt, Bold, Font color: Accent 1, English (Australia)

Formatted: Font: 9 pt, English (Australia)

Formatted: Font: 9 pt, English (Australia)

Formatted: Font: 9 pt, English (Australia)

Formatted: Font: Bold

Formatted: Font: 9 pt

Formatted: Font: Bold, English (United States)

POLICY: ERROR! REFERENCE SOURCE NOT FOUND. | ERROR! REFERENCE SOURCE NOT FOUND. INSERT DATE

Formatted: Font: 9 pt

Formatted: Font: Bold, English (United States)

the person to whom that personal information relates be managed by Council's Privacy Management Plan.

Variation

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

POLICY: PENSIONER CONCESSIONS[INSERT POLICY TITLE HERE] | [1.1][VERSION 1.1, 1.2 ETC], [INSERT DATE]

Definitions

Word/Term	Definition
"eligible pensioner"	<p>as As defined in the Dictionary to the LGA: <i>In Division 1 of part 8 of chapter 15, in relation to a rate or charge levied on land on which a dwelling is situated means a person:</i></p> <p><i>(a) who is a member of a class of persons prescribed by the regulations, and</i> <i>(b) who occupies that dwelling as his or her sole or principal place of living.</i></p> <p>(a) — who is a member of a class of persons prescribed by the regulations, and (b) — who occupies that dwelling as his or her sole or principal place of living.</p>
"classes of persons"	<p>—, for the purposes of paragraph (a) of the definition of "eligible pensioner", Section 134 of the Local Government (General) Regulation 2005 defines the following classes of persons as:</p> <p>(a) — persons who receive a pension, benefit or allowance under Chapter 2 of the Social Security Act 1991 of the Commonwealth, or a service pension under Part III of the Veterans' Entitlements Act 1986 of the Commonwealth, and who are entitled to a pensioner concession card issued by or on behalf of the Commonwealth Government, (b) — persons who receive a pension from the Commonwealth Department of Veterans' Affairs as: (i) — a war widow or war widower within the meaning of the Veterans' Entitlements Act 1986 of the Commonwealth, or (ii) — the unmarried mother of a deceased unmarried member of the Australian Defence or Peacekeeping Forces, or (iii) — the widowed mother of a deceased unmarried member of the Australian Defence or Peacekeeping Forces, and do not have income and assets that would prevent them from being granted a pensioner concession card (assuming they were eligible for such a card), (b1) persons who have received a lump sum mentioned in section 234 (1) (b) of the Military Rehabilitation and Compensation Act 2004 of the Commonwealth or are receiving a weekly amount mentioned in that paragraph, and do not have income and assets that would prevent them from being granted a pensioner concession card (assuming they were eligible for such a card), (c) — persons who receive a general rate of pension adjusted for extreme disablement under section 22 (4) of the Veterans' Entitlements Act 1986 of the Commonwealth, or a special rate of pension under section 24 of that Act, (d) — persons who receive, or who at some point in their life have been eligible for, a Special Rate Disability Pension under the Military Rehabilitation and Compensation Act 2004 of the Commonwealth.</p>

- Formatted: Font: Bold
- Formatted: Font: 9 pt, Bold, Font color: Accent 1, English (Australia)
- Formatted: Font: 9 pt, English (Australia)
- Formatted: Font: 9 pt, English (Australia)
- Formatted: Font: 9 pt, English (Australia)
- Formatted: Font: Bold
- Formatted: Font: 9 pt
- Formatted: Font: Bold, English (United States)
- Formatted Table
- Formatted: Font: (Default) +Body (Arial), 11 pt
- Formatted: Font: Italic

POLICY: ERROR! REFERENCE SOURCE NOT FOUND. | ERROR! REFERENCE SOURCE NOT FOUND. [INSERT DATE]

<p>"the person solely liable" or "a person jointly liable..."</p>	<p><u>As defined under S560 LGA – Who is liable to pay rates?</u></p> <p>(1) The owner for the time being of land on which a rate is levied is liable to pay the rate to the council, except as provided by this section.</p> <p>(2) If land owned by the Crown is leased, the lessee is liable to pay the rate.</p> <p>(3) If there are two or more owners, or two or more lessees from the Crown, of the land, they are jointly and severally liable to pay the rate.</p>
<p>"Owner"</p>	<p><u>As defined in the Dictionary to the LGA:</u></p> <p>(a) in relation to Crown land, means the Crown and includes:</p> <p> (i) a lessee of land from the Crown, and</p> <p> (ii) a person to whom the Crown has lawfully contracted to sell the land but in respect of which the purchase price or other consideration for the sale has not been received by the Crown, and</p> <p>(b) in relation to land other than Crown land, includes:</p> <p> (i) every person who jointly or severally, whether at law or in equity, is entitled to the land for any estate of freehold in possession, and</p> <p> (ii) every such person who is entitled to receive, or is in receipt of, or if the land were let to a tenant would be entitled to receive, the rents and profits of the land, whether as beneficial owner, trustee, mortgagee in possession, or otherwise, and</p> <p> (iii) in the case of land that is the subject of a strata scheme under the Strata Schemes (Freehold Development) Act 1973 or the Strata Schemes (Leasehold Development) Act 1986, the owners corporation for that scheme constituted under the Strata Schemes Management Act 1996, and</p> <p> (iv) in the case of land that is a community, precinct or neighbourhood parcel within the meaning of the Community Land Development Act 1989, the association for the parcel, and</p> <p> (v) every person who by this Act is taken to be the owner, and</p> <p>(c) in relation to land subject to a mining lease under the Mining Act 1992, includes the holder of the lease, and</p> <p>(d) in Part 2 of Chapter 7, in relation to a building, means the owner of the building or the owner of the land on which the building is erected.</p>

- Formatted: Font: 9 pt
- Formatted: Font: Bold, English (United States)
- Formatted: Font: Italic
- Formatted: Font: Italic
- Formatted: Font: Italic
- Formatted: Font: Italic
- Formatted: Font: Italic
- Formatted: Font: Italic

9.4 Proposed Road Closure of Part Bylong Valley Way, Bylong

REPORT BY THE REVENUE AND PROPERTY MANAGER
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, P1419511

RECOMMENDATION

That Council:

1. receive the report by the Revenue and Property Manager on the Proposed Road Closure of Part Bylong Valley Way, Bylong ; and
2. agree to close that part of Bylong Valley Way, Bylong being the subject of NSW Rural Fire Service road closure application and as identified in Attachment 1 to this Report and progress the closure in accordance with Part 4 Division 3 Roads Act 1993, NSW Department of Industry Council road closures Fact Sheet July 2018 and Council's Land Acquisition and Disposal Policy; and
3. authorise the General Manager to sign all documentation, where necessary, in relation to the proposed closure of that part of Bylong Valley Way, Bylong being the subject of NSW Rural Fire Service road closure application and as identified in Attachment 1 to this Report; and
4. authorise the Mayor to sign any documentation, where additionally required to do so, in relation to the proposed closure of that part of Bylong Valley Way, Bylong being the subject of NSW Rural Fire Service road closure application and as identified in Attachment 1 to this Report; and
5. authorise the Common Seal of Council to be affixed to all documentation, where necessary, in relation to the proposed closure of that part of Bylong Valley Way, Bylong being the subject of NSW Rural Fire Service road closure application and as identified in Attachment 1 to this Report; and
6. require that NSW Rural Fire Service be responsible for all costs, including Council's reasonable legal costs, where incurred, associated with the proposed closure of that part of Bylong Valley Way, Bylong as identified in Attachment 1 to this Report.

Executive summary

This report seeks to secure a resolution to the proposal by NSW Rural Fire Service (the Applicant) for Council to close that part of Bylong Valley Way, Bylong (the Road) as identified in Attachment 1 to this Report.

The proposed Road closure is to be progressed in accordance with Part 4 Division 3 Roads Act 1993 (the Act), NSW Department of Industry Council road closures Fact Sheet July 2018 (the Fact Sheet) and Council's Land Acquisition and Disposal Policy (the Policy).

Disclosure of Interest

Nil.

Detailed report

In September 2011, the Applicant requested that Council consider closing that part of the verge of the Road. A report addressing this request was presented to Council on 1/2/2012 where Council subsequently resolved to proceed with the proposed Road closure with Department of Primary Industries (the Crown), being the authority at the time. A copy of the Applicant's request, report and minute are appended as attachment 2 to this Report.

Council's application for closure was forwarded to the Crown in June 2012 where it remained unprocessed until the Crown returned it for Council to process after the new road closure legislation came into force in July 2018. Since June 2012, the Applicant has constructed the new shed as well as a toilet block on the Road.

Accordingly, the proposed Road closure must now proceed in accordance with the new legislation in the Act.

The Road is a Council public road. The 414.3m² area (approx.) which is subject to the proposed closure is on the verge of the Road and is maintained by Council. The land, upon closure of the Road reserve, will vest in Council under the Act and declared as *Operational* land in accordance with the Local Government Act 1993.

Both the Bylong RFS' original and new sheds are partially located on the Road verge, with the new toilet block being fully located on the Road verge. The adjoining land, being Lot 91 R190030 for Bush Fire Brigade Purposes, encloses the majority of the new shed's footprint. Photographs are appended as Attachment 3 to this Report.

Section 119 of the Rural Fires Act 1997, provides that RFS assets, including buildings, vest in the council of the area for or on behalf of which the infrastructure has been constructed. Council will be securing its control of the buildings located on this site upon the vesting of the land to Council once the closure has been Gazetted.

The preliminary actions and documentations required by the Act, the Fact Sheet and the Policy prior to presenting this application to Council for consideration, have been completed. These actions and documentations comprise the Road status being the Plan which created the Road, advertisement of the intention to close the Road in the Mudgee Guardian (8/2/2019) and notification of the proposal to all affected parties and notifiable authorities.

The submission period to receive comments and objections closed on 8/3/2019. Responses were received from all affected parties and notifiable authorities. No objections were received. A record of the preliminary actions and documentation of responses is appended as Attachment 4 to this Report.

Should Council wish to consent to the Road closure application, the matter will be progressed through the further formal processes for road closure as stipulated by the Act, the Fact Sheet and the Policy.

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

Land Acquisition and Disposal Policy - consideration of individual circumstances of a road proposed to be closed.

Legislation

Roads Act 1993

Rural Fires Act 1997 – s119

Financial implications

The proposed Road closure does not commit Council to any additional expenditure, and no budget variation is recommended in this report.

In accordance with the Policy, the Applicant will be responsible for all costs incurred in the Road closing process, including Council's reasonable legal costs, where incurred.

Associated Risks

Not Applicable

DIANE SAWYERS
REVENUE AND PROPERTY MANAGER

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

30 August 2019

- Attachments:*
1. Plan of Proposed Road Closure. (separately attached)
 2. Application Oct 2011 & Council Report & Minute 1/2/2012. (separately attached)
 3. Photographs September 2019. (separately attached)
 4. Record of Preliminary Actions and Documentation of Responses. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

9.5 Grants Commission Financial Assistance Grant 2019-20

REPORT BY THE MANAGER FINANCIAL PLANNING
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, GRA600041

RECOMMENDATION

That Council:

1. **receive the report by the Manager Financial Planning on the Grants Commission Financial Assistance Grant 2019-20;**
2. **note the correspondence received from the Local Government Grants Commission attached to this report;**
3. **amend the 2019/20 Budget to recognise a transfer from unspent grants due to the advance payment of part of the 2019/20 financial assistance grant being a general purpose component of \$2,126,327 and local roads component of \$1,259,407 and offset with an equal amount of reduction in grant income;**
4. **amend the 2019/20 Budget to increase grant income for the general purpose component by \$117,495 and the roads component by \$36,144; and**
5. **amend the 2019/20 Budget to increase the Henry Lawson Drive Rehabilitation expenditure budget by the additional roads component grant amount of \$36,144.**

Executive summary

Council has received the attached letter from the Local Government Grants Commission regarding financial assistance grants (FAGs). The letter advises that Mid-Western Regional Council's 2019/20 financial assistance grant estimated entitlement is an increase of 5.4% compared to the 2018/19 final entitlement. Based on this advice it is recommended to amend Council's 2019/20 budget to recognise the carry forward of the advance payment made in 2018/19 financial year to 2019/20 and to recognise the higher than budgeted grant income for the 2019/20 allocation. This is a net cash increase of \$153,639.

Disclosure of Interest

Nil.

Detailed report

The Council's 2019/20 financial assistance grant estimated entitlement compared to 2018/19 final entitlement is as follows:

Council's Financial Assistance Grants Entitlement

Year	General Purpose	Local Roads	Total
2018/19 Payments	\$4,003,735	\$2,418,644	\$6,422,379
2018/19 CPI/Population Adjustment	-\$28,530	-\$19,066	-\$47,596
2018/19 final	\$3,975,205	\$2,399,578	\$6,374,783
2019/20 estimate	\$4,209,025	\$2,510,132	\$6,719,157

Council's 2019/20 Financial Assistance Grants Payments Due

Year	General Purpose	Local Roads	Total
2019/20 estimate	\$4,209,025	\$2,510,132	\$6,719,157
Less: 2018/19 CPI/Population Adjustment	-\$28,530	-\$19,066	-\$47,596
2019/20 entitlement	\$4,180,495	\$2,491,066	\$6,671,561
2019/20 Advance Payment (Paid in June 2019)	\$2,126,327	\$1,259,407	\$3,385,734
2019/20 Payments	\$2,054,168	\$1,231,659	\$3,285,827
Total Payments	\$4,180,495	\$2,491,066	\$6,671,561

Council's 2019/20 estimated FAGs entitlement for General Purpose and Local Roads are \$4,209,025 and \$2,510,132 respectively. Council's current FAGs entitlement includes \$4,180,495 for the General Purpose component and \$2,491,066 for the Local Roads component, a total of \$6,671,561 after CPI/Population adjustment for the prior year.

The Federal Government decided to retain the practice of forward payments of approximately half of the financial assistance grants based on the 2018/19 estimates for payment. Councils, therefore, received approximately 52 percent of their estimated 2019/20 FAGs on 18 June 2019. Mid-Western Regional Council received a total of \$3,385,734 in advance and have accounted for this as unexpended grant as at 30 June 2019.

Proposed Budget Variation

Budget	General Purpose	Local Roads	Total
2019/20 entitlement	\$4,180,495	\$2,491,066	\$6,671,561
2019/20 Current Budget	\$4,063,000	\$2,454,922	\$6,517,922
2019/20 Proposed Budget Variation	\$117,495	\$36,144	\$153,639

Council's current budget includes \$4,063,000 for the General Purpose component and \$2,454,922 for the Local Roads component, a total of \$6,517,922. Therefore, the budget adjustments required are to increase the General Purpose component by \$117,495 and Local Roads component by \$36,144, a total of \$153,639.

The letter also importantly highlights that:

SPECIAL SUBMISSIONS RELATING TO 2020-21 GRANTS

As usual, special submissions from councils will be considered by the Commission. The purpose of a submission is to give council the opportunity to present information on the financial impact of inherent expenditure disabilities beyond its control that are not generally recognised in the current methodology. This allows the Commission to adequately consider all legitimate factors that affect council's capacity to deliver services.

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

Not applicable.

Council Policies

Not applicable.

Legislation

Not applicable.

Financial implications

The total grant funding is not restricted therefore Council's budgeted unrestricted cash will increase by \$153,639.

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

Associated Risks

Not applicable.

NEIL BUNGATE
MANAGER FINANCIAL PLANNING

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

3 September 2019

Attachments: 1. Financial Assistance Grants Notice.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



Local Government Grants Commission

5 O'Keefe Avenue NOWRA NSW 2541
Locked Bag 3015 NOWRA NSW 2541

Our Reference: A658479
Contact: Helen Pearce
(02) 4428 4131
helen.pearce@olg.nsw.gov.au

Mr Brad Cam
General Manager
Mid-Western Regional Council

By email: brad.cam@midwestern.nsw.gov.au
Cc: council@midwestern.nsw.gov.au

22 August 2019

Dear Mr Cam

In accordance with the Commission's policy of providing information to councils about the way it calculates financial assistance grants (FAGs), please find attached a summary of Council's 2019-20 estimated FAG entitlement (**Appendix A**).

The national figure for 2019-20 was made up of \$1,757 billion for the general purpose component and \$780 million for the local roads component. The estimated entitlement for 2018-19 reduced by \$5.6 million for final adjustments to CPI and population shares.

The general purpose component was distributed across the States on a population basis. NSW received 32% or \$562 million, which represents a 3.9% increase on last year's figure.

The local roads component is based on a historical formula. NSW's share of the total road funding is a fixed 29% share, or \$226 million, which was in line with the previous year. The total, then, for NSW was \$788 million.

The Council's 2019-20 FAG estimated entitlement compared to 2018-19 final entitlement is as follows:

Mid-Western Regional Council				
Year	General Purpose	Local Roads	Total	Change
2018-19 final	\$3,975,205	\$2,399,578	\$6,374,783	
2019-20 est.	\$4,209,025	\$2,510,132	\$6,719,157	5.4%

To assist councils with budgeting and bank reconciliations, a breakdown of the 2019-20 quarterly instalments is attached (**Appendix A**). The NSW Statement of Payments is also attached (**Appendix B**).

T 02 4428 4131 F 02 4428 4199 TTY 02 4428 4209
E olg@olg.nsw.gov.au
W www.olg.nsw.gov.au



As councils will be aware, the Commission is required to adhere to the National Principles which mandate a per capita payment based on population growth/decline. It is also the policy of the NSW Government to explore opportunities to direct grants to communities with the greatest relative need. In allocating the grants the Commission has had regard to these policies.

A key challenge for the Commission continues to be the Commonwealth's request to apply the minimum per capita grant, which has a significant impact on the ability of the Commission to redirect funding. The map contained in **Appendix D** identifies the rate of population change in NSW from 2006 to 2016. **Appendix D** also lists the revised expenditure categories, disability factors, data sources used in calculating the expenditure allowance and the relative disability allowance.

In addition to these calculations, in its 2019 Budget, the Federal Government decided to retain the practice of forward payments of approximately half of the financial assistance grants based on the 2018-19 estimates for payment. Councils, therefore, received approximately 52 percent of their estimated 2019-20 FAGs on 18 June 2019. The remainder of the grant entitlements will be paid in quarterly instalments in August 2019, November 2019, February 2020 and May 2020.

SPECIAL SUBMISSIONS RELATING TO 2020-21 GRANTS

Special submissions from councils for 2020-21 will be considered by the Commission. The purpose of a submission is to give councils the opportunity to present information on the financial impact of inherent expenditure disabilities beyond councils' control that are not generally recognised in the current methodology. Please refer to the expenditure functions and Council's disability factors listed in **Appendix A**. This process allows the Commission to adequately consider all legitimate factors that affect councils' capacity to deliver services.

Appendix C, titled *Guidelines for Special Submissions*, contains guidelines for preparing submissions – please read the guidelines carefully.

Submissions should be e-mailed to the Commission at olg@olg.nsw.gov.au by **30 November 2019**.

I would ask that this letter please be tabled at the next Council meeting.

If you have any questions concerning these matters please contact me on (02) 4428 4131.

Yours sincerely



Helen Pearce
Executive Officer

APPENDIX A
 LOCAL GOVERNMENT GRANTS COMMISSION 2019-20 FINANCIAL ASSISTANCE GRANTS

Mid-Western Regional Council

General Purpose Component

Expenditure Allowance

Expenditure Functions	State ave cost per capita
Recreation and cultural	\$210.51
Admin and governance	\$248.52
Education and community	\$63.17
Roads, bridges, footpaths and aerodromes	\$204.68
Public order, safety, health and other	\$162.62
Housing amenity	\$69.42

Recreation and cultural			
Disability Measure	LGA measure	State Std (SS)	Weighted DF%
Population	25,086	62,400	11.7%
Aboriginal & Torres Strait Islander	5.4%	2.9%	7.8%

Pop <SS = relative disadvantage
 Pop >SS = 0
 ATSI <SS = 0
 ATSI >SS = relative disadvantage

Admin and governance			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	25,086	62,400	32.8%

Education and community			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	25,086	62,400	31.3%

Roads, bridges, footpaths and aerodromes			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	25,086	62,400	54.4%
Road Length	1,864	1,148	22.0%

Public order, safety, health and other			
Disability Measure	LGA measure	State Std	Weighted DF%
Population	25,086	62,400	24.2%
Rainfall, topography and drainage index	140%	161%	0.0%
Environment (Ha of environmental lands)	100,307	54,087	2.3%

RTD <SS = 0
 RTD >SS = relative disadvantage
 Env <SS = 0
 Env >SS = relative disadvantage

Housing amenity			
Disability Measure	LGA Std	State Std	Weighted DF%
Population	25,086	62,400	6.8%

Isolation Allowance

Outside the Greater Statistical Area	Yes
--------------------------------------	-----

APPENDIX A
LOCAL GOVERNMENT GRANTS COMMISSION 2019-20 FINANCIAL ASSISTANCE GRANTS

Pensioner Rebate Allowance

PR <SS = relative disadvantage (+ allowance)	
PR >SS = relative advantage (- allowance)	
LGA % Pensioner Rebates (PR) Res Props:	17.2%
State Standard (SS) % PR	15.8%

Revenue Allowance

Revenue Allowance	
CV <SS = relative disadvantage (+ allowance)	
CV >SS = relative advantage (- allowance)	
No. of Urban Properties:	11,805
Standard Value Per Property:	\$449,458
Council Value (CV):	\$150,960

No. of Non-urban Properties:	1,908
Standard Value Per Property:	\$640,070
Council Value (CV):	\$471,477

Relative Disadvantage Allowance

Unsealed roads; Isolation; Population Decline	\$35,059
Special Submission	-

Total General Purpose Grant	\$4,209,025
------------------------------------	--------------------

Local Roads Component

Population:	25,086
Local Road Length (km):	1,864
Length of Bridges on Local Roads (m):	2,119

Road/Population Allowance:	\$2,329,330
Bridge Length Allowance:	\$180,802
Local Roads Total:	\$2,510,132

Total Grant	\$6,719,157
--------------------	--------------------

Quarterly Instalments Payable in 2019-20 for 2019-20 FAGs

	August 2019	
GPC	\$513,542	
LRC	\$307,915	\$821,457
	November 2019	
GPC	\$513,542	
LRC	\$307,915	\$821,457
	February 2020	
GPC	\$513,542	
LRC	\$307,915	\$821,457
	May 2020	
GPC	\$513,542	
LRC	\$307,915	\$821,457
	TOTAL	
GPC	\$2,054,168	
LRC	\$1,231,659	\$3,285,827

Appendix B													
Financial Assistance Grants - Schedule of Payments 2019-20													
Councils	Population 30/6/2018	2019-20	2019-20	2019-20	2018-19	2018-19	2018-19	2019-20	2019-20	2019-20	2019-20	2019-20	2019-20
		Recommended General Purpose Entitlement	Recommended Local Roads Entitlement	Recommended Total Entitlement	General Purpose CPI/Pop Adjustment	Local Roads CPI/Pop Adjustment	Total CPI/Pop Adjustment	General Purpose Advance Payment	Local Roads Advance Payment	Total Advance Payment	General Purpose Payments	Local Roads Payments	Total Payments
Albury (C)	53,767	5,066,127	1,458,853	6,524,980	(35,431)	(11,034)	(46,465)	2,528,685	729,222	3,257,907	2,502,011	718,597	3,220,608
Armidale Regional	30,707	4,352,742	2,511,708	6,864,450	(29,783)	(19,199)	(48,982)	2,204,948	1,266,598	3,471,546	2,118,012	1,225,911	3,343,923
Ballina (S)	44,208	3,191,859	1,461,082	4,652,941	(21,949)	(10,998)	(32,947)	1,603,505	735,353	2,338,858	1,566,406	714,731	2,281,136
Bairnald (S)	2,340	2,877,838	1,361,565	4,239,403	(18,948)	(10,407)	(29,355)	1,408,363	683,772	2,092,135	1,450,527	667,386	2,117,913
Bathurst Regional	43,206	4,468,198	2,044,863	6,513,061	(31,246)	(15,600)	(46,847)	2,230,931	1,028,131	3,259,062	2,206,020	1,001,132	3,207,152
Bayside	174,378	3,677,564	1,178,296	4,855,860	(25,195)	(9,214)	(34,408)	1,904,427	617,552	2,521,979	1,747,942	551,530	2,299,473
Bega Valley (S)	34,348	5,259,640	1,991,204	7,250,844	(36,300)	(15,268)	(51,569)	2,627,236	999,025	3,626,261	2,596,103	976,911	3,573,014
Bellingen (S)	12,963	2,927,070	972,349	3,899,419	(19,783)	(7,430)	(27,212)	1,477,341	485,107	1,962,448	1,429,947	479,812	1,909,759
Berrigan (S)	8,707	3,488,747	1,437,807	4,926,554	(23,577)	(10,964)	(34,542)	1,752,053	726,327	2,478,380	1,713,117	700,516	2,413,632
Blacktown (C)	366,534	13,408,926	3,539,608	16,948,534	(96,225)	(26,724)	(122,949)	6,863,072	1,780,391	8,643,463	6,449,628	1,732,493	8,182,122
Bland (S)	5,985	4,789,741	3,023,016	7,812,757	(32,555)	(23,113)	(55,668)	2,379,119	1,511,412	3,890,531	2,378,067	1,488,491	3,866,558
Blayney (S)	7,342	1,877,962	874,361	2,752,323	(12,715)	(6,713)	(19,428)	950,736	445,162	1,395,898	914,512	422,486	1,336,997
Blue Mountains (C)	79,260	7,565,620	1,405,321	8,970,941	(52,942)	(10,860)	(63,802)	3,776,094	708,984	4,485,068	3,736,594	685,477	4,422,071
Bogan (S)	2,621	2,807,240	1,489,287	4,296,527	(18,637)	(11,389)	(30,026)	1,393,612	746,040	2,139,652	1,394,992	731,858	2,126,849
Bourke (S)	2,630	4,204,703	1,959,730	6,164,433	(27,639)	(14,992)	(42,631)	2,042,324	985,781	3,028,105	2,134,740	958,957	3,093,697
Brewarrina (S)	1,655	2,920,286	1,340,756	4,261,042	(18,573)	(10,253)	(28,825)	1,391,563	672,600	2,064,163	1,510,150	657,903	2,168,053
Broken Hill (C)	17,734	4,476,652	504,526	4,981,178	(29,891)	(3,881)	(33,771)	2,250,595	248,680	2,499,275	2,196,166	251,965	2,448,131
Burwood	39,886	847,957	275,556	1,123,513	(5,796)	(2,114)	(7,910)	443,789	142,742	586,531	398,372	130,700	529,072
Byron (S)	34,574	2,060,215	1,213,148	3,273,363	(13,996)	(9,122)	(23,118)	1,039,055	603,533	1,642,588	1,007,164	600,493	1,607,657
Cabonne	13,680	2,983,319	2,114,319	5,097,638	(20,229)	(16,165)	(36,394)	1,510,341	1,060,481	2,570,822	1,452,749	1,037,673	2,490,422
Camden	94,159	2,429,878	1,536,517	3,966,395	(17,437)	(10,929)	(28,366)	1,223,855	753,684	1,977,539	1,188,585	771,904	1,960,489
Campbelltown (C)	168,139	8,220,832	1,860,883	10,081,715	(58,994)	(13,823)	(72,818)	4,140,581	917,651	5,058,232	4,021,256	929,409	4,950,665
Canada Bay (C)	95,159	2,006,866	655,697	2,662,563	(13,887)	(5,043)	(18,930)	1,030,963	334,540	1,365,503	962,016	316,114	1,278,130
Canterbury-Bankstown	373,931	8,218,435	2,734,631	10,953,066	(58,977)	(20,983)	(79,960)	4,139,373	1,380,120	5,519,493	4,020,085	1,333,528	5,353,613
Carrathool (S)	2,802	3,774,146	2,381,050	6,155,196	(25,075)	(18,201)	(43,276)	1,846,684	1,200,390	3,047,074	1,902,387	1,162,459	3,064,846
Central Coast	342,047	21,675,943	4,506,625	26,182,568	(151,683)	(34,634)	(186,317)	10,818,555	2,267,960	13,086,515	10,705,705	2,204,031	12,909,736
Central Darling (S)	1,837	4,152,482	1,637,469	5,789,951	(27,282)	(12,517)	(39,799)	2,016,294	821,124	2,837,418	2,108,906	803,828	2,912,734
Cessnock (C)	59,101	5,613,146	1,772,350	7,385,496	(39,240)	(13,312)	(52,552)	2,802,088	882,504	3,684,592	2,771,818	876,534	3,648,352
Clarence Valley	51,647	7,779,443	3,360,613	11,140,056	(54,305)	(25,631)	(79,937)	3,884,773	1,668,233	5,553,006	3,840,365	1,666,749	5,507,114
Cobar (S)	4,722	4,211,204	1,773,468	5,984,672	(28,497)	(13,559)	(42,057)	2,090,744	889,310	2,980,054	2,091,963	870,599	2,962,562
Coffs Harbour (C)	76,551	5,368,426	2,273,652	7,642,078	(37,546)	(17,269)	(54,815)	2,679,612	1,150,674	3,830,286	2,651,268	1,105,709	3,756,977
Coolamon (S)	4,368	2,511,380	1,261,549	3,772,929	(16,953)	(9,651)	(26,605)	1,271,326	634,480	1,905,806	1,223,101	617,418	1,840,518
Coonamble (S)	4,014	2,721,240	1,518,952	4,240,192	(17,997)	(11,618)	(29,615)	1,382,220	762,826	2,145,046	1,321,023	744,508	2,065,531
Cootamundra-Gundagai Regional	11,260	3,780,849	1,610,551	5,391,400	(25,599)	(12,314)	(37,913)	1,902,139	808,402	2,710,541	1,853,111	789,835	2,642,945
Cowra (S)	12,767	3,305,679	1,491,699	4,797,378	(22,367)	(11,438)	(33,805)	1,675,480	753,514	2,428,994	1,607,832	726,747	2,334,579
Cumberland	236,893	6,396,130	1,784,758	8,180,888	(45,900)	(12,989)	(58,889)	3,523,298	861,764	4,385,062	2,826,932	910,005	3,736,936
Dubbo Regional	53,240	8,181,369	3,447,799	11,629,168	(57,041)	(26,820)	(83,860)	4,079,353	1,768,746	5,848,099	4,044,975	1,652,233	5,697,208
Dungog (S)	9,346	1,751,210	945,640	2,696,850	(11,861)	(7,182)	(19,044)	885,406	471,184	1,356,590	853,943	467,274	1,321,216
Edward River	8,995	4,111,465	1,566,246	5,677,711	(27,830)	(12,035)	(39,864)	2,068,103	791,582	2,859,685	2,015,532	762,629	2,778,162
Eurobodalla (S)	38,288	5,460,389	1,701,050	7,161,439	(37,823)	(12,986)	(50,809)	2,716,017	853,795	3,569,812	2,706,549	834,269	3,540,819
Fairfield (C)	210,612	7,414,047	1,758,930	9,172,977	(53,205)	(13,539)	(66,744)	3,734,228	884,758	4,618,986	3,626,614	860,633	4,487,247
Federation	12,462	4,782,221	2,282,559	7,064,780	(32,408)	(17,449)	(49,857)	2,363,418	1,145,893	3,509,311	2,386,395	1,119,217	3,505,612
Forbes (S)	9,910	3,593,378	1,998,603	5,591,981	(24,257)	(15,276)	(39,533)	1,822,881	1,005,063	2,827,944	1,746,240	978,264	2,724,504
Georges River	158,411	3,340,826	1,171,361	4,512,187	(23,147)	(8,822)	(31,969)	1,731,865	587,674	2,319,539	1,585,814	574,865	2,160,679
Gilgandra (S)	4,226	2,627,015	1,382,591	4,009,606	(17,466)	(10,976)	(28,442)	1,324,849	720,939	2,045,788	1,284,700	650,676	1,935,376
Glen Innes Severn	8,908	2,892,010	1,426,229	4,318,239	(19,497)	(10,901)	(30,397)	1,463,658	717,982	2,181,640	1,408,856	697,346	2,106,202
Goulburn Mulwaree	30,852	3,483,270	1,755,080	5,238,350	(23,783)	(13,430)	(37,213)	1,752,275	879,368	2,631,643	1,707,212	862,282	2,569,494

Appendix B Financial Assistance Grants - Schedule of Payments 2019-20													
Councils	Population 30/6/2018	2019-20 Recommended General Purpose Entitlement	2019-20 Recommended Local Roads Entitlement	2019-20 Recommended Total Entitlement	2018-19 General Purpose CPI/Pop Adjustment	2018-19 Local Roads CPI/Pop Adjustment	2018-19 Total CPI/Pop Adjustment	2019-20 General Purpose Advance Payment	2019-20 Local Roads Advance Payment	2019-20 Total Advance Payment	2019-20 General Purpose Payments	2019-20 Local Roads Payments	2019-20 Total Payments
Greater Hume (S)	10,686	3,365,495	2,117,426	5,482,921	(22,775)	(16,170)	(38,946)	1,705,276	1,066,753	2,772,029	1,637,444	1,034,503	2,671,946
Griffith (C)	26,882	4,026,350	1,687,694	5,714,044	(27,225)	(12,878)	(40,103)	2,032,547	851,083	2,883,630	1,966,678	823,733	2,790,311
Gunnedah (S)	12,661	3,056,621	1,650,702	4,707,323	(20,681)	(12,585)	(33,266)	1,547,330	825,500	2,372,830	1,488,610	812,617	2,301,227
Gwydir (S)	5,349	2,837,140	1,918,827	4,755,967	(19,009)	(14,772)	(33,781)	1,447,523	973,671	2,421,194	1,370,608	930,384	2,300,992
Hawkesbury (C)	67,083	2,703,428	1,765,985	4,469,413	(19,394)	(13,590)	(32,984)	1,361,983	891,538	2,253,521	1,322,051	860,857	2,182,908
Hay (S)	2,979	2,280,561	831,311	3,111,872	(14,600)	(6,356)	(20,955)	1,137,225	418,042	1,555,267	1,128,737	406,913	1,535,650
Hills (S)	172,473	3,637,431	1,970,843	5,608,274	(24,754)	(14,928)	(39,682)	1,798,086	936,252	2,734,338	1,814,591	1,019,663	2,834,254
Hilltops	18,782	5,381,114	2,867,441	8,248,555	(36,886)	(22,128)	(59,013)	2,717,748	1,453,702	4,171,450	2,626,481	1,391,611	4,018,092
Hornsby (S)	150,752	3,179,340	1,414,364	4,593,704	(22,082)	(10,890)	(32,972)	1,557,864	659,195	2,217,059	1,599,394	744,279	2,343,673
Hunters Hill (M)	14,909	331,297	150,780	482,077	(2,264)	(1,161)	(3,426)	167,038	75,474	242,512	161,995	74,145	236,140
Inner West	198,024	4,176,249	1,389,253	5,565,502	(28,869)	(10,706)	(39,575)	2,043,251	707,015	2,750,266	2,104,129	671,532	2,775,661
Inverell (S)	16,844	4,062,707	2,116,346	6,179,053	(27,502)	(16,183)	(43,685)	2,054,548	1,061,896	3,116,444	1,980,657	1,038,267	3,018,924
Junee (S)	6,631	2,003,825	957,233	2,961,058	(13,574)	(7,346)	(20,920)	1,014,509	487,766	1,502,275	975,742	462,121	1,437,863
Kempsey (S)	29,665	4,355,340	1,902,833	6,258,173	(29,675)	(14,496)	(44,171)	2,195,386	950,422	3,145,808	2,130,279	937,915	3,068,194
Kiama (M)	23,006	1,213,421	509,653	1,723,074	(8,257)	(4,040)	(12,297)	611,856	267,451	879,307	593,308	238,162	831,470
Ku-ring-gai	126,046	2,658,261	1,146,468	3,804,729	(18,480)	(8,832)	(27,312)	1,329,827	577,012	1,906,839	1,309,954	560,624	1,870,577
Kyogle	8,870	2,896,900	1,669,788	4,566,688	(19,424)	(12,797)	(32,221)	1,466,150	829,557	2,295,707	1,411,325	827,344	2,238,760
Lachlan (S)	6,151	5,965,676	3,478,114	9,443,790	(40,473)	(26,595)	(67,068)	2,957,195	1,744,617	4,701,812	2,968,008	1,706,902	4,674,910
Lake Macquarie (C)	204,914	13,690,940	2,851,728	16,542,668	(95,801)	(21,896)	(117,696)	6,833,230	1,439,892	8,273,122	6,761,910	1,389,940	8,151,850
Lane Cove (M)	39,486	839,515	293,321	1,132,836	(5,738)	(2,251)	(7,990)	430,022	150,010	580,032	403,754	141,060	544,814
Leeton (S)	11,438	3,419,640	1,071,754	4,491,394	(22,989)	(8,201)	(31,190)	1,732,143	536,842	2,268,985	1,664,508	526,711	2,191,219
Lismore (C)	43,843	4,436,886	2,006,928	6,443,814	(31,007)	(15,346)	(46,353)	2,216,107	1,000,582	3,216,689	2,189,772	991,000	3,180,772
Lithgow (C)	21,636	3,596,596	1,301,468	4,898,064	(24,487)	(9,956)	(34,442)	1,814,971	655,620	2,470,591	1,757,138	635,892	2,393,030
Liverpool (C)	223,304	6,511,545	2,350,399	8,861,944	(46,728)	(17,876)	(64,604)	3,279,671	1,190,902	4,470,573	3,185,146	1,141,621	4,326,766
Liverpool Plains (S)	7,893	2,490,174	1,417,142	3,907,316	(16,772)	(10,830)	(27,602)	1,264,322	713,437	1,977,759	1,209,079	692,875	1,901,954
Lockhart (S)	3,295	2,295,712	1,384,699	3,680,411	(15,513)	(10,578)	(26,091)	1,174,095	696,690	1,870,785	1,106,104	677,431	1,783,535
Lord Howe Island (Bd)	382	223,671		223,671	(1,544)		(1,544)	112,306		112,306	109,821		109,821
Maitland (C)	83,203	5,717,386	1,433,446	7,150,832	(40,002)	(10,905)	(50,907)	2,853,610	731,451	3,585,061	2,823,774	691,090	3,514,864
Mid-Coast	93,288	12,705,810	5,526,157	18,231,967	(88,590)	(42,388)	(130,977)	6,344,471	2,794,608	9,139,079	6,272,749	2,689,161	8,961,910
Mid-Western Regional	25,086	4,209,025	2,510,132	6,719,157	(28,530)	(19,066)	(47,596)	2,126,327	1,259,407	3,385,734	2,054,168	1,231,659	3,285,827
Moree Plains (S)	13,350	5,054,157	2,964,405	8,018,562	(34,493)	(22,676)	(57,170)	2,602,272	1,487,267	4,089,539	2,417,392	1,454,462	3,871,853
Mosman (M)	30,877	684,021	243,424	927,445	(4,675)	(1,872)	(6,548)	344,878	120,768	465,646	334,468	120,784	455,251
Murray River	12,118	5,504,940	3,068,785	8,573,725	(37,773)	(23,263)	(61,036)	2,775,344	1,532,628	4,307,972	2,691,823	1,512,894	4,204,718
Murrumbidgee (new)	3,961	2,944,030	1,680,292	4,624,322	(19,683)	(12,595)	(32,278)	1,481,708	827,193	2,308,901	1,442,639	840,504	2,283,143
Muswellbrook (S)	16,383	2,681,570	942,125	3,623,695	(18,219)	(7,221)	(25,439)	1,352,578	466,550	1,819,128	1,310,773	468,354	1,779,127
Nambucca (S)	19,773	2,852,768	1,258,135	4,110,903	(19,395)	(9,607)	(29,002)	1,439,919	633,292	2,073,211	1,393,453	615,236	2,008,690
Narrabri (S)	13,231	5,023,857	2,415,321	7,439,178	(34,454)	(18,432)	(52,886)	2,548,876	1,209,233	3,758,109	2,440,527	1,187,656	3,628,183
Narrandera (S)	5,931	3,325,526	1,629,434	4,954,960	(22,564)	(12,462)	(35,025)	1,687,685	819,741	2,507,426	1,615,278	797,231	2,412,509
Narromine (S)	6,567	3,039,368	1,486,392	4,525,760	(20,552)	(11,366)	(31,918)	1,546,795	745,380	2,292,175	1,472,021	729,646	2,201,667
Newcastle (C)	164,104	10,706,691	1,861,001	12,567,692	(74,918)	(14,325)	(89,243)	5,258,589	929,327	6,187,916	5,373,184	917,349	6,290,533
North Sydney	74,172	1,564,258	495,418	2,059,676	(10,813)	(3,806)	(14,619)	768,688	246,348	1,015,036	784,558	245,664	1,030,222
Northern Beaches	271,278	5,721,159	2,273,884	7,995,043	(39,857)	(17,722)	(57,579)	2,856,974	1,154,879	4,011,853	2,824,327	1,101,283	3,925,610
Oberon	5,408	1,844,326	983,339	2,827,665	(12,414)	(7,303)	(19,718)	937,670	472,797	1,410,467	894,242	503,239	1,397,480
Orange (C)	42,056	3,551,817	1,197,534	4,749,351	(24,384)	(9,006)	(33,390)	1,772,227	588,658	2,360,885	1,755,206	599,870	2,355,076
Parkes (S)	14,894	4,348,689	2,184,118	6,532,807	(29,486)	(16,713)	(46,199)	2,190,239	1,118,076	3,308,315	2,128,963	1,049,329	3,178,292
Parramatta (C) (new)	251,311	7,320,693	2,055,144	9,375,837	(52,535)	(16,023)	(68,557)	3,687,208	1,057,803	4,745,011	3,580,951	981,318	4,562,269
Penrith (C)	209,210	8,503,888	2,484,120	10,988,008	(61,026)	(19,020)	(80,046)	4,283,151	1,251,137	5,534,288	4,159,712	1,213,963	5,373,674

Appendix B Financial Assistance Grants - Schedule of Payments 2019-20													
Councils	Population 30/6/2018	2019-20 Recommended General Purpose Entitlement	2019-20 Recommended Local Roads Entitlement	2019-20 Recommended Total Entitlement	2018-19 General Purpose CPI/Pop Adjustment	2018-19 Local Roads CPI/Pop Adjustment	2018-19 Total CPI/Pop Adjustment	2019-20 General Purpose Advance Payment	2019-20 Local Roads Advance Payment	2019-20 Total Advance Payment	2019-20 General Purpose Payments	2019-20 Local Roads Payments	2019-20 Total Payments
Port Macquarie-Hastings	83,131	6,449,088	3,018,625	9,467,713	(45,107)	(22,823)	(67,930)	3,219,322	1,527,511	4,746,833	3,184,659	1,468,291	4,652,950
Port Stephens	72,695	5,509,349	1,274,355	6,783,704	(38,522)	(9,752)	(48,275)	2,749,936	642,669	3,392,605	2,720,891	621,934	3,342,824
Queanbeyan-Palerang Regional	59,959	3,706,001	2,531,328	6,237,329	(25,871)	(19,088)	(44,959)	1,850,907	1,270,033	3,120,940	1,829,223	1,242,207	3,071,430
Randwick (C)	154,265	3,253,389	1,003,405	4,256,794	(22,489)	(7,708)	(30,197)	1,658,909	509,797	2,168,706	1,571,991	485,900	2,057,890
Richmond Valley	23,399	3,600,758	1,633,678	5,234,436	(24,521)	(12,522)	(37,043)	1,817,435	820,912	2,638,347	1,758,802	800,244	2,559,045
Ryde (C)	127,446	2,687,786	964,529	3,652,315	(18,465)	(7,393)	(25,859)	1,378,388	491,456	1,869,844	1,290,933	465,680	1,756,613
Shellharbour (C)	72,240	4,355,314	952,504	5,307,818	(30,474)	(7,086)	(37,559)	2,173,783	470,677	2,644,460	2,151,057	474,741	2,625,798
Shoalhaven (C)	104,371	9,059,428	3,509,316	12,568,744	(63,386)	(26,762)	(90,147)	4,521,889	1,777,425	6,299,314	4,474,154	1,705,129	6,179,283
Silverton (VC)	50	34,657		34,657	(239)		(239)	18,102		18,102	16,315		16,315
Singleton	23,422	2,510,186	1,329,121	3,839,307	(17,096)	(10,195)	(27,292)	1,265,350	668,360	1,933,710	1,227,739	650,566	1,878,305
Snowy Monaro Regional	20,733	6,907,224	2,864,370	9,771,594	(47,777)	(21,795)	(69,571)	3,452,796	1,431,679	4,884,475	3,406,652	1,410,896	4,817,548
Snowy Valleys	14,532	4,453,487	1,429,975	5,883,462	(30,216)	(10,893)	(41,109)	2,222,575	712,645	2,935,220	2,200,696	706,437	2,907,133
Strathfield (M)	45,143	952,048	305,245	1,257,293	(6,449)	(2,319)	(8,768)	490,006	155,945	645,951	455,593	146,981	602,574
Sutherland (S)	229,213	4,834,013	2,084,278	6,918,291	(33,598)	(16,070)	(49,668)	2,400,798	1,049,690	3,450,488	2,399,617	1,018,518	3,418,135
Sydney (C)	240,229	5,066,336	1,417,819	6,484,155	(34,507)	(10,815)	(45,322)	2,712,287	746,011	3,458,298	2,319,542	660,993	2,980,535
Tamworth Regional	62,156	6,351,276	4,356,160	10,707,436	(44,382)	(33,143)	(77,525)	3,180,209	2,177,608	5,357,817	3,126,685	2,145,409	5,272,094
Temora (S)	6,274	2,374,965	1,352,112	3,727,077	(15,937)	(10,320)	(26,257)	1,211,371	727,063	1,938,434	1,147,657	614,729	1,762,386
Tenterfield (S)	6,638	3,275,266	1,707,011	4,982,277	(21,981)	(13,049)	(35,030)	1,665,071	854,589	2,519,660	1,588,214	839,373	2,427,587
Tibooburra (VC)	134	77,825		77,825	(537)		(537)	39,076		39,076	38,212		38,212
Tweed (S)	96,108	7,900,412	2,981,043	10,881,455	(55,224)	(22,672)	(77,896)	3,943,515	1,495,310	5,438,825	3,901,673	1,463,061	5,364,734
Upper Hunter (S)	14,220	3,173,364	2,010,175	5,183,539	(21,433)	(15,374)	(36,807)	1,606,539	1,009,153	2,615,692	1,545,392	985,648	2,531,040
Upper Lachlan (S)	7,961	2,927,203	1,967,013	4,894,216	(19,724)	(15,032)	(34,756)	1,487,473	987,139	2,474,612	1,420,006	964,842	2,384,848
Uralla (S)	6,062	1,678,468	973,076	2,651,544	(11,311)	(7,448)	(18,759)	852,954	476,095	1,329,049	814,204	489,533	1,303,736
Wagga Wagga (C)	64,820	7,150,326	3,360,046	10,510,372	(49,994)	(25,623)	(75,617)	3,570,280	1,685,979	5,256,259	3,530,053	1,648,444	5,178,497
Walcha	3,132	1,468,799	973,087	2,441,886	(9,550)	(7,394)	(16,945)	742,622	488,526	1,231,148	716,626	477,167	1,193,793
Walgett (S)	6,051	4,599,728	2,016,451	6,616,179	(31,005)	(15,439)	(46,444)	2,315,482	1,010,839	3,326,321	2,253,241	990,173	3,243,414
Warren (S)	2,745	1,911,821	1,070,616	2,982,437	(12,611)	(8,187)	(20,798)	985,020	537,248	1,522,268	914,190	525,181	1,439,371
Warrumbungle (S)	9,399	4,780,546	2,538,036	7,318,582	(32,640)	(19,409)	(52,048)	2,416,894	1,273,482	3,690,376	2,331,012	1,245,145	3,576,157
Waverley	74,114	1,563,035	451,394	2,014,429	(10,827)	(3,471)	(14,298)	772,440	224,815	997,255	779,768	223,108	1,002,876
Weddin (S)	3,636	1,796,288	1,038,745	2,835,033	(11,934)	(7,938)	(19,872)	921,517	521,772	1,443,289	862,837	509,035	1,371,872
Wentworth (S)	7,042	4,303,337	2,090,032	6,393,369	(29,610)	(15,971)	(45,581)	2,161,824	1,050,606	3,212,430	2,111,904	1,023,455	3,135,359
Willoughby (C)	80,339	1,694,318	607,230	2,301,548	(11,774)	(4,692)	(16,466)	861,285	308,705	1,169,990	821,259	293,833	1,115,092
Wingecarribee (S)	50,493	3,255,506	1,950,855	5,206,361	(22,682)	(14,794)	(37,476)	1,625,706	979,911	2,605,617	1,607,118	956,150	2,563,267
Wollondilly (S)	52,230	2,437,124	1,415,390	3,852,514	(17,052)	(10,906)	(27,958)	1,216,510	719,369	1,935,879	1,203,562	685,115	1,888,676
Wollongong (C)	216,071	16,434,444	2,506,622	18,941,066	(115,002)	(19,254)	(134,256)	8,202,491	1,263,613	9,466,104	8,116,951	1,223,755	9,340,706
Woolahra (M)	58,964	1,243,528	443,433	1,686,961	(8,712)	(3,433)	(12,146)	612,546	221,271	833,817	622,269	218,729	840,998
Yass Valley	16,953	1,754,665	1,405,685	3,160,350	(11,873)	(10,711)	(22,584)	887,554	705,625	1,593,179	855,237	689,349	1,544,586
	7,987,727	561,526,802	226,201,773	787,728,575	(3,876,847)	(1,727,405)	(5,604,252)	282,220,097	113,692,045	395,912,142	275,429,858	110,782,323	386,212,181

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2020-21 GRANTS

1. GENERAL

All submissions **must** be consistent with the principles which have been adopted by the Commission. The principles are attached in **Table 1**.

Information in the submissions must relate to the year ended 30 June 2019, in order to be compatible with the Grants Commission's **Return of General Information** for that year (for the 2020-21 grant calculations).

Only operational costs should be included; capital costs are to be excluded.

Submissions should be based only on *inherent* disabilities and problems, which are outside a council's control. **Additional costs that result from deliberate policy decisions made by councils to provide a higher than average standard of service are not considered disabilities.**

Information provided on disabilities should be brief and the costing estimates of the disabilities should be as accurate as is practicable.

If you have further question, then please contact:
Helen Pearce on (02) 4428 4131 or by email at helen.pearce@olg.nsw.gov.au

Submissions should be e-mailed to the Commission at olg@olg.nsw.gov.au as soon as possible, but no later than **30 November 2019**.

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2020-21 GRANTS

2. EXPENDITURE DISABILITIES

(a) Content

The details of the Commission's expenditure calculations for Council's area are enclosed (See **Appendix A**). This information should be used in assessing whether to make a submission on expenditure disabilities; that is, in assessing whether the particular disabilities of Council's area are **already recognised** in the formula. If council believes that disabilities **other than those currently identified by the formula** have an impact on the cost of providing services, then this should be substantiated in the submission.

Similarly, if council believes that the impact of any disability already identified by the Commission is greater than indicated, then the case should be argued in the submission. Please refer to Table 2 for the basic format for a special submission. Details of the expenditure items considered, the council functions and disability measures can be found in **Appendix D**.

APPENDIX C

LOCAL GOVERNMENT GRANTS COMMISSION GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2020-21 GRANTS

(b) Required Format

Table 2 shows the **REQUIRED FORMAT** for submissions on expenditure disabilities. Submissions should be **brief** and include:

- (1) the function affected (using the Commission's functional heading);
- (2) a **brief** description of the disability;
- (3) a **brief** account of the action taken to deal with that disability;
- (4) the **estimated additional cost** impact of that action.

Where a disability factor affects costs across a number of council functions, separate details should be used showing the cost impact in each function area.

(c) Outcome

Where the Commission recognises an additional disability raised in a submission beyond the measures recognised, an adjustment will be made as an "other" category.

Where an additional disability is recognised which has an impact on a number of councils, the methodology will be adjusted and *all councils* will be affected according to the extent of the relevant disability.

3. REVENUE DISABILITIES

While the approved principles generally bind the Commission's operation in this area, councils may wish to comment on the current methodology if it is considered that these unfairly disadvantage them.

It should be noted that non-rateable properties are taken into consideration in the Commission's calculation automatically. The loss of revenue from non-rateable properties does not need to be specified in the submission.

APPENDIX C
LOCAL GOVERNMENT GRANTS COMMISSION
GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2020-21 GRANTS

TABLE 1

APPROVED PRINCIPLES

1. general purpose grants to local governing bodies will be allocated as far as practicable on a full equalisation basis as defined in the *Local Government (Financial Assistance) Act 1995*; that is a basis which attempts to compensate local governing bodies for differences in expenditure required in the performance of their functions and in their capacity to raise revenue.
2. the assessment of revenue and expenditure allowances of local governing bodies will, as far as is practicable, be independent of the policy or practices of those bodies in raising revenue and the provision of services.
3. revenue raising capacity will primarily be determined on the basis of property values; positive and negative allowances relative to average standards may be calculated.
4. revenue allowances may be discounted to achieve equilibrium with expenditure allowances.
5. generally for each expenditure function an allowance will be determined using operational cost; both positive and negative allowances relative to average standards may be calculated.
6. expenditure allowances will be discounted to take account of specific purpose grants.
7. additional costs associated with non-resident use of services and facilities will be recognised in determining expenditure allowances.

APPENDIX C
LOCAL GOVERNMENT GRANTS COMMISSION
GUIDELINES FOR SPECIAL SUBMISSIONS IN RELATION TO THE 2020-21 GRANTS

TABLE 2

REQUIRED FORMAT FOR SUBMISSIONS ON
EXPENDITURE DISABILITIES

Function:

Disability:

Description and Response:

Cost Impact:

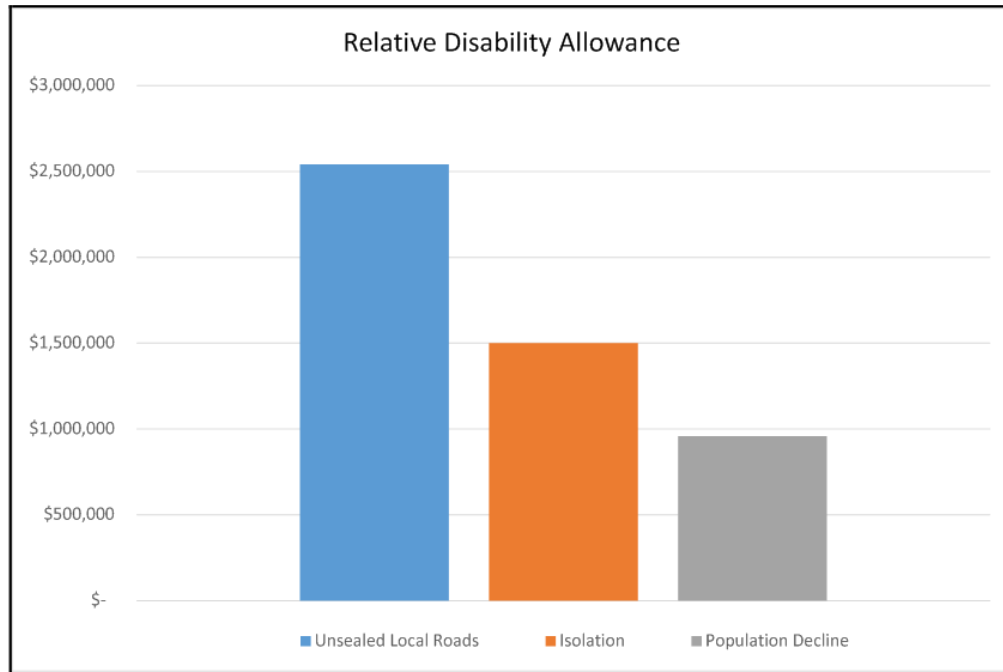
APPENDIX D
LOCAL GOVERNMENT GRANTS COMMISSION
2019-20 FINANCIAL ASSISTANCE GRANTS

Expenditure Categories with Expenditure Items Listed Below (Expenditure Items Source – Financial Data Return – Special Schedule 1)					
Recreation & cultural	Administration & governance	Community amenity	Community services & education	Roads, bridges & footpaths	Public order, safety, health & other
Museums	Administration	Public Cemeteries	Admin & Education	Aerodromes	Animal Containment
Art Galleries	Governance	Public Toilets	Children’s Services	Urban Roads Local	Fire Service Levy
Communities Centres & Halls		Town Planning	Aged and Disabled	Sealed Rural Roads Local	Noxious Plants & Insects
Performing Arts Venues		Street Lighting	Social Protection	Unsealed Rural Roads Local	Environment Protection
Other Sport & Recreation				Bridges on Urban Roads Local	Stormwater Management
Other Performing Arts				Bridges on Sealed Rural Roads Local	Urban Storm Drainage
Public Libraries				Bridges on Unsealed Rural Roads Local	Other
Swimming Pools				Footpaths	Health
Sporting Grounds				Parking Areas	Enforcement of Regulations
Parks and Gardens					Beach Control
					Building Control
					Street Cleaning

APPENDIX D**LOCAL GOVERNMENT GRANTS COMMISSION
2019-20 FINANCIAL ASSISTANCE GRANTS**

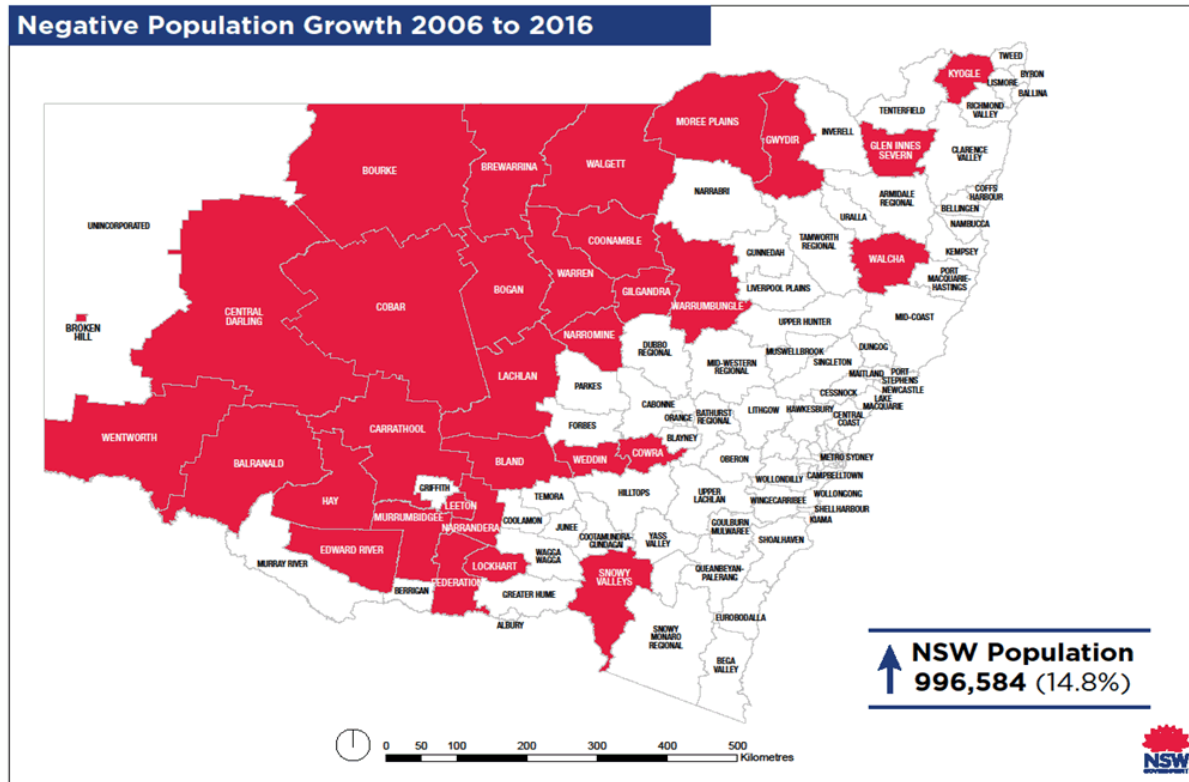
Expenditure Disability Factors		
Disability Factor	Description	Data Source
Population Size	Number of people residing in local government area. The more people in community, the cheaper it is to provide resources per person. This suggests compensation for councils with smaller populations	ABS 3218.0 Regional Population Growth Australia, Estimated Resident Population (released 27 March 2019).
ATSI	Proportion of residents identified as Aboriginal and Torres Strait Islander.	ABS 2075.0 Census of Population and Housing - Counts of Aboriginal and Torres Strait Islander Australians, 2016 (released 05.12.18).
Road Length	Kilometres of road within a local government area.	Data provided by OLG, based on data supplied by each local council FYE 2018
Environment	Hectares of environmental land (hectares of conservation and natural environment, water and inland water bodies).	ABS - LAND AND ENVIRONMENT, Local Government Area, 2011-2017 (released 8 November 2018).
Rainfall, topography and drainage index	An index that measures variation in the cost of construction and maintenance of stormwater drainage based on a number of considerations.	Data provided by OLG, Independent Consultants, 1987, Stormwater Drainage Return.

APPENDIX D
LOCAL GOVERNMENT GRANTS COMMISSION
2019-20 FINANCIAL ASSISTANCE GRANTS



Five million dollars of the CPI increase was apportioned to councils with greatest relative disadvantage on the basis of unsealed local roads, isolation and population decline.

APPENDIX D
LOCAL GOVERNMENT GRANTS COMMISSION
2019-20 FINANCIAL ASSISTANCE GRANTS



Red indicates population decline in NSW from 2006-2016.

9.6 Investments Policy Review

REPORT BY THE MANAGER FINANCIAL PLANNING
 TO 18 SEPTEMBER 2019 ORDINARY MEETING
 GOV400067, GOV400047

RECOMMENDATION

That Council:

1. receive the report by the Manager Financial Planning on the Investments Policy Review;
2. place the revised Investments Policy on public exhibition for 28 days; and
3. adopt the revised Investments Policy if no submissions are received.

Executive summary

This report presents the review of Council's Investments Policy. A copy of the proposed Investment Policy with track changes is attached to this report.

Disclosure of Interest

Nil.

Detailed report

Council's Finance department have conducted a review of the Investments Policy. The changes are largely based upon NSW Treasury TCorp's revised framework. The credit committee of TCorp requires that Council can commit to the framework as a condition for a loan. That framework is shown in the table below.

S&P Long Term**	S&P Short Term**	Portfolio Limit	Counterparty Limit	Max Tenor
TCorp	A-1+	100%	100%	N/A
AAA	A-1+	100%	100%	N/A
AA+ to AA-	A-1+	100%	100%	5 years
A+ to A	A-1	100%	30%	3 years
A-	A-2	40%	20%	3 years
BBB+	A-2	30%*	10%	3 years
BBB	A-3		5%	12 months
BBB- & below - local ADIs	A-3 & below - local ADIs	5%	5%	12 months
BBB- & below - other	A-3 & below - other		\$250k	12 months

* Sub-limit of 10% applies to ADIs rated BBB

** where a Counterparty has two or more ratings, it is the S&P equivalent of the lower of those ratings that shall apply for the purposes of the Investment Framework

A description of the revisions proposed are shown in the table below:

Change	Reason
GM/CFO approval is amended to only be required for terms exceeding 2 years rather than 1 year (page 2)	Commonly term deposits are now placed around a 1 year term. This is a less restrictive approval process. It is noted that dual approval is still required and controls are still in place around term to maturity of the portfolio.
Credit quality limits amended: BBB+ to BBB- (page 4)	Split investment grades BBB+ to BBB- per TCorp's recommendation below
Credit quality limits amended: AAA to AA- (Institution limit increase from 30% to 40%) A+ to A- (Increase the portfolio limit from 40% to 50% and the institution limit from 15% to 20%) (page 4)	Recommend to increase high grade investment limits. Note these are still more conservative than TCorp's recommendations. Currently we are finding we cannot place a deposit for the best return on the day as we are nearing the 30% limit with some major banks.
Credit quality limits amended: TCorp Managed Funds Introduce different limits for the Growth Funds and Cash Fund (page 4)	This recognises that the Cash fund has a low amount of risk so should have potential for a higher limit. The currently actual balance is around 2%. The growth managed funds are a higher risk investment. The limit is not recommended to increase. Currently the funds balance is around 10-11% of portfolio.
Term to maturity framework The maximum investment terms has been reduced and new terms added based on TCorp's framework. (page 5)	The higher grade maximum term is reduced from 10 years to 5 years to reflect TCorp's recommendation. Additional investment grades have been added reflect TCorp's framework and allow more flexibility.

All other elements of the Policy are proposed to remain unchanged including risk management strategies, as they meet Councils current requirements.

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 current Investments Policy requires an annual review. The recommendation if approved will amend the Investment Policy.

Legislation

Local Government Act 1993 (NSW) Section 625

Local Government (General) Regulation 2005 (NSW) Clause 212

Financial implications

Not applicable.

Associated Risks

Investment risk and risk management strategies are included in the Investments Policy. It should be noted that the credit quality limits and term to maturity framework are more conservative than what the NSW Treasury TCorp credit committee requires as a condition for borrowing from TCorp.

NEIL BUNGATE
MANAGER FINANCIAL PLANNING

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

4 September 2019

Attachments: 1. POLICY - REVIEW - Investments Policy September 2019.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



POLICY Investments

*A prosperous
and progressive
community.*

ADOPTED		REFERENCE	1.0
COUNCIL MEETING MIN NO	335/17	REVIEW DATE	15/11/2018
DATE: 15 NOVEMBER 2017		FILE NUMBER	GOV40047; FIN300053

Objective

The objective of this policy is to provide a framework for managing the investment of Council funds. It aims to ensure Council:

- Complies with the relevant legislative and regulatory requirements
- Identify risks, risk management strategies and establish tolerable levels of exposure to risk
- Give due consideration to the preservation of capital
- Maintain sufficient liquidity to meet all cash flow requirements
- Maximise the rate of return in line with all requirements of this policy
- Establish guidelines in relation to monitoring and reporting on investments
- Confirm delegations of authority and other governance matters in relation to investments

Legislative and regulatory requirements

- Local Government Act 1993 (NSW) Section 625
- Local Government (General) Regulation 2005 (NSW) Clause 212
- Ministerial Local Government Investment Order dated 12 January 2011
- The Trustee Amendment (Discretionary Investments) Act 1997 (NSW)
- Local Government Code of Accounting Practice and Financial Reporting
- Australian Accounting Standards
- Office of Local Government Investment Policy Guidelines
- Office of Local Government Circulars

Approved Investments

Investments are limited to those allowed by the Ministerial Investment Order and must be denominated in Australian Dollars. Approved investments include:

- public funds or securities issued by or guaranteed by, the Commonwealth, any State of the Commonwealth or a Territory;
- debentures or securities issued by a NSW Council;
- interest bearing deposits with, or any debentures or bonds issued by, an authorised deposit-taking institution, but excluding subordinated debt obligations;
- bills of exchange issued by or accepted by an authorised deposit-taking institution and not more than 200 days to maturity;

POLICY: [INVESTMENTS](#)~~INVESTMENTS~~ | [1.04.0](#)

- a deposit with the New South Wales Treasury Corporation or investments in an Hour-Glass investment facility of the New South Wales Treasury Corporation.

Prohibited Investments

This policy prohibits any investment carried out for speculative purposes including:

- Derivative based instruments;
- Principal only investments or securities that provide potentially nil or negative cash flow;
- Stand-alone securities issued that have underlying futures, options, forwards contracts and swaps of any kind.

This policy also prohibits the use of leveraging (borrowing to invest).

Related policies and plans

- Statement of Business Ethics
- Conflicts of Interest Policy

Policy

Delegation of Authority

Authority for implementation of the Investments Policy is delegated by Council to the General Manager in accordance with the *Local Government Act 1993*.

The General Manager has in turn delegated the day-to-day management of Council's investments to the:

- Chief Financial Officer (Responsible Accounting Officer)
- Manager Financial Planning
- Financial Accountant
- Manager Revenue and Property

A minimum of two price quotations of like or similar investments must be obtained for the acquisition of all market investments in order to verify the fairness of the purchase price. Two authorised signatories, with appropriate delegation limits must approve each investment recommendation. Recommendations must be retained on file as a permanent record.

Any single investment exceeding \$5M, or, with a maturity term that exceeds 24 years must be authorised by the Responsible Accounting Officer or General Manager.

The General Manager must approve delegations in writing and record them in the Register of Delegations. Delegated officers are required to acknowledge that they have received a copy of this policy and understand their obligations in this role when investing funds on behalf of Council in accordance with this policy.

Adequate controls are in place to safeguard Council's assets, such as the separation of duties in relation to authorising and executing transactions through the requirement of two authorised signatories for each transaction.

Conflicts of Interest

Officers shall refrain from activities that would conflict with the proper execution and management of Council's investment portfolio. Council's Conflicts of Interest Policy provides guidance for recognising and disclosing any conflicts of interest.

In accordance with Council's Statement of Business Ethics, any independent investment advisors are also required to disclose any actual or perceived conflicts of interest.

Investment Risk

Investment risk can take many forms:

Credit risk – the risk that the institution Council has invested in fails to pay the interest and or repay the principal of an investment.

Liquidity risk – the risk an investor is unable to realise the investment at short notice due to the illiquid nature of a particular investment. This could potentially result in Council being unable to meet payments as and when they fall due.

Market risk – the risks associated with changes in market prices such as interest rates, currency and commodity prices.

Legislative risk – the risk of laws changing that affect investment value.

Risk Management Strategies

There are risks associated with all investments. Council's primary consideration is the reduction of credit and liquidity risks. The following strategies aim to reduce these risks.

CREDIT QUALITY LIMITS

To reduce credit risk, Council will only invest in products with a Standard and Poor's (S&P) long-term credit rating of BBB- or stronger, with the exception of TCorp's Hour-Glass Funds. Investments in unrated entities will be restricted to the limits of the Commonwealth Guarantee (Financial Claims Scheme).

To further reduce risk Council's policy includes maximum holding limits for each rating category. Individual counterparties/financial institution limits are also established to ensure portfolio diversification which reduces the risk of being over exposed to a particular institution.

The following table applies to restrict investments in institutions by the S&P long-term credit rating. Percentage limits in the table refer to percentages of the total portfolio.

POLICY: [INVESTMENTS](#) | [1.04.0](#)

Long-Term Credit Rating	Portfolio Limit	Limit Per Institution
AAA to AA-	100%	40% 30%
A+ to A-	50% 40%	20% 15%
BBB+ to BBB-	20%	10% 5%
BBB	10%	5%
BBB-	5%	5%
TCorp's Hour-Glass Growth Funds (No Rating)	15%	Not Applicable
TCorp's Hour-Glass Cash Fund (No Rating)	30%	Not Applicable
No Rating	5%	Limited to the Commonwealth Guarantee amount

Credit guidelines to be adopted reference the S&P ratings system criteria and format. Credit ratings measure relative credit strength and in no way do they guarantee the Council against investment losses. Despite this challenge, credit ratings provide the best independent information available to assess exposure to credit risk. The format of S&P rating criteria is shown in the below table.

S&P		RATING DESCRIPTION	
LONG-TERM	SHORT-TERM		
AAA	A-1+	PRIME	INVESTMENT-GRADE
AA+		HIGH GRADE	
AA			
AA-			
A+	A-1	UPPER MEDIUM GRADE	
A			
A-			
BBB+	A-2	LOWER MEDIUM GRADE	
BBB			
BBB-			
NR	NR	NO RATING	NO RATING HAS BEEN REQUESTED

Investments graded lower than BBB- are not shown as they are considered non-investment grade speculative and therefore would be prohibited under this policy.

TERMS TO MATURITY FRAMEWORK

The term to maturity framework is structured around the cash requirements of the Council and the management of liquidity and market risk. The portfolio liquidity parameters specify the maximum and minimum amounts or percentages of the total investment portfolio than can be held within the various investment maturity bands. The liquidity/maturity profile of the total investment portfolio must comply with the parameters shown in the table below.

Period to Maturity	Cumulative Minimum % of Total Portfolio
< 3 months	Greater of 20% or \$15 million
< 1 year	40%
< 2 years	50%
< 4 years	85%

The minimum requirement for short term access to investments is set at a minimum of \$15 million to ensure adequate funds are available to meet Council’s expected liabilities based on the current budget.

Term to Maturity	Maximum % of Total Portfolio
< 3 months	100%
3 months to 1 year	80%
1 to 2 years	60%
2 to 4 years	50%
Greater than 4 years	15%

The term to maturity of individual investments will also be limited according to the institutions credit rating, as shown in the table below.

Long-Term Credit Rating	Maximum Term
AAA- or above	5 10 years
A+ to A	3 years
A- to BBB+	2 years
Below A BBB+	1 year

PROCEDURE FOR THE BREACH OF LIMITATIONS OR THRESHOLDS

Where a breach of threshold or limitation occurs due to an unavoidable change in the total investment portfolio or downgrade in credit rating, the following process will apply:

- an immediate freeze is imposed on the acquisition of new investment in the relevant category until the portfolio can be effectively managed back to accord with the requirements of this policy
- the relevant category of investments must be managed back in accord with the policy limits within a period that takes into account any adversity created by market, liquidity and credit risk.

The immediate forced sale of the investment in breach of limits or thresholds will not be required.

POLICY: [INVESTMENTS](#) | [1.04.0](#)

Performance Benchmarks

Investment performance will be measured quarterly against the following benchmarks according to the term of investment.

Term of Investment	Benchmark
< 2 years	Bloomberg Ausbond Bank Bill Index (Quarterly and 1 year)
2 years and over	Bloomberg Ausbond Composite 2-5 year Index

Reporting

Documentary evidence must be held for each investment and details thereof maintained in the Investment Register. The documentary evidence must provide Council legal title to the investment.

Details to be included in the Investment Register:

- The source and the amount of money invested;
- Particulars of the security or form of investment in which the money is invested;
- The term of the investment; and
- The rate of interest to be paid, and the amount of money that Council has earned, in respect of the investment.

Certificates must be obtained from the financial institutions confirming the amounts of investments held on Council's behalf as at 30 June each year and reconciled to the Investment Register.

All investments are to be appropriately recorded in Council's financial records and reconciled at least monthly.

Council will be provided with a written report each month setting out details of the entire investment portfolio. The report will confirm compliance of Council's investments with legislative and policy requirements. The report will be made up to the last day of the month immediately preceding the meeting.

As part of the quarterly budget review process, Council will be provided with a detailed commentary and performance benchmarking of the portfolio.

Review of Policy and Investments

ANNUAL REVIEW

In accordance with the Office of Local Government Investment Policy Guidelines, Council will review the Investments Policy annually or in the event of significant legislative or market changes.

PROFESSIONAL ADVICE

Council may from time to time use the services of suitably qualified investment professionals to provide assistance in investment strategy formulation, portfolio implementation and monitoring.

Any such advisor must be approved by Council and licensed by the Australian Securities and Investment Commission. The advisor must be an independent person who has no actual or potential conflict of interest in relation to investment products being recommended and is free to choose the most appropriate product within the terms and conditions of this Investment Policy.

Any independent advisor engaged by Council is required to provide written confirmation that they do not have any actual or potential conflicts of interest in relation to the investments they are recommending or reviewing, including that they are not receiving any commissions or other benefits in relation to the investments being recommended or reviewed.

Definitions

Term	Meaning
Authorised Deposit-Taking Institution	Authorised Deposit-Taking Institutions are corporations which are authorised under the <i>Banking Act 1959</i> to accept deposits and conduct banking activities.
BBSW	The Bank Bill Swap reference rate (BBSW) is the average of mid-rate bank-bill quote from brokers on the BBSW Panel. The BBSW is calculated daily. Floating rate securities are most commonly reset quarterly to the 90-day BBSW.
Bill of Exchange	A bill of exchange is an unconditional order in writing, addressed by one person to another, signed by the person giving it, requiring the person to whom it is addressed to pay on demand, or at a fixed or determinable future time, a sum certain in money to or to the order of a specified person, or to bearer.
Bloomberg Ausbond Bank Bill Index	The Bloomberg Ausbond Bank Bill Index is a leading benchmark for the fixed income market in Australia.
Commonwealth Guarantee (Financial Claims Scheme)	The Financial Claims Scheme (FCS) is an Australian Government scheme that protects depositors of authorised deposit-taking institutions (banks, building societies and credit unions) and policyholders of general insurance companies from potential loss due to the failure of these institutions. For banks, building societies and credit unions incorporated in Australia, the FCS provides protection to depositors up to \$250,000 per account-holder per ADI. The Scheme seeks to provide depositors with timely access to their protected deposits in the unlikely event of the failure of their ADI.
Debenture	A debenture is a document evidencing an acknowledgement of a debt, which a company has created for the purposes of raising capital. Debentures are issued by companies in return for medium and long-term investment of funds by lenders.
FRN	A Floating Rate Note (FRN) is a medium to long-term fixed interest investment where the coupon is a fixed margin (“coupon margin”) over a benchmark, also described as a “floating rate”. The benchmark is usually the BBSW and is reset at regular intervals – most commonly quarterly.

| POLICY: [INVESTMENTS](#)~~INVESTMENTS~~ | [1.04.0](#)

TCorp's Hour-Glass Funds	New South Wales Treasury Corporation (TCorp) is the financial markets partner for New South Wales public sector agencies. Hour-Glass Funds are permitted under Ministerial Local Government Investment Order. Hour-Glass Funds are ready made Unit Trusts catering to most investment objectives.
--------------------------	---

REVIEW

9.7 Monthly Statement of Investment and Bank Balances as at 31 August 2019

REPORT BY THE MANAGER FINANCIAL PLANNING
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, FIN300053

RECOMMENDATION

That Council:

1. **receive the report by the Manager Financial Planning on the Monthly Statement of Investment and Bank Balances as at 31 August 2019; 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 August 2019.

Breach of credit limit thresholds

Ratings agency Standard and Poor's (S&P) on 27 August 2019 issued a ratings downgrade to AMP Bank Ltd to A-2/BBB+. In the statement accompanying, the rational S&P stated:

We expect AMP group's creditworthiness after divestment of AMP Life to be one or more notches weaker as its asset management, wealth management, and banking businesses will drive its financial and business risk profiles.

The negative outlook on AMP group reflects downward ratings pressure as it transitions to a less diversified and less capital intensive group with the expected sale of AMP Life.

The downgrade of AMP has resulted in the BBB+ to BBB- category being at policy limit as highlighted in the report. The institution limit set for AMP is now also over policy limit, due to a reduction of the institution policy limit (A- to BBB+:15% to 5%). The current amount invested with AMP is \$7,500,000 or 9% of Council's portfolio.

In accordance with the policy an immediate freeze will be imposed on the acquisition of new investment in this category until the portfolio can be effectively managed back to the requirements of the Investments Policy.

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

The S&P rating downgrade to AMP Bank is an indicator of increased credit risk. As stated in the Investments Policy, Credit ratings measure relative credit strength and in no way do they guarantee the Council against investment losses. Despite this challenge, credit ratings provide the best independent information available to assess exposure to credit risk. As a rating of BBB+ still falls within the Investment Grade category, it is recommended that an immediate freeze be imposed rather than requesting deposits be returned before their maturity date.

NEIL BUNGATE
MANAGER FINANCIAL PLANNING

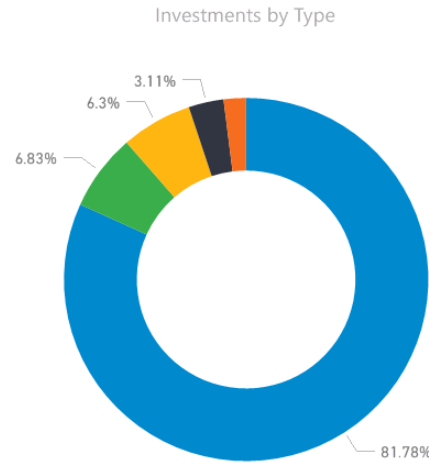
LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

4 September 2019

Attachments: 1. Investment Report August 2019.

APPROVED FOR SUBMISSION:

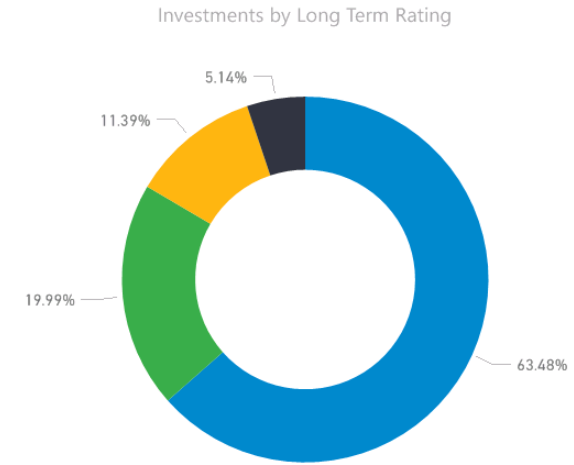
BRAD CAM
GENERAL MANAGER



Mid-Western Regional Council Cash and Investments as at 31 August 2019

Total Investment Portfolio

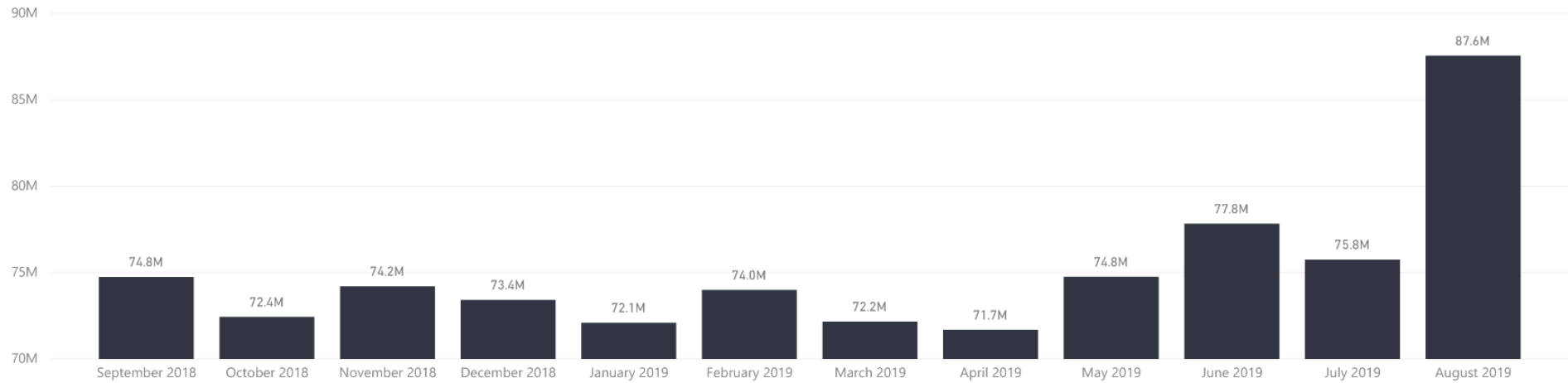
87.56M

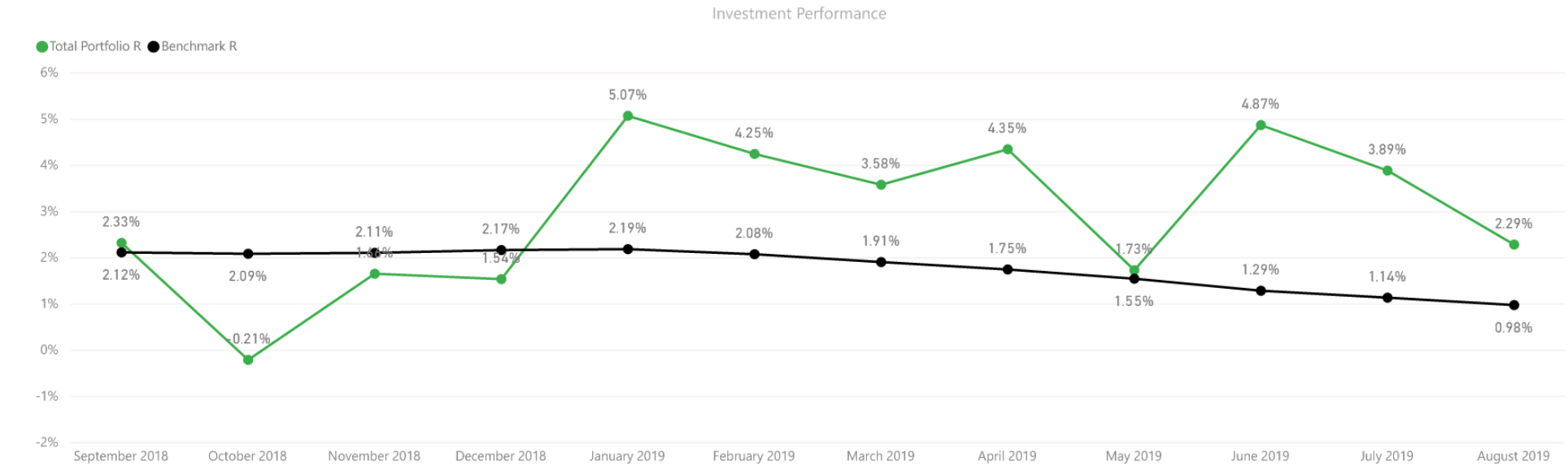
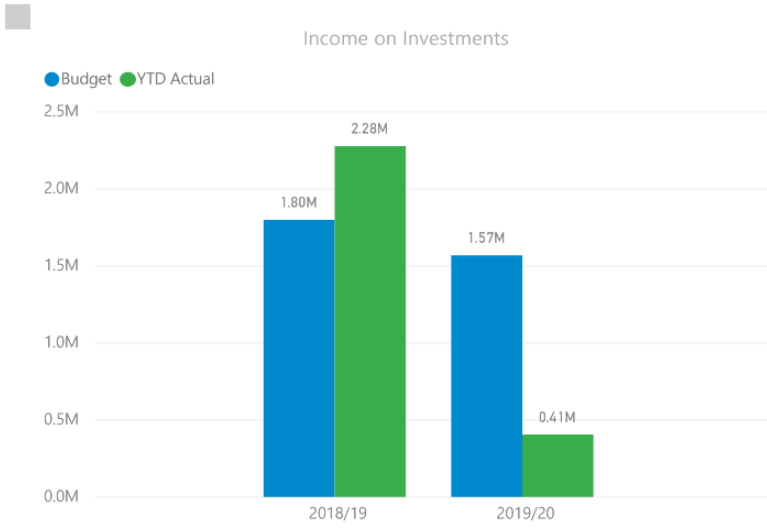


● Term Deposit
 ● At Call
 ● TCorp - MTG Fund
 ● TCorp - LTG Fund
 ● TCorp - Cash Fund

● AAA to AA-
 ● BBB+ to BBB-
 ● TCorp (Unrated)
 ● A+ to A-

Portfolio Balance at End of Month





Investment Portfolio Summary

Term to Maturity	Amount \$'000	Actual	Cumulative Actual	Cumulative Minimum	Policy Compliance
Less than 3 months	32,957,218	38%	38%	20%	OK
Between 3 months and 1 year	45,100,000	52%	89%	40%	OK
Between 1 year and 2 years	9,500,000	11%	100%	50%	OK
Between 2 years and 4 years	-	0%	100%	85%	OK
More than 5 years	-	0%	100%	0%	OK
Total	87,557,218				

Long Term Rating	Institution	Policy Limit	Policy Compliance (Institution)	% of Portfolio	Amount
AA-	Bankwest		30% OK	7%	6,000,000
	CBA		30% OK	5%	4,000,000
	NAB		30% OK	28%	24,484,067
	St George		30% OK	17%	14,600,000
	Westpac		30% OK	7%	6,500,000
A	ING		15% OK	5%	4,500,000
BBB+	AMP		5% Over Limit	9%	7,500,000
	Bank Of Queensland		5% OK	3%	2,500,000
BBB	Rural Bank		5% OK	2%	1,500,000
	Credit Union Australia		5% OK	1%	1,000,000
	Defence Bank		5% OK	2%	2,000,000
TCorp (Unrated)	ME Bank		5% OK	3%	3,000,000
	TCorp - Cash Fund		15% OK	2%	1,734,587
	TCorp - Long Term Growth Fund		15% OK	3%	2,723,696
	TCorp - Medium Term Growth Fund		15% OK	6%	5,514,868
Grand Total				100%	87,557,218

Long Term Rating Group	Credit Policy Limit	Policy Compliance (SP Group)	% of Portfolio	Amount
AAA to AA-		100% OK	63%	55,584,067
A+ to A-		40% OK	5%	4,500,000
BBB+ to BBB-		20% OK	20%	17,500,000
TCorp (Unrated)		15% OK	11%	9,973,151
Grand Total			100%	87,557,218

Monthly Investment Portfolio Activity

The below table shows investments activities of At Call Fund and Managed Funds

Bank Accounts	Opening Balance	Redeemed Balance	Re-invested Balance
NAB (At call account)	3,192,935		5,984,067
TCorp - Cash Fund	1,733,306		1,734,587
TCorp - Long Term Growth Fund	2,730,594		2,723,696
TCorp - Medium Term Growth Fund	5,499,207		5,514,868
Total	13,156,042	-	15,957,218

The below table shows matured term deposits

Institution	Yield	Maturity Date	Principal Amount	Total Interest Amount
Westpac	2.71%	7/08/2019	1,500,000	60,808
Credit Union Australia	2.75%	21/08/2019	1,000,000	24,260
NAB	2.72%	21/08/2019	1,000,000	22,952
NAB	2.71%	28/08/2019	1,500,000	31,184
Total			5,000,000	139,204

The below table shows new term deposits

Institution	Yield	Maturity Date	Principal Amount	Total Interest Amount
Westpac	1.54%	4/08/2021	1,500,000	46,073
Bankwest	1.54%	8/07/2020	2,000,000	27,931
Bankwest	1.52%	22/07/2020	2,000,000	27,985
Bankwest	1.52%	29/07/2020	2,000,000	28,568
NAB	1.60%	19/08/2020	1,000,000	15,956
NAB	1.57%	5/08/2020	1,500,000	22,131
CBA	1.52%	26/08/2020	1,000,000	15,158
CBA	1.52%	2/09/2020	1,000,000	15,450
CBA	1.52%	23/09/2020	2,000,000	32,649
Total			14,000,000	231,900

At Call Fund and Managed Funds

Institution	Yield	Term to Maturity	Principal Amount
NAB	1.40%	0	5,984,067
TCorp - Cash Fund		1	1,734,587
TCorp - Long Term Growth Fund		5	2,723,696
TCorp - Medium Term Growth Fund		5	5,514,868
Total			15,957,218

Current Term Deposits

Institution	Yield	Term to Maturity	Principal Amount
ING	2.92%	32	1,000,000
ING	2.86%	186	2,500,000
Westpac	2.85%	228	1,000,000
NAB	2.90%	242	1,500,000
Westpac	2.88%	270	2,500,000
NAB	2.71%	4	1,500,000
Defence Bank	2.80%	60	2,000,000
NAB	2.75%	18	1,500,000
NAB	2.75%	25	2,500,000
Credit Union Australia	2.85%	74	1,000,000
NAB	2.75%	32	1,000,000
AMP	2.75%	130	2,000,000
AMP	2.75%	46	1,000,000
NAB	2.73%	46	2,000,000
Rural Bank	2.73%	74	1,500,000
NAB	2.75%	158	1,500,000
ING	2.77%	536	1,000,000
AMP	2.80%	88	1,000,000
AMP	2.80%	88	1,000,000
AMP	2.80%	102	1,500,000
Westpac	2.63%	382	1,500,000
AMP	2.80%	109	1,000,000
Bank Of Queensland	2.60%	109	1,500,000
NAB	2.44%	109	1,500,000
ME Bank	2.38%	144	1,500,000
St George	2.50%	172	2,000,000
St George	2.61%	606	2,500,000
St George	2.35%	207	2,500,000
St George	2.45%	200	1,600,000
St George	2.40%	179	1,500,000
St George	2.40%	214	1,500,000
St George	2.27%	235	1,500,000
Bank Of Queensland	2.07%	228	1,000,000
St George	2.22%	256	1,500,000
ME Bank	1.93%	284	1,500,000
NAB	1.95%	298	1,500,000
NAB	1.79%	298	1,500,000
Westpac	1.54%	704	1,500,000
Bankwest	1.54%	312	2,000,000
Bankwest	1.52%	326	2,000,000
Bankwest	1.52%	333	2,000,000
NAB	1.60%	354	1,000,000
NAB	1.57%	340	1,500,000
CBA	1.52%	361	1,000,000
CBA	1.52%	368	1,000,000
CBA	1.52%	389	2,000,000
Total			71,600,000

9.8 Monthly Budget Review - August 2019

REPORT BY THE MANAGER FINANCIAL PLANNING
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, FIN300201

RECOMMENDATION

That Council:

1. receive the report by the Manager Financial Planning on the Monthly Budget Review - August 2019; and
2. amend the 2019/20 Budget in accordance with the variations as listed in the Monthly Budget Review attachment to this report.

Executive summary

This report provides Council with information on the progress of the 2019/20 capital works program as at 31 August 2019. The report also recommends budget variations as shown in the attachment to this report.

Disclosure of Interest

Nil.

Detailed report

Over the period of the financial year, Council has an opportunity to review and approve variances to the Budget. The attachment to this report provides the detailed information of recommended variations.

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 2019/20 Budget.

Council Policies

Not applicable.

Legislation

Clause 202 of the Local Government (General) Regulation 2005, states that the responsible accounting officer of a Council must:

- a) establish and maintain a system of budgetary control that will enable the council's actual income and expenditure to be monitored each month and to be compared with the estimate of council's income and expenditure, and
- b) if any instance arises where the actual income or expenditure of the council is materially different from its estimated income or expenditure, report the instance to the next meeting of Council.

Financial implications

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2019/20	✘	-	-
Future Years	-	-	-

Associated Risks

Approval of the budget variations proposed in this report are required in order to meet project deadlines. Should the variations not be approved there is a risk of losing funding and delays in project commencement.

NEIL BUNGATE
MANAGER FINANCIAL PLANNING

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

4 September 2019

Attachments: 1. Monthly Budget Review - August 2019.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER



*Good
Government*

MONTHLY BUDGET
REVIEW – 31 AUGUST
2019

ATTACHMENT 1 – CAPITAL
PROGRAM UPDATE

18 SEPTEMBER 2019

MID-WESTERN REGIONAL COUNCIL
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



1. PROPOSED BUDGET VARIATIONS

The below table shows a summary of proposed movements for each fund and funding source.

August 2019 Budget Variations

FUND & FUNDING SOURCE	Total of Variations	
General		
Capital Program Reserve/Grant Income	(55,000)	Decrease
Unrestricted Cash	(56,000)	Decrease
Unspent Grants	(24,036)	Decrease
Voluntary Planning Agreement Contributions	177,751	Increase
General Total	42,715	Increase
Saleyards		
Grant Income	0	
Saleyards Total	0	
Sewer		
Sewer Developer Contributions	(125,000)	Decrease
Sewer Reserve	0	
Sewer Total	(125,000)	Decrease
Grand Total	(82,285)	Decrease

Community Plan	Fund	Variation	Funding Source	Amount	Movement
CONNECTING OUR REGION	General	Wollar Rd - Stage 5 - remove road deviation as Kepco funding delayed and Restart request completion	Voluntary Planning Agreement Contributions	177,751	Favourable
LOOKING AFTER OUR COMMUNITY	General	Mudgee Showgrounds - Amenities - In order to complete the scope of works an additional \$70,000 is required. To be funded from \$55k Capital Program Reserve and \$15k Grant Income transferred from Saleyards Canteen project	Capital Program Reserve/Grant Income	(55,000)	Unfavourable
BUILDING A STRONG LOCAL ECONOMY	General	Caravan Park - Cudjegang Waters - water and sewer treatment plant operating costs	Unrestricted Cash	(40,000)	Unfavourable
BUILDING A STRONG LOCAL ECONOMY	General	Flavours Of Mudgee - Prior year grant income received in advance. Carry forward unspent contributions to event budget	Unspent Grants	(21,536)	Unfavourable
GOOD GOVERNMENT	General	Insurance - General - Cost to tender for insurance brokerage service and insurance placement	Unrestricted Cash	(16,000)	Unfavourable
BUILDING A STRONG LOCAL ECONOMY	General	Event Operations - Youth Entrepreneurs Summit - Prior year grant income received in advance. Carry forward unspent contributions to event budget	Unspent Grants	(2,500)	Unfavourable
PROTECTING OUR NATURAL ENVIRONMENT	Sewer	Sewer Pump Station - Racecourse Mudgee - upgrade to address environmental risks	Sewer Developer Contributions	(125,000)	Unfavourable
PROTECTING OUR NATURAL ENVIRONMENT	Sewer	Sewer Mains Relining - transfer budget to mains replacement	Sewer Reserve	600,000	Contra
PROTECTING OUR NATURAL ENVIRONMENT	Sewer	Sewer Mains - Capital - transfer from sewer mains relining	Sewer Reserve	(600,000)	Contra
PROTECTING OUR NATURAL ENVIRONMENT	Sewer	Sewer Mains - Capital - transfer budget to Rising Main Ulan Rd to Putta Bucca	Sewer Reserve	531,250	Contra
PROTECTING OUR NATURAL ENVIRONMENT	Sewer	Rising Main Ulan Rd To Putta Bucca - Bombira Estate distribution works as approved in April 2019	Sewer Reserve	(531,250)	Contra
BUILDING A STRONG LOCAL ECONOMY	Saleyards	Saleyards Canteen - Project anticipated to be completed under budget.	Grant Income	15,000	Contra
BUILDING A STRONG LOCAL ECONOMY	Saleyards	Saleyards Canteen - Project anticipated to be completed under budget. Transfer excess grant income to Mudgee Showground Amenities project	Grant Income	(15,000)	Contra

2. CAPITAL WORKS PROGRAM

Summary of capital works program as at 31 August 2019.

3.14 M

Actual YTD

215

Capital Projects

4%

Budget Spent

20

Capital Projects
Completed

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
Looking after our Community							
MUDGEE POUND - CAGE REPAIRS	20	0	20	0	0%	0	Consultation
COMM. TRANSPORT- VEHICLE PURCHASE	105	0	105	0	0%	0	Procurement
AGED CARE UNITS - CAP -COOYAL/ANDERSON ST GULGONG	9	0	9	3	29%	3	Complete
CAPITAL -DENISON STREET UNITS	11	0	11	0	0%	0	Budget only
CEMETERY CAPITAL PROGRAM	24	0	24	0	0%	10	Initial works
GULGONG CEMETERY EXTENSION	25	0	25	0	0%	6	Initial works
PUBLIC TOILETS - VICTORIA PARK GULGONG SHOWERS	6	0	6	8	124%	0	Complete
LIBRARY BOOKS	91	0	91	11	13%	0	Construction
RYLSTONE LIBRARY BRANCH	11	0	11	0	0%	0	Design
MUDGEE LIBRARY TECHNOLOGY FIT-OUT	49	0	49	43	88%	3	Final works
GULGONG MEMORIAL HALL EXT. PAINTING	30	0	30	0	0%	0	Consultation
GULGONG MEMORIAL HALL ROOF	70	0	70	0	0%	0	Consultation
PAINTING - TOWN HALL	100	0	100	2	2%	0	Project Scope
RYLSTONE HALL PAINTING	52	0	52	1	2%	0	Budget only
GUIDES BUILDING - RYLSTONE	40	0	40	1	2%	0	Budget only
GULGONG HALL	30	0	30	1	2%	0	Consultation
RED HILL COTTAGE	30	0	30	1	2%	0	Project Scope
KANDOS LIBRARY & HALL	20	0	20	0	2%	2	Final works
KANDOS POOL WATER PARK	50	0	50	0	0%	0	Project Scope
KANDOS POOL HEATERS	85	0	85	0	0%	0	Project Scope
GULGONG POOL MATTS	28	0	28	0	0%	0	Project Scope
GULGONG POOL MATT ROLLERS	22	0	22	0	0%	0	Project Scope
MUDGEE POOL ROOF	51	0	51	1	2%	0	Project Scope
MUDGEE SHOWGROUNDS - REDEVELOPMENT	500	0	500	0	0%	0	Consultation

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW – SEPTEMBER 2019

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
GLEN WILLOW SPORTS GROUND UPGRADES	16,950	0	16,950	91	1%	175	Design
WARATAH PARK FENCING	15	0	15	15	99%	0	Complete
GLEN WILLOW PLAYER SEATING	35	0	35	28	81%	4	Complete
GLEN WILLOW SCOREBOARD	270	0	270	182	67%	89	Complete
GLEN WILLOW CRICKET NETS	44	0	44	25	57%	22	Complete, awaiting invoices
MUDGEESKATE PARK	15	0	15	0	0%	6	Construction
MUDGEESKATE SHOWGROUNDS - AMENITIES	149	70	219	116	53%	33	Construction
BILLY DUNN FENCE UPGRADE	18	0	18	9	50%	0	Complete
VICTORIA PARK GULGONG - LIGHTING CAP UPGRADE	575	0	575	13	2%	0	Procurement
WARATAH PARK SCOREBOARD & DISCUS NETS	83	0	83	100	120%	0	Complete
WARATAH PARK STORAGE SHED	20	0	20	0	2%	0	Project Scope
IRRIGATION RYLSTONE SHOWGROUND	11	0	11	1	11%	0	Complete
PASSIVE PARKS - LANDSCAPING IMPROVEMENTS	6	0	6	0	0%	4	Initial works
LAWSON PARK WATER BUBBLERS	20	0	20	0	0%	0	Project Scope
SCULPTURES ACROSS THE REGION	26	0	26	5	21%	0	Construction
BLACKMAN PARK FENCE	12	0	12	9	73%	0	Complete
ANZAC PARK GULGONG UPGRADES	2	0	2	3	192%	0	Complete
MUDGEESKATE OUTDOOR WATER PARK	44	0	44	16	36%	21	Final works
DISTRICT ADVENTURE PLAYGROUND	110	0	110	109	99%	0	Complete
PLAYGROUND EQUIPMENT - WHEELCHAIR ACCESSIBLE SWING	60	0	60	0	0%	0	Project Scope
PITTS LANE - LIGHTING	50	0	50	0	0%	49	Initial works
RYLSTONE RIVERBANK PICNIC TABLES	10	0	10	5	52%	0	Final works
BLACKMAN PARK DIVIDING FENCE	8	0	8	4	47%	0	Complete
PLAYGROUND EQUIPMENT - GOOLMA	20	0	20	0	0%	21	Initial works
SHELTERED SEATING AREAS ROTARY PARK KANDOS	12	0	12	0	0%	0	Deferred/Cancelled
FLIRTATION HILL DEVELOPMENT	38	0	38	0	0%	0	Project Scope

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
ROTARY PARK KANDOS	17	0	17	0	0%	15	Initial works
LIONS PARK MUDGEES	127	0	127	0	0%	120	Initial works
ADVENTURE PLAYGROUND SECURITY	15	0	15	8	52%	0	Final works
ART GALLERY FACILITY	2,546	0	2,546	47	2%	272	Design
STREETSCAPE - CBD INFRASTRUCTURE	25	0	25	14	57%	0	Procurement
Total	22,791	70	22,861	873	4%	853	

Protecting our Natural Environment

RURAL WASTE DEPOT UPGRADES	212	0	212	0	0%	48	Initial works
MUDGEES WASTE DEPOT UPGRADES	35	0	35	2	4%	4	Construction
NEW TIP CONSTRUCTION	150	0	150	0	0%	26	Construction
WASTE SITES REHABILITATION	150	0	150	0	0%	1	Initial works
RECYCLING PLANT UPGRADES	400	0	400	0	0%	0	Project Scope
LEACHATE POND ENLARGEMENT	250	0	250	0	0%	0	Procurement
WEIGHBRIDGE SOFTWARE UPGRADE	0	0	0	0	0%	0	Deferred/Cancelled
KANDOS WTS OFFICE REPLACEMENT	100	0	100	0	0%	0	Consultation
GULGONG WTS OFFICE REPLACEMENT	79	0	79	0	0%	0	Construction
SEDIMENT POND AND PAPER BLOW FENCING	34	0	34	0	0%	0	Procurement
MUDGEES LANDFILL WHEEL WASH	35	0	35	0	0%	0	Project Scope
DRAINAGE CAPITAL IMPROVEMENTS	246	0	246	0	0%	0	Project Scope
CAUSEWAY IMPROVEMENTS	64	0	64	0	0%	0	Design
LAWSON PARK WEST PIPE EXTENSION	14	0	14	0	0%	4	Initial works
MUDGEES FLOOD STUDY & FLOODPLAIN MANAGEMENT PLAN	155	0	155	0	0%	49	Final works
LAWSON PARK CULVERT REPLACEMENT	110	0	110	0	0%	26	Procurement

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW – SEPTEMBER 2019

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
COX ST INLET PIT	10	0	10	0	5%	0	Project Scope
EARTH CHANNEL ENLARGEMENT WORKS	98	0	98	0	0%	0	Project Scope
CAUSEWAY IMPROVEMENT - PYRAMUL ROAD	0	0	0	17	0%	1	Complete
PIT MODIFICATIONS – VARIOUS LOCATIONS	20	0	20	0	0%	0	Project Scope
PUTTA BUCCA WETLANDS CAPITAL	36	0	36	0	0%	0	Construction
PUTTA BUCCA WETLANDS EXTENSION	15	0	15	0	0%	0	Procurement
WATER NEW CONNECTIONS	76	0	76	21	28%	1	Initial works
WATER AUGMENTATION - MUDGEES HEADWORKS	2,720	0	2,720	0	0%	414	Design
WATER AUGMENTATION - WEST MUDGEES EXTENSION	325	0	325	0	0%	0	Budget only
WATER AUGMENTATION - ULAN RD EXTENSION	639	0	639	0	0%	0	Project Scope
WATER AUGMENTATION - RYLSTONE & KANDOS	200	0	200	0	0%	0	Project Scope
WATER RYLSTONE DAM UPGRADE	3,563	0	3,563	0	0%	0	Project Scope
WATER TELEMTRY	120	0	120	0	0%	0	Project Scope
WATER MAINS - CAPITAL BUDGET ONLY	1,275	0	1,275	0	0%	0	Design
WATER MAINS - HERBERT ST STATION TO QUEEN	28	0	28	27	97%	2	Complete, awaiting invoices
WATER MAINS - WHITE ST GULGONG	64	0	64	32	51%	2	Construction
WATER PUMP STATION - CAPITAL RENEWALS	96	0	96	0	0%	0	Design
WATER RESERVOIR - FLIRTATION HILL GULGONG	250	0	250	0	0%	0	Budget only
RESERVOIRS - RYLSTONE, KANDOS, CHARBON, CLANDULLA	55	0	55	0	0%	0	Design
RAW WATER SYSTEMS RENEWALS	19	0	19	0	0%	0	Consultation
WATER TREATMENT PLANT - RENEWALS	112	0	112	0	0%	0	Design
MUDGEES WTP AIRCONDITIONING	17	0	17	0	0%	0	Project Scope
WATER METER REPLACEMENT	1,548	0	1,548	528	34%	559	Construction
CHLORINE DISINFECITON - GULGONG - UPGRADE	15	0	15	0	0%	0	Procurement
SEWER NEW CONNECTIONS	22	0	22	5	24%	0	Initial works
SEWER AUGMENTATION - RYLSTONE & KANDOS	4,000	0	4,000	0	0%	0	Design
SEWER TELEMTRY	50	0	50	0	0%	0	Project Scope

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
SEWER AUGMENTATION - CHARBON	3,023	0	3,023	0	0%	0	Initial works
SEWER MAINS - CAPITAL BUDGET ONLY	310	69	379	0	0%	0	Project Scope
SEWER MAINS RELINING	600	(600)	0	0	0%	0	#N/A
RISING MAIN ULAN RD TO PUTTA BUCCA	0	531	531	0	0%	0	Design
SEWER PUMP STATION - CAPITAL RENEWALS	1,041	0	1,041	0	0%	0	Consultation
SEWER PUMP STATION - RACECOURSE MUDGEE	0	125	125	0	0%	0	Design
SEWER TREATMENT WORKS - RENEWALS	105	0	105	0	0%	0	Design
MUDGEE STP SLUDGE MIXER	20	0	20	0	0%	20	Procurement
Total	22,504	125	22,629	633	3%	1,158	

Building a Strong Local Economy

CUDGEGONG WATERS CARAVAN PARK	298	0	298	28	9%	241	Construction
RYLSTONE CARAVAN PARK - CAPITAL	260	0	260	3	1%	13	Consultation
HERITAGE WALKS IN OUR REGION	25	0	25	0	0%	0	Consultation
ENTRANCE SIGNAGE PROJECT	120	0	120	0	0%	2	Design
WISHING WELL - CHERRY TREE HILL	20	0	20	0	0%	0	Project Scope
SALEYARDS - POST AND RAIL REPLACEMENT	10	0	10	0	0%	0	Project Scope
SALEYARDS CANTEEN	49	(15)	34	31	89%	1	Final works
PROPERTY - MUDGEE AIRPORT SUBDIVISION	10	0	10	8	85%	0	Initial works
PROPERTY - EX SALEYARDS STAGE I	910	0	910	190	21%	260	Initial works
RYLSTONE KANDOS PRESCHOOL EXTENSION	339	0	339	1	0%	0	Project Scope
COMMERCIAL PROPERTY PURCHASE	2,850	0	2,850	0	0%	0	Consultation
CHILD CARE (DOURO) REFERBISHMENT	0	0	0	2	0%	0	Complete
Total	4,890	(15)	4,875	261	5%	518	

Connecting our Region

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW – SEPTEMBER 2019

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
RESEAL - ROBERTSON RD SEG 10	39	0	39	0	0%	0	Project Scope
RESEAL - MAIN AND SHORT ST ULAN	15	0	15	0	0%	0	Project Scope
RESEAL - MANN ST SEG 20	3	0	3	0	0%	0	Project Scope
RESEAL - ROBINSON ST SEG 10 - 50	14	0	14	0	0%	0	Project Scope
RESEAL - DANGAR SEG 10, 40 AND NOYES ST SEG 10 - 20	45	0	45	0	0%	0	Project Scope
RESEAL - HILL SIXTY DR AND BRUCE RD PART SEG 50	29	0	29	0	0%	0	Project Scope
RESEAL - DENISON ST SEG 10, 20, 40, 70 - 110	195	0	195	0	0%	0	Project Scope
URBAN RESEALS - HERBERT STREET SEG 40 & 50	11	0	11	0	0%	0	Project Scope
URBAN RESEALS - HERBERT STREET SEG 90 - 120,150	34	0	34	0	0%	0	Project Scope
URBAN ROADS KERB & GUTTER CAPITAL	25	0	25	29	116%	0	Complete
URBAN HEAVY PATCHING	25	0	25	2	8%	0	Initial works
URBAN REHAB - INDUSTRIAL AVE GULGONG	100	0	100	0	0%	0	Project Scope
URBAN REHAB - ANGUS AVE KANDOS	135	0	135	0	0%	0	Project Scope
DISABLED ACCESS IGA KANDOS	48	0	48	0	0%	0	Project Scope
MULTIPLE PEDESTRIAN REFUGES & BUILDOUTS	100	0	100	0	0%	0	Project Scope
RESHEETING - URBAN ROADS	15	0	15	0	0%	0	Project Scope
URBAN ROAD -BUS ACCESS TO REDHILL	25	0	25	27	107%	0	Final works
REHAB - WOODSIDE CLOSE SEG 10	25	0	25	0	0%	0	Project Scope
SEAL SHORT ST GULGONG	32	0	32	0	0%	0	Project Scope
REHAB - HALL ST SEG 10	20	0	20	0	0%	0	Project Scope
REHAB - STANLEY ST SEG 10	20	0	20	0	0%	0	Project Scope
REHAB - SAVILLE ROW SEG 10	62	0	62	0	0%	0	Project Scope
URBAN ROADS LAND MATTERS CAPITAL	23	0	23	0	0%	0	Consultation
GUTTERING BYLONG VALLEY WAY KANDOS	50	0	50	8	15%	8	Initial works
RESEAL - BARNEYS REEF RD SEG 60, 100 - 120	170	0	170	0	0%	0	Project Scope
RESEAL - CANADIAN LEAD RD SEG 10	18	0	18	0	0%	0	Project Scope
RESEAL - GLEN ALICE RD SEG 50, 110 - 120	113	0	113	0	0%	0	Project Scope

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
RESEAL - KURTZ LN SEG 10	11	0	11	0	0%	0	Project Scope
RESEAL - SPRING CREEK RD SEG 80 - 150	249	0	249	13	5%	0	Project Scope
RESEAL - WINDEYER RD SEG 120 - 130	76	0	76	0	0%	0	Initial works
RESEAL - MOUNT VINCENT RD SEG 10 - 30, 90, 117	146	0	146	0	0%	0	Project Scope
REHAB - LUE RD SEG 50 -80	320	0	320	0	0%	0	Project Scope
REHAB - HENRY LAWSON DR SEG 210	215	0	215	21	10%	31	Construction
REHAB - RIDGE RD SEG 90	233	0	233	0	0%	0	Project Scope
REALIGNMENT - ULAN WOLLAR RD	5	0	5	0	0%	5	Complete
HEAVY PATCHING	45	0	45	1	1%	0	Initial works
CUDGEGONG ROAD GUARDRAIL	50	0	50	8	15%	9	Initial works
ULAN WOLLAR ROAD - STAGE 1	3,971	0	3,971	578	15%	424	Construction
ULAN WOLLAR ROAD - STAGE 3A	1,610	0	1,610	52	3%	4	Construction
RURAL SEALED ROAD LAND MATTERS	15	0	15	0	0%	0	Consultation
RURAL SEALED REGIONAL ROAD CAPITAL - BUDGET ONLY	47	0	47	0	0%	0	Budget only
REHAB BYLONG VALLEY WAY SEG 1030,1035,1050,1055	975	0	975	74	8%	180	Construction
RURAL SEALED REGIONAL ROAD REPAIR PROGRAM	800	0	800	1	0%	0	Project Scope
ULAN AND WOLLAR ROAD UPGRADES	83	0	83	0	0%	0	Project Scope
MUNGHORN GAP REALIGNMENT & UPGRADE	2,230	0	2,230	20	1%	40	Design
BVW UPGRADE UPPER BYLONG AND WOLLAR ROAD	785	0	785	0	0%	0	Deferred/Cancelled
INTERSECTION BVW AND WOLLAR ROAD	419	0	419	0	0%	0	Deferred/Cancelled
HILL END ROAD SAFETY IMPROVEMENTS	1,160	0	1,160	9	1%	37	Design
BVW UPGRADE RNSW 2080	1,100	0	1,100	0	0%	0	Project Scope
RURAL SEALED REGIONAL ROAD LAND MATTERS CAPITAL	5	0	5	0	0%	0	Consultation
RAZORBACK RD PASSING BAYS	35	0	35	1	2%	0	Construction
WIDEN AND SEAL MT VINCENT ROAD HILL	200	0	200	0	0%	0	Design
SEAL EXTENSION - SPRING FLAT SOUTH LANE	215	0	215	2	1%	0	Construction
RESHEETING	1,852	0	1,852	241	13%	0	Construction

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW – SEPTEMBER 2019

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
SEAL EXTENSION PROGRAM	400	0	400	0	0%	0	Project Scope
UNSEALED ROADS LAND MATTERS CAPITAL	17	0	17	0	1%	11	Design
SEAL EXTENSION - WOLLAR ROAD	0	0	0	4	0%	79	Final works
SEAL EXTENSION - WOLLAR ROAD STAGE 4	0	0	0	0	0%	23	Final works
WOLLAR RD - STAGE 1 RECTIFICATION (CORTINA)	6	0	6	0	0%	0	Complete, awaiting invoices
WOLLAR RD - STAGE 5	512	(178)	334	0	0%	0	Initial works
REGIONAL ROAD BRIDGE CAPITAL	58	0	58	0	0%	0	Project Scope
ULAN ROAD - REHABS, WIDENING AND CONFORMING RESEALS - BUDGET	222	0	222	6	3%	0	Initial works
ULAN ROAD - REHAB GEORGE CAMPBELL DRIVE TO BUCKAROO LANE	700	0	700	0	0%	12	Initial works
ULAN ROAD - RESEAL RIDGE RD TO TOOLE RD	108	0	108	0	0%	0	Project Scope
ULAN ROAD - RESEAL MUD HUT CREEK INTERSECTION	108	0	108	0	0%	0	Project Scope
ULAN ROAD - MOGGS LN TO WOLLAR RD	41	0	41	24	59%	0	Complete
FOOTWAYS - CAPITAL WORKS	132	0	132	4	3%	0	Construction
PEDESTRIAN - PUTTA BUCCA WALKWAY	30	0	30	0	0%	1	Design
PEDESTRIAN BRIDGE RYLSTONE	716	0	716	1	0%	0	Procurement
FOOTPATH - WINTER STREET TO WALKING TRACK	27	0	27	0	0%	0	Project Scope
PEDESTRIAN CROSSING - DOURO ST	34	0	34	0	0%	0	Project Scope
PUTTA BUCCA ECO TRAIL	374	0	374	1	0%	0	Procurement
MUDGEES SHARED CYCLEWAY/WALKING LOOP	308	0	308	0	0%	0	Procurement
RYLSTONE PATHWAY CONCRETING	60	0	60	0	0%	0	Project Scope
AIRPORT SUBDIVISION COMMUNICATIONS	80	0	80	0	0%	69	Procurement
CARPARK - RED HILL RESERVE	40	0	40	0	0%	0	Project Scope
Total	22,216	(178)	22,039	1,129	5%	933	

Good Government

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
CORPORATE BUILDINGS UPGRADE BUDGET ONLY	0	0	0	3	0%	0	Budget only
MUDGEES ADMINISTRATION BUILDING UPGRADE	14	0	14	0	0%	0	Consultation
RYLSTONE COUNCIL BUILDING	93	0	93	0	0%	0	Project Scope
OLD POLICE STATION CAPITAL	7	0	7	0	0%	0	Budget only
OPERATIONS ADMIN CAPITAL	10	0	10	9	93%	0	Final works
CARMEL CROAN BUILDING CAPITAL	30	0	30	1	4%	0	Construction
BUILDINGS MASTER KEY SYSTEM	150	0	150	1	1%	0	Budget only
COUNCIL POUND	20	0	20	0	2%	0	Consultation
CONCEPT PLANS FOR MAIN ADMIN BUILDING	50	0	50	1	2%	0	Consultation
IT SPECIAL PROJECTS	45	0	45	10	22%	0	Consultation
IT NETWORK UPGRADES	150	0	150	0	0%	0	Procurement
IT CORPORATE SOFTWARE	285	0	285	0	0%	0	Consultation
SERVER ROOM MUDGEES CAPITAL UPGRADES	30	0	30	0	0%	0	Consultation
PLANT PURCHASES	2,402	0	2,402	219	9%	1,309	Initial works
MUDGEES DEPOT WASHBAY	60	0	60	0	0%	37	Procurement
RYLSTONE DEPOT WASHBAY	165	0	165	0	0%	0	Budget only
DEPOT SHEDS - STORES AND ROADS	50	0	50	0	0%	0	Budget only
SOLAR FARM INITIATIVE	180	0	180	0	0%	0	Consultation
REPLACE DEPOT FUEL BOWSERS	12	0	12	0	0%	10	Initial works
RYLSTONE DEPOT SEALING	50	0	50	0	0%	0	Procurement
WORKSHOP FIRE EXIT	40	0	40	1	3%	0	Project Scope
WORKSHOP CONCRETE WORKS	25	0	25	1	2%	0	Consultation
Total	3,868	0	3,868	247	6%	1,357	
Total Capital Works Program	76,270	2	76,273	3,143	4%	4,819	

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

9.9 Exemption from Tender - Liebherr Australia

REPORT BY THE CHIEF FINANCIAL OFFICER
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400064, A0419330

RECOMMENDATION

That Council:

1. **receive the report by the Chief Financial Officer on the Exemption from Tender - Liebherr Australia;**
2. **note an exemption from tender exists, in accordance with section 55(3)(n) of the Local Government Act 1993, for service and repair costs of the Liebherr bulldozer at about \$172,000;**
3. **note that the revised Procurement Policy which has increased the tendering threshold requirement from \$150,000 to \$250,000 is currently on public exhibition until 20 September 2019; and**
4. **approve the exemption from tender for repair and servicing costs of the Liebherr bulldozer, for the reasons set out in the report.**

Executive summary

Council staff sought quotes for service and repair works on the Liebherr 20T bulldozer, by public advertising through VendorPanel, as required under Councils policy. The successful quote was with Liebherr Australia for an amount of about \$112,000. Whilst the bulldozer was being serviced, further repair works have been investigated and a quote issued for a variation of \$55,000 – placing the total contract value above Councils current policy tender threshold of \$150,000. This report seeks to obtain Council approval to vary the contract to include the required, additional works.

Disclosure of Interest

Nil.

Detailed report

At the Ordinary Council meeting of 21 August 2019, Council endorsed placing a revised Procurement Policy on public exhibition for 28 days, and accepting the revised policy if no submissions are received. Should any submissions be received, the policy will be brought back to Council at the October Ordinary Council meeting. The revisions were due to the passing of the Local Government Amendment Bill on Wednesday, 19 June 2019. The amended Act commenced on the 23 July 2019 (28 days after it was Assented). Changes to the policy included increasing the tender threshold to \$250,000. The current, endorsed Procurement Policy, however, still has a tender threshold of \$150,000.

On the 19 July 2019, Council staff sought quotes for the repair and servicing of the 20T Liebherr bulldozer through VendorPanel marketplace. The successful quote was from Liebherr Australia for an amount of about \$112,000. Although this amount is under the current threshold, further damage and repair items were investigated and a variation for an additional \$55,000 (unknown at the time

of seeking quotes) has been quoted. There are obvious cost savings to having the works completed at the same time as the servicing works, given the bulldozer is already freighted to the Liebherr workshop and there are scale savings in completing the works at the same time. As such, it is recommended to proceed with the additional works, however the current contract quote is above the Council Procurement Policy threshold. This report seeks to obtain Council approval to vary the contract without meeting the policy tender requirement.

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

Procurement Policy

Legislation

Local Government Act 1993 Section 55

Local Government Regulations 2005

Financial implications

There are no financial implications. Budget has been allocated under the Plant Operating fund.

Associated Risks

Not applicable.

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

4 September 2019

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Item 10: Operations

10.1 Amendment to the Liquid Trade Waste Delivery Program

REPORT BY THE ACTING DIRECTOR OPERATIONS
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, F0740038

RECOMMENDATION

That Council:

1. receive the report by the Acting Director Operations on the Amended Liquid Trade Waste Delivery Program ;
2. Endorse the proposed revised delivery program which includes delaying implementation of adopted 2019/20 Fees and Charges associated with Liquid Trade Waste including *Category 1 Discharger without appropriate pre-treatment* and *Category 2 Discharger without appropriate pre-treatment*, until the quarter commencing January 2020. Implement these charges based on the 2017/18 property inspections undertaken to determine Liquid Trade Waste Discharge Factor for any customers who do not have a current Approval to Discharge Liquid Trade Waste;
3. Apply a credit to 8 customers for the fees paid in 2018/19 for Liquid Trade Waste Discharger Fees; and
4. reduce the 2019/20 budget for Liquid Trade Waste Usage Charges by \$14,000, to \$14,454, funded from Sewer Fund cash.

Executive summary

At Council's Ordinary Meeting on 17th May, 2017, Council adopted a Liquid Trade Waste Policy and program for implementation of associated fees and charges over a four year period. 2019/20 is year three of the four year program. The intent of implementing fees and charges over the period of four years was to allow existing businesses to apply for Council's approval to discharge and undertake any pre-treatment works prior to the implementation of non-compliance fees.

The 2018/19 adopted Fees and Charges for liquid trade waste have not been appropriately applied for all businesses that discharge liquid trade waste to Council's sewerage systems. Only those businesses with current Approval to discharge liquid trade waste were charged appropriate waste discharge (17.11 of current Fees and Charges) fees during 2018/19.

This report recommends a proposed amendment to the program for implementation of liquid trade waste fees and charges and seeks Council's support in enforcing the 46 businesses yet to submit applications seeking approval to discharge liquid trade waste to do so promptly.

Disclosure of Interest

Nil

Detailed report

Council's adopted Liquid Trade Waste Policy was developed in accordance with the NSW Framework for Regulation of Sewerage and Trade Waste to ensure that discharge of Liquid Trade Waste can be controlled for the protection of public health, workers safety, the environment and Council's sewerage infrastructure.

As of 2 September 2019, there were 151 existing businesses that discharge liquid trade waste to Council's sewerage systems. Seventy-four businesses have a current Approval to discharge liquid trade waste. Forty-six businesses have not applied for an Approval to discharge liquid trade waste despite regular requests from Council to do so. Thirty-one businesses have submitted applications that Council officers and NSW Department of Planning, Industry and Environment (DPIE) are currently assessing.

A four year delivery program was developed to allow those businesses that discharge liquid trade waste to submit applications seeking approval to discharge liquid trade waste and implement any pre-treatment requirements over a practical period of time without facing any initial significant fees associated with not discharging to the required standard. In 2019/20, we have entered year 3 of the 4 year program.

In 2018/19 (year 2), an incorrect interpretation of the Fees and Charges implementation program has resulted in only those dischargers with current approvals in place being charged the Category 1 or 2 Discharger fees. These fees are charged per kilolitre of liquid trade waste discharged to Council's sewerage systems. The fee is determined based on the metered water consumption of the discharger multiplied by a Trade Waste Discharge Factor determined during the 2017/18 inspections of existing liquid trade waste discharging businesses. Liquid Trade Waste Discharge Factors can be amended where required based on assessment of applications seeking approval to discharge.

It is recommended that Council apply credits to approved dischargers who have paid Category 1 or 2 Discharge Fees during 2018/19 (a total value of \$3123 paid to Council) and delay the implementation of Category 1 and 2 Discharge without pre-treatment fees to commence in the January 2020 quarter. This will allow liquid trade waste dischargers until the end of 2019 to install any pre-treatment requirements before the increased charges are implemented for those businesses that do not have pre-treatment.

Council has had some challenges implementing the legislative requirements for discharge of liquid trade waste to Council's sewer as per Section 68 of the Local Government Act 1993. These have included no response and applications not supplying information required for assessment. Council officers have sent three reminders, telephoned business owners and undertaken site visits to encourage businesses to seek the required approval.

Council officers will continue to visit businesses to encourage completed applications to be able to ascertain concurrence of the approval to discharge liquid trade waste. The NSW DPIE has provided Council with the advice that Council may consider issuing Penalty Infringement Notices (PIN) under Section 626 of the NSW Local Government Act 1993 to dischargers that fail to seek approval to discharge liquid trade waste. In the case that a PIN does not encourage dischargers to comply with the Liquid Trade Waste Policy, Council has the authority to disconnect the discharger from Council's sewerage systems.

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

Comply with Legislative (Section 68) requirements, efficient maintenance and management waste water quality and infrastructure.

Council Policies

Liquid Trade Waste Regulation Policy May 2017

Legislation

Section 68 NSW Local Government Act 1993

Financial implications

Based on the LTW discharge factor assessed by Council's Consultant after site inspections in 2017/18, the under charging of businesses as per the adopted 2018/19 Fees and Charges resulted in the Council receiving \$3,123 when the expectation was to receive about \$36,000, based on water consumption for that financial year.

Given the proposed delivery program above, it is recommended to halve the income budget for LTW discharge, which will result in a \$14,000 reduction. This is anticipated to be a single year adjustment only, with anticipated fees for future years returning to budget.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2019/20	✘	✘	-
Future Years	-	-	-

Associated Risks

The failure of business' to gain appropriate approvals to discharge liquid trade waste as required by Council's Liquid Trade Waste Policy and subsequently install any required pre-treatment, increases the risk of sewer chokes, pump station failures and failure of sewage treatment plant processes which may cause Council to operate outside of it's NSW EPA Discharge Licences. Such operation is subject to penalties.

Ultimately, if businesses do not gain appropriate approvals and install required pre-treatment, it will impact Council's ability to effectively manage sewage treatment systems for the protection of our environment and infrastructure.

CLAIRE CAM
ACTING DIRECTOR OPERATIONS

30 August 2019

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Item 11: Community

11.1 Glen Willow Stage 2 Funding

REPORT BY THE DIRECTOR COMMUNITY
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, PAR300584

RECOMMENDATION

That Council:

1. **receive the report by the Director Community on the Glen Willow Stage 2 Funding;**
2. **note that Council continues to seek funding from the State Government for Stage 2 of Glen Willow**
3. **amend the Glen Willow Upgrades 19/20 budget, as follows:**
 - 3.1 **reduce grant funding by \$10,000,000**
 - 3.2 **increase proceeds from new borrowings by \$3,000,000**
 - 3.3 **reduce contractor expenditure by \$3,450,000, and**
4. **amend the 2020/21, 2021/22, and 2022/23 budgets by allocating annual loan repayment amounts of \$210,000, funded from unrestricted cash.**

Executive summary

At the Council meeting in February, a resolution was passed approving commencement of works for the Glen Willow Stage 2 Project. This was pending an announcement regarding State Government funding. It was also noted in the resolution that if Council was not successful with State Government funding then a further report should be brought back to Council identifying alternate funding sources. This report seeks to formalise these other funding sources at least as a temporary measure until State Government funding is provided.

Disclosure of Interest

Nil.

Detailed report

As Council is aware, \$6.95 million in funding was secured from the Federal Government through the Building Better Regions Fund for Stage 2 of Glen Willow. There had been an expectation that State Government funding would be announced throughout 2018 and 2019. This has not yet

eventuated. We continue to be advised that the State Government views our applications for funding favourably. However, as part of the Capital Expenditure Review process with the Office of Local Government, we need to finalise the funding sources for this project. Certainly is also required so that the work can be scheduled in a timely manner that will allow Council to meet the requirements of the Federal Government funding.

While this report is calling for significant commitment of resources from Council, it is recommended that the project still proceed as scoped for Stage 2. There are also additional works regarding internal roadworks and parking arrangements for the complex that we would like to complete prior to the end of Stage 2. These will be design to assist in the movement of cars and pedestrians around the complex. We will continue to seek funding to supplement the project.

In the report to Council presented in February (Attachment 1), the following funding strategy was suggested:

If a funding announcement is not made by 1 March 2019, the recommendation is that Council proceed with identifying alternative funding to match the remainder of the Federal Government grant. Currently, available funding options are as follows:

- *developer contributions (\$2.75 million);*
- *restricted or unrestricted cash (\$800,000);*
- *loan funding (\$3 million).*

Council has low levels of loan borrowings (with a debt service cover ratio of 9.4 compared to the benchmark of 2.0), and therefore, it is able to utilise loan funding to provide Council's co-contribution to the project.

The annual cash impact of loan funding \$3 million dollars, would be repayments (principal and interest) of an estimated \$210,000.

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

Community Strategic Plan
Glen Willow Master Plan

Council Policies

Not Applicable

Legislation

Local Government Act

Financial implications

The current 19/20 budget is as follows:

	Original Budget	Approved Budget Changes	Current Budget
Grant - Recreational Capital	(13,500,000)	(3,450,000)	(16,950,000)
Transfer from Developer			
Contributions (7.11)	(349,560)	-	(349,560)
Contractors	13,709,678	3,450,000	17,159,678
Stores & creditors overheads	139,882	-	139,882

Approved budget changes include the amendments recommended in the Council Report (Attachment 1), to cover an anticipated grant amount of up to \$10 million dollars. Unfortunately, Council was unsuccessful in obtaining the NSW Government's Regional Growth – Environment and Tourism Fund, so the additional \$3.45 million is required to be taken back out of the 19/20 budget.

The anticipated matched funding of \$6.95 million, which was included in the above unsuccessful grant, will now be amended to the following alternative funding options:

	Current Budget	Recommended Budget Changes	Recommended Budget
Grant - Recreational Capital	(16,950,000)	10,000,000	(6,950,000)
Transfer from Developer			
Contributions (7.11)	(349,560)	-	(349,560)
Proceeds from borrowings	-	(3,000,000)	(3,000,000)
Contractors	17,159,678	(3,450,000)	13,709,678
Stores & creditors overheads	139,882	-	139,882
Balance (unrestricted cash funding)	-	(3,550,000)	(3,550,000)

It has also been recommended to include the loan repayment amounts of \$210,000, in future years, funded from unrestricted cash. This would have a negative impact to the future year operating performance ratios.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2019/20	-	✓	-
Future Years	✗	-	✓

Associated Risks

If Council does not wish to obtain loan funding to provide the co-contribution required for the Federal Government grant, it can continue to apply for NSW Government grants. The concern in this approach is that the project will need to be placed on hold and there may be lengthy delays in securing grant funding and/or grant funding may not be available at all in the future. This could result in Council being required to forfeit the Federal Government grant of \$6.95 million.

SIMON JONES
DIRECTOR COMMUNITY

30 August 2019

Attachments: 1. Council Report 20 February 2019.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

112

8.7 Glen Willow Stage 2 - Acceptance of Grant Funding

REPORT BY THE DIRECTOR DEVELOPMENT AND CHIEF FINANCIAL OFFICER
TO 20 FEBRUARY 2019 ORDINARY MEETING
GOV400067, GRA600002

RECOMMENDATION

That Council:

1. receive the report by the Director Development and Chief Financial Officer on the Glen Willow Stage 2 - Acceptance of Grant Funding;
2. accept up to \$10 million in grant funding from the NSW State Government, if successful, under the Regional Growth – Environment and Tourism Fund for the Glen Willow Stage 2 project;
3. authorise the General Manager to finalise and sign a funding agreement, if successful, with the NSW Government for the Glen Willow Stage 2 project;
4. amend the 2017/21 Delivery Program in the 2019/20 financial year to increase grant funding by \$3.45 million and increase project expenditure by \$3.45 million;
5. note that Council does not yet meet the requirements under the Building Better Regions Fund, until matched funding is identified for the entire \$6.95 million approved grant;
6. approve commencement of works for all matched funding in the 2018/19 Operational Plan, made up of:
 - 6.1 \$400,000 grant funding under the Building Better Regions Fund;
 - 6.2 \$400,000 developer contributions as matched funding; and
7. note that should Council be unsuccessful under the Regional Growth – Environment and Tourism Fund a further report will be brought back to Council identifying alternate funding sources, and amending the 2017/21 Delivery Program and 2019/20 Operational Plan.

Executive summary

Council has recently submitted an application for a \$10.0 million grant from the NSW Government towards the Glen Willow Stage 2 project.

The purpose of this report is to amend the 2017/21 Delivery Program, so that if Council is successful in obtaining this grant, it has an adequate budget in place to accept the funding and sign the funding agreement and other relevant documentation.

Disclosure of Interest

Nil.

Detailed report

Council applied for grant funding from the NSW Government's Regional Growth – Environment and Tourism Fund in January 2019. A \$10.0 million grant was applied for as a contribution to the Glen Willow Stage 2 development.

In July 2018, Council was successful in obtaining a \$6.95 million grant from the Federal Government towards the Glen Willow Stage 2 project under the Building Better Regions Fund. As the grant requires matched funding (i.e. a 50% co-contribution), Council had applied to the NSW Government for the matched amount of \$6.95 million under the Regional Sports Infrastructure Fund.

As Council is yet to receive an official response regarding the success of this application, a further application was submitted in January 2019 for a total of \$10.0 million under the NSW Government's Regional Growth – Environment and Tourism Fund which includes:

- \$6.95 million (as Council's matched contribution for the Federal Government grant)
- \$3.45 million (for additional roads, pedestrian and vehicle access in and around the complex, lighting etc. which is essential for the optimal operation of the entire precinct)

The Glen Willow Stage 2 project is already identified in Council's 2017/21 Delivery Program and Operational Plan with a total project expenditure of \$13.9 million.

If Council is successful for the full amount applied for and accepts the \$10.0 million from the NSW Government's Regional Growth – Environment and Tourism Fund, the total project will increase from \$13.9 million to \$17.35 million. The following table shows the proposed source of funding.

Funding Source	2018/19	2019/20	Total
Federal Government (BBR Fund)	\$2,600,000	\$4,350,000	\$6,950,000
NSW Government (RET Fund)	\$0	\$10,000,000	\$10,000,000
Council (Section 94 Fund)	\$400,000	\$0	\$400,000
Total	\$3,000,000	\$14,350,000	\$17,350,000

The timing of the announcement for grant funding under the NSW Government's Regional Growth – Environment and Tourism Fund is unclear at this stage. If an announcement is not made prior to 1 March 2019, caretaker mode will be in place for the upcoming state elections and therefore, any announcement will be on hold.

This could result in a lengthy delay in commencing the Glen Willow Stage 2 project and may have implications for the Federal Government funding which has already been committed. In this case (i.e. if the NSW Government's grant funding is not announced by 1 March 2019), it is proposed that Council proceed with identifying alternate sources for the amount of \$6.55 million which is the balance of funds required to match the co-contribution for the Federal Government grant.

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

114

Strategic implications

Council Strategies

Towards 2030 Community Plan
 Recreation Strategy 2013
 Glen Willow Master Plan

Council Policies

Not Applicable

Legislation

Local Government Act 1993

Financial implications

If Council accepts \$10 million in grant funding from the NSW Government under the Regional Growth – Environment and Tourism Fund, the 2017/21 Delivery Program will need to be amended as follows:

- Increase total project expenditure by \$3.45 million in 2019/20 (i.e. from \$13.9 million to \$17.35 million); and
- Increase grant funding by \$3.45 million in 2019/20 (i.e. from \$13.5 million to \$16.95 million).

If a funding announcement is not made by 1 March 2019, the recommendation is that Council proceed with identifying alternative funding to match the remainder of the Federal Government grant. Currently, available funding options are as follows:

- developer contributions (\$2.75 million);
- restricted or unrestricted cash (\$800,000);
- loan funding (\$3 million).

Council has low levels of loan borrowings (with a debt service cover ratio of 9.4 compared to the benchmark of 2.0), and therefore, it is able to utilise loan funding to provide Council's co-contribution to the project.

The annual cash impact of loan funding \$3 million dollars, would be repayments (principal and interest) of an estimated \$210,000.

Knowing the above alternate funding is available should it be required, it is recommended that Council approve commencement of works in the 2018/19 financial year, for the matched funding amount of \$800,000 (\$400k Federal Grant & \$400k developer contributions) so that Council can begin to meet its requirements under the Federal Government grant and to not unnecessarily delay works while awaiting an announcement on the State Grant outcome.

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

MID-WESTERN REGIONAL COUNCIL | ORDINARY MEETING - 20 FEBRUARY 2019
REPORT 8.7

115

Associated Risks

If Council does not wish to obtain loan funding to provide the co-contribution required for the Federal Government grant, it can continue to apply for NSW Government grants. The concern in this approach is that the project will need to be placed on hold and there may be lengthy delays in securing grant funding and/or grant funding may not be available at all in the future. This could result in Council being required to forfeit the Federal Government grant of \$6.95 million.

JULIE ROBERTSON
DIRECTOR DEVELOPMENT

LEONIE JOHNSON
CHIEF FINANCIAL OFFICER

31 January 2019

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

11.2 Rescission of Policies - Conflicts of Interest and Gifts & Benefits

REPORT BY THE MANAGER GOVERNANCE
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, GOV400047

RECOMMENDATION

That Council:

1. **receive the report by the Manager Governance on the Rescission of Policies - Conflicts of Interest and Gifts & Benefits;**
2. **endorse the proposal that the Conflicts of Interests Policy and the Gifts and Benefits Policy be rescinded, noting that these matters are covered by the adopted Code of Conduct;**
3. **place notice that the Conflicts of Interests Policy and the Gifts and Benefits Policy will be rescinded on public exhibition for 28 days; and**
4. **rescind the Conflicts of Interests Policy and the Gifts and Benefits Policy if no submissions are received following the public exhibition period.**

Executive summary

Council currently has policies related to Gifts and Benefits and Conflicts of Interest. These subjects are now covered by the new Model Code of Conduct which was adopted earlier this year. The Council policies are now redundant with the adoption of this new Code of Conduct.

Disclosure of Interest

Nil.

Detailed report

The Office of Local Government has been consulting with all NSW Councils for some years on the development of a new Code of Conduct. The new Code is now in place. Matters that were previously managed by a Council Policy including Gifts and Benefits and Conflicts of Interest are now superseded by the new Code of Conduct.

Part 5 of the Code, Pecuniary Interests, and Part 6 of the Code, Non-Pecuniary Conflicts of Interest, address the conflict of interest matters. Part 6 of the Code, Personal Benefit, addresses gifts and benefits matters.

It is proper that the Council resolves this matter of business by resolution that the prior motions adopting these two policies be rescinded. Motion 20 August 2014 minute No. 329/14 and Motion 7th May 2014 minute No 172/14.

Community Plan implications

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

Strategic implications

Council Strategies

Not Applicable

Council Policies

Conflicts of Interests adopted Motion 7th May 2014 Minute No 172/14.

Gifts and Benefits Motion 20 August 2014 Minute No. 329/14

Code of Conduct 20th February 2019 Minute No. 09/19

Legislation

Local Government Act 1993

Financial implications

Not Applicable

Associated Risks

Nil

TIM JOHNSTON
MANAGER GOVERNANCE

SIMON JONES
DIRECTOR COMMUNITY

2 August 2019

Attachments:

1. Conflicts of Interests Policy. (separately attached)
2. Gifts and Benefits Policy. (separately attached)
3. Parts 4, 5 & 6 of the Code of Conduct.. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Item 12: Reports from Committees

12.1 Local Traffic Committee- August Meeting 2019

REPORT BY THE EA TO DIRECTOR, OPERATIONS
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, A0100009

RECOMMENDATION

That Council:

1. receive the report by the EA to Director, Operations on the Local Traffic Committee- August Meeting 2019;
 2. Approve the event – Rylstone Street Feast, 2 November 2019 – classified as a Class 2 Event under the ‘Guide to Traffic and Transport Management’ for Special Events Version 3.5 with the following conditions:
 - a) A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.5 and submitted to and approved by Council prior to the event.
 - b) A Traffic Control Plan/s (TCP) certified by a person with a ‘Worksite Traffic Control Certificate’ be included in the TMP;
 - c) Any person directing traffic on a public road is required to possess a valid traffic controller’s certificate;
 - d) Events are to be undertaken in accordance with the requirements of the NSW Police Service with their approval documentation forwarded to Council for notation;
 - e) Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, the Roads and Maritime Service and NSW Police Force are indemnified against any possible action as the result of the event;
 - f) Controlling noise as required by the Protection Of The Environment Operations (Noise Control) Regulation 2000;
 - g) Reimbursing Council for the cost of damage repairs;
 - h) Complying with any of Council’s Law Enforcement Officers’ directives;
 - i) Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
 - j) The event convener is to consult with all affected businesses and
-

residents adjacent to the proposed closure, in writing, indicating the period during which their accesses will be affected at least two weeks prior to event commencement;

- k) Advertise the proposed event in local newspapers with relevant information at least two weeks prior to the date;
- l) Maintain a four-metre wide emergency vehicle lane;
- m) Notify NSW ambulance and NSW Fire Brigade of the event;
- n) The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review;
- o) Traffic Control plan to be in accordance with Roads and Maritime Services Traffic Control at Worksites Manual;
- p) Roads and Maritime consent request for closure and detour of Bylong Valley Way (Regional Road)'; and

And the following special conditions:

- q) Closure of a section of Cudgegong Street from the Rylstone Hotel to Louee Street, from 8am to 6pm on 2 November 2019;
- r) Closure of part of Louee Street from the intersection of Louee and Cudgegong Streets, from 8am to 6pm on 2 November 2019;
- s) Detours put in place to divert traffic via Dabee Street and Mudgee Street, from 8am to 6pm on 2 November 2019. Note the general business comments and correspondence; and

3. Approve the event – “Mudgee Triathlon Race Season 2019/20”, be classified as a Class 2 Event under the ‘Guide to Traffic and Transport Management for Special Events Version 3.5’ and proceeds with the following conditions:

- a) Events are to be undertaken in accordance with the “Guidelines for Bicycle Road Races”;
 - b) A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the “Guide to Traffic and Transport Management for Special Events Version 3.5 and submitted to and approved by Council prior to the event;
 - c) Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
 - d) Controlling noise as required by the Protection of the Environment Operations (Noise Control) Regulation 2000;
 - e) Reimbursing Council for the cost of damage repairs;
 - f) Complying with any of Council’s Law Enforcement Officers reasonable directives;
-

- g) **Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;**
 - h) **A Traffic Control Plan (TCP) certified by a person with a 'Select & Modify' or a 'Design and Audit' Certificate be included in the TMP;**
 - i) **Any person directing traffic on a public road is required to possess an appropriate traffic controller's certificate;**
 - j) **Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, RMS and NSW Police Force is indemnified against any possible action as the result of the event;**
 - k) **The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;**
 - l) **Maintain a four-metre wide emergency vehicle lane;**
 - m) **Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;**
 - n) **The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and**
 - o) **Roads and Maritime Services consent required for use of the State and Regional road network.**
4. **Investigate alternative crossing options for pedestrians in the CBD of Gulgong and present findings to Traffic Committee**
5. **Note the outstanding action item list.**
-

Executive summary

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

Disclosure of Interest

Nil.

Detailed report

The Local Traffic Committee meeting was held 16 August 2019
One upcoming event was considered:

- Rylstone Street Feast – November 2019

On late report for an event was considered via email:

- Mudgee Triathlon Club 2019/2020 Season

The report was distributed twice to members for comment and endorsement. No objections were received to the event approval.

One Traffic report was considered:

- Pedestrian Crossing at Herbert Street Gulgong

There were no general business or correspondence items discussed.

Full discussion notes are included in the attachment to this report.

Community Plan implications

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

GEMMA WILKINS
EA TO DIRECTOR, OPERATIONS

GARRY HEMSWORTH
DIRECTOR OPERATIONS

19 August 2019

Attachments: 1. Local Traffic Committee Meeting Minutes - 16 August 2019.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Mid-Western Regional Council

Date: 16 August 2019

Minutes of the Local Traffic Committee

Held at the Operations Meeting Room, 54 Depot Rd, Mudgee
on 16 August 2019.

Present	Garry Hemsworth (MWRC), Phil Blackman, Cr Alex Karavas (Councillor), Garry McGovern (NSW Police), Deanne Freeman (RMS), Mark Fehon (NSW Police)
Apologies	David Webster (MWRC)
Secretary	Gemma Wilkins (MWRC)

The LTC meeting commenced at 9:41am

David Webster will not be sitting on traffic committee from here onwards.


MINUTES OF PREVIOUS MEETING

MOTION: Mr Phillip Blackman / Deanne Freeman

That the Minutes of the previous Local Traffic Committee held on 19 July 2019 be taken as read and confirmed.

MATTERS IN PROGRESS

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
Mudgee Town Pedestrian Crossings	20 Jan LTC Meeting	Council conduct an audit on all crossings, place counts on Market and Church Street and provide a report to the committee with findings and suggestions for improvements	No crossings are 100% compliant. Until works are completed may need to consider additional lighting during event periods. RFQ for design being prepared by Council. Survey underway for design to be overlaid.
Disabled parking Kandos IGA	28 April 2017	Roads and Maritime Services and Council to meet onsite and discuss viable options. Provide report to June meeting.	Council to investigate upgrade of current location. On site meeting with Road Engineer on Monday 22 July. Consultation underway – Council in process of connecting footpath to the existing area, identifying appropriate crossing point.
Perry Street Parking Issues	15 June 2018	To monitor the parking issues that surround Mudgee High School	Extra line markings. Observation was undertaken. Formal counts will be coordinated for further information. Spoke with Prue in June – Council will go to the market for proposals to undertake design work for improvement of this section. Proposal would include consultation with school as part of the process.
Events Night with the Roads and Maritime Services	August 2018		Pending amendment of events process between planning department and operations department to make sure clear message provided by Council.
Request for 'No Stopping' sign	August 2018	Request for a 'No stopping' sign to be placed at the northern end of Ten Dollar hotel.	Investigation and consultation in progress.
Request to review traffic flow of Gulgong CBD	November 2018 February 2019	Request a review of the traffic management and parking within the Gulgong CBD Report to be presented recommending 'no parking' signs changed to 'no stopping' in front of IGA Gulgong	
Mudgee CBD High Pedestrian Area	November 2018	Council in support of 40km CBD zone investigation.	Council forwarded request to Roads and Maritime Services Feb 2019. Advised assessment likely to be in 19/20 financial year. Council to send through a plan proposing where they want the 40 km/h (where high pedestrian activity is) Midblock location can be considered – needs to be a blister for signage. For enforcement purposes it needs to be a defined zone.

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
St Matthews Traffic Flow	February 2019	Organise meeting onsite Prue Britt, the safety around schools officer with Council, NSW Police and Principal to discuss options	Spoke with Prue Britt in June. Her recommendation was to approach school about parent education to reiterate current arrangements.
Saleyards Lane Traffic Calming	February 2019	Roads and Maritime Services to investigate speed zone	Inspection clarified it is a 50km zone by Roads and Maritime Services. An assessment not recommended for this particular area. Gemma phoned and spoke to complainant 10/5/19. Traffic counters will be placed. Roads and Maritime Services checked signage and have forwarded the details to council for quotation. Council have ordered signs, quote sent to RMS install will occur soon.
Oporto Road Speed Humps	February 2019	Council to provide traffic count data to NSW Police to aid increased presence.	
Cox Street Opening	May 2019	Council to investigate and bring back report to committee on feasibility in correspondence with associated Rail Authorities.	
CBD Parking line marking	May 2019	If not address in parking study, prepare report for line marking to be extended to Market street between Church and Lewis and Mortimer Street between Church and Lewis	Interim report has not made mention of line marking. Await next report from consultant
Putta Bucca Speed Limit	July 2019	Council will place some traffic counts and review development to get an accurate indication of current traffic numbers.	Council meeting scheduled for 21 August
Medical Centre Pedestrian activity	July 2019	Pedestrian yellow sign to be placed 	Council meeting scheduled for 21 August

PAST EVENT DEBRIEF

EVENT	
Mudgee Night Glow – 25 May	Event unlikely to occur again at this venue. Debrief undertaken by events team.
Henry Lawson Festival – 8 June	
Mudgee Small Farm Field Days	Garry believes worth a debrief, maybe an informal meeting with Council and NSW Police that can then be presented to the committee. Try to schedule Friday or Thursday for Deanne to attend.

4

MID-WESTERN REGIONAL COUNCIL | LOCAL TRAFFIC COMMITTEE - 16 AUGUST 2019

CALENDAR OF EVENTS

AUGUST	Date	Comments
Mudgee Running Festival Kandos Street Machine	10 August	Recommended Didn't happen – event cancelled
SEPTEMBER	Date	Comments
Flavours of Mudgee Rainbow Day		Recommended Recommended
OCTOBER	DATE	Comments
Ride Against Cancer Mudgee Lions Club Mudgee Triathlon Season		
NOVEMBER	DATE	Comments
Rylstone Street Feast	2 November 2019	Included in this Agenda
DECEMBER	DATE	Comments

Red = Unapproved

Green = Approved

19/020 RYLSTONE STREET FEAST 2 NOVEMBER 2019

RECOMMENDATION that Council

Approve the event – Rylstone Street Feast, 2 November 2019 – classified as a Class 2 Event under the 'Guide to Traffic and Transport Management' for Special Events Version 3.5 with the following conditions:

- a) A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the *Guide to Traffic and Transport Management for Special Events Version 3.5* and submitted to and approved by Council prior to the event.
- b) A Traffic Control Plan/s (TCP) certified by a person with a 'Worksite Traffic Control Certificate' be included in the TMP;
- c) Any person directing traffic on a public road is required to possess a valid traffic controller's certificate;
- d) Events are to be undertaken in accordance with the requirements of the NSW Police Service with their approval documentation forwarded to Council for notation;
- e) Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, the Roads and Maritime Service and NSW Police Force are indemnified against any possible action as the result of the event;
- f) Controlling noise as required by the Protection Of The Environment Operations (Noise Control) Regulation 2000;
- g) Reimbursing Council for the cost of damage repairs;
- h) Complying with any of Council's Law Enforcement Officers' directives;
- i) Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
- j) The event convener is to consult with all affected businesses and residents adjacent to the proposed closure, in writing, indicating the period during which their accesses will be affected at least two weeks prior to event commencement;
- k) Advertise the proposed event in local newspapers with relevant information at least two weeks prior to the date;

- l) Maintain a four-metre wide emergency vehicle lane;
- m) Notify NSW ambulance and NSW Fire Brigade of the event;
- n) The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review;
- o) Traffic Control plan to be in accordance with Roads and Maritime Services Traffic Control at Worksites Manual;
- p) Roads and Maritime consent request for closure and detour of Bylong Valley Way (Regional Road); and

And the following special conditions:

- q) Closure of a section of Cudgegong Street from the Rylstone Hotel to Louee Street, from 8am to 6pm on 2 November 2019;
- r) Closure of part of Louee Street from the intersection of Louee and Cudgegong Streets, from 8am to 6pm on 2 November 2019;
- s) Detours put in place to divert traffic via Dabee Street and Mudgee Street, from 8am to 6pm on 2 November 2019.

MOTION: Councillor Alex Karavas / NSW Police Representative

That the above recommendation be accepted and approved.

- Add road closed ahead signs on Bylong Valley way to TCP at each end where the Detour ahead signs are.
- Added condition for Roads and Maritime Services approval to be obtained for closure and detour of Bylong Valley Way.

19/021 PEDESTRIAN CROSS HERBERT STREET GULGONG

RECOMMENDATION That Council

- ~~a. Install dome mirror and 'watch out for pedestrian' sign adjacent to Herbert Street Crossing in Gulgong~~
- a. Investigate alternative crossing options for pedestrians in the CBD of Gulgong and present findings to Traffic Committee

MOTION: Councillor Alex Karavas / Deanne Freeman

That the above recommendation be accepted and approved.

- Roads and Maritime Services raised that current crossing is illegal, and that signage is not up to standard. Suggestion to investigate removal.
-

19/022 GENERAL BUSINESS

No items discussed in General Business.

6

MID-WESTERN REGIONAL COUNCIL | LOCAL TRAFFIC COMMITTEE - 16 AUGUST 2019

LATE REPORT

A late report for the Mudgee Triathlon Club was distributed to members via email 22 August 2019 for approval of their upcoming season for 2019/2020. As the first scheduled event is scheduled before the next Council meeting these recommendations need to go to September Council meeting. A reminder email was sent 30 August and one amendment requested and no objections were received. Recommendations are as follows:

RECOMMENDATION That Council

Approve the event – “Mudgee Triathlon Race Season 2019/20”, be classified as a **Class 2 Event** under the ‘Guide to Traffic and Transport Management for Special Events Version 3.5’ and proceeds with the following conditions:

- a) Events are to be undertaken in accordance with the “Guidelines for Bicycle Road Races”;
- b) A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the “Guide to Traffic and Transport Management for Special Events Version 3.5 and submitted to and approved by Council prior to the event;
- c) Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
- d) Controlling noise as required by the Protection of the Environment Operations (Noise Control) Regulation 2000;
- e) Reimbursing Council for the cost of damage repairs;
- f) Complying with any of Council’s Law Enforcement Officers reasonable directives;
- g) Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
- h) A Traffic Control Plan (TCP) certified by a person with a ‘Select & Modify ‘or a ‘Design and Audit’ Certificate be included in the TMP;
- i) Any person directing traffic on a public road is required to possess an appropriate traffic controller’s certificate;
- j) Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, RMS and NSW Police Force is indemnified against any possible action as the result of the event;
- k) The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;
- l) Maintain a four-metre wide emergency vehicle lane;
- m) Advertise the proposed event in local newspapers with relevant information at least 2 weeks prior to the date;
- n) The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review; and
- o) Roads and Maritime Services consent required for use of the State and Regional road network.

CLOSURE

There being no further business the meeting concluded at 10:40am

12.2 Mudgee Sports Council Meeting Minutes 30 July 2019

REPORT BY THE MANAGER RECREATION SERVICES
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, A0360013

RECOMMENDATION

That Council:

1. receive the report by the Manager Recreation Services on the Mudgee Sports Council Meeting Minutes 30 July 2019; and
2. note the minutes of the Mudgee Sports Council meeting held 30 July 2019

Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Sports Council meeting held on 30 July 2019.

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 3554 of the Local Government Act (1993), which allows it to exercise a function of Council.

Financial implications

Not applicable

Associated Risks

Nil

TRACEY KANE
MANAGER RECREATION SERVICES

SIMON JONES
DIRECTOR COMMUNITY

15 August 2019

Attachments: 1. Mudgee Sports Council Meeting Minutes 30 July 2019.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

**The Minutes of the Monthly meeting of the Mudgee Sports Council held in the
Mudgee Netball Clubhouse on the 30-07-2019 beginning at
18:05**

Present: P. Mitchell (Chair), G. Robinson, K. Lang, K. Bennetts, A. Whale, R. Smith, G. Pascoe, K. Ward.

Apologies: Jenny Johnson, Cr. J. O'Neill, K. Marshall, M. Brydon, T. Kane, L. Humphreys, E. Flack, N. Richards.

Moved Andrew Whale seconded Kathy Lang that apologies be accepted. **Carried**

Minutes:

Previous minutes for June read as true and correct.

Moved Andrew Whale seconded Keiron Bennetts. **Carried.**

Business Arising:

1. Nil

Correspondence:

In:

1. Australia Post Grants.
2. Senior Cricket ground fees paid.
3. From Tracey Kane re: Dogs on/in active parks. (not permitted unless assistant dogs).

Out:

Nil

Treasurers Report:

As per Council Report: \$81,090.92

Moved G. Robinson seconded Ross Smith report be adopted. **Carried.**

Works Requests:

1. Lights on Sporting fields to be checked for bird proofing when machinery becomes available.
2. Range Hood at Glen Willow Amenities requires repair.
3. Is there a watering programme for Walkers Field?

General Business:

1. Hockey signs at Victoria park to be removed.
2. Query from Little Athletics on plans to spend funds that are available in account.
President stated that the funds could be used for any project at any time that Sports Council deems fit on approval from Council.
3. Women's Rugby League delegates (Guy Pascoe & Kristy Ward) requested Jubilee Oval for competition if available and information on fees & charges.

As fees & charges vary for use of Jubilee and Glen Willow and because the Women's League is a sub-committee of the Mudgee Dragons, it was suggested delegates should contact Tracey Kane to discuss the issue.

The Meeting closed at 18.40

The next meeting to held at the Mudgee Netball clubhouse on Tuesday 27th August at 6pm.

12.3 Mid-Western Regional Access Committee

REPORT BY THE MANAGER, COMMUNITY SERVICES
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, COS3000797

RECOMMENDATION

That Council:

1. receive the report by the Manager, Community Services on the Mid-Western Regional Access Committee;
2. note the minutes of the Mid-Western Regional Council Access Committee held on 6 August 2019; and
3. note the minutes of the Mid-Western Regional Council Access Committee held on 3 September 2019.

Executive summary

The Mid-Western Regional Council Access Committee meets monthly 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.

Disclosure of Interest

Nil.

Detailed report

The minutes of the August 2019 meeting of the Access Committee are attached for Council's consideration, noting there were no particular areas of concern for that month.

During the September 2019 meeting, members of the Access Committee considered the revised development application for the Regent Theatre and made a few recommendations regarding inclusion and accessibility. The Committee also requested an update on works to footpaths around Mudgee, particularly in Mortimer Street.

The next meeting of the Mid-Western Regional Council Access Committee is due to be convened on 1 October 2019.

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, 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

4 September 2019

Attachments: 1. Minutes - Access Committee - 6 August 2019.
2. Minutes - Access Committee - 3 September 2019.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

12.4 Audit Risk and Improvement Committee Meeting 16 August 2019

REPORT BY THE EXECUTIVE MANAGER, HUMAN RESOURCES
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, COR400236

RECOMMENDATION

That Council:

1. receive the report by the Executive Manager, Human Resources on the Audit Risk and Improvement Committee Meeting 16 August 2019; and
2. note the minutes for the Audit Risk and Improvement Committee meeting 16 August 2019.

Executive summary

This report is to advise Council of the matters given consideration at the second meeting of the Audit Risk and Improvement Committee held on 16 August 2019.

Disclosure of Interest

Nil.

Detailed report

The Audit Risk and Improvement Committee Charter requires the Committee to report to Council at the first opportunity (dependent on meeting schedules) after each meeting held. Attached to this report are the minutes of the meeting.

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

Audit Risk and Improvement Committee Charter.

Legislation

Not Applicable.

Financial implications

Not Applicable.

Associated Risks

Nil.

MICHELE GEORGE
EXECUTIVE MANAGER, HUMAN RESOURCES

26 August 2019

Attachments: 1. ARIC Minutes August 2019.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Mid-Western Regional Council

Date: 16 August 2019

Minutes of the Notice of Meeting

Held at the Council Chambers, 86 Market Street, Mudgee
on 16 August 2019.

Present	Michele George, Executive Manager Human Resources (MWRC), Councillor John O'Neill, John Bentley, John Stuart, Brad Cam, General Manager, Leonie Johnson, Chief Financial Officer, Simon Jones, Director Community.
Apologies	Tim Johnston, Manager Governance (MWRC).
Visitors/Presenters	Todd Dewey, Crowe Howarth (internal auditor) & Luke Malone, Partner Prosperity (external auditor via phone).
Minute Taker	Erin Reid, Executive Administration Officer.

The ARIC meeting commenced at 9:03am.

MINUTES OF PREVIOUS MEETING

MOTION: Bentley/O'Neill

That the Minutes of the previous ARIC Meeting held on 3 May 2019 be taken as read and confirmed.

The Motion was carried with the Committee voting unanimously

Item 1: Matters in Progress

Audit, Risk and Improvement Committee

SUBJECT	RESOLUTION DATE	RESOLUTION	ACTION

Item 2: Reports

2.1 ANNUAL ENGAGEMENT PLAN & TERMS OF ENGAGEMENT FOR AUDIT OF MWRC FOR THE YEAR ENDING 30 JUNE 2019
 COR400236, COR400236

MOTION: Bentley/O’Neill

That ARIC note the Annual Engagement Plan & Terms of Engagement for Audit of MWRC for the year ending 30 June 2019

The Motion was carried with the Committee voting unanimously.

2.2 FRAUD CONTROL IMPROVEMENT
 COR400236, FIN300162, COR400236,

MOTION: O’Neill/ Bentley

That the Audit, Risk and Improvement Committee notes the completed Fraud Control Improvement Checklist and that the Audit, Risk and Improvement Committee be updated on the Fraud Control Improvement every three months.

The Motion was carried with the Committee voting unanimously.

2.3 INTERIM MANAGEMENT LETTER FOR MID-WESTERN REGIONAL COUNCIL
 COR400236, COR400236

MOTION: Bentley/O’Neill

That ARIC:

1. receive the Interim Management Letter;
2. note the auditor recommendations and management responses;
3. request that a register to manage action items by their due dates be developed;
4. recommends progress on action items be reported back to ARIC every three months.

The Motion was carried with the Committee voting unanimously.

Luke Malone (Partner, Prosperity) left the meeting at 9:45am and did not return.

2.4 INTERNAL AUDIT REPORT - PROCUREMENT FRAMEWORK
COR400236, COR400236

MOTION: Bentley/O'Neill

That ARIC:

1. endorse the recommendations as per the Internal Audit Report – Procurement Framework;
2. note the auditor recommendations and the management responses; and
3. endorse the Crowe Howarth recommendation of an additional review into compliance with procurement practices to determine the root causes, the extent and severity of the identified instances of high-risk non-compliance.

The Motion was carried with the Committee voting unanimously.

2.5 ENTERPRISE RISK MANAGEMENT PROJECT
COR400236, COR400236

MOTION: Bentley/O'Neill

That the Committee receive the report on the Enterprise Risk Management Project and the proposal from Crowe Howarth for the provision of risk management services for the Mid-Western Regional Council.

The Motion was carried with the Committee voting unanimously.

2.6 2019 INTERNAL AUDIT PROGRESS UPDATE
COR400236, COR400236

MOTION: Bentley/O'Neill

That the Committee receives the report on the 2019 Internal Audit Progress Update.

The Motion was carried with the Committee voting unanimously.

Item 3: General Business

Nil

Item 4: Correspondence

Nil

CLOSURE

There being no further business the meeting concluded at 10:15am.

12.5 Mid-Western Regional Youth Council

REPORT BY THE MANAGER, COMMUNITY SERVICES
TO 18 SEPTEMBER 2019 ORDINARY MEETING
GOV400067, COS300610

RECOMMENDATION

That Council:

1. **receive the report by the Manager, Community Services on the Mid-Western Regional Youth Council;**
2. **endorse Angus Danson as the continuing Mid-Western Regional Youth Mayor;**
3. **endorse Christopher Barry as the Mid-Western Regional Deputy Youth Mayor;**
4. **endorse Courtney Boxsell, Lucah Hill, Rhiannon McPherson, Rose Mortensen, Zowie Roberts and Ayden Seis as Mid-Western Regional Youth Councillors; and**
5. **note the minutes of the Mid-Western Regional Youth Council meeting convened on 13 August 2019.**

Executive summary

This report seeks to inform Council of Youth Council discussions and activities.

Disclosure of Interest

Nil.

Detailed report

The Mid-Western Regional Youth Council held its most recent monthly meeting on 13 August 2019.

The Youth Councillors discussed a number of items, such as upcoming youth events, including a school holiday calendar of activities, partnership activities with the Mudgee Readers' Festival and the bringing of a public speaker to the region to inspire local youth. The Youth Councillors were also provided with an update of their budget and discussed a number of options for purchases in the future.

The Youth Councillors have indicated their interest in participating in the upcoming NSW Youth Council Conference and will be looking to send representation to attend in mid-September. Youth Councillors will also be investigating opportunities to participate in the 2020 Relay for Life in Mudgee.

The August 2019 meeting saw the election of office bearers for the second semester for 2019 and A Danson and C Barry were elected Youth Mayor and Deputy Youth Mayor, respectively.

Further detail of Youth Council discussions are contained in 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.

FIONA TURNER
MANAGER, COMMUNITY SERVICES

SIMON JONES
DIRECTOR COMMUNITY

3 September 2019

Attachments: 1. Minutes - Youth Council - 13 August 2019.

APPROVED FOR SUBMISSION:

BRAD CAM
GENERAL MANAGER

Virtual Reality workshop; excursion to Dubbo /Bathurst with arcade (or similar) for ten pin bowling, laser tag (need to explore Bathurst and check with PCYC); screening of *The Princess Bride* at Mudgee Library; horse riding session.

Ideas for getting involved in some environmental activities were also included, such as Youth Councillors being involved in the tree planting projects run in the community.

The possibility of running a time capsule event around the 150th anniversary of Gulgong was discussed. This would likely fall around Easter 2020, so could potentially be used as a Youth Week activity. F Turner mentioned that the Chamber of Commerce would likely be implementing something like this, and perhaps this project could form a partnership opportunity.

5.1.2. Mudgee Readers' Festival partnership events; update

C Barry, C Boxsell, and A Danson were all in attendance (thank you from the Mudgee Readers' Festival [MRF] committee and Library staff for assisting with set up and pack down, A Danson for operating the AV equipment on the night, and organising music playlist). Attendance was lower than hoped with 27 attending, but this was actually more youth attendees than at the Harry Potter Trivia event in 2018. It was felt that with a small amount of targeted publicity e.g. poster/flyer for the trivia event alone, attendance could have been higher. Also the event fell during exam periods for some classes. It was a great event, everyone had a great time. People were impressed with prizes.

The Australian Poetry Slam heat has been moved to The Stables on Saturday 17 August. Unfortunately Melanie Mununggurr-Williams is no longer available to act as host due to family commitments, however a replacement will be attending in her stead. Information as to who this will be, has yet to be provided. Bookings for the event are incredibly low, the Youth Council page has been pushing the event, with little uptake. Youth Councillors were asked to assist with promotion of this event.

5.1.3. Inspirational Speaker

S Sbisa has been in contact briefly with Ms Harris and her Mother. Ms Harris is interested in speaking but would not be available until November. She will not charge a fee, but would ask for a donation to be made to the Indigenous Literacy Foundation; plus travel and accommodation costs to be covered. S Sbisa will be talking with them more at the Mudgee Readers' Festival over the weekend.

6. BUSINESS ARISING

6.1. Election of Office Bearers for second semester 2019

6.1.1. Nominations and voting for Youth Mayor

- C. Boxsell and R. McPherson A. Danson; nomination accepted.
- R. McPherson nominated C Boxsell; nomination refused.
- Z Roberts nominated C Barry; nomination accepted.
- A. Danson was re-elected Youth Mayor. Congratulations to A. Danson.

6.1.2. Nominations and voting for Deputy Youth Mayor

- R. McPherson nominated C. Boxsell; nomination accepted
- A. Danson nominated C. Barry; nomination accepted
- Z. Roberts nominated L. Hill; nomination accepted
- R. McPherson nominated A. Seis; nomination accepted
- L Hill nominated Z. Roberts; nomination accepted
- A Seis nominated R McPherson; nomination accepted
- C. Barry was elected Deputy Youth Mayor. Congratulations to C. Barry.

6.2. Youth Council nomination – Rose Mortensen

6.2.1. The nomination to join Youth Council was unanimously accepted. S Sbisa will notify and welcome Rose Mortensen via email on behalf of Youth Council.

7. GENERAL BUSINESS

7.1. Mudgee Skatepark shade sail

C. Boxsell raised the issue of lack of shade at the Mudgee Skatepark which has been mentioned to her by members of the community. F Turner informed the group that there are limitations for shade sail options due to existing trees and prior vandalism incidents. However Council has organised for quotations

to be sought over the coming month to install something at the area. Pending costings and viabilities, Youth Council are open to providing some financial support for the infrastructure.

7.2. NSW Youth Council Conference

A. Danson asked for an update as to the possibility of sending delegates from Mid-Western Regional Youth Council to the bi-annual state-wide Youth Council conference that is being hosted by Blacktown Youth Council next month (<https://www.blacktown.nsw.gov.au/Community/Our-people/Children-and-young-people/2019-NSW-Youth-Council-Conference>). Presently due to the staffing changes in Youth Services, and the conference running for three days (rather than two as initially thought), determining the possibility of sending the delegate supervisor is impacting on the possibility of Youth Councillors being involved. F Turner and Council's Youth Services Officers will discuss possibilities for supervision and send out an email as to who from Youth Council would definitely be available to attend as a delegate. Should it be viable to send representatives, it was again confirmed the preference would be to send one office bearer and one general Youth Councillor. All aspects of the delegation including accommodation will need to be organised by 20 August.

7.3. Relay For Life

R McPherson raised the possibility of Youth Council getting involved in Relay For Life e.g. registering a team, or selling refreshments at the event as a fund raiser for the charity. It was mentioned that Youth Council branded items such as T-shirts could be utilised at the event. All agreed that this could be a good community event for Youth Council to be involved in, but that more details were needed.

Action: R McPherson to email more information to S Sbisa, or present at the next Youth Council meeting.

8. DETAILS OF NEXT MEETING

8.1. Tuesday 10 September 2019, Mudgee Council Chambers, Market Street, Mudgee.

5:35PM Meeting closed.

SUMMARY OF ACTION ITEMS

TASK / ACTION	RESPONSIBILITY	COMPLETION
Complete Talent Release Form and return to S Sbisa.	G. Blackwell, B. Munday, D Trevethan	12.04.2019
Determine viability of organising Youth Council Conference delegation, and arrange logistics, including emailing Youth Councillors to determine who is available to be involved as a representative.	S Sbisa	23.08.2019
Investigate Youth Council branding options.	S Sbisa & C Meyers	10.09.2019
Email S. Sbisa availability to assist with October holiday events	All Youth Councillors	10.09.2019
Liaise with Kiara Harris re Inspirational Speaker talk/s	S Sbisa	10.09.2019

Attachment 1.



MID-WESTERN REGIONAL COUNCIL
PO Box 156, MUDGEE NSW 2820
86 Market Street, Mudgee | 105 Herbert Street, Gilgong | 77 Louise Street, Sylestone
T 1300 765 002 or 32 6378 2850 | F 02 6378 2815
E ccouncil@midwestern.nsw.gov.au

5 August 2019

Sam Sbisà
Mid-Western Regional Youth Council
86 Market Street
MUDGEE NSW 2850

Dear Sam,

SUBJECT: Thank you for Sponsoring the Central West Young Entrepreneurs Summit

The inaugural Central West Young Entrepreneurs Summit was held recently in Mudgee to resounding success and it could not have happened without the valuable contributions from the sponsors of the event.

Thank you for partnering with Mid-Western Regional Council to help bring some of Australia's most successful young entrepreneurs to Mudgee to speak to over 100 business people from across Central West NSW.

Council would like to take this opportunity to acknowledge Mid-Western Regional Youth Council's dedication to the Summit and local young entrepreneurs by sponsoring the event's afternoon tea. The Youth Council's support is greatly appreciated and we look forward to potentially collaborating again in the future.

Kind Regards,

A handwritten signature in black ink, appearing to read "Alina Azar".

ALINA AZAR
MANAGER ECONOMIC DEVELOPMENT

Item 13: Urgent Business Without Notice

URGENT BUSINESS WITHOUT NOTICE

As provided by Clauses 19 & 20 of Council's Code of Meeting Practice (Clause 14 LGMR).

GIVING NOTICE OF BUSINESS

19. (1) The Council must not transact business at a meeting of the Council:
- (a) unless a Councillor has given notice of the business in writing at least two (2) days prior to the day on which the agenda and business paper is prepared and delivered to Councillors; and
 - (b) unless notice of the business has been sent to the Councillors in accordance with Clause 6 of this Code. (see Section 367 LGA & Clause 14(1) LGMR)
- (2) Subclause (1) does not apply to the consideration of business at a meeting if the business:
- (a) is already before, or directly relates to a matter that is already before the Council (see Clause 14(2)(a) LGMR); or
 - (b) is the election of a chairperson to preside at the meeting as provided by Clause 12(1) (see Clause 14(2)(b) LGMR); or
 - (c) is a matter or topic put to the meeting by the chairperson in accordance with Clause 21 (see Clause 14(2)(c) LGMR); or
 - (d) is a motion for the adoption of recommendations of a committee of the Council; (see Clause 14(2)(d) LGMR); or
 - (e) relates to reports from officers, which in the opinion of the Chairperson or the General Manager are urgent;
 - (f) relates to reports from officers placed on the business paper pursuant to a decision of a committee that additional information be provided to the Council in relation to a matter before the Committee; and
 - (g) relates to urgent administrative or procedural matters that are raised by the Mayor or General Manager.

BUSINESS WITHOUT NOTICE

20. (1) Despite Clause 19 of this Code, business may be transacted at a meeting of the Council even though due notice of the business has not been given to the Councillors. However, this can happen only if:
- (a) a motion is passed to have the business transacted at the meeting; and
 - (b) the business proposed to be brought forward is ruled by the Chairperson to be of great urgency. Such a motion can be moved without notice. (see Clause 14(3) LGMR)
- (2) Despite Clause 30 of this Code, only the mover of a motion referred to in subclause (1) can speak to the motion before it is put. (see Clause 14(4) LGMR)

Item 14: Confidential Session

LOCAL GOVERNMENT ACT, 1993

10A *WHICH PARTS OF A MEETING CAN BE CLOSED TO THE PUBLIC?*

- (1) A council, or a committee of the council of which all the members are councillors, may close to the public so much of its meeting as comprises:
 - (a) the discussion of any of the matters listed in subclause (2), or
 - (b) the receipt or discussion of any of the information so listed.
- (2) The matters and information are the following:
 - (a) personnel matters concerning particular individuals (other than councillors),
 - (b) the personal hardship of any resident or ratepayer,
 - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or
 - (ii) confer a commercial advantage on a competitor of the council, or
 - (iii) reveal a trade secret,
 - (e) information that would, if disclosed, prejudice the maintenance of law,
 - (f) matters affecting the security of the council, councillors, council staff or council property,
 - (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
 - (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
 - (i) alleged contraventions of any code of conduct requirements applicable under section 440.
- (3) A council, or a committee of the council of which all the members are councillors, may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.
- (4) A council, or a committee of a council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

10D *GROUND FOR CLOSING PART OF MEETING TO BE SPECIFIED*

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

664

DISCLOSURE AND MISUSE OF INFORMATION

- (1) A person must not disclose any information obtained in connection with the administration or execution of this Act unless that disclosure is made:
- (a) with the consent of the person from whom the information was obtained, or
 - (b) in connection with the administration or execution of this Act, or
 - (c) for the purposes of any legal proceedings arising out of this Act or of any report of any such proceedings, or
 - (d) in accordance with a requirement imposed under the Ombudsman Act 1974 or the Freedom of Information Act 1989, or
 - (e) with other lawful excuse.
1. (1A) In particular, if part of a meeting of a council or a committee of a council is closed to the public in accordance with section 10A (1), a person must not, without the authority of the council or the committee, disclose (otherwise than to the council or a councillor of the council) information with respect to the discussion at, or the business of, the meeting.
2. (1B) Subsection (1A) does not apply to:
- (a) the report of a committee of a council after it has been presented to the council, or
 - (b) disclosure made in any of the circumstances referred to in subsection (1) (a)-(e), or
 - (c) disclosure made in circumstances prescribed by the regulations, or
 - (d) any agenda, resolution or recommendation of a meeting that a person is entitled to inspect in accordance with section 12.
- (2) A person acting in the administration or execution of this Act must not use, either directly or indirectly, information acquired by the person in that capacity, being information that is not generally known, for the purpose of gaining either directly or indirectly a financial advantage for the person, the person's spouse or de facto partner or a relative of the person.
- (3) A person acting in the administration or execution of this Act, and being in a position to do so, must not, for the purpose of gaining either directly or indirectly an advantage for the person, the person's spouse or de facto partner or a relative of the person, influence:
- (a) the determination of an application for an approval, or
 - (b) the giving of an order.

Maximum penalty: 50 penalty units

MOTION

I move that pursuant to the provisions of Section 10 of the Local Government Act, 1993 the meeting be closed to the public.

After a motion to close the meeting has been moved and seconded and before the vote, the Chairman will ask if there are any other matters, besides those listed on the agenda which should be considered in Confidential Session.

He will then announce those matters to be considered in Confidential Session. In doing so, the Chairman will give reasons why those matters are to be considered in Confidential Session and explain the way in which discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

CHAIRMAN

The following matters have been listed for consideration in Confidential Session:

14.1 Acquisition of Land for Walkway and Disposal of Land in Compensation

The reason for dealing with this report confidentially is that it relates to information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business in accordance with Section 10A(2)(c) of the Local Government Act, 1993.

Discussion of this matter in an open meeting would be, on balance, contrary to the public interest as it involves discussion of (c) information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business in accordance with Section 10A(2) (c) of the Local Government Act, 1993.

14.2 General Manager's Performance Agreement 2018-2019

The reason for dealing with this report confidentially is that it relates to personnel matters concerning particular individuals (other than Councillors) in accordance with Section 10A(2)(a) of the Local Government Act, 1993.

Discussion of this matter in an open meeting would be, on balance, contrary to the public interest as it involves discussion of an individual, namely the performance of the General Manager.

The Chairman will then ask the General Manager if there are any written representations from the public on the proposed closure of the meeting.

The General Manager will read out any written representations received.

The Chairman will ask if anyone in the gallery would like to make verbal representations in regard to the matters now to be considered in Confidential Session.

The Chairman will then put the motion "to close the meeting" to the vote.