



*A prosperous and progressive  
community we proudly call home*



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# **Business Papers 2020**

MID-WESTERN REGIONAL COUNCIL

ORDINARY MEETING

**WEDNESDAY 20 MAY 2020**





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  
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Email: [council@midwestern.nsw.gov.au](mailto:council@midwestern.nsw.gov.au)

13 May 2020

Dear Councillor,

MEETING NOTICE  
**Ordinary Meeting**  
20 MAY 2020  
**Public Forum at 5:30pm**  
*Council Meeting commencing at conclusion of Public Forum*

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

Members of the public may 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



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Item 1: Apologies

Item 2: Disclosure of Interest

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

Item 3: Confirmation of Minutes

**3.1 Minutes of Ordinary Meeting held on 15 April 2020**

Council Decision:

That the Minutes of the Ordinary Meeting held on 15 April 2020 be taken as read and confirmed.

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The Minutes of the Ordinary Meeting are separately attached.

## Item 4: Matters in Progress

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
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.	<b>To be reported to Council May 2020</b>
Establishment of a recycled water facility and management system	Res. 323/19 Ordinary Meeting 16/10/2019	That Council: 2. seek Section 60 approval to use recycled effluent and to formulate a Recycled Water Management System (RWMS) 7. place the draft Recycled Water Management Policy on public exhibition for 28 days to receive any public submissions; 8. adopt the Recycled Water Management Policy if no submissions are received; and 9. place on public exhibition for 28 days, the following new Fees and Charges. If no submissions are received following public exhibition Council adopt the Fees and Charges below and include them in the Fees and Charges Schedule: 6.1 Recycled Water Usage Fee - \$1.00/KL	<b>To be reported to Council at a future meeting</b>
Indoor Pool Feasibility Study	Res. 325/19 Ordinary Meeting 16/10/2019	That Council: 4. request that a further report be brought back to Council with an option to develop an indoor swimming facility at a new location in Mudgee.	<b>To be reported to Council at a future meeting</b>
Banner Poles Gulgong	Res. 308/19 Ordinary Meeting 16/10/2019	That Council modify the banner poles on the outskirts of Gulgong so that the banners are more stable and less likely to tear.	<b>To be reported to Council at a future meeting</b>
Cox Street Rail crossing	Res. 64/20 Ordinary Meeting 18/03/2020	Council investigate the re-opening of the crossing over the rail line on Cox St.	<b>To be reported to Council at a future meeting</b>
Investigation of garbage collection service at Queen's Pinch Waste Transfer Station	Res. 66/20 Ordinary Meeting 18/03/2020	Staff investigate the feasibility of replacing the Waste Transfer Station on Queen's Pinch Rd with a garbage collection service.	<b>To be reported to Council at a future meeting</b>
Regent Theatre	Res. 87/20 Ordinary Meeting 18/03/2020	refer any consideration of the Regent Theatre to Matters in Progress until any uncertainty over the legal situation of ownership of the Theatre has been resolved and it has been	<b>To be reported to Council at a future meeting.</b>

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
		established that the Theatre is available for sale.	

## Item 5: Mayoral Minute

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Nil

## Item 6: Notices of Motion or Rescission

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### 6.1 Investigation of Flood Maintenance Money for Glen Willow

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087,

#### **MOTION**

**That Council investigate flood maintenance money to look to protect Glen Willow sports fields.**

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#### Background

Council has spent millions of dollars on the Glen Willow sports fields which is a prestige sports complex. It is known as a flood area and we need to protect it.

#### Officer's comments

All stages of the Glen Willow Regional Sporting Complex, including the current construction areas of Stage 2, represent a significant investment by Council, State and Federal Governments. It is noted, however, the sportsfields are often constructed in floodplain areas and these considerations form part of the project planning and future maintenance of fields.

As part of the Stage 2 process, a Review of Environmental Factors was undertaken that included a site-specific flood study. The buildings that are being established as part of Stage 2 are designed to be above the 1 in 100 year flood level (plus freeboard). A spectator mound is also being constructed around the main Rugby Union field, in a similar way to the No1 field and main Grandstand at Glen Willow.

It is also noted that Council is in the process of developing an updated Flood Study for the Mudgee area. As part of the current Mudgee Flood Study a model is available to assess the impact of installing further site protection or additional buildings.

Staff would recommend that any consideration of additional site protection or additional buildings at Glen Willow would take place after the finalisation of the Mudgee Flood Study and after the finalisation of Glen Willow Stage 2. After this point, an updated site specific flood study could be undertaken to inform Council of the options for future site protection from flooding or additional building construction in the area.

## Item 7: Office of the General Manager

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### 7.1 MRT Quarterly Report: January to March 2020

REPORT BY THE GENERAL MANAGER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400067, F0770077

#### RECOMMENDATION

**That Council receive the report by the General Manager on the MRT Quarterly Report: January to March 2020.**

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#### Executive summary

As per the funding and performance agreement entered into in July 2017 between Mudgee Regional Tourism (MRT) and Council, MRT is required to report quarterly to Council on their performance.

#### Disclosure of Interest

Nil.

#### Detailed report

The MRT report for the third quarter of the 19/20 financial year has been delivered to Council in accordance with the funding and performance agreement. The report is attached for Council's consideration.

#### Community Plan implications

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

#### Strategic implications

##### Council Strategies

A key strategy in the Mid-Western Region Community Plan is to promote the Region as a great place to live, work, invest and visit. This strategy recognises the important role that tourism plays in building a strong local economy.

Council has a contract with MRT for the supply of tourism services within the Mid-Western Local Government Area. The term of this contract is for four years ending on 30 June 2021. Under this contract, MRT must provide quarterly reports to Council.

**Council Policies**

Not applicable.

**Legislation**

Not applicable.

Financial implications

This report is for information purposes only, as per Council's contractual arrangement with MRT. There are no additional financial implications.

Associated Risks

This report is for information purposes only, as per Council's contractual arrangement with MRT.

BRAD CAM  
GENERAL MANAGER

28 April 2020

*Attachments:* 1. MRT Quarterly Report Q3 2019-20.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



2019–20 Quarterly Report

Q3: Jan to Mar 2020

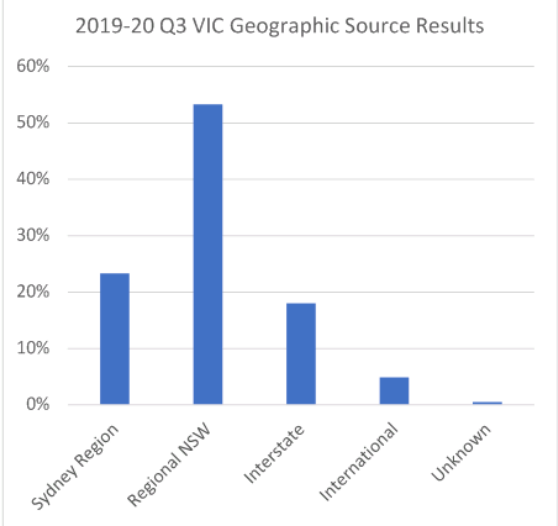
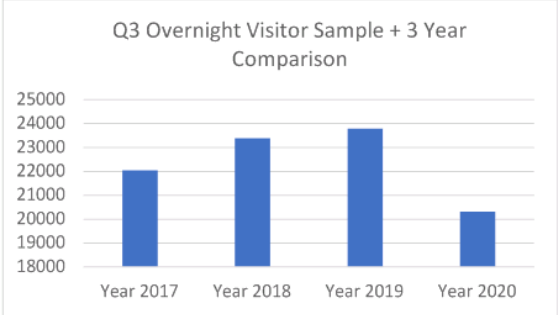
*prepared for*

MID-WESTERN REGIONAL COUNCIL



### Executive Summary

Mudgee Region Tourism (MRT) tables this report to the Mid-Western Regional Council (MWRC) as a requirement of the contract between MWRC and MRTI 2017-21, an agreement subject to the following key performance indicators.

#	Objective	Metric/KPI	FY19-20 Q3 Result (vs. same period last year)																														
1	Measure tourism numbers to the LGA and where they are from	<p>Analyse trends in tourism visitation in the Mudgee Region by capturing and reporting:</p> <ol style="list-style-type: none"> <li>VIC visitation (post codes)</li> <li>Overnight visitation via accommodation members representing at least 30% of region's total room inventory (visitor nights x LGA average per visitor spend NVS data \$146 as at Dec 18)</li> </ol>	<p>Total 'Visitor Information Centre' visitors 3,584 (↓42%)</p>  <p>2019-20 Q3 VIC Geographic Source Results</p> <table border="1"> <tr><th>Source</th><th>Percentage</th></tr> <tr><td>Sydney Region</td><td>23%</td></tr> <tr><td>Regional NSW</td><td>53%</td></tr> <tr><td>Interstate</td><td>18%</td></tr> <tr><td>International</td><td>5%</td></tr> <tr><td>Unknown</td><td>1%</td></tr> </table> <p>Overnight visitors* (↓15%)</p>  <p>Q3 Overnight Visitor Sample + 3 Year Comparison</p> <table border="1"> <tr><th>Year</th><th>Visitor Count</th></tr> <tr><td>Year 2017</td><td>22000</td></tr> <tr><td>Year 2018</td><td>23500</td></tr> <tr><td>Year 2019</td><td>24000</td></tr> <tr><td>Year 2020</td><td>20500</td></tr> </table> <ul style="list-style-type: none"> <li>Significant drop in VIC visitors (42%) on same period last year, primarily due to Rylstone and Gulgong satellite VICs operated by different businesses in 2019 compared to 2020, open less hours and less total patronage (previously recorded as visitors, whether specific to business or not) as well as visitation impact of bushfires, drought and COVID-19</li> <li>Decrease (15%) in visitor nights Q3 FY19 v FY20 – attributed to drought, bushfire and COVID-19</li> <li>*Q3 sample size: 32% of total inventory across the region (10 accommodation providers)</li> </ul>	Source	Percentage	Sydney Region	23%	Regional NSW	53%	Interstate	18%	International	5%	Unknown	1%	Year	Visitor Count	Year 2017	22000	Year 2018	23500	Year 2019	24000	Year 2020	20500								
Source	Percentage																																
Sydney Region	23%																																
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Interstate	18%																																
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Year	Visitor Count																																
Year 2017	22000																																
Year 2018	23500																																
Year 2019	24000																																
Year 2020	20500																																
2	Provide all tourism related businesses in the LGA with the opportunity for promotion	<ol style="list-style-type: none"> <li>Maintain or increase total number and/or total value of MRTI memberships</li> <li>Provide a business listings page on website (for all tourism members and non-members) at no cost. Web page to be visually sponsored by MWRC (logo)</li> </ol>	<p>337 members (↑7%) – for tier breakdown, see below \$443,602 + GST partnership fees (↑16%)</p> <p><a href="#">Click here for Mudgee Region business listings page</a></p> <p><a href="#">Click here for MWRC sponsor logo</a> (footer of every page and on 'Our Sponsors' page)</p>																														
<table border="1"> <thead> <tr> <th>YTD</th> <th>Platinum</th> <th>Gold</th> <th>Silver</th> <th>Copper</th> <th>Bronze</th> <th>Basic</th> <th>Diamond</th> <th>Ruby</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Mar-19</td> <td>18</td> <td>32</td> <td>34</td> <td>41</td> <td>94</td> <td>87</td> <td>5</td> <td>3</td> <td>314</td> </tr> <tr> <td>Mar-20</td> <td>20</td> <td>33</td> <td>25</td> <td>77</td> <td>90</td> <td>83</td> <td>5</td> <td>4</td> <td>337</td> </tr> </tbody> </table>				YTD	Platinum	Gold	Silver	Copper	Bronze	Basic	Diamond	Ruby	Total	Mar-19	18	32	34	41	94	87	5	3	314	Mar-20	20	33	25	77	90	83	5	4	337
YTD	Platinum	Gold	Silver	Copper	Bronze	Basic	Diamond	Ruby	Total																								
Mar-19	18	32	34	41	94	87	5	3	314																								
Mar-20	20	33	25	77	90	83	5	4	337																								

3	Attend and promote the region at events outside the region	Identify at least 4 key trade and/or consumer shows annually (within specified target markets) to promote the Region.	<ul style="list-style-type: none"> <li>✓ Miranda Westfield Mini-Flavours – July 2019</li> <li>✓ Balmoral – August 2019</li> <li>✓ Wine Media Conference (US media audience, promoted region via VIP media stall showcasing local wine and produce) – October 2019</li> <li>✓ Central West Caravan + Camping Show, March 20</li> </ul> <p>Upcoming events on hold due to COVID-19 (Sydney Good Food + Wine Show currently postponed to Oct-20)</p>
4	Provide monthly marketing communication to subscriber database, report on social media reach and website visitation statistics	<ol style="list-style-type: none"> <li>1. Annual subscriber database health check</li> <li>2. Increase subscriber's year on year</li> <li>3. Distribute monthly subscriber emails (maintain brand and membership activation integrity)</li> <li>4. Distribute weekly member newsletters</li> <li>5. Prepare monthly digital media statistics (social media + website), track trends, increase engagement and followers</li> </ol>	<p>21,698 subscribers (↑17%)</p> <ul style="list-style-type: none"> <li>✓ Standard subscriber EDM sent 17 Jan, 28 Feb, 27 Mar</li> <li>✓ Feel the Love subscriber EDM sent 14 Feb + 13 Mar</li> <li>✓ Member News EDM sent weekly/fortnightly</li> </ul> <p>Unique website visitors 44,000 (↓11%) Unique page views 350,943 (↓21%)</p> <p><small>*Note: Jan/Feb saw a decrease in website visitation due to drought/bushfires, however end Feb/early March saw an upturn response to our Feel the Love campaign being in market before we had to pull activity due to COVID-19 travel restrictions toward the end of March.</small></p> <p>Facebook 17,594 (↑21%) Instagram 12,789 (↑26%) Twitter 1,919 (↑4%)</p>
5	Promote all tourism-related council and major regional events	Promote MWRC and major events through Visitor Guide, subscriber database, digital channels, MRTI stalls (e.g. Flavours of Mudgee) and other promotional channels (e.g. radio, Mudgee Guardian articles, etc)	<ul style="list-style-type: none"> <li>✓ Charity Shield 2020 digital and print promotion</li> <li>✓ Various promotion of in-region events across print and digital channels, plus ticketing solutions</li> <li>✓ PR activation plan in place year round</li> <li>✓ Weekly radio spot on RealFM with 'explore your own backyard' campaign in place to engage the local community with tourism experiences</li> </ul>
6	Develop annual marketing plan providing details of all marketing and promotional activities planned to be undertaken on a monthly basis to promote LGA as a tourism destination and provide quarterly updates	<ol style="list-style-type: none"> <li>1. Review + update Mudgee Region DMP on a 3-yearly basis</li> <li>2. Develop an annual Marketing Campaign Strategy, with measurable KPIs</li> <li>3. Prepare report and meet MWRC quarterly to discuss KPI tracking and results</li> </ol>	<ul style="list-style-type: none"> <li>✓ Finalised Mudgee Region 5-year Destination Management Plan following extensive stakeholder engagement including Council presentation</li> <li>✓ Launched Feel the Love in the Mudgee Region campaign to a local audience in Jan and to consumers on 14 Feb (Valentine's Day)</li> <li>✓ Delivered Guest Experience Masterclass industry development program to 50+ partners</li> <li>✓ Attended Australian Tourism Awards as Finalists in Visitor Information Services category</li> <li>✓ Pivoted FTL campaign due to COVID-19 travel restrictions in March, to Feel the Love Virtually (becoming a virtual destination in the downturn)</li> <li>✓ Launched 2020-21 Partnership Drive and then worked on pivoting the program in response to COVID-19 impact to tourism partners (for virtual re-launch in April)</li> </ul>

			<p>√ Launched Ready for Rebound Partner Support Program in response to COVID-19</p> <p>√ PR coverage of Mudgee Region in Q3:</p> <ul style="list-style-type: none"> <li>- EAV (est. advertising value): \$837,993</li> <li>- PRV (PR value): \$2,513,971</li> <li>- Reach (total opportunities to see): 66,109,811</li> </ul> <p>*significant increase in PR coverage in February due to the Feel the Love campaign launch (media + social media uptake)</p> <p>√ MWRC quarterly report completed + submitted (post March EOM Report approval at April board meeting – with board meetings now held bi-monthly, instead of monthly)</p>
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**Key Activity**



**FEEL THE LOVE CAMPAIGN // COMMUNITY ENGAGEMENT PHASE**

Launched Community Engagement and Visiting Friends + Relatives (VFR) phase of our Feel the Love campaign in early February. Residents across the region received a love note, from us, in their letterbox. This initiative was supported by a local radio campaign across the RealFM and 2MG network. This phase asked local folks to explore their own backyard, encouraging them to take a staycation.



**FEEL THE LOVE CAMPAIGN // CONSUMER PHASE**

On Valentine's Day, the Mudgee Region embarked on a love story like no other, and the way the narrative unfolds is decided by those who visit.

Introducing 30+ experiences and packages that are sure to sweep you off your feet, the people of Mudgee, Gulgong, Kandos, Rylstone and surrounds have come together to show they may be a small region – but they have a lot of love to give.

Visitors are encouraged to live their own love story in Mudgee Region – sharing experiences with their friends and families and on social media using [@mudgeeregion](#) [#feelthelove](#) [#loveMUDGEE](#) [#loveNSW](#).

Feel the Love experiences and packages available from 14 February through to 30 June 2020

**CAMPAIGN ACTIVITY**

- A Real Love Story: Renae Ayris and Andrew Pap ooze couple goals, so they faced the campaign with an exclusive content shoot (used for PR, paid social strategy and website needs)
- Consumer launch with social media takeover, media release distributed and social media campaign kicking off
- Guest Experience Masterclass hosted in region as part of the industry activation element of our campaign
- Media outreach: press release + FTL content to local and industry, travel, food and wine and lifestyle media
- Campaign microsite went live 14 February, with 30+ love story packages + experiences from a range of our fabulous partners ([mudgeedeals.com.au](#))
- Homepage feature tile driving traffic from [visitmudgeeregion.com.au](#) to campaign microsite
- Electronic Direct Mail to our subscriber database - over 21,000 Mudgee Region Lovers
- Kick-off social media campaign, paid and earned, driving target audiences to [mudgeedeals.com.au](#)
- Campaign activation program with key stakeholders DNSW and Tourism Australia
- Visitors encouraged to live their own love story in Mudgee Region – sharing experiences with their friends and families and on social media using [@mudgeeregion](#) [#feelthelove](#) [#loveNSW](#)
- Co-op local radio campaign
- Social campaign activation – ongoing through to April

**GUEST EXPERIENCE MASTERCLASS**

As part of our commitment to industry development across the region, we engaged Klick X and facilitator Jesse Desjardins to deliver a highly engaging and action-oriented workshop, pitched at business decision-makers, to elevate visitor experiences and in turn profitability. The workshop was hosted on 12 February and attracted over 50 partners. An excellent workshop that was applauded by attendees.

**FEEL THE LOVE VIRTUALLY CAMPAIGN // IN RESPONSE TO COVID-19**

Due to travel restrictions in response to the COVID-19 crisis, we halted remaining social media activity with 3 weeks to go of our FTL campaign and pivoted to launch a Feel the Love Virtually campaign.

NEW! Our Feel the Love Virtually website is now live with over 30 tourism partners promoting their current experience offering to a local audience and (where appropriate) those further afield.

[www.visitmudgeeregion.com.au/feel-the-love](http://www.visitmudgeeregion.com.au/feel-the-love)

The campaign will be supported by social media, media outreach and a local radio campaign. As it is a digital campaign, we can be super agile, so partners can submit promo content or short videos post-launch.

**LAUNCHED MUDGEE REGION TOURISM PARTNER FACEBOOK GROUP**

Exclusively for active financial partners of Mudgee Region Tourism, this private Tourism Hub was created to keep our collaborative business family informed on both global and local tourism and visitor economy related matters.

It is also designed to help our partners connect, support and share ideas. Given the current global climate, now more than ever, we need to stay connected and support one another.

This page is committed to supporting positive sentiment, relevant insights, good natured humour + creative business support opportunities.

**MUDGEE REGION @ AUSTRALIAN TOURISM AWARDS**

The Mudgee Region felt the love at the prestigious Qantas Australian Tourism Awards ceremony held in Canberra, being recognised by their peers and industry for excellence in tourism and visitor experiences.

Mudgee Region Tourism represented the State for Visitor Information Services as Finalists, celebrating their warm welcome, multi-channel marketing solutions, commitment to featuring locally made and catering to travellers across Mudgee, Gulgong, Kandos and Rylstone.

Qantas Australian Tourism Awards is the tourism industry's premier awards event, recognising outstanding achievements within the Australian travel industry. Finalists who were announced back in 2019 were hosted at the ceremony on Friday night, representing their state in each category. For a full list of 2019 winners, click [here](#).

**LOCAL RADIO ADVERTISING**

Focus: VIC, 2020-21 Partnership Workshops and event ticket sales promo.

Q3 Media Clippings – a snapshot

signature luxury  
**TRAVEL**  
 & style

And the winners are...

Signature Media is a proud sponsor of the NSW Tourism Awards. Congratulations to all of the winners for 2019.

**Vivid Sydney 2019**  
 Gold - Major Festivals and Events  
 Take to the streets of Sydney to celebrate this festival of light, live music and new ideas.

**Blue Ginger Picnics**  
 Gold - Specialised Tourism Services  
 Combine the glamour of historical picnics with modern-day luxuries and experience the beauty of nature with this knockout outdoor dining company.

**Fairmont Resort & Spa Blue Mountains, MGallery by Sofitel**  
 Gold - Business Event Venues  
 Just 50 minutes from Sydney, this upscale resort is the largest meetings and events venue in the Blue Mountains.

**Port Stephens 4WD Tours**  
 Gold - Tour and Transport Operators  
 This company has been offering off-road 4WD tours and sandboarding on Stockton Beach for more than 15 years.



**Elements of Byron**  
 Gold - Luxury Accommodation  
 Thanks to its sumptuous villa accommodation and stunning central pool, you'll never want to leave this beachfront resort.

**Mc Hay Retreat**  
 Silver - Luxury Accommodation  
 Minutes from Berry village on the NSW South Coast, the retreat's five adults-only suites feature an indoor pool and spa, and offer stunning views of the ocean and countryside.

**Dowecote**  
 Bronze - Luxury Accommodation  
 This estate near Geringong features two bold architect-designed homes, the perfect perch to escape from it all.

**The Gungah Experience by Bulbarri Munrill Nyungah Aboriginal Corporation**  
 Gold - Excellence in Aboriginal and Torres Strait Islander Tourism  
 This full-day experience immerses participants in the Indigenous, Gundjigami culture, with tours of important cultural sites in Coffs Harbour.

**Sierra Escape**  
 Gold - Unique Accommodation  
 Situated on more than 110 hectares in Mudgee, this adults-only luxury glamping experience is surrounded by rolling hills and plenty of local activities.

**Heiler Station Wines**  
 Gold - Tourism Wineries, Distilleries and Breweries  
 Located on the volcanic basalt slopes of Mt. Condoolee near Orange, the heritage winchery at this old Cobb & Co property doubles as a tasting room.

**Faraway Domes**  
 Gold - New Tourism Business  
 Head to this luxury eco-friendly accommodation in northern NSW to sleep in a geodesic dome under the stars.



All winners of 2019 are proudly featured in the new Signature Media publication, available to download from our website.



NSW Tourism Awards  
 For the full list of Gold, Silver and Bronze winners visit [nswtourismawards.com.au](http://nswtourismawards.com.au)

JANUARY COVERAGE HIGHLIGHTS

SARAH AND MAX'S ELEGANT COUNTRY WEDDING



LONG DISTANCE PLANNING...

When Sarah and Max began the process of planning their wedding, the pair had no clue what they wanted. All they were certain on was that they wanted their day to be as much about their family and friends as it was about them. The stunning hills of Mudgee were the perfect backdrop for their relaxed ceremony at Logan Wines. Having to organise their 'I do's' from London, they relied heavily on their wedding planner, in the amazing hands of their planner, Tammy Robertson from Darling Days, along with their other fabulous suppliers, everything fell into place perfectly for the big day.



THE PERFECT IMAGE...

Choosing a photographer to capture their big day was super important to the couple. Having seen some of their work online, the pair got in touch with Society Photography. After a quick call, Sarah and Max knew Dave and his team were a perfect choice. The couple felt Dave immediately understood their husband's role and desire to not have photos that get in the way. When looking back on the photos from their special day, Sarah and Max love how the images are visually stunning and also capture the magical feeling of the whole day.



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FEBRUARY COVERAGE HIGHLIGHTS

Home / Life & Style / Australia  
FEBRUARY 3 2020 - 8:00AM

Valentine's Day in Australia: where to take your love this weekend

Explore Travel

Australia

f t e A A A



GO THERE: Swinging Bridge Wines at Orange is just one regional Australian destination loved-up couples can choose from this Valentine's Day. Picture: Destination NSW

Visiting Australia's most romantic destinations, especially in bushfire- and drought-affected areas, should be close to everyone's heart right now.

iek x

New South Wales

Regions hardest hit in southern NSW, south-eastern Victoria and around the ACT border need the most love at the moment. While some areas are still badly affected by the fires, most have been given the all clear and roads, restaurants, hotels and cellar doors are open and ready to embrace the return of tourists. Like the rain, which inspires new growth, your dollars spent will be the new lifeblood of many local economies. With Valentine's Day just around the corner, it's time to impress your true love with a romantic escape that gives back to fire- and drought- ravaged regions by having a weekend away where you dine locally and stock the car with local food and wine to take home. Areas that should be on your romantic radar include the Blue Mountains, Port Macquarie, Yamba, Byron Bay, Bermagui and Mollymook. Or for a true wine escape head to the wine-making regions of Mudgee, Orange, Cowra, Lovedale, the Southern Highlands or the Shoalhaven.

To truly get away from everyone, head to The Camp at Yelgun, 30 minutes' drive from Byron Bay, in the Northern Rivers. Get up early to watch the sun rise over the ocean and break open the bubbles as the sun sets behind the mountains. Tagged as an "earth-friendly" getaway, the solar-powered bell tent has a composting toilet, warm-water shower, kitchenette and a queen-size bed.

South of Sydney, renew the romance at Cupitt's Estate which is tucked behind the hills of Milton and Ulladulla on the South Coast and offers a boutique winery, brewery, fromagerie, restaurant and wedding venue with cottage accommodation. While it is perfect for couples, the 100-year-old renovated slab cottage can sleep up to four people, and features an original stone fireplace, full kitchen, antique furniture, BBQ, dining on the deck and verandah that takes in extraordinary views over the vineyard to the Budawang Range and Burrill Lake which were scorched by the fires. Or take a winery tour then enjoy the sun setting over the lake as you indulge in dinner at the family-run Cupitt's Restaurant.

(ynitacateu x 120)

THE MERCURY  
The Northern Daily  
**LEADER**  
THE EXAMINER  
The Courier  
**Leader**

AGE HIGHLIGHTS

MONDAY, 3 FEBRUARY 2020

CYCLE TO THE FINISH LINE IN MUDGEE

The inaugural Mudgee Classic will be held on Sunday 3 May, offering riders a spectacular country course, as well as the opportunity to discover the exquisite food and rustic vineyards of the region.

Riders can choose from three categories: the 170km Maxi Classic for the seasoned rider who is looking for a real challenge; the 110km Challenge Classic that will see riders roll out to the stunning town of Rylstone; and the 35km Social Classic for the more relaxed rider.



To find out more about the race and to discover how you can make the most of your time in Mudgee, click here.

Posted by Max at 13:00



Labels: Australia - New South Wales, outdoors



The Holiday and Travel Magazine

Artlink

FEBRUARY COVERAGE HIGHLIGHTS

Cementa19

Marco Marcon  
 Review  
 05 February 2020

Kandos, New South Wales  
 21–24 November 2019

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Susan Barling, The Cement Bag Dress Project. Photo: Jon Hobbs

The indisputable historical link between modern art and urbanisation sometimes overshadows innovative forms of contemporary cultural production that emerge in response to economic, demographic and social changes in rural areas. Luckily, not everyone is oblivious to these innovations, and there are important initiatives that chart and interpret them. One recent example is *Countryside, The Future*, an ambitious exhibition created by renowned architect Rem Koolhaas that opened in February 2019 at New York's Guggenheim Museum. Equally significant was Milan's 2019 international triennial of design. Titled *Broken Nature* and curated by Paola Antonelli, the event highlighted contemporary design's potential to repair environmental damage and heal the rift between industrialisation, agriculture and nature. Also noteworthy are *The Rural*, an MIT Press anthology of writings on the relationship between modern art and the rural, and *Taking Place*, a symposium on similar issues held at the Bundanon Trust, both occurring in 2019.

The complexities surrounding the relationship between contemporary art and non-metropolitan communities were in evidence at the latest iteration of *Cementa*, a biennial art festival held in Kandos, a small town in the Central Tablelands of New South Wales. The event is significant because, among other things, its founders and many of the participating artists are established professionals who left Sydney to relocate to small country towns around the Blue Mountains and beyond. Writer, academic and curator/producer Ann Finegan was one of the first to move to Kandos, and her presence in town became a catalyst for creative energies that led to the development of *Cementa*, an event she co-founded with artists and former Sydneyers Alex Wisser and Georgie Pollard. While Finegan withdrew from the festival in 2017, handing over her curatorial role to Wisser and Bec Dean, she continues to develop work at Kandos Projects as an independent producer.

FEBRUARY COVERAGE HIGHLIGHTS

Mudgee Guardian  
 AND GULFONG ADVERTISER



David Campbell, Lianne Murphy, Cara George, Marilee Hungerford and Minister for Tourism Stuart Ayres at the 2018 NSW Tourism Awards.

Mudgee feeling the love

BY BENJAMIN PALMER

AFTER urging tourists to 'skip town' and turn 'water to wine', Mudgee Region Tourism have launched their latest campaign aiming to remind visitors new and old how the region makes them feel.

The new 'Feel the Love' campaign is, according to Mudgee Region Tourism CEO, Cara George, a reflection of the sentiment they've received from visitors in

the past. "We've kind of wanted to bottle the feedback we've been getting from visitors for a long time now, which is they feel that there's a great authenticity and a contemporary country feel to our destinations where people go away feeling like they really felt the love and compassion of the region," she said. Something new to the campaign is a focus on 'staycations'. That is, encouraging the region's residents to plan

a trip in their own area and support and experience the destinations offered in the region that are typically enjoyed mainly by tourists.

"We've always tried to encourage people around the region to explore their own backyard. But this is the first time we've delivered it as a phase for a whole community engagement element of the campaign," Cara said.

The tourism economy has taken a hit thanks to the recent fires that created dan-

gerous conditions for travellers. But Cara says Mudgee has weathered it well.

"For us it was really important, particularly after some challenging times of late. We thought it was important to encourage people to spend in their own region to help the sustainability of those visitor economy businesses that might be doing it a bit tough," Cara said.

"Mudgee's not been totally unscathed by that. It's traditionally a lower season for

us anyway... So we've kind of had a little less to lose—as opposed to counterparts that were in the thick of their high season and losing all their visitation.

"We're seeing the effect... we're not alone in that. We certainly feel like now is a good time to strengthen the resolve locally with community engagement and refresh everyone's memories out there about what they've known and loved about the Mudgee region."

lickx

FEBRUARY COVERAGE HIGHLIGHTS



### Bush Tucker Masterclass

Things to do, Food and drink



Photograph: Supplied

[Buy tickets](#)

#### Time Out says

Dive headfirst into the fascinating world of Australian native ingredients with an Indigenous expert

By now, you've probably had finger lime on your avo toast, lemon myrtle in your herbal tea and Davidson plum in your ice cream. Native ingredients are everywhere these days, from your local café to your favourite fine diner, but beyond what ends up on the plate is a culture and history that's rich with tradition, stretching back tens of thousands of years.

Sharon Winsor is a Ngemba Wellwan woman, and the founder of **Indigiearth**, an award-winning retail and food service business based in Mudgee specialising in premium, ethically sourced and sustainably harvested bush foods. On Thursday, February 27, join her for an evening introduction to bush foods from across the country and learn more about the traditional Aboriginal diet and lifestyle, as well as cooking methods and medicinal benefits of the ingredients themselves.

You can expect an extensive display of native fruits, plants and other food sources, which you'll be able to try in raw form, in addition to canapés and drinks made with the likes of green ants, sea parsley, Kakadu plum, native thyme, crocodile, emu and more.

Tickets to the two-hour session are \$145, with all proceeds going to Winsor's brother, Harley, a pair skater who is the first Aboriginal Australian to compete in a Winter Olympic Games and hopes to represent Australia again but no longer has the funding or sponsorship to continue competing on a professional level. He'll be on hand, too, to share his story.

Space is limited to just 40 people, so get in while you can.

BY: MATTY HIRSCH

POSTED: FRIDAY FEBRUARY 21 2020

#### Details

Event website:

<https://indigiearth.com.au>



FEBRUARY COVERAGE HIGHLIGHTS

## The NSW Countryside's Most Stylish Tiny Houses

### Tilba Lake Camp

One of the original tiny holiday homes in NSW, Tilba Lake Camp has a variety of accommodation including bell tents and two eco pods. Bonnie and Clyde, nestled in coastal paddocks with views of the lake, ocean and mountains. The cute pods are ideal for couples and have queen beds layered with soft linens, kitchen with fridge, microwave oven and stove top, outdoor private fire pit and access to a saltwater pool.

[tilbalakecamp.com.au](http://tilbalakecamp.com.au)



Photo: Tilba Lake Camp



### The Loft

Perched on the edge of the Cudjoe Valley fringed by native bushland, The Loft is a rustic eco home for two with a chic Nordic-style interior. On a rural property just 12 minutes from Mudgee, guests can enjoy a delicious local wine on the deck while watching the sun set, whip up breakfast in the well-equipped kitchen or have a nap on the mezzanine bed. The property owners supply Italian-brewed coffee, a range of teas and a small library of books too.

[wildescapes.com.au](http://wildescapes.com.au)



### The Whispers

A perfect base to explore The Blue Mountains region, city dwellers will love the contemporary styling, rustic setting as well as the laptop-friendly working nook in this tiny house near Lithgow. Guests can get active on the 1km loop trail at the back of the property, ideal for mountain biking or running, and the friendly hosts are happy to help set up the fire pit at night or introduce you to the resident sheep, chickens, ducks and peacock during the day.

[tinyaway.com](http://tinyaway.com)





Photo: The Whispers




**FEBRUARY COVERAGE HIGHLIGHTS**

## Wine industry's 'black summer' as cost of smoke taint, burnt vineyards, and lost sales add up

ABC Rural | By David Cloughton, Cara Jeffery, Mike Pritchard, Cassandra Hough and Claire Wheaton  
 Posted 28 February 2020 at 8:01 am



The Rusty Fig vineyard on the South Coast of NSW was heavily impacted by fire and smoke this summer. (Supplied: Rusty Fig)

**As the smoke clears from the disastrous bushfire season across eastern Australia, the wine industry is counting up the cost.**

The industry's peak body, Australian Grape and Wine Incorporated (AGWI), puts the bill at \$40 million but the NSW Wine Industry Association (NIWA) is closer to \$100m in that state alone when the downturn in wine tourism is taken into account.

That would not be surprising given the cost of smoke taint in 2015 was estimated by Wine Australia at \$100m.

About 1,100 hectares of vines were burnt this summer, which is just 1 per cent of the nation's vineyards, but a much bigger area has been

That has caused some viticulturists to write off their wine vintage, while thousands of others have been testing their grapes to decide if they are worth picking.


**Wine tourism affected**

Wine tourism has been hit hard and businesses are wondering how long it will take before the tourists return.

In the central-west of New South Wales, vineyards and cellar doors were cut off by road closures with one business in Mudgee describing the season as the 'quietest in a decade'.

Nicole Samonds, from the Orange Region Vignerons' Association, said the roads were closed and tourists could not get through from Sydney.

"We were out of because of the fires in the Blue Mountains," she said.



Fires devastated the Rusty Fig vineyard on the south coast of NSW. (Supplied: Rusty Fig)

**Shortage of wines predicted**

Executive officer of the NSW Wine Industry Association Angus Korman said NSW produced about 30 per cent of the nation's crush and he expected premium wine volumes would be down.

"I think there will be a shortage of good quality NSW wines in 12-18 months when the 2020 vintage is released into the market," he said.

"That gap will be taken up by wines from other states and possibly also imported," he said.

**Key points:**

- Australian Grape and Wine Incorporated estimates bushfires and smoke taint will cost the industry \$40 million.
- But the NSW Wine Industry Association says it could be as much as \$100 million, with wine tourism losses also account.
- It's predicted there may be a shortage of good quality NSW wines in 12 to 18 months' time when the 2020 vintage is released.

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**MARCH COVERAGE HIGHLIGHTS**

## The Wine Lovers' Guide To NSW



HER CITY *How Life* SINCE 2011

**MUDGEE**

logan\_wines  
Logan Wines Apple Tree Flat



Excellent restaurants, colonial architecture, brilliant stargazing and a convivial community atmosphere make for an unforgettable time in Mudgee.

The region is the third-largest producer of wine grapes in NSW and there are more than 30 cellar doors around Mudgee. The well-known **Logan Wines** has a striking glass tasting room overlooking the vineyard.

At **Lower Wines**, tastings take place on the lawn under the shade of wisteria trees. Other top wineries include **East Ridge**—with a cellar door made entirely of repurposed shipping containers—along with **Moody Estate** and **Southernwood Estate Wines**.

On the grounds of the Robert Stern Winery you'll find **Chapelby Winemakers**, which specialises in paddock-to-plate dining. And don't miss **Alby and Calbers**, hidden down an alleyway in Mudgee—it's a café during the week and a chic wine bar on weekends.

**ORANGE**

swingingbridgewine  
Swinging Bridge wine



Orange is cool in every sense of the word—in climate and culture. With high altitude and volcanic soils it's a hotspot for crisp chardonnay, citrus-edged sparkling wines, heritage older apples and food festivals.

Pull on your gum boots for truffle hunting with a local provider, see vineyards softly dusted with snow, and settle into one of Orange's many urbanesque cellar doors to sip and grace your way around this vibrant region.

One of Orange's original wineries is **Phillip Stone**, currently with Phillip's sons Daniel and Damian at the helm. Order a bottle of the Conductor Merlot and sit by the fire, or sample the Architect Chardonnay with cheese and olives outside in the sun-drenched grapejacking tents.

Tucked amongst the vineyards and olive groves, **Northside Lane Wines** has exceptional shiraz and sauvignon blanc, and you can stop for the night in one of their glamping tents.

**Swinging Bridge** is named after the historic timber footbridge on the property and offer a wonderful Picnic in the Vines experience.

**GRIFFITH**

calabrianfamilywines  
Calabria Family Wines



Griffith, in the Riverina region has a strong food and wine culture, partly due to the European population that settled there after World War II.

The **De Bortoli** family is one of Australia's first families of wine, with vines established in Biboola by the head of the family, Vittorio De Bortoli, in the 1920s. Visit the cellar door and hear about the history of the company and enjoy a bottle of wine under a people in the garden.

Another family with a long history in the region is the Calabria clan. Their Tasmanian-style **calabrianfamilywines** in Griffith offers a number of tasting experiences, including cheese and wine matching and a group tasting with a real warmth and Italian hospitality.

**Stretch Wines** is a smaller winery overlooking Cocoparra National Park, producing sauvignon blanc, pinot grigio, shiraz and cabernet sauvignon. Enjoy a relaxed vibe and check their calendar for events like Sip and Stretch—yoga in the vines with a sparkling brunch afterwards.

A wonderful way to visit wineries and meet producers in the region is on a bespoke **Bella Via Riverside Tour**. They have a list of over 10 wineries along with farmers and producers.

MARCH COVERAGE HIGHLIGHTS



MINDEFOOD ► Community ► What's On ► Mudgee Food & Drink Trail

### Mudgee Food & Drink Trail

By MINDEFOOD | MARCH 4, 2020



**What:** The full culinary diversity of Mudgee and its surrounds will be on display with 14 of the region's most picturesque venues hosting visitors with one or two small dishes that have been carefully prepared to match selected beverages.

**Where:** Various locations, Mudgee, NSW

**When:** 21 – 22 March

[Click here for more details](#)



MARCH COVERAGE HIGHLIGHTS

(Shared on FB x88)

Home ► Selector Magazine ► Wine ► 9 Must See Cellar Doors in Mudgee



### 9 MUST SEE CELLAR DOORS IN MUDGEE

Mudgee is one of Australia's oldest wine regions, and the birthplace of Australian Chardonnay. Located about 3.5 hours northwest of Sydney through the iconic Blue Mountains, it's a true countryside gem. Tucked away to the west of the Great Dividing Range, its name is derived from Mooth – a Wiradjuri term meaning 'Nest in the Hills' – and its main town is just brimming with colonial charm.

WINE  
Published on  
4 Mar 2020

SHARE



With a winemaking history stretching back to 1853, Mudgee has some of the highest vineyards in Australia and produces excellent cool climate wines, the result of frothy winters giving way to warm days and cooler nights. It's a particularly beautiful part of the world too, making it the ideal place to explore over a weekend when you want to get away from the big smoke for a couple of days.

With that in mind, we've pulled together a little list of what we think are some of its best cellar doors, for those looking to discover a bit of Mudgee magic for themselves. Let's take a look!

#### DISCOVER WINE SELECTORS' TOP 9 CELLAR DOORS AND WINERIES IN MUDGEE



#### BURNBRAE WINES

Owned by husband and wife duo Trina and Andy Gray, Burnbrae is run on one simple philosophy: to enjoy great vino with friends. First founded in 1968 and operated by Trina's dad, Tony, until Trina and Andy took over its running in 2011, the winery is filled with all the charm of a family home. The cellar door, too, will please your interest: an old dance hall at baby's first just 10 metres from Mudgee's CBD, it looks out over the Blossoming Ranges and is just perfect for sitting on the verandah with a tasting board, a glass of one of Burnbrae's signature series, and a serve of good conversation.

Open: 10am to 5pm, 7 days a week

543 Hill End Road, Mudgee

Visit the Burnbrae website here.

# The Sydney Morning Herald

## Melbourne's loss is Mudgee's gain

Melbourne might've been the epicentre of the crumbling of the George Calombaris empire, but its shockwaves are being felt closer to home with his food tentacles reaching up the eastern seaboard.

There's been a small positive for the rural town of Mudgee, which has snared Nathaniel Destefano, a Calombaris protege who was head chef at Vita restaurant when the *MasterChef* host's group collapsed.

Destefano will join Mudgee's Zin House (pictured below) later this month, owner Kim Currie confirmed: "His partner Chloe Foster [who also worked for Calombaris] is coming on board as restaurant manager. George's loss will be Mudgee's gain."

Both were raised in the town. We tracked down Destefano, who was packing up in Melbourne.

"It was devastating but it [Vita] wasn't making enough money to put in a bid and stay," said. "We love Zin and eat there when we're home, so it's a great move."



MARCH COVERAGE HIGHLIGHTS

(Shared on FB x8,835) **URBAN LIST**

LOCAL ESCAPES

## Style Up Your Long Weekend With 12 Of The Best Glamping Spots Near Sydney

By Jessica Best  
 13th Mar 2020



If shopping at Kathmandu, wearing hiking boots (not the fashionable sort), tripping over pegs and poles, sleeping on the floor and waking up to the sweet smell of condensation inside a cramped one-man tent are all absolutely not your vibe but you do want to reconnect with nature and disconnect from crazy city life—this list is for you.

Whether you are planning a romantic vacation, a long weekend with your crew or a family adventure, we have dug up some of the best glamping getaways located in and around Sydney. Think sweeping properties, bubble tents with uninterrupted views of the night sky.

Here are the 12 best glamping spots near Sydney.

### Turon Gates Mountain Retreat

TURON GATES, BLUE MOUNTAINS

Turon Gates Mountain Retreat is a 6,000-acre property in the beautiful Blue Mountains where self-catering glamping tents are dotted beside 15km of crystal clear trout streams. Tents come with a four-poster bed, lounge area and a fully-fledged contemporary bathroom and kitchenette. Only a two-and-a-half-hour trip outside of the city, this pet-friendly retreat offers their guests a myriad of outdoor and indoor (no judgement) activities, like horse riding, bushwalking, canoeing and in-tent massages.

Distance from Sydney: 2 hrs 30 mins



### South Coast Retreat

GREENHILL POINT, SOUTH COAST

Located in the Shoalhaven region just south of Batemans Bay, you won't need to pitch a tent or unravel a sleeping bag at South Coast Retreat's glamping set up. Your stay here has the added bonus of sparkly waterfront vibes and sea breeze, as the property's six African safari-style tents front up to the shores of the Crookhaven River. Inside your tent, you'll find a Tasmanian Oak queen or king bed, warm alpaca blankets and twinkling fairy lights. Fully equipped with all kitchen appliances, a large modern bathroom and BBQ fire pit, this is an ideal home away from home when you just want to escape Sydney.

Distance from Sydney: 2 hrs 50 mins



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MARCH COVERAGE HIGHLIGHTS

(Shared on FB x8,835) **URBAN LIST**

### Style Up Your Long Weekend With 12 Of The Best Glamping Spots Near Sydney

#### Tandara

##### LANE COVE NATIONAL PARK

Situated 13km north of Sydney's CBD at Lane Cove River Holiday Park, at Tandara you will be surrounded by an abundance of flourishing gardens and the serenity of the natural world. Tandara offers a fabulous and luxurious alternative to the conventional way of camping, incorporating sustainable initiatives and eco-friendly principles. Who knew that you could simultaneously enjoy the picturesque views of the national park, while also relaxing in your safari-inspired tent that has its very own private ensuite, plasma screen TV and outdoor, deluxe kitchen. You really can get the best of both worlds.

Distance from Sydney: 30 mins



#### Sierra Escape

##### MUDGEE

If wine, relaxation and 110 hectares of rolling hills is your glamping cup of tea, you'll want to add Sierra Escape to your local escape bucket list. Located just 20 minutes outside of Mudgee and home to all your fave Aussie wildlife (kangaroos, anyone?) this is the perfect location to take in the sunset after visiting all of Mudgee's incredible wineries. You could barely call them tents, but the humble abodes include everything from king beds to wood fireplaces, baths and even a private deck. Not to mention these are fully-fledged eco tents, so live it up in nature knowing that you aren't even leaving a footprint.

Distance from Sydney: 4 hrs



#### Bubble Tents Australia

##### CAPERTEE, BLUE MOUNTAINS

For one of the best "stargazing" around, Capertee's Insane Bubble Tents are an absolute must. There are only three tents to stay in (each with a bespoke offering) but each tent gives you panoramic overviews of the second biggest canyon in the world. Aside from lapping up all the luxury of outdoor baths and a transparent tent made for all the midnight stargazing, you'll be in the prime spot to watch the sunset, go on a number of hikes, use the on-site telescope to spot your favourite constellations or take a helicopter tour.

Distance from Sydney: 2 hrs 50 mins



MARCH COVERAGE HIGHLIGHTS

(Shared on FB x248) **TRAVEL INSIDER**



### A Guide to Wining and Dining in Mudgee

March 13, 2020  
By Alison Boleyn

People once travelled to this NSW region in search of gold. Now they find it in cool-climate wines and exceptional food.

#### Show this article

Emerging Mudgee after the four-hour drive from Sydney, the landscape is as bright and clean as a child's painting, with golf-course-green hills and impossibly blue skies bearing clouds so fluffy and white, they've surely been shot out of a cream gun.

It doesn't seem right to describe Mudgee as a country town, though it is that, with its wide streets and only 11,000 inhabitants. There are aspects of a country town, certainly: there's a Roth Family Orchard, Roth Wine Bar and Roth Produce. But there's a kind of forward motion here, with a sophistication in the food and a sense of community that prompts every winemaker you meet – and with 110 grape growers in Mudgee you'll meet a few – to recommend which cellar door or restaurant you should visit next.

#### Stay

**klickx** The Winemaker's Cottage

A tiny weatherboard shack, which served as a family of ten when the famous Wines vineyard it sits on was first planted in the early 1960s, is now a cute two-bedroom cottage with a kitchen, a fireplace, two queen-sized beds, and a back verandah (that's just a grassy lawn away from Limestone Wines' cellar door Sunday afternoons at the cellar door itself a former dance hall harked from the nearby village Silly's Flat) an art-printer and the music – a chilled way to experience the family-run winery's award-winning Shiraz and a powerhouse-free beer, the 548 Lager (particularly if you elect to do it all from said verandah).

"There's so much potential in this town," says Time Guy who, with husband Andy, took over the business from her father Tony Bryan in 2015. But you might find you forget about wine and stick to that verandah, the vineyard views and Burrebar's sparklings – the hazelnutty The Lucky Bird or their Brutier Twinkle Vines. Burrebar Wines, a gravel and road, Andy.

#### Sierra Escape

An elegant take on camping, set on a hillside about 20 minutes from the centre of town, Sierra Escape has three tent options – one for groups and two for couples. Camps are divided in mixed colours, with a king-sized bed, fireplace, camp stove and fridge and, in the bathroom, a free-standing tub and overhead shower head. If you sit quietly on the deck, you can count those kangaroos across the property, or settle into the fire pit for long views and a glass of one of Mudgee's big reds. At night, too, it's a can't-see-you-but-see-you-but-you-can-see-it window view of the stars. To see a classic Australian landscape and twinkling of stars. Wake up to a peep by sunrise and the sound of cockatoos, lowing cows and some boating bird yodl over at had its feet pressed to the canvas. The owners also offer the four-bedroom with a pool (Abingdon House on Hill End Road, which sleeps nine people). 1345 Lower Plumbog Road, Mudgee

#### Eat



MARCH COVERAGE HIGHLIGHTS



finance real estate

### Cheers to Australia's wine regions where property price growth is blooming

Australia's wine regions have emerged as some of the strongest property market in Australia for both owner-occupiers and investors.

Kirsten Craze

Daily Telegraph • MARCH 13, 2020 12:00PM



It's hot, there's a strong sun, green and purple and gold wine. Source: Shutterstock



Here grows the ever-growing region of Mornington Peninsula has added growth to most other parts of Australia. Source: iStock

"Twenty per cent or more growth in residential property prices over the last three years occurred in regional locations such as Orange, Cessnock, Lismore, Macdonald Ranges, and Mornington Peninsula, while Griffith and Mildura were only marginally less than 20 per cent," Mr Pridemore said.

"Conversely, seven out of Australia's eight capital cities were well below 20 per cent over the three years ending 2019. Hobart's 20 per cent growth was streets ahead of second place – Canberra at 14.7 per cent – while the cumulative growth across the three years in Adelaide, Brisbane and Sydney was in single figures, and Perth and Darwin property prices declined," he added.

**MORE: Inside NASA's private space homes**

**The house that made presidential history**

**This is what a \$750m house looks like**



Mudgee is another wine region performing strongly. Source: iStock Photo

Like a fine drop, one expert says real estate in Australia's ripening wine regions will only get better with age.

Simon Pridemore, head of research at Empirewre, has pored over the numbers and picked 14 wine-producing regions where property price growth looks set to keep outperforming even the likes of Sydney.

He said investors who had looked beyond the city limits and removed their regional biases had already reaped the rewards.

"I've run the numbers and these regions smashed Sydney on both price growth and rental returns – and indicators are it's set to continue," Mr Pridemore said.

"Over the last 20 years, the 6.8 per cent average annual rate of capital growth for a Sydney house was inferior to the municipalities of Cessnock, Gunnedah, Lismore, Macdonald Ranges, Mornington Peninsula, Murrumbidgee, Yass Valley and Yarra Ranges. The 5.4 per cent average annual capital growth for Orange is similarly impressive," he said.

**Frugal gains**

"The property markets of these wine regions are also significantly less volatile than Sydney. While Sydney produced five consecutive years of median house price declines during the last two decades, 12 out of those 14 wine regions saw price declines in only one to four years."

Mr Pridemore said the numbers were particularly strong in recent years when comparing these regional centres to capital cities.

**Full bodied rental markets**

Mr Pridemore said rental demand had remained consistently strong across the wine regions, too.

"There's a pleasant surprise for the entrepreneurial operators of regional Australia who have managed perceptions about it being too difficult to get a tenant. As at December 2019, the vacancy rates for each of those 14 locations is below three per cent and several of these are ridiculously tight (less than one per cent)."

"Oh, and don't forget the stunning social yields which, quite frankly, blow the big city cities out of the park," he said.

Heidi Beale, of Beale Real Estate in Cessnock, agreed that the numbers stacked up for investors.



(Shared on FB x105) **Mudgee Guardian**  
 AND GEELONG ADVERTISER

MARCH COVERAGE HIGHLIGHTS

Home / News / Local News

MARCH 13 2020 - 12:00PM

### Mudgee's Sierra Escape one of the top stays in Australia

Local News



Sierra Escapes Cameron and Teah Darcy with their tourism award.

Mudgee's Sierra Escape has been recognised as the country's second best unique accommodation provider at the Australian Tourism Awards.

Member for the Dubbo electorate Dugald Saunders congratulated owner Cameron D'Arcy and his team on the outstanding achievement, and acknowledged their invaluable service to the region.

"It's fantastic to see Sierra Escape win an Australian Tourism Award in recognition of their hard work and commitment to visitors who flock to the Mudgee region. They take glamping to a new level and provide something different to the accommodation market," Mr Saunders said.

"There was strong competition across a number of categories, and it was wonderful to see so many NSW tourism operators recognised for their contribution to the tourism economy, and for shining a light on our state and region."

The awards acknowledge tourism businesses that demonstrate outstanding achievement and drive visitation for their region, in turn generating visitor spend for the local economy.

Minister for Jobs, Investment, Tourism and Western Sydney, Stuart Ayres, said NSW's tourism industry was the backbone of many regional communities.

"Tourism plays such an important social and economic role for the state thanks to the brilliant, innovative and dedicated industry champions," Minister Ayres said.

"Now's the time for us all to love NSW and show our support for these businesses and individuals who make our state a top holiday destination."

"NSW is rich in experiences, stunning natural landscapes and unique culture from bush to beach and city to outback."

"But it's the exceptional service of our tourism industry that gives visitors the best part of any holiday – that personal touch that comes with meeting locals, hearing their stories and seeing the region through their eyes."





MARCH COVERAGE HIGHLIGHTS

COUNTRYSTYLE

Evanslea: luxurious, dog-friendly accommodation in Mudgee, NSW

Visitors to the central west of NSW can rest and recharge at this leafy sanctuary where four-legged friends are welcome.

MAR 17, 2020 11:03AM



Stacey and Phil Stoddart enjoy welcoming visitors and their four-legged family members to Evanslea, their luxury boutique accommodation property in the heart of Mudgee. But they're not the only ones — the Stoddart's six-year-old groodle Hopey also loves to greet guests with a gentle nudge and relishes the chance to make new friends while leading the way to their cottages.

As the owners of Hopey and her companion Ruebon, a six-year-old short-haired border collie, the dog-loving Stoddarts completely understand why some of their guests want to bring their pets along with them for a weekend away in this NSW Central West town.

"Dogs are part of the family," says 41-year-old Stacey whose list of canine guests at Evanslea has included poodles, pugs, corgis, Pomeranians, a shor pei, dachshunds, labradors and even a Staffordshire terrier who served as a pageboy when his owners eloped. "They were married under an arbour in front of the lake and Phil and I were the witnesses. Their Staffy was the pageboy while Hopey was the flower girl with a big pink bowl!"

Klickx

MARCH COVERAGE HIGHLIGHTS



Young Gun of Wine Has Announced Its 2020 Top 50 So That's Your Self-Isolation Drinking List Sorted

It'll also be hosting a series of free online events where you can chat to winemakers and industry experts (while sipping vino) from the comfort of your bed.

Klickx

A moscato made with beer hops. Chevin blanc infused with pine resin. Queensland's only wine fermented in terracotta. They're some of the wildly delicious drops made by Australia's just-announced Top 50 winemakers for 2020, as chosen by Young Gun of Wine (YGOW).

Running since 2007, the annual award showcases the up-and-coming wine labels and winemakers pushing the boundaries and making some damn fine wine. The Top 50 were chosen by the industry's leading chefs, winemakers and sommeliers, including Louella Mathews of Sydney's Sips Wine Bar, Mona sommelier Pip Anderson, Charlotte Hardy of Charlotte Dalton Wines and wine critic Nick Stock. And, full disclosure, I was also a judge — so I can personally vouch for these wines.

If you're currently self-isolating, working from home or are just wanting to spend a little more time indoors at the moment, this list has arrived at a helpful time — you now have 50 wine labels to drink your way through, from the comfort of your apartment. Ok, said I got, you'll find 17 winemakers from Victoria, 14 from SA, six from NSW/ACT, WA and Tasmania, and one from Queensland.

Dirty Cindy Wine's David Payne, Con-Greg Grigoriou from SA's Delinquent Wine Co, Frederick Stevenson's Steve Crawford, Alexander Byrne from Hillys (Bass) in Victoria, Le Prestre-Mort's Andrew Scott from Queensland are some of the makers whose wines you'll be wanting to 'add to cart' right now. You'll have a chance to chat to some of these winemakers while you taste their wines, too — and for free.

Klickx

Because of current health concerns surrounding COVID-19, YGOW has cancelled its usual in-person tasting events. But, instead, it'll be hosting a series of virtual events in May. The free online series will see you chatting to winemakers and industry experts from your bed, couch or even both while sipping on vino. You can sign up for those [here](#).

Once you've tasted some of the wines from the list and chatted to some of the winemakers, you can vote in the People's Choice Award, which is open until June 1. Everyone that votes will get a \$50 Langton's voucher — so, yes, you can purchase even more wine.

The winners, including the People's Choice, Best New Act, Winemaker's Choice, Danger Zone and Young Gun of Wine, will then be announced on Monday, June 1.

You can check out all the winners below:



YGOW GUN OF WINE 2020 TOP 50

- NSW/ACT
- Daniel Payne from Dirty Candy Wine, Hunter Valley
  - Angus Krizan from The Virgin Handmade, Hunter Valley
  - Steve Rubio from Deadwood Friends/Willingham Wines, Central Ranges
  - Will Spinks from Oyster, Orange/Ridge
  - Tom Ward from Sanguine Biyo, Orange
  - Samuel Layton from Malara, Caldera District
- QLD
- Justine Scott from La Petite Mort, Granite Belt

- SA
- Stefan Brundrick & Louis Brundrick from Baker Range Wine, Adelaide Hills
  - Dylan Lee from Bird in Hand, Adelaide Hills
  - James Hamilton from Gudrun Creek, Adelaide Hills
  - Michael Jackson from Mori & Overy, Adelaide Hills
  - Sarah Korman from Social Wine, Adelaide Hills/True Zealand
  - Teresa, Hansen from Spicer Hill Wines, Adelaide Hills
  - Alison Tennent-Baum from Vinemaker, Adelaide Hills
  - Janine Bunker from Bunker Wines, McLaren Vale/Adelaide Hills
  - Charles Sargent & Sage Sather from Penzance Wines, McLaren Vale
  - Marcelo Bui-Carls & Benjamin Cabernet from Somers, McLaren Vale
  - Con-Greg Grigoriou from Delinquent Wine Co, Barossa
  - David Ashby from Gash Wine, Barossa/Adelaide Hills/Clear Valley
  - Steve Crawford from Frederick Stevenson, Barossa Valley Eden Valley/Adelaide Hills
  - Nick Dugmore from The Stone Wines, Kangaroo Island

TAS

- Jonathan Hughes from Montrose Wines, Tasmania
- Oliver Carford from Quic Malley, Tasmania
- Gill & Paul Lippincombe from Sator's Seeds Horse, Tasmania
- James Brinkwood from Small Island Wines, Tasmania
- Ricky Lane from Two Stone, Tasmania
- Hugh McCullough from Wellington & Wolfe, Tasmania

VIC

- Chris Caplow from Sorrels, Beechworth
- Rogee Jones from Walthamcraft, Beechworth
- Natalia Webster from Empire of Dirt Wines, Geelong
- Boss Mulder from Mulder, Geelong
- Justin Purser from Chicago, Moorabool/Peachick
- Clay Huxley from Keeping Place Phillip Island, Moorabool/Peachick
- Tara & Matthew Campbell from Murtara Wines, Moorabool/Peachick/Campara
- Alexander Baring from Holly Street, Victoria
- Chris Burdick from DCB Wine, Yarra Valley
- Tina Werra from Cloudgate Wines, Yarra Valley
- Hayden Black from Baps & Craggs, Great Western/Gromps/Henty/Pyroneas
- Lighthouse Joy from Pyrene Vineyard, Pyreneas
- Chris Diabetti & Logan Allan from Diabetti & Allan, Narooston/Ranges
- Ronata Marullo from Lons, Will Estate, Macedon Ranges
- Don Rankin from Willmore, Macedon Ranges
- Scott van Oghem from Chalkers, Heathcote/Wakara
- Jonathan Ross from Mura Wines, Geelong/Barossa Valley

WA

- Alvin Christidis from Chalon Wines, Perth Hills, Swan Valley
- Geoff Cliff from Yoo Yoo, Swan Valley/True Olives/Long spher-Rock Hills
- Natalia Archer from Archer Wines, Margaret River
- Dylan Anderson from L2 Monarch, Margaret River/Frankland River
- Roni Guise from Spectacular, Margaret River
- Kim Tyler from Gallop Wines, Mount Barker

Not eligible for Young Gun of Wine 2020: winemakers from South Australia and the Midwest (South Coast/Western Coast) New South Wales, South Australia, Queensland, Tasmania, Victoria, Western Australia and Northern Territory.

www.come2mrt.com

TRAGEDY HIGHLIGHTS

# Classic postponed until 2021

**CYCLING**  
BY BENJAMIN PALMER

THE Mudgee Classic cycling event has been postponed until May next year, yet another casualty of the increasing unease surrounding COVID-19.

The new scheduled date for the Mudgee Classic is May 2, 2021.

In a media release, Cycling Australia said the delay was to keep in line with current government legislation around large-scale events.

"It is with deepest regrets that Yaffa Media and Cycling Australia have announced that the 2020 Mudgee Classic has been postponed due to increasing threat posed by Global pandemic COVID-19."

"After careful deliberation and discussions with official government bodies the decision has been made to postpone the popular Gran Fondo to protect the health and safety of all riders and spectators and to comply with strict legislation regarding large-scale events.

"We were buoyed by the energy, interest and sheer



**ATTRACTION:** The 2020 Mudgee Classic was expected to draw cyclists from all over Australia and overseas to town. Photo: Nikki Berke Photography

volume of registrations in the event's first year...If we don't see you in 2020, we look forward to hosting you at the 2021 Mudgee Classic," Mudgee Tourism CEO Cara George said in a statement.

Mudgee resident Ken Sutcliffe, who was a big proponent of the event said it was a disappointing outcome.

"It's [Mudgee Classic] just one of many that's been affected by this virus. You can be as disappointed and frustrated as anything but we're all in this together and that's just the way it is. It is what it is," he said.

"We can't do much about it, I mean, bike riders might descend on Mudgee in May, maybe just to go for a ride or something, but not as an event. It's up to them whether they want to visit us as tourists..."

"There's a lot of emotion that's involved in everything that's happening right now. For every answer you get, there's about three more questions or three more negatives and that's just the way it is because we're basically dealing with an unknown."

"I hope it doesn't change the community that we have from the point of view of selflessness and all that sort of stuff."

"Everything about it is disappointing for everybody." Registrations will roll over to 2021 event.

GHTS

FRIDAY, 20 MARCH 2020

## NSW WINE REGIONS STAR IN NEW CONTENT PACKAGE

Destination NSW, in partnership with the NSW Wine Industry Association, has produced stunning new video and photographic content to showcase the State's wine tourism regions as part of a push to grow international wine tourism.

The wine tourism regions included in the initial content capture are Hunter Valley, Southern Highlands, Shoalhaven, Mudgee, Orange, and Canberra District.

More than a collection of traditional cellar door images, the new content creates an appealing visual portrait of each region, through a focus on 'signature' wine and other visitor experiences, to show what makes each region unique.

The content is now available for the purpose of marketing and promotion.

It can be previewed and ordered through the Destination NSW Content Library.

Posted by Max at 09:00



Labels: Australia - New South Wales, Destination NSW



The Holiday and Travel Magazine

MARCH COVERAGE HIGHLIGHTS

Halliday 48

# Nest in the hills

Head to the Central West of NSW and explore some of Mudgee's best wineries, and places to eat and stay. Be warned, you will need more than a weekend to fit everything in.

WORDS **LEE COOPER HENRY**

Less than a four-hour drive west of Sydney, far enough away to have its own distinct personality, Mudgee is an ideal getaway for wine and food lovers. There is a real sense of country here, a community, with a dash of fancy city to back off the rough edges. With more than 30 cellar doors, interesting arts and music venues, a brewery, distillery, and country farmer's market, there's plenty to do in this nest in the hills, as its Indigenous name translates.

50 [www.mudgee.com.au](http://www.mudgee.com.au)



**THE TASTING TOUR**  
First stop must be the rustic cellar door at Robert Stein Winery, where multi-award-winning, third-generation winemaker Geoff Stein is creating exceptional red, white and rosé wines. [robertstein.com.au](http://www.robertstein.com.au)  
Enjoy the easy-going atmosphere at Lower Wines, where passionate producer David Lowe is serious about his minimal intervention, biodynamic, single-vineyard winemaking. Try the Lower Zinfandel, Block 5 Shiraz and Nallo Mountain Sauvignon Blanc and Pinot. [lowerwines.com.au](http://www.lowerwines.com.au)  
With a sleek tasting room overlooking the vineyards, Logan Wines is a great stop on your way into Mudgee. From grapes grown in Mudgee and Orange, Peter Logan crafts a wide range of styles with Australian Bush Fruit, French, and European structure and finesse. Seek out their steely, red and white and taste them alongside a platter of local cheeses, charcuterie, honeycomb, olives and nibbles. [loganwines.com.au](http://www.loganwines.com.au)  
The Cellar by Gilbey is set in a clay stone building nodding country charm. There's a shady terrace to enjoy high-quality seasonal local fare and a fire pit where Saturday lunch is served cooked during the cooler months. Book a wine massage with Nelson or roll them in:

taste their elegant, cool-climate Orange and Mudgee wines paired with small bites. And don't miss sampling the Goose Apple Cider and a range of cheeses from High Valley Mudgee Cheese Co. [gooseapplewinery.com.au](http://www.gooseapplewinery.com.au)  
Visit the Oatley family's atmospheric Craigmore Winery, its cool cellar door filled with large puncher barrels. The oldest winery in Mudgee, originally developed by the Broth family in 1826, Craigmore now focuses on Oatley's Mudgee wines, such as the Montrose Black Mudgee Shiraz. [craigmore.com.au/mudgee.html](http://www.craigmore.com.au/mudgee.html)  
Enjoy cabernet sauvignon, semillon and late harvest semillon at Huntington Estate's rustic cellar door. Then order Mudgee's best burgers at the courtyard's indoor-outdoor food truck, which you can wash down with other Huntington wines or local craft beers from the Garden Bar under the gum trees. [huntingtonestate.com.au](http://www.huntingtonestate.com.au)  
Stop by sleek Greenlee Park Cellar Door and Pantry in the restored CMA hall in the heart of Mudgee. Sample their cabernets and semillons, and pick up some well-priced wagyu beef and pesticide-free farm produce, or visit the winery and thoroughbred stud. [greenleypark.com](http://www.greenleypark.com)

Enjoy sunset over the vineyards, while sampling some of Mudgee Estate's well-priced wines, cocktails and share plates. You might even catch kangaroos hopping through the vines. [mudgeestate.com.au](http://www.mudgeestate.com.au)  
First Ridge specialises in premium Italian varietals. You can taste them at the innovative cellar door fashioned from two shipping containers, perched on a hill overlooking the vineyard. Their vermentino is a must-try. [firstridge.com.au](http://www.firstridge.com.au)  
On Henry Lawson Drive, enjoy three gourmet experiences in one place: organic Spanish wines at Vinero (vinerowines.com.au), gins, vodkas, rum and liqueurs made with local botanicals at Baker Williams (bakewilliams.com.au) and local produce from Mudgee Hampers (mudgeehampers.com.au). If you're doing the drive back to Sydney, go via Ryburne to visit Australia's most awarded olive oil producer, Ryburne Olive Press, for a tour and tasting (ryburneolivepress.com.au). Also check out De Bonaparte Winery, which grows a range of varieties on its limestone-rich sandy loam soils. Don't miss the multi-award-winning 2016 Couder d'Or Botrytis Semillon. [debonapartewinery.com.au](http://www.debonapartewinery.com.au)

MARCH COVERAGE HIGHLIGHTS

Halliday 49

# Nest in the hills

PLACES TO EAT

One of Mudgee's best dining experiences is found at the rustic, convivial Iron Pipeley Pumpshouse at Robert Stein. Savour an inspired paddock-to-plate degustation menu, including charcuterie from their own free-range Berkshire pigs, salt-cured beef fillet from their Angus cattle, and white chocolate mousse with strawberry and rose. [pipeleypumpshouse.com.au](http://www.pipeleypumpshouse.com.au)  
Keep cool in the vine-shaded courtyard of Abby and Esters to savour the coffee, perhaps with local mushrooms cooked in chili, fennel and garlic, served with a free-range poached egg on sourdough. On Friday and Saturday evenings, choose from cocktails and a carefully curated selection of local wines, including interesting wines from smaller wineries, and flavourful share plates. [abbyandesters.com.au](http://www.abbyandesters.com.au)

Mudgee Brewing Company is in a spacious red-brick former wool shed with polished concrete floors and gleaming copper brewing equipment. Here you can sample a range of their beers, including Mudgee Pale Ale and Mudgee Mad, an imperial stout, as well as seasonal beers such as Citra IPA and Smokey Red. There's great coffee from local Fish River Roasters, stacks such as pork crackle and hearty dishes, and live music three nights a week. [mudgeebrewing.com.au](http://www.mudgeebrewing.com.au)  
Relax at Ethos Eating and Drinking in a former pharmacy, with a pressed tin ceiling and art nouveau stained glass windows. The vibe is inclusive and arty, complete with a whimsical mural depicting owners Brent and Dani Broadbent with their family and friends at Mudgee's main street. Expect craft beers on tap.

A Mudgee-centric wine bar and excellent share plates, including inventive tacos, popcorn pork belly, and salt and pepper spiced squid. They do a great Sunday brunch too. [artisanonlewis.com.au](http://www.artisanonlewis.com.au)  
For a delicious dose of country-style style, go for a toasted sandwich, freshly baked cake and cup of tea in the shady courtyard at Artisan on Lewis. Here you can check out the work of local artists in wood, ceramic, textiles and metal.  
Settle in for the evening at Roth's, Australia's oldest continuously operating wine bar, with its buzzy front bar and large informal dining area out the back. Choose from more than 100 local wines to enjoy with wood-fired pizza. They have live music on Friday and Saturday nights. [rothswinebar.com.au](http://www.rothswinebar.com.au)

PLACES TO STAY

On almost five acres of gardens along the Cataguing River, Evansdale Luxury Boutique Accommodation is just a few minutes' drive from Mudgee's main street. There are four open-plan cottages with full kitchens, spa baths, decks and barbecues. There is also a pool and tennis court. [evansdale.com.au](http://www.evansdale.com.au)  
The renovated two-storey Cobb and Co Court Hotel in the centre of town combines a sense of its past as a stagecoach inn with all the comforts of a contemporary boutique hotel. [cobbandcocourt.com.au](http://www.cobbandcocourt.com.au)  
For a cottage in the heart of town, The Tammy has retained much of its charm, believed to date back to the 1850s. Complete with contemporary appointments, it is ideal for one or two couples seeking an escape. [thetammymudgee.com.au](http://www.thetammymudgee.com.au)



This page (clockwise from top left): First Ridge cellar door is fashioned from two shipping containers; rustic charm at Huntington Estate; the sleek tasting room at Logan Wines; sunset over the vineyards at Robert Stein; the rustic pumpshouse at Robert Stein; the rustic pumpshouse at Robert Stein.

This page (clockwise from top left): Roth's; Pumpshouse is one of Mudgee's best dining experiences; artist at Mudgee Brewing; the former wool shed at Mudgee Brewing; the Oatley family's atmospheric Craigmore Winery; live music at Roth's; Australia's oldest continuously operating wine bar.





## Treasurer's Report

1. **Nature of Report**
    - a. This is the financial report for the first quarter of the MRTI 2019-20 financial year, given to Mid-Western Regional Council (MWRC) under the reporting format as agreed under the contract executed between MWRC and MRTI.
    - b. The report demonstrates the trading result for the financial quarter ended March 31<sup>st</sup> 2020.
  2. **Accounting Conventions**
    - a. The attached P&L and Balance Sheet have been prepared from the MYOB General Ledger (via reporting system CALXA) with no external intervention other than formatting.
    - b. Accrual accounting is used under GAAP.
- Overall Result**
- a. Operating Profit \$56,184 which is \$18.2K behind budget.
3. **Trading Income**

Retail trading income at end Q3 behind budget \$1.7K.
  4. **Total Income**

Overall income behind budget \$2.3K due to impact of drought, bushfire and COVID-19.

Gross Profit on budget.
  5. **Total Expenses**

Total expenses over budget \$17.8K, primarily due to expenditure timing issue.

    - a. The organisation continues to be under financial control.
  6. **Cash Funds**

At the end of Q3 of the 2019-20 Financial Year, Prepayments are the primary current asset \$37.6K.
  7. **Balance Sheet**
    - a. A balance sheet is included as part of this report.

**Mudgee Region Tourism Incorporated**  
**Balance Sheet as of March 2020**

Balance Sheet — Mudgee Region Tourism Inc	
Mar 2020	Mar 2020
<b>Asset</b>	
Current Assets	110,666
Cash on Hand	32,206
Visa Debit Cards	3,931
Debtors	21,169
Stock on Hand	15,736
Prepayments	37,624
Non-Current Assets	38,328
Motor Vehicle (Nett)	37,716
Plant & Equip (Nett)	4,481
Intangible Assets	(3,869)
<b>Total Asset</b>	<b>148,994</b>
<b>Liability</b>	
Current Liabilities	109,826
Trade Creditors	11,801
Unidentified Revenue	121
Accruals	7,797
Deferred income	13,710
Chattel Mortgage (current)	32,182
GST Liabilities	(2,424)
Payroll Liabilities	46,640
Prepaid Income	1,770
Membership Income 20/21	1,770
Ticket Sales	453
123Tix Ticket Sales	249
Countrylink Tickets	203
<b>Total Liability</b>	<b>112,050</b>
<b>Net Assets</b>	<b>36,944</b>
<b>Equity</b>	
Retained Earnings	(16,424)
Current Earnings	53,368
<b>Total Equity</b>	<b>36,944</b>

**Mudgee Region Tourism Profit + Loss (Budget Analysis) July through March 2020**

	Actuals	Budget	Variance (\$)	Full Financial Budget	Year Variance Jul 2019 - Jun 2020
<b>Income</b>					
Retail Sales	84,615	86,362	(1,747)	114,049	(29,434)
Ticket Sales Income	6,127	5,516	611	12,001	(5,874)
Membership Income	443,602	444,946	(1,343)	444,946	(1,343)
Events Income	0	0	0	23,250	(23,250)
Mid Western Regional Council	406,577	406,577	0	508,770	(102,192)
DNCO Contribution	5,000	5,000	0	5,000	0
Other Income	160	0	160	0	160
<b>Total Income</b>	<b>946,082</b>	<b>948,401</b>	<b>(2,319)</b>	<b>1,108,015</b>	<b>(161,933)</b>
<b>Cost of Sales</b>					
COGS Retail	60,068	61,963	1,895	82,638	22,570
<b>Total Cost of Sales</b>	<b>60,068</b>	<b>61,963</b>	<b>1,895</b>	<b>82,638</b>	<b>22,570</b>
<b>Gross Profit</b>	<b>886,014</b>	<b>886,438</b>	<b>(424)</b>	<b>1,025,377</b>	<b>(139,363)</b>
<b>Expense</b>					
Advertising	0	100	100	200	200
Audit Fees	3,312	3,456	143	4,751	1,438
Bank Charges	55	30	(25)	49	(5)
Bank Charges - Merchant	1,005	1,031	26	1,799	794
Cleaning	1,602	1,277	(324)	1,730	128
Computer Expenses	8,759	8,933	173	11,895	3,135
Depreciation	9,772	9,721	(51)	13,009	3,237
Electricity	1,458	1,424	(34)	1,800	341
Visitors Centre Costs	895	1,101	206	1,200	305
Insurance	2,835	2,417	(417)	2,870	36
Insurance - Workers Comp	1,585	1,168	(417)	1,501	(84)
Motor Vehicle Running	8,785	7,617	(1,168)	10,500	1,714
MV Interest	1,754	1,869	115	2,460	706
Office Supplies	249	333	84	400	151
Photocopier Rental	0	310	310	310	310
General Postage	80	295	215	650	570
Member Expenses	2,825	2,355	(470)	3,999	1,174
Printing & Stationery	4,737	4,787	50	6,000	1,263
Professional Fees	2,676	2,725	49	3,150	474
Rent Mudgee Visitors Centre	498	498	0	498	0
Gulgong Visitors Centre	469	500	31	500	31
Rylstone/Kandos running costs	252	200	(52)	200	(52)
Repairs & Maintenance	185	294	108	500	315
Staff Amenities & Ent	6,389	4,852	(1,538)	5,000	(1,389)
Board Meeting Expenses	18	100	82	100	82
Subscriptions & Memberships	3,333	3,461	128	4,001	668
Sundry Expenses	3,099	2,838	(261)	4,100	1,001
Security	984	573	(411)	699	(285)
Telephone, Fax & Internet	4,196	3,923	(273)	5,330	1,134
Travel Expenses - Non Wages	75	126	51	181	105
Website Expenses	9,253	13,570	4,317	23,500	14,247
Visitor Guide Exp	147,091	146,719	(372)	152,653	5,562
Wages and Salaries	355,206	356,809	1,603	482,059	126,853
Fringe Benefits Tax	4,548	4,349	(199)	6,067	1,519
Regional Marketing Expenditure	241,847	222,280	(19,567)	256,500	14,653
<b>Total Expense</b>	<b>829,830</b>	<b>812,043</b>	<b>(17,787)</b>	<b>1,010,161</b>	<b>180,331</b>
<b>Operating Profit</b>	<b>56,184</b>	<b>74,395</b>	<b>(18,211)</b>	<b>15,216</b>	<b>40,968</b>
<b>Other Expense</b>					
Suspense	2,816	0	(2,816)	0	(2,816)
<b>Total Other Expense</b>	<b>2,816</b>	<b>0</b>	<b>(2,816)</b>	<b>0</b>	<b>(2,816)</b>
<b>Net Profit</b>	<b>53,368</b>	<b>74,395</b>	<b>(21,027)</b>	<b>15,216</b>	<b>38,152</b>

## 7.2 Local Government NSW Membership Renewal 2020/21

REPORT BY THE GENERAL MANAGER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400067, A0040005

### RECOMMENDATION

#### That Council:

1. **receive the report by the General Manager on the Local Government NSW Membership Renewal 2020/21; and**
2. **not renew its membership with Local Government NSW for the 2020/21 financial year.**

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### Executive summary

Mid-Western Regional Council has been a member of Local Government NSW for many years. This report recommends that Council discontinues its membership for the 2020/21 financial year.

### Disclosure of Interest

Nil.

### Detailed report

Local Government NSW has provided Council with an invoice for membership for the 20/21 financial year. The cost to Council is \$43,869.09 ex GST, an increase of \$5,469.89 on the 19/20 financial year membership rate.

Local Government NSW have provided information on the benefits of membership. These include:

- Advocacy

Advocating and making representations to all spheres of government, industry, and business on issues of importance to local government and their communities to ensure your voice is heard

- Learning and Development

Best value, specifically designed local government training to up-skill your staff and ensure they are kept up-to-date with the latest sector developments

Professional Networking Opportunities

Conferences, workshops and professional forums to allow you to gain mutually beneficial connections - even during the social-distancing era

Grant Support

Capacity building and development support across important local government functions to bring you resources that may otherwise not be available.

Industrial Relations and Workplace Support

Representation in industrial disputes and award matters, and specialist industrial relations advice to best equip you to deal with any issues that arise

Policy Advice

Advice to Mayors, Councillors, General Managers and staff across a range of local government matters to help you to determine your best course of action

Management Services

Executive recruitment, facilitated performance reviews, salary and HR benchmarking surveys and organisation reviews to help you obtain and retain the best people for your council

Legal Advice

Advice on legal matters and policy across a wide range of areas to assist you with compliance

Member Mentoring

Access to guidance and support from highly experienced and well regarded colleagues to become more empowered to make decisions

LGNSW will continue to review and expand its services so we can continue to provide the very best value for your membership dollar.

If you would like to discuss the attached 2020/21 membership

Council staff have been extremely disappointed of late with the lack of consultation from Local Government NSW in making significant decisions that have cost Council. It is hard to justify a more than 10% increase in their annual fee when councils are restricted to a rate cap of 2.6%.

## Community Plan implications

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

## Strategic implications

### **Council Strategies**

Community Strategic Plan

### **Council Policies**

Not Applicable

### **Legislation**

Not Applicable

## Financial implications

The cost of membership is paid from existing operational budgets.

## Associated Risks

A decision to not be a member of Local Government NSW could lead to Council becoming isolated from other Councils across NSW. This may lead to Council spending more on their own lobbying efforts as well as on training opportunities, procurement services and industrial legal advice.

BRAD CAM

GENERAL MANAGER

1 May 2020

*Attachments:* 1. LGNSW Membership Renewal invoice.  
2. LGNSW 2020\_21 Membership Subscription - Email.pdf.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



## TAX INVOICE

Invoice to:  
  
 Mid Western Regional Council  
 PO Box 156  
 MUDGEE NSW 2850

Invoice Number 83334  
 Invoice Date 30/04/2020  
 Customer Code MWRC

2020-21 LGNSW Membership Subscription Fee Notice	Amount (exclusive of GST)	GST Amount	Amount (inclusive of GST)
2020-21 Membership Renewal	\$ 39,647.78	\$ 3,964.78	\$ 43,612.56
Austroroads	\$ 233.21	\$ 23.32	\$ 256.53
<b>Membership Invoice Sub Total:</b>	<b>\$ 39,880.99</b>	<b>\$ 3,988.10</b>	<b>\$ 43,869.09</b>

**OPTIONAL Workforce Analytics Reports**  
 (see Enclosed Flyer)

Human Resources Benchmarking Report General Manager Remuneration Report Local Government Remuneration Report & Access to the New Online Reporting & Analysis Tool	\$ 2,970.00	\$ 297.00	\$ 3,267.00
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Please select and pay one of the options listed below			Total (inclusive of GST)
<input type="checkbox"/>	Membership Invoice Only	\$	43,869.09
<input type="checkbox"/>	Membership Invoice plus Reports	\$	47,136.09

**Payment Due By: 30/06/2020**

Payment Methods:

EFT/Bank Details:

**Account Name:** Local Government NSW

**BSB:** 062005

**Account No:** 00090198

Cheque:

**Payable to:** Local Government NSW

Email Remittance Advice to:

[finance@lgnsw.org.au](mailto:finance@lgnsw.org.au)

**LOCAL GOVERNMENT NSW**  
 GPO BOX 7003 SYDNEY NSW 2001  
 L8, 28 MARGARET ST. SYDNEY NSW 2000  
 T 02 9242 4000 F 02 9242 4111  
**LGNSW.ORG.AU** LGNSW@LGNSW.ORG.AU  
 ABN 49 853 913 882

## Dear Mr Cam

Thank you for your council's ongoing support as a valued member of LGNSW.

We understand that the past 12 months have been incredibly challenging for your community. Between the drought, the bushfires and now the COVID-19 pandemic - it has been an extremely tough road to navigate.

We want to reassure you that LGNSW is there for your council every step of the way. In fact, we have just won the most significant advocacy victory to date – a \$395 million local government stimulus package to help drive economic recovery during the COVID-19 crisis.

Your membership of LGNSW allows for our sector's collective views to be represented to both state and federal government. Having 'one voice' that accurately reflects the needs of local government in NSW is a very powerful tool.

Membership renewals are now upon us, and we want to continue to serve you as a valued member. The below is a summary of the benefits that you can access as part of your membership:

### **Advocacy**

Advocating and making representations to all spheres of government, industry, and business on issues of importance to local government and their communities to ensure your voice is heard

### **Learning and Development**

Best value, specifically designed local government training to up-skill your staff and ensure they are kept up-to-date with the latest sector developments

### **Professional Networking Opportunities**

Conferences, workshops and professional forums to allow you to gain mutually beneficial connections - even during the social-distancing era

### **Grant Support**

Capacity building and development support across important local government functions to bring you resources that may otherwise not be available.

### **Industrial Relations and Workplace Support**

Representation in industrial disputes and award matters, and specialist industrial relations advice to best equip you to deal with any issues that arise

### **Policy Advice**

Advice to Mayors, Councillors, General Managers and staff across a range of local government matters to help you to determine your best course of action

### **Management Services**

Executive recruitment, facilitated performance reviews, salary and HR benchmarking surveys and organisation reviews to help you obtain and retain the best people for your council



 **Legal Advice**

Advice on legal matters and policy across a wide range of areas to assist you with compliance

 **Member Mentoring**

Access to guidance and support from highly experienced and well regarded colleagues to become more empowered to make decisions

LGNSW will continue to review and expand its services so we can continue to provide the very best value for your membership dollar.

If you would like to discuss the attached 2020/21 membership subscription or any other aspect of your membership, please contact me on 02 9242 4014 or email [kylie.yates@lgnsw.org.au](mailto:kylie.yates@lgnsw.org.au).

We look forward to having you back on board as an important and valued member.

Kind regards,  
Kylie Yates  
Acting CE LGNSW

## 7.3 Orana Joint Organisation

REPORT BY THE GENERAL MANAGER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, GOR500034

### RECOMMENDATION

#### That Council:

1. receive the report by the General Manager on the Orana Joint Organisation;
2. continue its membership of the Orana Joint Organisation.

### Executive summary

The Orana Joint Organisation (JO) Board met in April 2020 with the view of winding up the Orana JO at 30 June 2020. The Minister for Local Government wrote back to the JO Board explaining that they do not have the legislative power to windup the Board and that the Orana JO will continue after 30 June 2020. Each council member therefore has to make a decision to continue to support the Orana JO and this report recommends to Council that we continue to support the Orana JO.

### Disclosure of Interest

Nil

### Detailed report

Mid-Western Regional Council is considered the regional hub for the Orana JO as Dubbo Regional Council are not part of the Orana JO. This Council needs to show leadership and direction by supporting the other five member councils that make up the Orana JO.

The State Government is conducting a review of the structure and governance requirements of the JO. This review is expected to be completed by the end of September 2020. The JO Board therefore believes that it is best to operate in name only but not conduct any business until after the review is complete. It is important for Mid-Western Regional Council to demonstrate to the State Government that we are supportive of the JO structure and that we are looking forward to the review showing how we can be financially sustainable.

### 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

Community Strategic Plan

**Council Policies**

Not applicable

**Legislation**

Local Government Act 1993

Local Government Regulations

Local Government (Regional Joint Organisations) Proclamation 2018

Financial implications

Expenses related to the Orana Joint Organisation are covered through existing budgets or will be presented to Council for resolution.

Associated Risks

Membership of the Joint Organisation is seen as a prudent requirement of Council to assist in its engagement and leadership on regional and State issues.

BRAD CAM  
GENERAL MANAGER

6 May 2020

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 7.4 Code of Meeting Practice - Post Public Exhibition Report

### REPORT BY THE MANAGER GOVERNANCE

TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, GOV40087, GOV400009,

### RECOMMENDATION

#### That Council:

- 1. receive the report by the Manager Governance on the Code of Meeting Practice - Post Public Exhibition Report; and**
- 2. endorse the revised Code of Meeting Practice.**

---

### Executive summary

Following a recession motion on the Code of Meeting Practice discussed at the Council meeting held 18 March 2020, proposed amendments to clause 4.7 of the section on Public Forums were placed on Public exhibition. During this period no submissions were received from the public.

### Disclosure of Interest

Nil

### Detailed report

A recession motion on the Code of Meeting Practice debated at the Council meeting held 18 March 2020.

#### *That Council:*

- 1. confirm that members of the public addressing Council during the Public Forum can speak on any subject matter, regardless of whether it is on the agenda or not;*
- 2. propose to amend clause 4.7 of the section on Public Forums to read “No more than four (4) speakers are to be permitted to speak ‘for’ and ‘against’ each item of business”;*
- 3. place the proposed changes to the Code of Meeting Practice on public exhibition for a period of 28 days, but allowing a period of at least 42 days during which submissions may be made to the Council, in accordance with s.361 of the Local Government Act 1993; and*
- 4. receive a further report on the proposed changes to the Code of Meeting Practice following the exhibition period, including any submissions on the matter.*

*The motion was carried.*

The proposed changes were placed on public exhibition in line with the motion. No submissions were received.

A copy of the revised Code of Meeting Practice including the amendments to clause 4.7 is attached to this report.

## Community Plan implications

<b>Theme</b>	<b>Good Governance</b>
Goal	An effective and efficient organisation
Strategy	Pursue excellence in service delivery

## Strategic implications

### **Council Strategies**

Not Applicable

### **Council Policies**

Not Applicable

### **Legislation**

*Local Government Act 1993.*

## Financial implications

Not applicable

## Associated Risks

Legislative Compliance

TIM JOHNSTON  
MANAGER GOVERNANCE

SIMON JONES  
DIRECTOR COMMUNITY

7 May 2020

*Attachments:* 1. DRAFT MWRC Code of Meeting Practice 2019. (separately attached)

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## Item 8: Development

### 8.1 DA0170/2020 - Demolition of Dwelling House, 26 Robertson Street, Mudgee

REPORT BY THE MANAGER, HEALTH AND BUILDING  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, DA0170/2020

#### RECOMMENDATION

##### That Council:

1. receive the report by the Manager, Health and Building on the DA0170/2020 - Demolition of Dwelling House, 26 Robertson Street, Mudgee; and
2. refuse the application for the demolition of the existing dwelling house for the following reason;
  - demolition of the dwelling house will result in a loss of contribution to the heritage significance of the conservation area due to the rare form of construction used.

#### Executive summary

OWNER/S	Mr Gregory and Mrs Claire Toole
APPLICANT:	Mr Greg Toole
PROPERTY DESCRIPTION	26 Robertson Street (Lot 2, DP566854)
PROPOSED DEVELOPMENT	Demolition of existing Dwelling House
ESTIMATED COST OF DEVELOPMENT:	\$20,000
REASON FOR REPORTING TO COUNCIL:	Called up by the General Manager based on Public Interest
PUBLIC SUBMISSIONS:	Nil

Council is in receipt of Development Application DA0170/2020 that seeks the Demolition of an existing Dwelling House, located at 26 Robertson Street Mudgee, Lot 2 DP566854, received by Council on 20 January 2020.

The application has been placed on public exhibition in accordance with *Mid-Western Regional Community Participation Plan 2019*. The exhibition period ended on 11 February 2020 and no submissions were received.

The existing building is a simple Victorian Georgian cottage containing an original front portion that includes an identified rare form of 'adobe wall' construction and an attached skillion addition to the rear. Council's Heritage Advisor has stated that the design of the adobe construction suggests that

the house could date from the earliest years of the township, perhaps around 1850 to the end of the nineteenth century.

The proposed demolition is not supported due to impacts on the heritage significance of the conservation area as recommended by Council's Heritage Advisor.

## Disclosure of Interest

Nil

## Background

### *SUBJECT SITE*

The subject site has a total area of 1,191m<sup>2</sup> and is zoned R1 'General Residential' with the Demolition of an existing Dwelling House permissible with consent pursuant to cl 2.7 and 5.10(2) of Mid-Western Regional LEP 2012.



Figure 1: Aerial imagery identifying 26 Robertson Street and the existing structures thereon

The existing dwelling house is not listed as a contributory item in any Council instrument or policy, however it is located within the southern cusp of the heritage conservation area (see Figure 2

below). Therefore consideration has been given to the potential heritage impacts arising from the demolition of the building within the heritage conservation area.

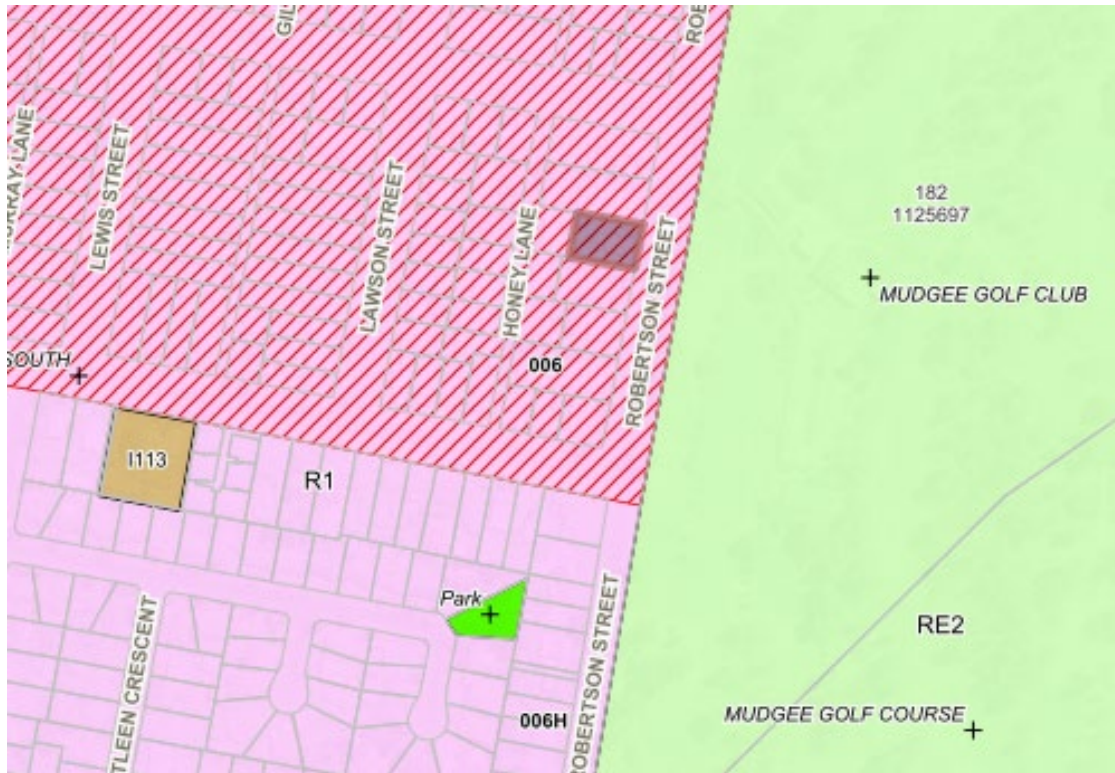


Figure 2: Subject site location highlighted within HCA (hatched in red)

The application was referred to Council's Heritage Advisor for comment. A copy of the response and heritage report is attached for consideration.

Council's Heritage Advisor has recommended that *"due to the construction method of the primary building being of adobe wall construction (sun dried mud bricks) that is a rare and old technique and coupled with the estimated age of the building, the house should be retained with consideration given to individually listing it as a heritage item"*.

Consideration on the recommendation to list the building as a local heritage item is not dealt with under this report.

#### PROPOSED DEVELOPMENT

Council has received a development application for the demolition of the existing dwelling on the site at 26 Robertson Street, Mudgee. Plans submitted with the application and photographs of the existing dwelling are included as attachments to this report.

The proposal does not involve a variation to the requirements prescribed within *Mid-Western Regional Local Environmental Plan 2012*.

There have been no details provided by the applicant of the future development proposed for the site.



## Detailed report

The application has been assessed in accordance with Section 4.15(1) of the *Environmental Planning and Assessment Act 1979*. The main issues are addressed below as follows.

**(a) Provisions of any Environmental Planning Instrument and any draft EPI – 4.15(1)(a)(i) and (ii)**

### **State Environmental Planning Policy No 55- Remediation of Land**

A site inspection and a search of Council's records did not reveal any potentially contaminating activities upon the site. Accordingly, no further consideration is necessary.

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

The following clauses of *Mid-Western Regional Local Environmental Plan 2012* (MWRLEP 2012) have been assessed as being relevant and matters for consideration in assessment of the Development Application.

#### Clause 1.2 Aims of Plan

The proposed development is contrary to the relevant aims and objectives of the plan in that the demolition of the existing dwelling would not result in the aim of conserving buildings of heritage significance.

#### Clause 1.4 Definitions

The proposal is defined in accordance with the MWRLEP 2012 as the demolition of a dwelling house.

**demolish**, in relation to a heritage item or an Aboriginal object, or a building, work, relic or tree within a heritage conservation area, means wholly or partly destroy, dismantle or deface the heritage item, Aboriginal object or building, work, relic or tree.

**dwelling house** means a building containing only one dwelling.

#### Clause 2.3 Zone objectives and Land Use Table

The land is zoned R1 General Residential pursuant to MWRLEP 2012. The proposal being the demolition of a dwelling house is permissible with consent in the zone and complies with two of the three relevant objectives.

The objectives of the zone and how the proposal does/does not satisfy the objectives is addressed below:

#### R1 General Residential

- To provide for the housing needs of the community.

**Comment:** The proposal would provide a vacant development site and the ability to further develop the site to meet the housing needs of the community.

- To provide for a variety of housing types and densities.

**Comment:** The proposal will remove the existing Victorian Georgian cottage and rare adobe wall construction, which would result in the loss of its contribution to the significance within the heritage conservation area.

- To enable other land uses that provide facilities or services to meet the day to day needs of residents.

**Comment:** The proposal is not expected to obstruct other possible permissible land uses within the immediate area.

#### Clause 2.7 Demolition requires development consent

In satisfaction of this clause, the development application seeks approval for the demolition of an existing dwelling house.

#### Clause 5.4 Controls relating to miscellaneous permissible uses

The proposal does not include any of the listed uses contained under this clause.

#### Clause 5.10 Heritage Conservation

Clause 5.10(2) states that development consent is required for the demolition of a building within a heritage conservation area. In satisfaction of this clause, the development application seeks approval for the demolition of the existing dwelling house.

The subject dwelling house is not a listed item however is located within the Mudgee Heritage Conservation Area. As the proposal includes works in a heritage conservation area, consideration must be given to the relevant heritage significance in accordance with Clause 5.10(4).

It is considered that the proposed demolition of the existing Victorian Georgian cottage and its unique adobe wall construction does not meet the objectives of this clause in that the heritage significance of the conservation area will not be conserved without the retention of such a rare form of construction.

#### **(b) The provisions of any Development Control Plan or Council Policy – 4.15(1)(a)(iii)**

#### **Mid-Western Regional DCP 2013**

An assessment is made of the relevant chapters and sections of the *Mid-Western Regional Development Control Plan 2013* (DCP). Notwithstanding notification requirements, there are no specific controls contained within the DCP, relevant to demolition of dwelling houses.

#### **(c) Provisions of any Planning Agreement or Draft Planning Agreement – 4.15(1)(a)(iiia)**

No planning agreement applicable.

#### **(d) Regulations – 4.15(1)(a)(iv)**

No regulations applicable

#### **(e) The likely impacts of development – 4.15(1)(b)**

#### Context and Setting

The proposal is considered not to be appropriate given the impacts it will have on the heritage significance of the conservation area.

Access, transport and traffic

The proposed additions and alterations have no impact on traffic, car parking and access.

Public domain

The demolition of the dwelling house will result in a loss to the streetscape and heritage significance of the area.

Utilities

All relevant utilities are available or can be made readily available to the site.

Heritage

This aspect has been discussed in detail within other sections of this report.

Other land resources

The proposal is not expected to impact upon other land resources as discussed throughout this report.

Water

No significant impact expected.

Soils

No significant impact expected.

Air and Microclimate

No significant impact expected.

Flora & fauna

No significant impact expected.

Waste

Waste service available.

Energy

Not applicable.

Noise & vibration

Not applicable.

Natural Hazards

No natural hazards are identified.

Technological hazards

Not applicable.

Safety, security and crime prevention

The existing building has evidence of cracking, mainly in the cement render. The applicant has raised concerns regarding the safety of any occupants residing in the existing building and has been provided with the opportunity to obtain a structural report to support the application for demolition. At the time of writing this report, a structural report has not been provided.

Social impact in the locality

Generally positive.

Economic impact in the locality

Generally positive.

Site design and internal design

Not applicable.

Construction

Not applicable.

Cumulative Impacts

Nil. There are no known impacts that have the potential to act in unison, in terms of space or time, or owing to their repetitive nature, that would produce an effect greater or different than the sum of the separate parts.

**(f) The Suitability of the Site for the Development – 4.15(1)(c)**

Does the proposal fit in the locality?

Yes. There are no hazardous land uses or activities nearby, there are no constraints posed by adjacent developments and there are adequate utilities and transport facilities in the area available for the development.

Are the site attributes conducive to development?

Yes. The site is not subjected to any natural hazards and the project will not impact any critical habitat, threatened species, populations, ecological communities or endangered habitats on the site.

**(g) Submissions made in accordance with Act or Regulations – 4.15(1)(d)**

Public Submissions

The proposal was required to be notified for a period of 14 days in accordance with MWRDCP 2013 and the regulations. The submission period ended on 11 February 2020 and no submissions were received.

Submissions from public authorities

No submissions were sought or received from public authorities.

(h) The Public Interest – 4.15(1)(e)

Federal, State and local government interests and community interests

Other than heritage matters discussed above, there are no significant issues in the interests of the public are expected as a result of the proposed development.

**6. CONSULTATIONS**

(a) Health & Building.

Report prepared by Health and Building.

(b) Technical Services

No consultation necessary.

(c) Heritage Advisor

As the site is located within the Mudgee Heritage Conservation Area, a referral was requested from Council's Heritage Advisor. The Heritage Advisor is not in support of the proposed demolition for reasons stated above. A copy of the Heritage Advisor's referral comments is provided in Attachment 1.

Community Plan implications

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

Strategic implications

**Council Strategies**

Mid-Western Regional Local Environmental Plan 2012  
Mid-Western Regional Development Control Plan 2013  
Mid-Western Regional Community Participation Plan 2019

**Council Policies**

Not Applicable

**Legislation**

Environmental Planning & Assessment Act 1979  
Environmental Planning & Assessment Regulation 2000

## Financial implications

Nil.

## Associated Risks

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

JOSH BAKER  
MANAGER, HEALTH AND BUILDING

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

23 April 2020

*Attachments:*

1. Heritage Advisor Report.
2. Photographs of Existing Dwelling.
3. Site Plan Lodged with Application.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

**MID-WESTERN REGIONAL COUNCIL  
HERITAGE MEMORANDUM**

**TO:** GARY CHAMBERS  
**FROM:** HERITAGE AND URBAN DESIGN ADVISER  
**REF:** DA0170/2020: DEMOLITION OF 26 ROBERTSON ST MUDGEES  
**DATE:** 5 MARCH 2020

The proposal is the demolition of the house on the above site, which is located within the Mudgee Heritage conservation Area. The application form fails to identify this heritage status and the application does not include a Statement of Heritage Impact.

The issue is the contribution the house makes to the heritage significance of the Conservation Area.

The house is a simple Victorian Georgian cottage, with a central front door, windows on each side, a hipped corrugated galvanised iron roof with small gambrels, and separate bullnosed front veranda returning on one side. It is largely intact, i.e. unaltered, except for extensions at the rear.

What makes it rare is that it is built of adobe, or sun-dried mud bricks. It should be noted that this form of construction is more robust and durable than might be thought: there are a number of examples close to 200 years old in the Central West of the state, and some are thousands of years old in the middle East. Also, the high thermal mass of the walls is advantageous in drier climates.

The design and adobe construction suggest that the house could date from the earliest years of the township, perhaps around 1850, to the end of the nineteenth century. Indeed it may satisfy the criteria for individual heritage listing. It clearly contributes to the historical and aesthetic heritage significance of the Conservation Area, which may be defined as follows:

*The Mudgee Conservation Area is an area of largely intact buildings and public places from the Victorian, Federation and inter-war periods, with some notable post-war buildings. It has historical significance, demonstrating the growth of the CBD and suburban housing over those periods; aesthetic significance as a heterogeneous yet coherent group of good examples of architectural styles; and social significance, being highly valued by the community.*

It also contributes to the streetscape.

It is occupied and appears to be in reasonable condition. The original bagged finish has been re-coated with a cement based finish which has come away in a small area on one side. There are some minor (about 1 mm) cracks in the front wall and one in a side wall. These are not structural and can be repaired using simple techniques.

For all these reasons the application is not supported.

However the applicants, who appear not to have been aware of the house's heritage status, should be advised of possible options.

The site is quite large. The extensions at the rear could be demolished. The original part of the house could be conserved and sympathetic new extensions added, using modern construction methods. Planning advice on the possibilities of subdivision and secondary dwellings could be provided.

Specialised advice can be provided on the conservation of the house. Conservation work would be eligible for a grant from the Local Heritage Fund and regarding the grants available from the Local Heritage Fund. If the house were to be individually listed, the benefits of the LEP heritage incentive clause 5.10 (10) would be available.





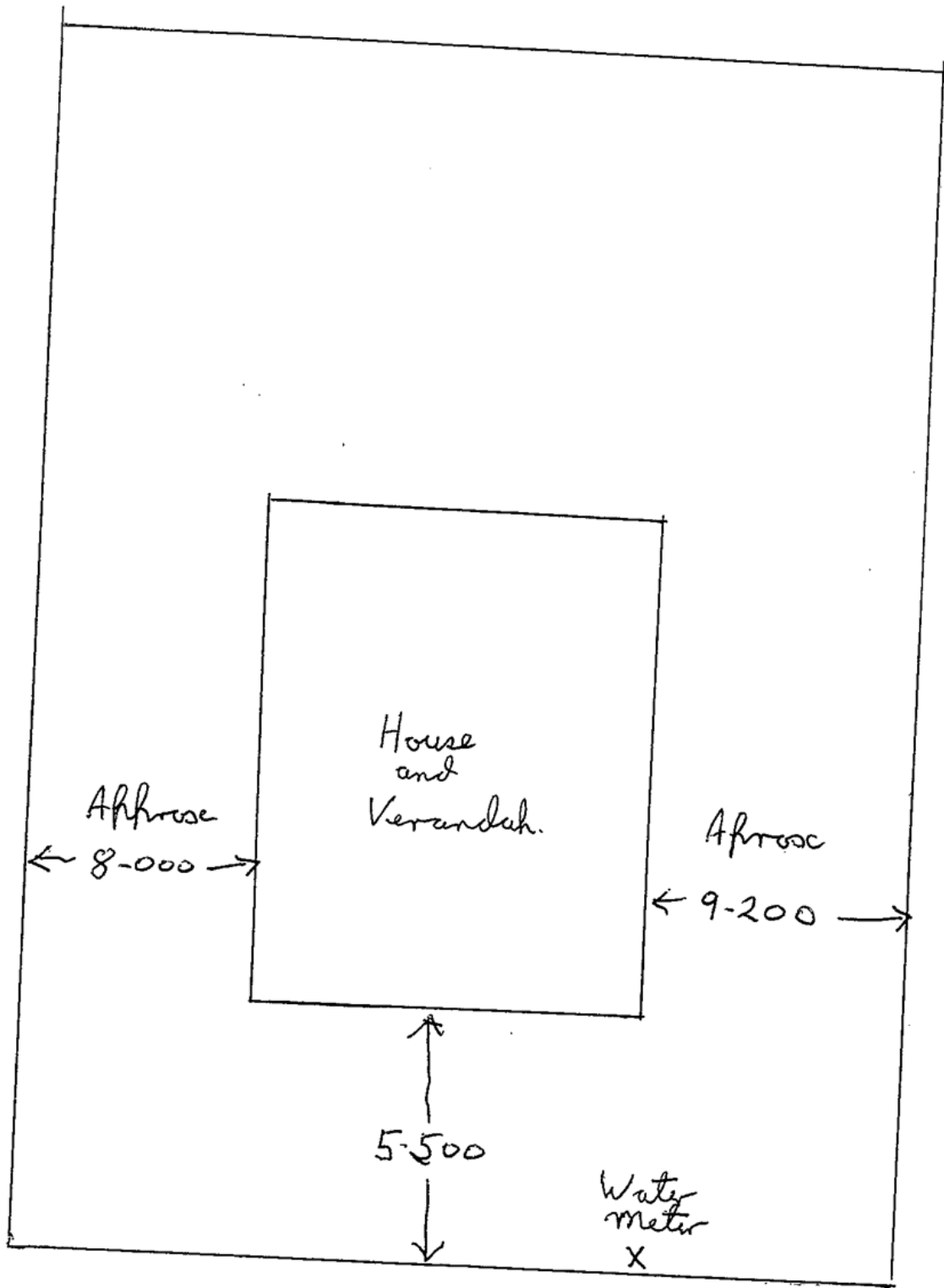












26 Robertson St Site Plan. (Not To Scale)

## 8.2 DA0149/2020 - Alterations and Additions to Woolpack Hotel - 67 Market Street, Mudgee

REPORT BY THE SENIOR TOWN PLANNER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, DA0149/2020

### RECOMMENDATION

That Council:

1. receive the report by the Senior Town Planner regarding DA0149/2020 - Alterations and Additions to Woolpack Hotel - 67 Market Street, Mudgee; and
2. approve DA0149/2020 - Alterations and Additions to Woolpack Hotel - 67 Market Street, Mudgee subject to the following conditions and statement of reasons:

### CONDITIONS

#### PART 1 – DEFERRED COMMENCEMENT CONDITIONS

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) A Building Information Certificate for all unauthorised building work carried out on the Woolpack Hotel that is the subject of this development consent, issued by Council in accordance with Division 6.7 of the *Environmental Planning and Assessment Act 1979*, is to be obtained.

Evidence that will sufficiently enable Council to be satisfied as to the compliance with the above matters must be submitted to Council within twelve (12) months of the date of determination.

If sufficient evidence of the satisfaction of the above matters is not received by Council within this timeframe, 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 matters is received by Council within the above nominated timeframe, Council will notify the applicant/developer in writing of the date the development consent becomes operative. This consent will become operative subject to the following conditions of consent.

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*.

Note – matters that may need to be addressed prior to the issue of a Building Certificate include plumbing inspections for wet areas, engineering certification for structural adequacy, vapour barriers for concrete slabs, and provision of smoke alarms and fire extinguishers. Please contact Council's

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Building Surveyors prior to lodging an application for a Building Information Certificate to determine what information will be required to support an application for a Building Information Certificate.

The reason for requiring a Building Information Certificate is that the works approved under this development consent were carried out without a prior Construction Certificate, in a case where a prior Construction Certificate was required to be obtained.

## PART 2 – CONDITIONS OF CONSENT

### PARAMETERS OF CONSENT

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 listed herein and/or any plan notations.

Title / Name:	Drawing No	Revision / Issue:	Date:	Prepared by:
Demolition Floor Plan	31264-A03	B	09/01/2020	Barnson
Proposed Floor Plan	31264-A04	B	09/01/2020	Barnson
Elevations	31264-A05	B	09/01/2020	Barnson
Sections	31264-A06	B	09/01/2020	Barnson
Louvered Roof Layout	31264-A07	B	09/01/2020	Barnson

2. For clarity, this development consent provides approval for:
  - a) Alterations and additions to the pub, as shown on the approved plans; and
  - b) An illuminated wall sign mounted to the rear wall of the pub, as shown on the approved plans.
3. This approval does not provide any indemnity to the owner or applicant under the *Disability Discrimination Act 1992* with respect to the provision of access and facilities for people with disabilities.

### GENERAL

4. All stormwater runoff from roof and developed surfaces, is to be controlled in such a manner so as not to flow or discharge over adjacent properties.
5. All building work is to comply with the Access to Premises Standard.

### PRIOR TO THE ISSUE OF A CONSTRUCTION CERTIFICATE

6. Under Clause 94 of the *Environmental Planning and Assessment Regulation 2000*, the existing building including the restaurant and first floor accommodation portions, is to be brought into conformity with the Performance Requirements (PR's) of Sections C, D1, D2 and E of the *Building Code of Australia – Volume 1*.

A report from a suitably accredited certifier is to address the matters which are subject to the upgrading and that identifies any deficiencies within the sections

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identified above, with particular attention to fire safety systems that involve a combination of passive and active fire safety measures that:

- a) Warn people of an emergency;
- b) Provide for safe evacuation;
- c) Restrict the spread of fire; and
- d) Suppress fire.

The report and details of compliance with the performance requirements of the *Building Code of Australia* are to be indicated on amended/additional plans and submitted to the satisfaction of Council and included as part of the Construction Certificate.

The requirements of this condition are to be satisfied within 6 months of the deferred commencement condition being satisfied and this consent becoming operative.

7. A schedule of existing and proposed fire safety measures is to be submitted to the Principal Certifying Authority with the application for the Construction Certificate.

#### **PRIOR TO COMMENCEMENT OF WORKS – BUILDING**

8. No work shall commence until a Construction Certificate has been issued and the applicant has notified Council of:

- a) The appointment of a Principal Certifying Authority; and
- b) The date on which work will commence.

Such notice shall include details of the Principal Certifying Authority and must be submitted to Council at least two (2) days before work commences.

9. The site shall be provided with a waste enclosure (minimum 1800mm x 1800mm x 1200mm) that has a lid or secure covering for the duration of the construction works to ensure that all wastes are contained on the site. The receptacle is to be emptied periodically to reduce the potential for rubbish to leave the site. Council encourages the separation and recycling of suitable materials. **NOTE: ALL WASTE GENERATED FROM THE CONSTRUCTION PROCESS IS TO BE CONTAINED ON SITE.**

10. A sign must be erected on a prominent position on any work site which involves the erection or demolition of a building:

- a) Stating that unauthorised entry to the work site is prohibited;
- b) Showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside work hours;
- c) The name, address and telephone number of the Principal Certifying Authority for the work; and
- d) The sign shall be removed when the erection or demolition of the building has been completed.

11. If the work involved in the erection/demolition of the building:

- a) Is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient; or
- b) Building involves the enclosure of a public place; then

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A hoarding or fence must be erected between the work site and the public place. If

necessary, an awning is to be erected, sufficient to prevent any substance from, or in connection with, the work falling into the public place. Any such hoarding, fence or awning is to be removed when work has been completed.

12. Prior to the commencement of any works, approval pursuant to Section 68 of the *Local Government Act 1993* to carry out water supply, stormwater and sewerage works is to be obtained from Council.
13. The development site is to be managed for the entirety of work in the following manner:
  - a) Erosion and sediment controls are to be implemented to prevent sediment from leaving the site. The controls are to be maintained until the development is complete and the site stabilised with permanent vegetation;
  - b) Appropriate dust control measures;
  - c) Construction equipment and materials shall be contained wholly within the site unless approval to use the road reserve has been obtained; and
  - d) Toilet facilities are to be provided on the work site at the rate of one toilet for every 20 persons or part of 20 persons employed at the site.

#### **BUILDING CONSTRUCTION**

14. All building work must be carried out in accordance with the provisions of the National Construction Code, the *Environmental Planning and Assessment Act 1979* and Regulations and all relevant Australian Standards.
15. All plumbing and drainage work must be carried out by a licenced plumber and drainer and must comply with the Plumbing Code of Australia.
16. Construction work noise that is audible at other premises is to be restricted to the following times:
  - a) Monday to Saturday – 7.00am to 5.00pmNo construction work noise is permitted on Sundays or Public Holidays.
17. All mandatory inspections required by the *Environmental Planning and Assessment Act 1979* and any other inspections deemed necessary by the Principal Certifying Authority being carried out during the relevant stage of construction.
18. The list of measures contained in the schedule attached to the Construction Certificate are required to be installed in the building or on the land to ensure the safety of persons in the event of fire in accordance with Clause 168 of the *Environmental Planning and Assessment Regulation 2000*.

#### **PRIOR TO ISSUE OF THE OCCUPATION CERTIFICATE**

19. Prior to the occupation of a new building, or occupation or use of an altered portion of, or an extension to an existing building, an Occupation Certificate is to be obtained from the Principal Certifying Authority appointed for the erection of a building.
  20. Prior to occupation or the issue of the Occupation Certificate, the owner of the building must cause the Principal Certifying Authority to be given a fire safety certificate in accordance with Clause 153 of the *Environmental Planning and*
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**Assessment Regulation 2000** for each measure listed in the schedule. The certificate must only be in the form specified by Clause 174 of the Regulation. A copy of the certificate to be given to the Commissioner of Fire and Rescue NSW and a copy is to be prominently displayed in the building.

#### ONGOING / OPERATIONAL CONDITIONS

21. For every 12 month period after the issue of the Final Fire Safety Certificate the owner/agent of the building must provide the Council and the Commissioner of Fire and Rescue NSW with a copy of an Annual Fire Safety Statement certifying that each specified fire safety measure is capable of performing to its specification.
  22. Where any essential services are installed in the building a copy of the final Fire Safety Certificate (together with a copy of the current fire safety schedule) is to be given to the Commissioner of Fire and Rescue NSW and Council. A further copy of the Certificate (together with a copy of the current fire safety schedule) is to be prominently displayed in the building.
  23. The premises shall, at all times, be operated and maintained in accordance with Food Safety Standards 3.1.1, 3.2.2 and 3.2.3 prescribed in Chapter 3 of the Australia and New Zealand Food Standards Code.
  24. All vehicles are required to enter and leave the site in a forward direction at all times.
  25. The pavement surface of the on-site car parking and associated manoeuvring areas are to be maintained in a workable condition at all times. Any damage to the pavement surface is to be repaired as soon as practicable.
  26. Garbage areas are to be adequately screened from public view with an opaque fence and/or adequate landscaping. All waste must be secured in enclosed containers.
  27. There being no interference with the amenity of the neighbourhood by reason of the emission of any “offensive noise”, vibration, smell, fumes, smoke, vapour, steam, soot, ash or dust, or otherwise as a result of the proposed development.
  28. All exterior lighting associated with the development shall be designed and installed so that no obtrusive light will be cast onto any adjoining property or roadways, in accordance with *Australian Standard 4282 “Control of the Obtrusive Effects of Outdoor Lighting”*.
  29. The signage is to be securely affixed and is not to flash, move or be objectionably glaring.
  30. The approved signage and related components are to be maintained in a clean, tidy and structurally sound manner, at all times.
  31. Any illumination of signage is to comply with the following requirements:
    - a) Illumination (including cabling) of signs is to be:
      - (i) concealed; or
      - (ii) integral with the sign; or
      - (iii) internally illuminated; or
      - (iv) provided by means of carefully designed and located remote or spot
-

baffled lamps.

- b) The design and lux of any internal or spot lighting shall be designed to avoid off-site or traffic safety impacts.
  - c) Illumination must not be set to flashing mode, at any time.
  - d) Comply with Australian Standard AS 4282:1997 – *Control of the Obtrusive Effects of Outdoor Lighting*.
32. Any graffiti attacks on the approved signage and related components are to be removed and cleaned as soon as practicable, in order to deter future attacks.

#### STATEMENT OF REASONS

1. The proposed development complies with the requirements of the applicable environmental planning instruments and *Mid-Western Regional Development Control Plan 2013*.
2. The proposed development is considered satisfactory in terms of the matters identified in Section 4.15 of the *Environmental Planning and Assessment Act 1979*.

#### OTHER APPROVALS

Nil

#### ADVISORY NOTES

- 1 The removal of trees within any road reserve requires the separate approval of Council in accordance with the policy “Tree Removal and Pruning – Public Places”.
  - 2 The land upon which the subject building is to be constructed may be affected by restrictive covenants. This approval is issued without enquiry by Council as to whether any restrictive covenant affecting the land would be breached by the construction of the building, the subject of this approval. Persons to whom this approval is issued must rely on their own enquiries as to whether or not the building breaches any such covenant.
  - 3 Sections 8.2, 8.3, 8.4 and 8.5 of the *Environmental Planning and Assessment Act 1979* (EP&A Act) gives you the ability to seek a review of the determination. This request is made to Council and must be made within 6 months after the date on which you receive this notice. The request must be made in writing and lodged with the required fee; please contact Council’s Planning and Development Department for more information or advice.
  - 4 If you are dissatisfied with this decision Sections 8.7 and 8.10 of the EP&A Act 1979 gives you the right to appeal to the Land and Environment Court within 6 months after the date on which you receive this notice.
  - 5 To ascertain the date upon which the consent becomes effective, refer to Sections 4.20 and 8.13 of the EP&A Act.
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**6 To ascertain the extent to which the consent is liable to lapse, refer to Section 4.53 of the EP&A Act.**

## Executive summary

OWNER/S	Woolpack Mudgee Hotel Pty Ltd
APPLICANT:	Woolpack Mudgee Hotel Pty Ltd
PROPERTY DESCRIPTION	67 Market Street, Mudgee (Lot 112 DP1136686)
PROPOSED DEVELOPMENT	Alterations and Additions to Woolpack Hotel
ESTIMATED COST OF DEVELOPMENT:	\$63,000
REASON FOR REPORTING TO COUNCIL:	A Councillor is an owner (part) of the land upon which the development application is made
PUBLIC SUBMISSIONS:	Nil

Council is in receipt of a development application that seeks approval for alterations and additions to the Woolpack Hotel at 67 Market Street, Mudgee.

This application was submitted to Council in response to compliance action for unauthorised works. The works that the compliance action referred to were alterations and additions to the rear of the pub, centred around the beer garden area.

The application has been placed on public exhibition in accordance with *Mid-Western Regional Community Participation Plan 2019*. The exhibition period ended on 24 January 2020 and no submissions were received.

As a Councillor is an owner (part) of the land upon which the development application is made, the application cannot be determined by delegated staff – Council is required to determine the application.

The application is recommended for approval, subject to a deferred commencement condition, requiring the developer to obtain a Building Information Certificate for the unauthorised works that have been carried out.

## Disclosure of Interest

A Councillor is a part owner of the Woolpack Hotel.

## Background

### *SUBJECT SITE*

The subject site is located at 67 Market Street, Mudgee. The site has an area of 1222m<sup>2</sup>. The pub's principle frontage is towards Market Street and there is rear lane access from Byron Place. The site is located within zone B3 – Commercial Core. The Woolpack Hotel is listed as a local Heritage Item under Schedule 5 of *Mid-Western Local Environmental Plan 2012* and the site is located within the Heritage Conservation Area.



Figure 1: Subject site

### PROPOSED DEVELOPMENT

Council has received a development application for alterations and additions to the Woolpack Hotel. The application was submitted in response to compliance action, when it was discovered that the works were being undertaken without development consent. The alterations and additions have been completed.

The proposed works comprise the following:

- Removal of existing garden with attached bench seat from the beer garden;
- Creating an opening on the ground level wall facing the beer garden;
- Demolishing internal walls;
- Extending a staircase and landing from the upper level to the beer garden;
- Internal fit out for a bar;
- Adding walls/screens within the beer garden area;
- Adding a louvered pergola to the beer garden area;
- Internal fit out for a gaming room; and
- Installation of an illuminated sign on the rear wall of the hotel (approximately 2.0m x 0.6m).

The alterations and additions are shown in the plans included in the attachment.

The proposal does not involve a variation to the requirements prescribed within *Mid-Western Regional Local Environmental Plan 2012*. However, the proposal does involve a variation from the requirements for signage in business areas contained in *Mid-Western Regional Development*

*Control Plan 2013*. The applicant has provided written justification for these variations and the proposed signage is considered to be acceptable.

## Detailed report

### LEGISLATIVE REQUIREMENTS

#### **Environmental Planning and Assessment Act 1979 (EP&A Act)**

##### *Designated Development*

Not applicable.

The proposed development is not identified as designated development, in accordance with Schedule 3 of the *Environmental Planning and Assessment Regulation 2000*.

##### *Integrated Development*

Not applicable.

The proposed development does not trigger integrated development, in accordance with section 4.46 of the *Environmental Planning and Assessment Act 1979*.

### SECTION 4.15(1) – MATTERS FOR CONSIDERATION - GENERAL

The application has been assessed in accordance with Section 4.15(1) of the *Environmental Planning and Assessment Act 1979*. The main issues are addressed below as follows.

#### **(a) Provisions of any Environmental Planning Instrument and any draft EPI – 4.15(1)(a)(i) and (ii)**

##### **State Environmental Planning Policy No 55 – Remediation of Land**

A review of Council's records and site inspection did not reveal any evidence of a potentially contaminating activity. Accordingly, no further consideration is necessary.

##### **State Environmental Planning Policy No 64 – Advertising and Signage**

###### Clause 3: Aims and Objectives

The proposed signage does not conflict with the aims of the policy. In particular, the proposed signage:

- Is compatible with the desired amenity and character of the area;
- Provides effective communication in suitable locations – that is, providing business identification of the premises; and
- Will be of high quality finish and design.

###### Clause 8: Granting Consent to Signage

Complies – the proposed signage:

- Is consistent with the objectives of the SEPP; and
- Complies with the relevant requirements of Schedule 1 – see below.



### Schedule 1 – Assessment Criteria

- *Character of the area* – Complies – the proposed sign will have minimal impact on the character of the area. The proposed sign is to be located on the rear wall and will be visible from the south. The scale of the proposed signage is not such that it will result in an adverse impact on the character of the area.
- *Special areas* – Complies – the scale and design of the proposed signage does not detract from the amenity or visual quality of any environmentally sensitive areas, heritage areas, natural or other conservation areas, open space areas, waterways, rural landscapes or residential areas.
- *Views and vistas* – Complies – the scale of the proposed sign will not dominate the skyline, will not impact on any vistas and will not obscure the views of other signs in the vicinity.
- *Streetscape, setting or landscape* – Complies – the proposed sign will have minimal impact on the streetscape as the sign is erected to the rear of the pub.
- *Site and building* – Complies – the proposed sign is compatible with the site locality in terms of scale and design.
- *Associated devices and logos with advertisements and advertising structures* – Not applicable – signage is adequately secured to the wall.
- *Illumination* – Complies – the sign is an internally lit light-box. The amount of light emitted from the sign is not excessive and is suitable within the context of the beer garden.
- *Safety* – Complies – the proposed sign will not reduce the safety of the public road; is located wholly on private land and will not reduce the safety of pedestrians or bicyclists; and will not obscure sightlines from public areas that will have an impact on the safety of pedestrians.

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

The following clauses of the MWRLEP 2012 have been assessed as being relevant and matters for consideration in the assessment of the Development Application.

#### 1.2 Aims of Plan

The proposed development is not contrary to the relevant aims and objectives of the plan.

#### 1.4 Definitions

The proposal is defined in accordance with the MWRLEP 2012 as alterations and additions to a:

**Pub** means licensed premises under the *Liquor Act 2007* the principal purpose of which is the retail sale of liquor for consumption on the premises, whether or not the premises include hotel or motel accommodation and whether or not food is sold or entertainment is provided on the premises.

Pubs are a type of Commercial Premises/ Retail Premises/ Food & Drink Premises.

### 2.3 Zone objectives and Land Use Table

The land is zoned B3 – Commercial Core pursuant to MWRLEP 2012. The proposal, being alterations and additions to a pub, is permissible with consent in the zone and complies with relevant objectives.

The objectives of the zone and how the proposal satisfies the objectives is addressed below:

1. *To provide a wide range of retail, business, office, entertainment, community and other suitable land uses that serve the needs of the local and wider community.*  
Comment The proposal contributes to the range of land uses available within the CBD area.
2. *To encourage appropriate employment opportunities in accessible locations.*  
Comment The proposal will provide for additional employment opportunities in the CBD area.
3. *To maximise public transport patronage and encourage walking and cycling.*  
Comment The proposal adds to the consolidation of commercial enterprises in the CBD area, which is expected to encourage walking and cycling and the use of public transport to a central location.
4. *To promote the central business district of Mudgee as the major focus for retail and commercial activity in the Mid-Western Region.*  
Comment The proposal will contribute to the CBD area of Mudgee as the major focus for commercial activity.
5. *To consolidate business development in the Mudgee town centre and avoid unnecessary or inappropriate expansion of business-related land uses into surrounding residential neighbourhoods.*  
Comment The proposal will contribute to the CBD area of Mudgee as the major focus for commercial activity.
6. *To ensure that new development is compatible with the historic architectural character and streetscapes of the Mudgee commercial core area.*  
Comment The proposed works are compatible with the historic architectural character of the building and will have no impact on the streetscape.
7. *To ensure that the form and layout of new development is designed to encourage free pedestrian movement and connectivity with the commercial core.*  
Comment The proposal provides for the continued free pedestrian movement throughout the CBD area.

### 2.7 Demolition requires development consent

In satisfaction of this clause, the development application seeks approval for the demolition of: a garden, part of an external wall, a number of internal walls, and an older set of stairs. These demolition works have already been undertaken.

### 4.3 Height of Buildings

The subject site is mapped for a maximum height limit of 8.5 metres above existing ground level. The development is proposed at a height of 3.8 metres and therefore complies.

### 5.4 Controls relating to miscellaneous permissible uses

The proposal does not include any of the listed uses contained under this clause.

### 5.10 Heritage Conservation

As the proposal includes works involving a heritage item, consideration must be given to the relevant heritage significance in accordance with Clause 5.10(4).

The site is listed under Schedule 5 of the LEP as Heritage Item I129. The site is also located in the Mudgee Heritage Conservation Area.

The Statement of Environmental Effects states the following:

*A Statement of Heritage Impact Report has been prepared by a qualified heritage architect which found that the overall heritage impact of the additional changes internally in the proposed areas have a minimum effect on significance except in the positive sense in that it retains the original purpose that the building was constructed for.*

Council's Heritage Advisor has provided the following comments in relation to the application:

*The proposal is supported by a professionally written Statement of Heritage Impact, which includes some fabric analysis identifying areas of higher and lower significance.*

*Most of the changes are in areas of lower significance and there would have been no objection to them. However, the new fire escape has required the blocking of some original windows, which has had an adverse impact. For this reason, the SOHI recommended exploring alternative locations for the fire escape. It is not known whether there were or are options which would have left the windows untouched; but the blocking at least protects the windows and is in theory reversible.*

*There are therefore no objections to approval of the scheme.*

It is considered that the proposed alterations and additions do not have a significant impact on the heritage significance of the item and heritage conservation area.

The proposed sign is erected on the rear wall of the pub, and is readily visible from the beer garden. The proposed sign will have no impact on streetscape presentation of the pub. The sign is of a size and type that is compatible with the beer garden setting, the character of the heritage item and the character of the heritage conservation area.

### 6.1 Salinity

The proposal only involves minimal earthworks and is not expected to significantly affect the process of salinisation.

### 6.3 Earthworks

The proposal is seeking retrospective approval for works already undertaken and does not involve any further earthworks. Accordingly, no further consideration of this clause is necessary.

### 6.4 Groundwater vulnerability

The site is identified as groundwater vulnerable in accordance with Council's mapping. No broad excavation is needed to facilitate the proposal and no significant impacts upon those matters contained within clause 6.4(3) is expected as a result of the proposed development. Given the extent of excavation, it is considered that the development would not cause groundwater contamination, adversely affect any groundwater dependent ecosystems, will not cumulatively impact potable water supply, and therefore no special measures, or conditions of consent would be considered necessary

### 6.7 Active street frontages

The subject site is located within the area mapped as 'Active street frontage' pursuant to the LEP mapping. The proposal will result in all premises on the ground floor facing the street having a use for a pub, which is included in the group definition of retail premises. Accordingly, the proposal is considered to satisfy this clause.

### 6.8 Airspace operations – Mudgee Airport

The proposal will not penetrate the relevant height limits for safe operation of the Mudgee Airport.

### 6.9 Essential services

All essential services that are relevant to the proposal are available or will be available as a result of the proposed development.

## **(b) The provisions of any Development Control Plan or Council Policy – 4.15(1)(a)(iii)**

### **Mid-Western Regional Development Control Plan 2013 (the DCP)**

#### 4.4 Signs

<b>DEVELOPMENT CONTROL REQUIREMENT</b>	<b>COMPLIES?</b>
<b>Signs in Towns and Villages – Heritage Conservation Areas</b>	
Particular attention is to be paid to the preservation and enhancement of the character and appearance of heritage conservation areas.	Yes. The proposed sign is erected on the rear wall of the pub and has no impact on the streetscape. The sign fits within the context of the beer garden and preserves the character of the heritage conservation area.
Corporate identification should be carefully selected and amended where necessary to retain the character of individual buildings and the surrounding locality.	Yes.
Generally signs on individual buildings or within areas of special significance should be discreet and should complement the building or area.	Yes. Sign mounted to rear wall of building.
<b>Business Areas</b>	
Maximum signage area of 25% of the frontage	Yes. Sign erected on rear wall and less than 25% of area of the wall.
Under-awning/verandah signs	Not applicable.
Additional pylon signs, projecting wall signs, above awning signs, illuminated wall signs located above the verandah or awning and roof signs are not permitted in both Mudgee and Gulgong business areas.	Variation – see justification below.
Wall signs should be either painted directly onto the building	Variation – see justification

<b>DEVELOPMENT CONTROL REQUIREMENT</b>	<b>COMPLIES?</b>
or constructed of painted wood or coated at point of manufacture or powdercoated flat metal sheets.	below.

The proposed “VIP Lounge” sign is a light box with a plastic front that is mounted above the awning level and, as such, does not comply with the above requirements.

Written justification has been submitted with the application, justifying the variation from the development requirements on the following grounds:

- This is the only sign on this elevation of the building, and does not result in a proliferation of signage;
- The sign does not protrude above the roof or beyond the façade or obscure windows;
- The size of the sign is low-key, compared to the wall that it sits on;
- The colour scheme of black, light gold and cream is muted;
- The sign does not have an adverse effect on the heritage significant building or the character of the heritage conservation area;
- The view of the sign from Byron Place is partly obscured by buildings and is not readily visible until standing directly in front of it;
- The sign provides a marker to pedestrians directing them to the rear entrance of the Woolpack Hotel; and
- Being located on the rear wall, the sign has no impact on the Market Street streetscape or the character of the Mudgee CBD.

It is considered the variation from the signage requirements of the DCP is acceptable for the above reasons.

#### 4.5 Commercial Development

<b>DEVELOPMENT CONTROL REQUIREMENT</b>	<b>COMPLIES?</b>
<b>Building setbacks</b>	
Building setback from the street – no minimum	Not applicable.
Side and rear setbacks must comply with BCA	Not applicable.
<b>Signage</b>	
Signage complies with relevant provisions in section 4.4 DCP 2013	Yes. Refer to relevant section of report.
<b>Design</b>	
Buildings interact with the street	Yes. Windows incorporated.
On active street frontages, ground level of building used for business or retail premises	Yes.
Building facades are articulated by use of colour, arrangement of elements, or varying materials	Yes.
Heritage inclusions	Yes. Heritage impact assessment provided.
External plant to be screened from public	Yes.
Development on a corner – includes architectural features to address both streets	Not applicable.
Landscape buffers to other zones	Not applicable. Proposed works not near a zone boundary.

<b>DEVELOPMENT CONTROL REQUIREMENT</b>	<b>COMPLIES?</b>
<b>Scale form and height</b>	
Complies with LEP height controls – 8.5m maximum height	Yes.
Consistent with existing heritage character of the town centres of Gulgong, Mudgee and Rylstone	Yes.
<b>Mortimer and Church Street, Mudgee</b>	
Maintain the streetscape established in Church Street between Market and Mortimer Streets: – Zero front and side setbacks – Double storey pattern	Not applicable.
Provides variance particularly on upper floor levels, every 20-25m	Not applicable.
<b>Articulation and Façade Composition</b>	
Breaks visual bulk with fenestration or change in materials etc	Extensive fenestration provided.
No excessive blank walls in front façade	Yes.
Where blank walls are proposed (side or rear), minimise impacts with landscaping, patterning of façade, signage, public art	Not applicable.
<b>Residential–Commercial interface</b>	
Landscape buffer to residential boundaries	Not applicable – no residential boundaries.
Ground and first floor do not overlook residential properties	Yes.
Maintain acoustic privacy through the use of acoustic fencing where vehicles movements adjoin property boundaries	Not applicable.
Reduce visual bulk by locating buildings and structures away from residential boundaries, or where buildings are located along residential boundaries ensure sufficient landscaping is provided	Not applicable.
Development does not reduce sunlight available to north facing windows of living areas, private open space or clothes drying areas of adjoining properties to less than 3 hours between 9am and 3pm at winter solstice	Not applicable.
<b>Utilities and Services</b>	
Building and structures located clear of infrastructure	Yes.
Able to be serviced by water, sewer and waste disposal	Yes.
Trade waste application required?	Not applicable.
<b>Traffic and Access</b>	
All vehicles must be able to enter and exit the site in a forward direction	Yes.
All vehicle movement paths are sealed	Yes.
Driveways comply with Australian Standard AS2890.1	Yes.
<b>Parking Facilities</b>	
All loading facilities located within the site	Yes.
All loading facilities designed to comply with Australian Standards	Yes.
Application addresses traffic flow and safety issues, e.g. pedestrian, car and truck movements	Yes. No changes to existing.

DEVELOPMENT CONTROL REQUIREMENT	COMPLIES?
<b>Pedestrian Access</b>	
Maintain existing covered pedestrian access within town centres	Covered access extended/retained.
Convenient and safe access through parking areas	Yes.
Convenient and safe disabled access through parking areas, focus on improving links with existing retail	Links to other sites not altered.
<b>Parking</b>	
Discussed elsewhere in report	Yes.
<b>Landscaping</b>	
Landscaped areas in car parks should be provided incorporating the use of canopy trees and buffer planting to residential boundaries	Not applicable.
Landscaping to comprise low maintenance, drought and frost resistant species	Not applicable.

### 5.1 Car Parking

Complies.

The application states:

*The alterations works include the internal rearrangement of the pub and are confined within the perimeter of the existing pub building and beer garden. The alterations will not increase capacity or throughput for the hotel operations and as such, it is therefore considered that no additional car parking is required.*

As there is no increase in the floor area of the pub or beer garden, no additional parking spaces are required.

### 5.3 Stormwater Management

No changes are proposed to the existing stormwater arrangements.

### 5.4 Environmental Controls

All the relevant considerations have been discussed elsewhere in this report or dealt with through conditions of consent.

## **Mid-Western Regional Contributions Plan 2019**

The site is located within the Mudgee Catchment in accordance with *Mid-Western Regional Contributions Plan 2019*. The proposed cost of development of \$63,000 does not exceed \$100,000. Consequently, no developer contributions are applicable to the proposed development.

## **Water/Sewer Developer Services Charges**

The proposed development does not increase demand for water or sewer services and no contributions are applicable to the proposed development.

**(c) Provisions of any Planning Agreement or Draft Planning Agreement – 4.15(1)(a)(iia)**

No planning agreement applicable.

**(d) Regulations – 4.15(1)(a)(iv)**

Council's Manager Health and Building has determined that a fire safety upgrade is required in accordance with Clause 94 of the *Environmental Planning and Assessment Regulation 2000*, to bring the existing building into partial compliance with the Performance Requirements of the *Building Code of Australia*. This is due to the existing building having had significant unauthorised works undertaken and the building has been deemed to have potential deficiencies to protect persons using the building, and to facilitate their egress from the building, in the event of fire. A condition is included in the recommendation to require a report from a suitably accredited certifier to identify any deficiencies the building has in relation to the Performance Requirements of Sections C, D1, D2 and E of the *Building Code of Australia* and nominate any upgrade works required.

**(e) The likely impacts of development – 4.15(1)(b)**

***Context and Setting & Site Design and Internal Design***

The proposal is appropriate with regards to the surrounding context and setting.

***Access, transport and traffic***

The proposed additions and alterations have no impact on traffic, car parking and access.

***Utilities***

All relevant utilities are available or can be made readily available to the site.

***Heritage***

The proposed alterations and additions and proposed wall sign at the rear of the pub do not have a significant impact on the heritage significance of the heritage item that is the Woolpack Hotel and the Mudgee Heritage Conservation Area.

***Other land resources***

No impact expected on the conserving and the use of valuable land, such as productive agricultural land, mineral or extractive resources, or water supply catchments.

***Water***

No significant impact expected.

***Soils***

No significant impact expected. The land is not known to be affected by subsidence, slip or mass movement, or contamination. The proposal will not result in significant soil erosion or degradation.

***Air and Microclimate***

The development is not expected to impact air quality or microclimatic conditions.

***Flora and Fauna***

Not applicable.

***Waste***

Waste service available.



**Energy**

Not applicable.

**Noise and vibration.**

Not applicable.

**Natural Hazards**

The site is not identified as being effected by bushfire, geological/soil instability or flooding.

**Technological Hazards**

There are no known risks to people, property or the biophysical environment, resulting from technological or industrial hazards, or building fire risk.

**Safety, security and crime prevention**

Increased passive surveillance as a result of the proposed development.

**Economic and Social impact in the locality**

Generally positive.

**Construction**

Construction has already been undertaken and no further construction impacts are expected.

**Cumulative impacts**

Nil. There are no known impacts that have the potential to act in unison, in terms of space or time, or owing to their repetitive nature, that would produce an effect greater or different than the sum of the separate parts.

**(f) The Suitability of the Site for the Development – 4.15(1)(c)**

**Does the proposal fit in the locality?**

Yes. There are no hazardous land uses or activities nearby, there are no constraints posed by adjacent developments and there are adequate utilities and transport facilities in the area available for the development.

**Are the site attributes conducive to development?**

Yes. The site is not subjected to any natural hazards, and the project will not impact any critical habitat, threatened species, populations, ecological communities or endangered habitats on the site.

**(g) Submissions made in accordance with Act or Regulations – 4.15(1)(d)**

**Public submissions**

The application was advertised and notified in accordance with the provisions of *Mid-Western Regional Community Participation Plan 2019*. The submission period ended on 24 January 2020. No submissions were received.

**(h) The Public Interest – 4.15(1)(e)**

**Federal, State and local government interests and community interests**

There are no matters that would be considered to be contrary to the public interest.

***Covenants and easements effecting the proposal***

Council has no record of easements or restrictions on the property title.

*CONSULTATIONS****Health & Building***

Council's Manager Health and Building has raised the following concerns in relation to this development application:

- Plans of the whole building were not provided with the application;
- The unauthorised works will require a Building Information Certificate;
- There are a number of discrepancies between the plans and works completed to date;
- A fire safety upgrade of the building is required;
- Further works will be required to upgrade the building; and
- There are shortfalls in the provision of disabled access to the new areas.

Conditions are included in the recommendation to address the above matters. A copy of the Manager Health and Building's comments is included in the attachments.

***Heritage Advisor***

Council's Heritage Advisor has not raised any concerns with the proposal. A copy of the Heritage Advisor's comments is included in the attachments.

*DEFERRED COMMENCEMENT CONSENT*

The alterations and additions to the Woolpack Hotel were undertaken without the necessary Development Consent and Construction Certificate being in place. It is not legally possible to issue a Construction Certificate retrospectively. Consequently, the applicant will need to apply for a Building Information Certificate to cover the works that have already been undertaken. The Building Information Certificate will be the focus of a deferred commencement condition. The development consent will not become operative until the applicant has obtained the Building Information Certificate.

## Community Plan implications

<b>Theme</b>	<b>Protecting Our Natural Environment</b>
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 Environmental Plan 2012  
 Mid-Western Regional Development Control Plan 2013  
 Mid-Western Regional Community Participation Plan 2019  
 Mid-Western Regional Development Servicing Plans

## Mid-Western Regional Contributions Plan 2019

### **Council Policies**

Not applicable.

### **Legislation**

Environmental Planning & Assessment Act 1979  
Environmental Planning & Assessment Regulation 2000

## Financial implications

Nil.

## Associated Risks

Should Council refuse the development application, the applicant will be required to reinstate the building to its former state. The applicant may seek a further review of this decision or appeal through the Land & Environment Court.

ILIJA SUSNJA  
SENIOR TOWN PLANNER

LINDSAY DUNSTAN  
MANAGER, STATUTORY PLANNING

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

30 April 2020

*Attachments:*

1. Plans of Proposed Alterations and Additions. (separately attached)
2. Heritage Impact Statement. (separately attached)
3. Heritage Advisor Comments - DA0149-2020. (separately attached)
4. Manager Health and Building Comments - DA0149-2020. (separately attached)

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 8.3 Draft Mid-Western Regional Local Strategic Planning Statement - Post Exhibition

REPORT BY THE MANAGER, STRATEGIC PLANNING  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, LAN900107

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager, Strategic Planning on the Draft Mid-Western Regional Local Strategic Planning Statement - Post Exhibition; and**
2. **adopt the Mid-Western Regional Local Strategic Planning Statement attached to this report.**

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### Executive summary

At Council's 18 March 2020 meeting, Council resolved to place the Draft Local Strategic Planning Statement (Draft LSPS) on public exhibition.

The purpose of this report is to consider the submissions received. During the exhibition period 8 community submissions and 6 government department submissions were received. The submissions have been provided as Attachment 1.

The Mid-Western Regional Local Strategic Planning Statement (LSPS) outlines the vision for land use planning in the Mid-Western Region and details Planning Priorities along with Land Use Actions to achieve the Planning Priorities. The Land Use Actions outline where Council will focus its strategic land use planning project work in the future.

Matters raised in the community submissions have been summarised, a staff comment provided and detail of any changes made to the Draft LSPS is provided in the body of the report. A copy of the updated LSPS is provided as Attachment 2.

If the final LSPS is adopted by Council, it will be uploaded to the NSW Planning Portal as required by the NSW Department of Planning, Industry and Environment no later than 1 July 2020.

The LSPS must be reviewed every seven (7) years.

### Disclosure of Interest

Nil.

### Detailed report

### Background

In March 2018, amendments to the *Environmental Planning and Assessment Act 1979* (EP&A Act) introduced new requirements for Council to prepare a Local Strategic Planning Statement. The EP&A Act now recognises the critical role of strategic land use planning in a local area.

Council considered the Mid-Western Regional Local Environmental Health Check at the December 2019 Council meeting. The Health Check demonstrated how Council is satisfying the Directions of the Central West and Orana Regional Plan 2036 (Regional Plan). The Regional Plan is the highest order strategic land use document and has been fundamental in the drafting of the LSPS. The Regional Plan will also support future amendments to planning controls. The applicable Directions of the Regional Plan have been referenced in the LSPS.

Further, the drafting of the LSPS has given Council the opportunity to implement the Mid-Western Region Community Plan Towards 2030 (Community Plan Towards 2030) Strategy Items into land use actions.

The LSPS Planning Priorities and Land Use Actions provide the rationale for decisions about how we will use our land to achieve the community's goals.

### **Mid-Western Regional Local Strategic Planning Statement Structure**

The LSPS is presented in the following structure:

1. Introduction
2. Context
3. Land Use Vision
4. Our Themes and Planning Priorities
5. Implementation, Monitoring and Reporting

The LSPS includes 12 Planning Priorities under each of the 5 Themes of the Community Plan Towards 2030. The Planning Priorities align to the strategy items of the Community Plan Towards 2030. 37 Land Use Action Items are included that detail how the Planning Priorities will be achieved.

As a result of the public exhibition, two additional Land Use Actions have been included in the Draft LSPS, increasing the total to 37. However, no material changes have been made to the Draft LSPS.

The two additional Land Use Actions area:

Under Theme 1 Looking After Our Community:

- 1(c) Investigate the best means of achieving heritage conservation in Kandos.

Under Theme 4 Connecting Our Region:

- 10 (c) Update the Roads Asset Management Plan to reflect newly developed areas.

### **Community Engagement**

Although there was no formal requirement for Council to undertake community engagement as part of the preparation of the LSPS, Council did develop five surveys to capture community input on Land Use Vision, Growth, Town Centres, Design Considerations and Tourism. These surveys were available online during January and February 2020, and promoted on Council's website, through Facebook and utilising the Mid-Western YourSay communication tool. A media release was also distributed to local media outlets including radio and newspaper. 286 responses were received and have helped inform the preparation of the LSPS.

A number of community submissions raised the extent of community engagement undertaken to prepare the LSPS. In reviewing the feedback, there may be some confusion between the community engagement requirements for the Mid-Western Region Community Plan - Towards 2030. Those who mentioned community engagement in their submissions will have opportunities to participate when the relevant Land Use Action is undertaken. For example, relevant stakeholders and individual community members will have the opportunity to participate in the Land Use Action relating to the preparation of local character statements. Similarly, community participation will play a key role in conducting land use surveys and understanding the future needs and opportunities for land to support tourism, industrial and commercial use.

## Public Exhibition

The Draft LSPS was placed on public exhibition commencing Friday 20 March and concluded Wednesday 29 April 2020 in accordance with Council's Community Participation Plan 2019.

During the exhibition period 8 community submissions and 6 government department submissions were received.

Submissions were received from the following government departments:

- Western Region, NSW Department of Planning, Industry and Environment
- Heritage NSW, NSW Department of Premier and Cabinet
- Cancer Council
- NSW Department of Primary Industries, Fisheries
- Transport for NSW
- Resilience Planning, NSW Department of Planning, Industry and Environment

The 6 government department submissions outlined suggested LSPS inclusions, which resulted in one change. Land Use Action 1 (d) has been changed to reference Heritage NSW, Premier and Cabinet, rather than the NSW Department of Planning, Industry and Environment.

Matters raised in the community submissions have been summarised in the table below. A staff comment is provided and detail of any changes made to the Draft LSPS identified.

Matter Raised in the Submission	Staff Comment	Change to LSPS
<b>Figure 1 Our Region:</b>		
Location of Glen Alice, Glen Davis and Newnes are incorrect.	Noted.	Figure 1 Our Region map updated.
<b>2.2 Our Community:</b>		
Additional events provided for town descriptions.	Noted.	The town descriptions have been updated with additional events.
<b>3. Land Use Vision:</b>		
Clarification of the 'place' discussion in the visions.	Noted.	The LSPS has been updated to provide clarity around the meaning and discussion of sense of place.
<b>4.3 Structure Plan:</b>		
Explanation of structure plans is unclear, limited detail on the structure plans.	Noted.	The purpose of the structure plans has been clarified and additional detail included on the four town structure plans.
Should the maps distinguish between current zones and future expansion?	The maps are designed to identify the current status. Future strategic land use planning work may result in additional land being identified for future land supply. Undertaking the relevant Land Use Actions will inform the location of	No change required.

future opportunities.

Should the employment lands of the former cement works be removed?	The land zoning of the former cement works remains unchanged. Accordingly it is identified as employment lands.	No change required.
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**Planning Priority 1:**

Heritage listing numbers are incorrect, rationale reads like a description.	The specific number of heritage items has been included. It is noted that the list requires updating, however to date the number of items is 482.	Rationale amended and specific number of heritage items included.
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Heritage study for Kandos, proposed master planning.	Master planning has merit, however the Land Use Actions within the document deliver similar outcomes. Master planning of new release areas will continue to be promoted. Further, the rate of development within some of the urban settlements does not justify this investment in strategic land use work at this stage.	The following additional Land Use Action has been included 'Investigate the best means of achieving heritage conservation in Kandos'.
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**Planning Priority 2:**

Strategic planning for seniors housing, affordable housing.	The State Environmental Planning Policies; Housing for Seniors or People with a Disability and Affordable Rental Housing provide for this form of development.	No change required.
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Urban Release Strategy for Rylstone and Kandos.	The current rate of development in Rylstone and Kandos does not warrant the preparation of an Urban Release Strategy at this stage. However, Council's Land and Housing Supply Monitor could be updated to specify development by town.	No change required.
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**Planning Priority 3:**

Description of Kandos and Rylstone contains errors, rationale reads like a description.	Noted.	The rationale and description of Kandos and Rylstone have been updated.
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Urban design framework or master planning should be considered.	Master planning has merit, however the Land Use Actions within the document deliver similar outcomes. Master planning of new release areas will continue to be promoted.	No change required.
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Incorrect Central West and Orana Regional Plan reference.	Noted.	Relationship to other Plans: Direction 9 has been moved to Planning Priority 9.
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Distribution and promotion the Rylstone Main Street Study.	The promotion and distribution of the Rylstone Main Street Study is an operational matter and does not require a Land Use Action.	No change required.
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Special character documentation	Land Use Action 3 (c) addresses this matter.	No change required.
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**Planning Priority 4:**

Future plans for sports facilities, entertainment venues, cultural activities, water security need to be considered.	These matters are relevant for Community Plan consideration and other relevant Council strategies and plans.	No change required.
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Land use action for local contexts eg. rear-lane access for Louee Street Rylstone.	Land Use Action 7(d) requires Council to undertake a land use survey, monitor and respond to future opportunities.	No change required.
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**Planning Priority 5:**

Urban design guidance.	Urban design has merit, however the	No change required.
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	Land Use Actions within the document deliver similar outcomes.	
Promotion of infill development.	This is not a land use consideration.	No change required.
Better identify and use open space for recreation, active transport corridors.	These matters are relevant to other relevant Council strategies and plans including the Recreational Strategy and PAMP.	No change required.
Work with State Forests, National Parks and Wildlife Service to identify buffers.	Existing legislation ensures these matters are addressed in the development process.	No change required.
Strategies for adapting to summer high temperatures.	Land Use Action 5 (e) addresses this matter.	No change required.
<b>Planning Priority 6:</b>		
How will the mapping of titles and resources be used.	Mapping within the LSPS will assist in guiding future development.	No change required.
<b>Planning Priority 7:</b>		
Actions c) and d) look the same.	c) will focus on industrial land and d) will focus on commercial land.	No change required.
Will Council strategically identify renewable energy opportunities?	No, Council will continue to consider applications for renewable energy on specific sites as required and in accordance with relevant legislation.	No change required.
Manufacturing nor quarrying are covered.	Manufacturing and quarrying are considered industry. Land Use Action 7 (c) satisfies this matter.	No change required.
<b>Planning Priority 9:</b>		
Education should be considered.	Noted.	The rationale has been amended to discuss education, the Land Use Action has been amended to identify future precincts, including education.
Expansion of educational opportunities.	This is a matter relevant for Community Plan consideration.	No change required.
<b>Planning Priority 10:</b>		
Re-opening of the Gulgong to Kandos/Gulgong to Rylstone railway line.	This is a matter for Transport for NSW.	No change required.
Making Bylong Valley Way a State Road.	This is a matter for Transport for NSW.	No change required.
Reviewing and updating State tourist drives.	This is a matter for Transport for NSW.	No change required.
Heavy vehicle bypasses.	Land Use Action 10 (b) stipulates the mapping of heavy vehicle bypasses.	No change required.
Limited consideration of road infrastructure for new release areas.	Noted.	Additional item included under 'Council Will' statement: Review the Roads Asset Management Plan and additional Land Use Action: c) Update the Roads Asset Management Plan. These actions are already captured under Council's Delivery Program 2017/21.
<b>Planning Priority 11:</b>		
Suggested updates to the Pedestrian Access and Mobility Plan updates.	Any specific suggestions in relation to updating the PAMP should be made during its review and consultation period.	No change required.
<b>Planning Priority 12:</b>		
Community engagement.	Discussed above.	No change required.



Other matters raised:

Former Rylstone Council visioning exercise should be referenced.	This is not a land use matter.	No change required.
Use of 'plain English'.	This is not a land use matter.	No change required.
Discussion reflects what is being done now, rather than plans for the future.	The purpose of the LSPS is to outline the strategic planning work to be undertaken in the future. Accordingly what is being done now is documented in the LSPS.	No change required.
Phasing out of coal-fired power generation.	Existing coal mine approvals extend beyond the review period of the document.	No change required.
Solar power for Council facilities.	This matter is relevant to other relevant Council strategies and plans including the Delivery Program 2017/21.	No change required.
Charging points for electric vehicles.	This is a matter relevant for Community Plan consideration.	No change required.
Communities post COVID 19 world.	This is a matter relevant for Community Plan consideration.	No change required.
Upgrade Perseverance Lane, Scotts Lane and Thompsons Lane to assist the residents in continuing and possibly expand their business / rural lifestyle.	This matter is relevant to other relevant Council strategies and plans including the Delivery Program 2017/21.	No change required.
Mudgee airport should be relocated due to noise pollution.	This is a matter relevant for Community Plan consideration.	No change required.
Open air velodrome should be constructed at Glen Willow.	This is a matter relevant for Community Plan consideration.	No change required.
'tour de NSW' commencing in Mudgee and ending in Sydney.	This is a matter relevant for Community Plan consideration.	No change required.
Vision for improving mobile phone.	This is a matter relevant for Community Plan consideration.	No change required.
Disconnect between Planning and Operations where heritage issues are concerned.	This is an operational matter of Council.	No change required.
Breaches of signage protocol.	This is an operational matter of Council.	No change required.
Public is unaware of its rights and obligations when undertaking works on sensitive buildings.	This is an operational matter of Council.	No change required.
Council appoint within Planning, advertised designated personnel to be single contact for the public so concerns are dealt with in an efficient and expedient manner.	This is an operational matter of Council.	No change required.
Communities should prepare their own 'Community Strategic Plans Towards 2040' as they have their own unique communities.	Council is required to prepare one Community Strategic Plan for the local government area in accordance with the Integrated Planning and Reporting Framework.	No change required.

If the final LSPS is adopted by Council, it will be uploaded to the NSW Planning Portal as required by the NSW Department of Planning, Industry and Environment no later than 1 July 2020.

## Community Plan implications

<b>Theme</b>	<b>Looking After Our Community</b>
<b>Goal</b>	<b>Vibrant towns and villages</b>

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Strategy	Make available diverse, sustainable, adaptable and affordable housing options through effective land use planning
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## Strategic implications

### **Council Strategies**

Mid-Western Region Community Plan Towards 2030

Mid-Western Comprehensive Land Use Strategy 2010 Parts A, B and C

### **Council Policies**

Mid-Western Regional Community Participation Plan 2019

### **Legislation**

Mid-Western Regional Local Environmental Plan 2012

Environmental Planning and Assessment Act 1979

## Financial implications

Nil.

## Associated Risks

All Councils in NSW are required to have prepared a Local Strategic Planning Statement and to publish it on the NSW Planning Portal by 1 July 2020. If Council has not prepared a Local Strategic Planning Statement in accordance with Division 3.9(1) of the EP&A Act 1979 it will be breaching its legislative requirement.

SARAH ARMSTRONG  
MANAGER, STRATEGIC PLANNING

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

4 May 2020

*Attachments:* 1. LSPS Submissions. (separately attached)  
2. Draft Local Strategic Planning Statement. (separately attached)

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 8.4 Events Assistance Applications

REPORT BY THE EVENTS OFFICER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400067, ECO800009; FIN300052

### RECOMMENDATION

#### That Council:

1. receive the report by the Events Officer on the Events Assistance Applications;
2. provide Events Assistance to the below applicants (includes cash and in-kind amounts) for Period 1, July – December 2020; and

<b>Mudgee Junior Rugby League</b>	<b>\$1,174</b>
<b>Southern Cross Owners Group</b>	<b>\$272</b>
<b>The Mudgee Bridge Club</b>	<b>\$1,230</b>
<b>Sculptures in the Garden</b>	<b>\$2,500</b>

3. provide multi-year Events Assistance funding to the below applicants (includes cash and in-kind amounts) for the period of 2020, 2021 and 2022.

	<b>2020</b>	<b>2021</b>	<b>2022</b>
<b>Rylstone Street Feast</b>	<b>\$2,500</b>	<b>\$2,500</b>	<b>\$2,500</b>
<b>Mudgee Veterans Golfers Association</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>

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### Executive summary

This report considers applications for Events Assistance under Council's Events Assistance Policy. It relates to events to be held in period 1, between 1 July and 31 December 2020, which is the current period for applications. A total of 8 complete applications were submitted, 2 applications were removed (Mudgee Masters and Mudgee Running Festival) due to events being cancelled as a result of the COVID-19 restrictions, it was advised they reapply next year for multi-year funding.

It should be noted that the number of submissions are down compared to the 18 that were received for the same period in 2019. This decrease in applications is due to the current COVID-19 pandemic, where regular events for this period have either been cancelled or rescheduled to 2021.

### Disclosure of Interest

Nil.

### Detailed report

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

- Attract the largest number of visitors to the Region; and

- Extend the duration of visitation to the Region (i.e. occur over a number of days).

A summary of requests and recommendations can be found in Attachment 1. Full applications for each event can be found in Attachment 2.

### **Group 10 Junior League Grand Finals**

The proposed event is to host the Group 10 Junior League Grand Finals in September at Glen Willow. The event is to host teams from 11 years through to 16 years from across the Central West, it is anticipated that attendance would be approximately 518 people made up of single day and overnight visitors. \$1,174 of in-kind assistance is requested to contribute to the cost of hire of Glen Willow Stadium main field (\$930) and field 2 (\$244). It is recommended that if Council wishes to support the event in 2020 the recommended amount of funding based on the scoring scale is \$1,174 of in-kind assistance.

### **Southern Cross Owners Group Muster 2020**

The proposed event is the Southern Cross Owners Group Muster 2020 to be held at the Mudgee Showground in October. An in-kind request of \$272 has been submitted to cover the hire of the animal stalls and chairs and tables for attendees (animal stalls \$102, 80 x chairs \$120 & 10 x tables \$50). It is recommended that if Council wishes to support the event in 2020 the recommended amount of funding based on the scoring scale is \$272 of in-kind assistance.

### **The Mudgee Bridge Club**

The proposed event is to host the annual Mudgee Bridge Club Tournament, with an expected attendance of 180 players (from across the State) over the 2 day event. \$1,230 of in-kind support is requested to cover the cost of hire of the Exhibition Pavilion at the Mudgee Showground (\$615 per day). It is recommended that if Council wishes to support the event in 2020 the recommended amount of funding based on the scoring scale is \$1,230 of in-kind assistance. Council supported the event in 2019, with \$500 in Events Assistance Funding.

### **Sculptures in the Garden**

The annual two day event is an art event that exhibits Australian sculpture. With an anticipated attendance of 5,000 made up of locals and visitors to the region. \$2,500 of cash assistance is requested to be used towards marketing the event. If Council wishes to support the event in 2020 the recommended amount based on the scoring scale is \$2,500. Council supported the event in 2019, with \$2,500 in Events Assistance Funding.

### **Multi-Year Funding**

#### **Rylstone Street Feast**

The annual Rylstone Street Feast attracts approximately 1,400 participants made up of both local and visitors to the main street of Rylstone to showcase the region in November. Events Assistance of \$2,500 has been requested, made up of in-kind \$1,854 (hire of Rylstone Hall, \$244, traffic management \$1,040 and waste management \$570) and \$646 cash for the development of marketing materials. If Council wishes to support the event, the recommended amount based on the scoring scale is \$1,000 for each year. However as this is a major event on the Events Calendar for Rylstone, it is recommended that Council support the event with \$2,500 for 2020, 2021 and 2022 to ensure ongoing success. Council supported the event in 2019 with \$2,500 in funding.

#### **Mudgee Veterans Golfers Association**

The annual veterans golfing tournament in September attracts approximately 250 players made up of both local and visitors. A request for \$2,500 in cash assistance has been made to be used for marketing (\$1,000) and prizes for players (\$1,500). If Council wishes to support the event in 2020, 2021 and 2022, the recommended amount based on the current scoring scale is \$500 for each year. The applicant has raised concerns that the scoring scale for Events Assistance, does not

consider the 7-day length of this event in assessment. If Council considered this event, incorporating the economic value of the 7-days of which the event is held, than the economic value would increase and the revised recommended amount recommended to contribute towards this event would be \$1,000 per year. Council supported the event in 2019 with \$500, previous to this from 2015 - 2018 the event received \$2,500.

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

**LOCAL COMMUNITY/VOLUNTEER PARTICIPATION IN EVENT**

SCORE	DEFINITIVE ANSWERS	VALUE JUDGEMENT
0	Unsatisfactory	No or limited local community/volunteer participation or impact (<500 residents)
1	Poor	Community/volunteer participation or local benefits impacting (500 to 1,000 residents)
2	Satisfactory	Community/volunteer participation or local benefits impacting between (1,000 to 2,000 residents)
3	Good	Direct community/volunteer involvement or local benefits impacting (>2,000 residents)

**CAPACITY TO ENSURE EVENT CONTINUES AND DEVELOPS IN THE FUTURE**

SCORE	DEFINITIVE ANSWERS	VALUE JUDGEMENT
0	Unsatisfactory	First time event being held, no plans outlined in application, unclear capacity to deliver event
1	Poor	Limited event history (year one), limited plans outlined in application
2	Satisfactory	Event is at least two years old, appropriate planning
3	Good	Well-established event with detailed planning for the future outlined

**ECONOMIC ACTIVITY GENERATED FROM EVENT**

SCORE	DEFINITIVE ANSWERS	VALUE JUDGEMENT
0	\$0-\$25K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
2	\$25K-\$50K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
4	\$50K-\$100K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
6	\$100K-\$150K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
8	\$150k-\$200K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
10	\$200K-\$250K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
12	\$250K-\$300K	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)

14	\$300K+	Number of visitors to the region x \$373 (if multi-day event) or \$107 (if single day)
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**ADDITIONAL POINTS IN-KIND REQUESTS**

SCORE	VALUE JUDGEMENT
10	All events requesting 100% in-kind assistance receive 10 bonus points. Noting only up to cost of in-kind services will be funded

Attachment 1 outlines the requests and recommendations for funding.

Community Plan implications

<b>Theme</b>	<b>Building a Strong Local Economy</b>
Goal	An attractive business and economic environment
Strategy	Promote the Region as a great place to live, work, invest and visit

Strategic implications

**Council Strategies**

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

**Council Policies**

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

**Legislation**

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

Financial implications

Funding of \$40,000 was provided for the 2020/21 year in the Delivery Program 2017-21 for Events Assistance. Based on the scoring system above, the recommendation of staff is to provide \$8,176 in Events Assistance.

An additional \$3,500 is allocated to events that were approved for multi-year funding in the previous period (Gulgong Folk Festival, Mudgee Swap Meet and Kandos Street Machines). It should be noted that approved in-kind funding for events in the period March – June 2020 that were either cancelled or rescheduled because of the COVID-19 pandemic will also be funded from this budget of \$8,774 as approved at the April 2020 Council meeting. This a total of \$20,450 in allocated Event Assistance Funding.

A budget of \$19,550 will remain for the second round of funding under the Events Assistance program for events taking place in period 2, January 1 – June 30 2021.

## Associated Risks

It is important for Council to provide support to these planned events in order to help encourage visitors back to the region and help stimulate the tourism economy following the recent challenging times of the COVID-19 pandemic. If Council does not support these events, there is a risk that they may not go ahead in the future or that they are held at another location and therefore, there is the potential of further lost economic benefits to the Mid-Western Region.

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

JOANNA LINDSAY  
EVENTS OFFICER

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

1 April 2020

*Attachments:* 1. Events Assistance Applications. (separately attached)  
2. Events Assistance Scoring Summary. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 8.5 Australian Government Regional Tourism Bushfire Recovery Grant Funding

REPORT BY THE MANAGER ECONOMIC DEVELOPMENT  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, GRA600041

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager Economic Development on the Australian Government Regional Tourism Bushfire Recovery Grant Funding**
2. **if successful, accept \$30,000 in grant funding from the Federal Government for the Mid-Western Region for the development and execution of the Fermenta Festival in partnership with Mudgee Region Tourism and Cementa;**
3. **amend the 2020/21 Budget and draft 2020/21 Operational Plan as follows:**
  - **increase grant funding received for Fermenta by \$30,000, increase other income by \$53,000, and allocate a project expenditure of \$83,000;**
4. **if successful, authorise the General Manager to finalise and sign the funding agreement with the Federal Government for Fermenta Festival; and**
5. **if successful, authorise the General Manager to finalise and sign the MOU, between Council, Mudgee Region Tourism and Cementa.**

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### Executive summary

In March 2020, Council applied for funding from the Australian Government's Regional Tourism Bushfire Recovery Fund. The purpose of this report is to authorise the General Manager to accept funding and sign the funding agreement and other relevant documentation should Council be successful in obtaining grant funding.

### Disclosure of Interest

Nil

### Detailed report

Council applied for grant funding from the Australian Government's Regional Tourism Bushfire Recovery Fund in March 2020. The purpose of this funding was to be provided for bespoke events, concerts, festivals and/or other visitor attractions (such as art installations and tourist walks) in fire affected regions to assist the recovery effort. The application made by Council was for funding to create and produce a new event intended to support, recover and grow the economies of the Kandos and Rylstone townships in the wake of the devastating bushfire season of 2019/20.



The inaugural 'Fermenta' (planned for Saturday 13 March 2021) will see a broad appeal one day event celebrating the art of fermentation hosted in the towns of Kandos and Rylstone. It is aimed to complement the local business industry and the appeal of the Mudgee Region as a destination for high quality fermented produce, food, drinks and wine. Locals and visitors will be treated to educational classes, how-to workshops and tastings to learn about the fermenting process and the potential of benefits of fermented food and drink.

Transport is planned to operate between Kandos and Rylstone to allow festival-goers the ability to participate in activities between both towns. In the evening, a street festival will be held for locals and visitors to come together to sample, enjoy and purchase fermented drinks and foods with family, friends and other like-minded people along historical streetscapes.

The event concept was originated by Alex Wisser, Creative Director of Cementa, to complement the biennial Cementa Festival which is held in the Kandos-Rylstone area. It is hoped Fermenta will become the 'sister' event to Cementa, the festival of contemporary art which brings together over 60 regional and urban artists for a four-day celebration of the Kandos Township and Australian contemporary art.

Utilising the production experience of Council's Events Team, the marketing expertise of MRTI and the further local knowledge of Cementa, a collaboration between these highly invested regional bodies will work to deliver the event under a Memorandum of Understanding (MOU).

It is expected that the March event will see an attendance of approximately 3,000 people, generating \$364,800 in economic benefit to the Kandos-Rylstone community.

It is hoped that the Fermenta Festival will provide long-term visitation benefits to Kandos and Rylstone through growth into an annual event from 2022. With the event becoming a permanent annual fixture on the Kandos-Rylstone event calendar, the communities will receive increased visitation year on year by tourists who will stay in the towns and spend money.

Fermenta is intended to support, recover and grow the economies of the Kandos and Rylstone townships whilst distinguishing the Kandos-Rylstone area as a unique, regionally located destination in NSW.

It is recommended, that Council accept the grant funding of \$30,000 if successful and endorse the MOU between Council, MRTI and Cementa.

## Community Plan implications

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

## Strategic implications

### **Council Strategies**

Council's Towards 2030 Community Plan has a range of strategies supported by the projects proposed to be funded including providing infrastructure and services to cater for current and future needs of the community.

### **Council Policies**

Not Applicable

**Legislation**

Not Applicable

## Financial implications

The following table summarises the budget changes required to the 2020/21 budget.

<b>Income</b>	<b>2020/21</b>
Grant Funding	\$30,000
Income – Ticket Sales, Sponsorship & Stallholder fees	\$53,000
<b>Total income</b>	<b>\$83,000</b>

<b>Expenditure</b>	<b>2020/21</b>
Event Delivery Costs	\$83,000

<b>Budget Year</b>	<b>Operating Performance Ratio</b>	<b>Own Source Revenue</b>	<b>Building &amp; Infrastructure Renewal</b>
<b>2020/21</b>	-	✓	-
<b>Future Years</b>	-	-	-

## Associated Risks

The key assumption incorporated into this project in relation to Budget is that 3,000 tickets will be sold to the street festival event and/or the workshops at an average price of \$15. There is a risk that this total number of tickets will not be sold and Council may be required to provide additional funding to cover fixed costs, should there be a shortfall in ticket sales. Given Council's previous experience in hosting events, it is believed that 3,000 tickets is achievable for this event.

ALINA AZAR  
MANAGER ECONOMIC DEVELOPMENT

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

21 April 2020

*Attachments:* 1. Draft MOU Fermenta - MRTI, MWRC, Cementa Inc.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



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

**Memorandum of Understanding  
Between  
Mid-Western Regional Council;  
Mudgee Region Tourism Inc. and  
Cementa Inc.**

**Re: 'Fermenta' Event Organisation**

**1. Purpose**

The purpose of this Memorandum of Understanding (MOU) is to facilitate and define the mutual agreement between Mid-Western Regional Council (MWRC), Mudgee Region Tourism Inc and Cementa Inc. regarding the roles and responsibilities for the design and production of 'Fermenta', a new event to be held in Kandos/Rylstone on 13 March 2021.

**2. The nature of the collaboration**

The organisations will collaborate in the following ways:

MWRC will:

- Apply to the Australian Government and other funding bodies seeking funding support for the event
- Be responsible for all grant funding processes and procedures including the acceptance of funding and provision of acquittal documents.
- Provide all financial management of the event and manage the overall budget
- Undertake the role of 'Producer' for event including final decision making responsibility to ensure successful event delivery
- Provide all hands-on coordination of the event including planning and designing the events, activities, sourcing vendors, suppliers, booking venues and coordinating promotion

MRTI will:

- Provide guidance and support for the event through participation in the Fermenta Event Advisory Group
- Provide access to web services.
- Provide public relations support as deemed appropriate
- Manage the online promotion of the event on the MRTI website
- Provide ticketing for the event through the 123tix portal

Cementa Inc. will:

- Provide guidance and support for the event through participation in the Fermenta Event Advisory Group

- Provide input on creative direction for the brand development of Fermenta and supporting marketing materials. Noting once overarching brand identity is developed, MWRC will manage the design and production of marketing materials.
- Provide a recommended entertainment schedule for the event, based on an allocated budget, by agreed timings.

### **3. The terms of the agreement**

The agreement is effective for a period of 15 months from the date of this signed document and will be reviewed at the completion of the event.

### **4. Organisation and management of the agreement**

#### **MWRC**

- Event Producer: Joanna Lindsay, Events Coordinator – 02 63782845, [Joanna.lindsay@midwestern.nsw.gov.au](mailto:Joanna.lindsay@midwestern.nsw.gov.au)
- Events Officer; Sally McBryde – 02 63782811, [sally.mcbryde@midwestern.nsw.gov.au](mailto:sally.mcbryde@midwestern.nsw.gov.au)
- Manager Economic Development – Alina Azar – 02 63782885, [alina.azar@midwestern.nsw.gov.au](mailto:alina.azar@midwestern.nsw.gov.au)

#### **MRTI**

- Principal contact : Cara George, CEO - 02 6372 1020, [ceo@visitmudgeeregion.com.au](mailto:ceo@visitmudgeeregion.com.au)
- Business Development Manager: Leanne Murphy, - 02 6372 1020, [bdm@visitmudgeeregion.com.au](mailto:bdm@visitmudgeeregion.com.au)
- Marketing Coordinator: Nathaniel Smith - 02 6372 1020, [marketing@visitmudgeeregion.com.au](mailto:marketing@visitmudgeeregion.com.au)

#### **CEMENTA**

- Principal contact : Alex Wisser (Creative Director) – 0413 555 860, [awisser@cementa.com.au](mailto:awisser@cementa.com.au)

### **5. Fermenta Event Advisory Group**

An advisory group will be established to provide advice and input on the design and production of the Fermenta event. This group will include:

- MWRC – Joanna Lindsay, Alina Azar (Chair)
- MRTI – Cara George, Leanne Murphy
- Cementa – Alex Wisser
- Fermenting Expert – To be appointed

The advisory group will conduct monthly meetings and provide MWRC with feedback on event production and planning activities. Minutes of said meetings will be circulated to all parties.

MWRC, MRTI and Cementa will have a joint debrief meeting after the event to assess the impact of the event, key learnings and future opportunities.

## **6. Communication and exchange of information**

The Fermenta Event Advisory Group will conduct monthly meetings (or more often as required) and distribute the minutes of each meeting to all parties to this agreement. This information will remain confidential. MWRC will provide Council and MWRC Executive team with updates on the progress of the event.

## **7. Intellectual property**

Cementa will be recognised as a joint party to the Fementa event to ensure brand association as the original source of this event idea generation.

## **8. Marketing and publicity**

Mid-Western Regional Council will be responsible for the marketing and publicity of the event and will develop an overall marketing plan, in line with the allocated budget, and share with Fermenta Advisory Committee for feedback.

Further, both Cementa and MRTI will distribute marketing materials with relevant databases, social channels and other owned or accessible media.

## **9. Settlement of disputes**

Disputes will be resolved through direct negotiation and discussion between delegations from MWRC, MRTI and Cementa. If resolution is not achieved, MWRC Executive team will arbitrate on behalf of all groups

## **10. Review and evaluation**

A quarterly meeting will be held to assess the performance of the partnership. MRTI and/or Cementa will outline any excessive demands that this partnership is placing on the staff of MRTI or volunteers or the organisations. It will also outline any ways that it can see to improve the relationship. MWRC will outline any administration challenges that it may be experiencing via the partnership.

## **11. Costs, Risks and Liabilities**

All associated costs, risks and liabilities in regard to the nature of the collaboration are the responsibility of each of the parties in respect to the specified areas of delivery.

Signed:

BRAD CAM  
GENERAL MANAGER  
MID-WESTERN REGIONAL COUNCIL

Date:

CARA GEORGE  
MUDGE REGION TOURISM INC.

Date:

ALEX WISSER  
CEMENTA INC.

Date:

## 8.6 Amended Food Inspection Program 2019/20

REPORT BY THE MANAGER, HEALTH AND BUILDING  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, A0830004

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager, Health and Building on the Amended Food Inspection Program 2019/20;**
2. **suspend the 2019/20 food inspection program due to COVID-19; and**
3. **waive associated fees for fixed food premises inspections under the 2019/20 food inspection program up to 30 June 2020.**

---

### Executive summary

The current COVID-19 pandemic has had a significant financial and operational impact on local food businesses due to government trading restrictions and social distancing requirements.

Under Council's partnership with the NSW Food Authority, Council has an inspection target of 80% of fixed food premises. The purpose of this report is to consider proposed amendments to the 2019/20 food inspection program, which will help ease the burden on local businesses in the current difficult environment.

It is recommended that the 2019/20 food inspection program be suspended, and any associated fees for fixed food premise inspections up to 30 June 2020 be waived.

### Disclosure of Interest

Nil

### Detailed report

The NSW Food Authority places an expectation that Local Governments conduct inspections of 80% of fixed food premises while undertaking their annual food inspection program. Council's Authorised Officers have historically inspected more than 95% of fixed food premises each year. Council's annual food inspection program is generally conducted between April and June each year and last year comprised 124 registered fixed food premises.

Prior to the COVID-19 government trading restrictions and social distancing requirements coming into effect, Council had commenced the annual food inspection program with 24 re-inspections in March which were a follow up on past inspections. As the majority of local food businesses have either severely reduced capacity or have closed their doors completely, Council has not proceeded with any further inspections under the 2019/20 food inspection program in the last 6 weeks.

The Manager of the Local Government Unit within the NSW Food Authority has acknowledged the current environment and challenges that are presented for both Council's inspectors and the Food

Businesses themselves in continuing with a food inspection program which is normally mandatory. In light of the current situation, the NSW Food Authority has confirmed they will support the varied approaches that Councils may choose for the 2019/20 program and do not expect Council's to achieve the normal rate of inspections specified under the current partnership.

Therefore, the recommendation of staff is to formally suspend the remainder of the 2019/20 food inspection program. A letter will be sent to all food businesses advising that the 2019/20 program will not be mandatory, but also noting that an inspection can be requested should the individual business wish to do so to meet their operational needs. Investigation of food related complaints will continue to be facilitated by Council's Authorised Officers.

In acknowledging the financial impact that the COVID-19 pandemic has had on local food businesses, it is also recommended that should a local business request a fixed food premises inspection in May or June 2020, Council will not charge the associated food inspection fee for 2019/20.

The primary inspection fee in Council's adopted Fees and Charges for 2019/20 for both medium and high risk premises is \$205, with reinspection fees charged at 50% of the primary inspection fee.

## Community Plan implications

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

## Strategic implications

### Council Strategies

Mid-Western Region Community Plan Towards 2030  
Delivery Program 2017/21 and Operational Plan 2019/20

### Council Policies

Not applicable

### Legislation

NSW Food Act 2003  
NSW Public Health Act 2010

## Financial implications

Council's annual budget for 2019/20 includes projected income of \$20,000 for the food inspection program. Suspending the 2019/20 will result in a loss of this income.

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



## Associated Risks

The food inspection program is designed to encourage compliance with NSW Food Authority practices and relevant legislation in the NSW Public Health Act 2010. Suspending the program will mean there is a risk that instances of non-compliance will not be identified. However, this risk is considered low given the high compliance rates of fixed food premises participating in the program historically and given there will be no change to the investigation of food related complaints.

JOSH BAKER  
MANAGER, HEALTH AND BUILDING

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

23 April 2020

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 8.7 Temporary Suspension of Alcohol Free Zone Market Street and Church Street Mudgee for Flavours of Mudgee 2020

REPORT BY THE MANAGER, HEALTH AND BUILDING  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400066, GOV400054, GAV400043, A0130008

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager, Health and Building on the Temporary Suspension of Alcohol Free Zone Market Street and Church Street Mudgee for Flavours of Mudgee 2020;**
2. **suspend the Alcohol Free Zone for the nominated locations within Market Street and Church Street between the hours of 4:00pm-9:00pm on Saturday 26 September, for the purposes of the Flavours of Mudgee Street Festival 2020; and**
3. **suspend the Alcohol Free Zone for the nominated locations within Market Street and Church Street between the hours of 5:00pm-10:00pm on the alternative date of Saturday 21 November, for the purposes of the Flavours of Mudgee Street Festival 2020, should the event not proceed on Saturday 26 September due to COVID-19 restrictions.**

---

### Executive summary

The Flavours of Mudgee Street Festival is part of the 2020 Mudgee Wine and Food Festival. The event will see the Mudgee CBD come alive with the flavours of our region and give visitors and locals the chance to experience local wine, food and produce in a festival atmosphere.

In order for this event to occur the Alcohol Free Zone located in this area is required to be temporarily suspended.

The purpose of this report is to seek the temporary suspension of the Alcohol Free Zone (AFZ) in Market Street (between Lewis and Perry Streets) and Church Street (between Short and Mortimer Street) in order to host the Flavours of Mudgee 2020 Street Festival. A map confirming the festival areas is attached to this report.

### Disclosure of Interest

Nil.

### Detailed report

Council's event team are proposing two dates for the temporary suspension of the Alcohol Free Zone (AFZ) to account for the uncertainty of the COVID-19 pandemic. Although the proposed times for the actual event are either 4:00pm-8:00pm (Saturday 26 September) or 5:00pm-9:00pm (on the alternate date of Saturday 21 November), the temporary suspension period is requested to

extend through to 1 hour beyond the close of alcohol sales to account for people to finish drinks purchased before alcohol service has been shut off.

In this regard it is proposed that this temporary suspension will occur on Saturday 26 September 2020 between the hours of 4:00pm and 9:00pm with alcohol sales ceasing at 8:00pm. Alternatively, should this date not be available due to Government COVID-19 crowd restrictions, the temporary suspension will occur on Saturday 21 November 2020 between the hours of 5:00pm and 10:00pm with alcohol sales ceasing at 9:00pm.

Security and RSA staff will be engaged to monitor the event. There will be a total of ten (10) security staff. Five will be primarily located at all entry points to ensure that the consumption of alcohol is restricted to this approved area. A further three will be roving security staff and another two operating as RSA marshals.

The Mudgee Police have been contacted and have no objections. Police will also maintain a presence at the event with two (2) x user-pays officers requested for the duration of the event.

Council will be closing Market Street, between Lewis and Perry Streets and Church Street, between Short and Mortimer Streets from 12:00pm on Saturday 26 September 2020 (or the alternate date of 21 November 2020). The area will be closed only to vehicles with pedestrian access not being affected. It is expected that Market Street will re-open by 11pm. Please see attached event area map for reference.

## Community Plan implications

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

## Strategic implications

### Council Strategies

Not Applicable.

### Council Policies

Not Applicable.

### Legislation

Section 645, Part 4, Chapter 16 of the Local Government Act 1993

## Financial implications

Not Applicable.

## Associated Risks

There is a risk of alcohol related incidents; however, this risk is mitigated by the presence of the NSW police force, additional security staff and the RSA obligations of individual stallholders.

JOSH BAKER  
MANAGER, HEALTH AND BUILDING

JULIE ROBERTSON  
DIRECTOR DEVELOPMENT

23 April 2020

*Attachments:* 1. Application to suspend alcohol free zone - Flavours of Mudgee 2020.  
2. Alcohol Management Plan - Flavours of Mudgee 2020.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



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

JL | A0410004

23 April 2020

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

Dear Brad,

**RE: Temporary suspension of alcohol free zone Market and Church Streets  
2020 Flavours of Mudgee Street Festival**

I am writing to you to request the temporary suspension of the alcohol free zone in the Mudgee CBD (Market St. between Lewis St. and Perry St. and Church St. between Short St. and Mortimer St.) for the 2020 Flavours of Mudgee Festival.

- **Saturday 26 September** from 4pm to 8pm
- **Saturday 21 November** from 5pm to 9pm (please note this will only be required if the event cannot proceed as planned due to Government COVID-19 crowd restrictions)

The Flavours of Mudgee Street Festival is part of the 2020 Mudgee Wine and Food Celebration. The event will see the Mudgee CBD come alive with the flavours of our region and give visitors and locals the chance to experience local wine, food and produce in a festival atmosphere.

Mid-Western Regional Council will be closing Market St. between Lewis St. and Perry St. and Church St. between Short St. and Mortimer St. from 12pm on Saturday 26 September. The area will be closed to vehicles however, pedestrian access will not be affected. The event will commence at 4pm and run until 8pm. It is expected that all streets will re-open by 10pm. Please see attached event area map for your reference (if the second date is used these times will all move back an hour to accommodate daylight savings time).

Event organisers will liaise closely with security and local police in the lead up to the event to ensure all parties are working together to deliver a safe and incident-free event.

If you have any further queries, please contact me on 02 6378 2811 or email joanna.lindsay@midwestern.nsw.gov.au.

Yours sincerely

JOANNA LINDSAY  
EVENTS COORDINATOR

## ALCOHOL MANAGEMENT PLAN – FLAVOURS OF MUDGEE 2020

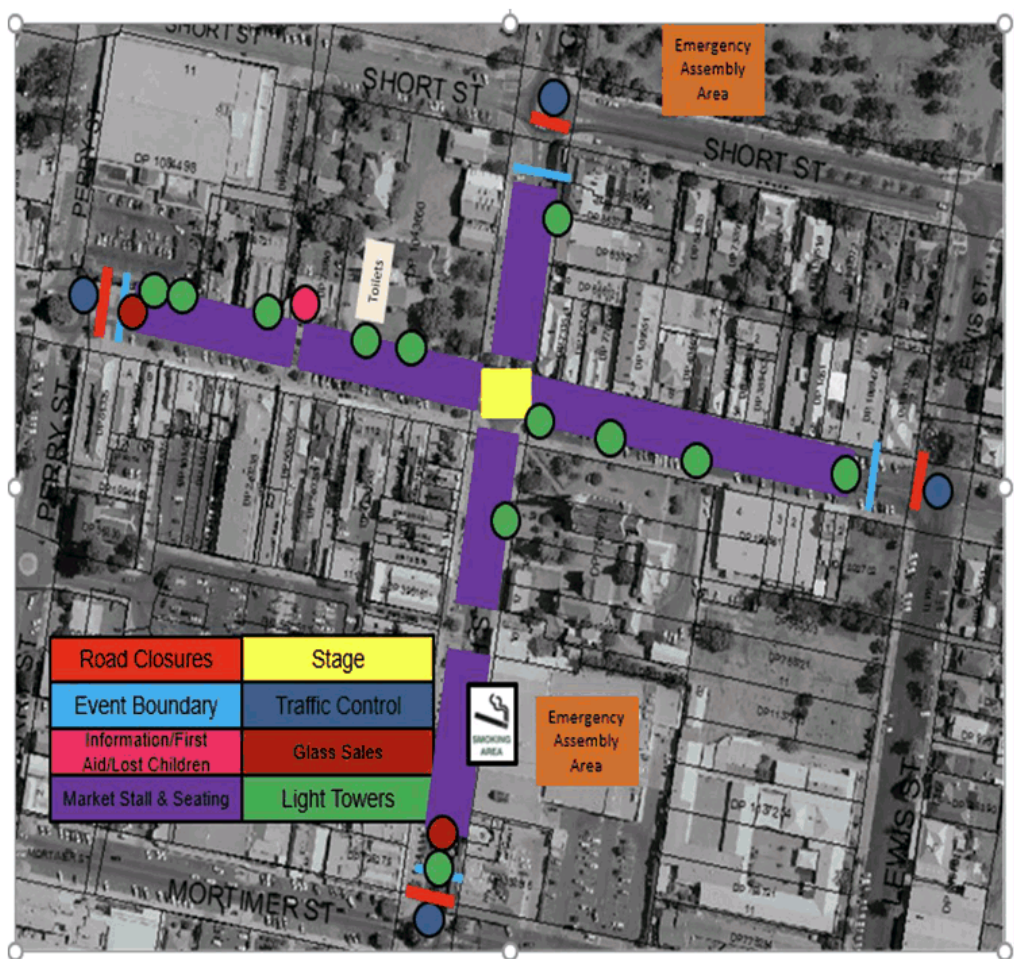
### Event Details

Flavours of Mudgee Street Festival  
 Saturday 26 September 2020, 4.00pm to 8.00pm or Saturday November 21 5.00pm – 9.00pm  
 Market Street (Perry to Lewis) and Church Street (Short to Mortimer), Mudgee

### The Event

Flavours of Mudgee is an annual wine and food event managed by Mid-Western Regional Council (MWRC) as part of the Mudgee Wine & Food Festival. Local wine and food producers are invited to have a stand at the event to promote their brand and sell their products. Flavours of Mudgee is a free community event.

### Event Map



### Liquor Licence

A Fair Notification – will be submitted to the Office of Liquor and Gaming and shared with the police

### Alcohol Free Zone Suspension

An application to suspend the alcohol free zone for the event area will be sent to Mid-Western Regional Council Meeting.

### Stallholders

Stallholder applications open on 1 July 2020 (tbc dependent on Government COVID 19 Restrictions).

A maximum of 65 stalls will be located on site. There will be a mix of stalls serving alcohol and providing alcohol, approximately a 50/50 split.

### Responsible Service of Alcohol

All stallholders providing alcohol must have an RSA. All stalls providing alcohol must also have free drinking water available. It will be the responsibility of each individual stallholder to ensure patrons tasting/purchasing wine are over 18 years of age.

### Security & RSA Marshalls

MWRC to engage a security to provide security services at the event. There will be ten (10) guards in total:

- Five (5) x stationary guards located at each entry point
- Three (3) x roving guards
- Two (2) x RSA Marshalls

Police will maintain a presence at the event with two (2) x user-pays officers requested for the duration of the event.

### Wine Tasting

In order to taste wine, event attendees must first purchase a token package. The cost of the package is outlined in the below table; and includes 5 x tasting tokens (1 token = 1 x 30mL taste) and an exclusive Flavours of Mudgee wine glass.

Early bird local presale (2 weeks prior to general public)	\$10.00
General presale	\$12.50
Kids tasting package	\$10.00
Tasting package event price 26/09/2020 or 21/11/2020	\$15.00

There will be two sales points (Church Street south, Market Street west). Sales will cease one hour prior to the end of the event. Wine sales will continue at individual stalls until the event ends.

A token rebate of 75c per token will be given to stallholders.

### Wine Sales

Patrons have the option to purchase a glass of wine or bottle of wine (both at cellar door prices) to be consumed at the event. Once a bottle of wine is opened at the event, it cannot be taken out of the event area. Only unopened bottles of wine can be taken from the event area.

### Food

Food will be available at the event. This ranges from full meals to snacks and local produce (e.g. relishes and jams). Food and wine stalls will be mixed throughout the event area.

### Incident Reporting & First Aid

In the event of any incident, the event manager must be notified and the incident reported. Incident reports are made available to all stallholders via the stallholder information pack. First Aid will be available at the Property Shop corner by St John Ambulance.

**Conditions of Entry & Risk Assessment**

Alcoholic beverages cannot be taken in to the event by patrons. Alcohol may only be removed from the event if it is unopened and has been purchased from the event.

A full list of the conditions of entry and risk assessment are available in the stallholder information pack which is distributed to all stallholders and stakeholders.

Joanna Lindsay, Events Coordinator  
Mid-Western Regional Council



## 8.8 Monthly Development Applications Processing and Determined

REPORT BY THE DIRECTOR DEVELOPMENT  
TO 20 MAY 2020 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 April 2020 Development Applications determined and Development Applications processing. The report will detail:

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

### Community Plan implications

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

### 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

5 May 2020

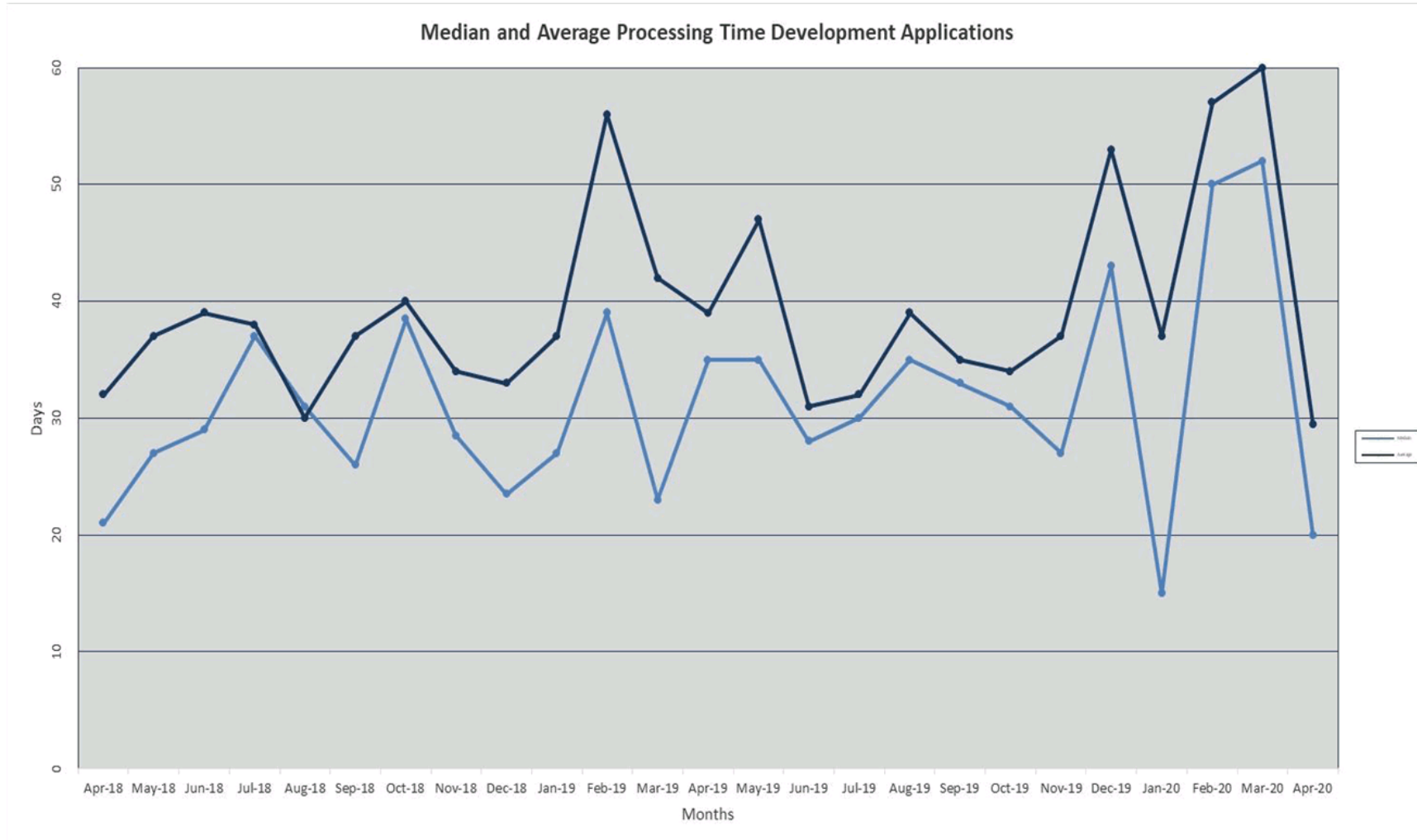
*Attachments:* 1. Monthly Development Applications Processing and Determined - April 2020.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

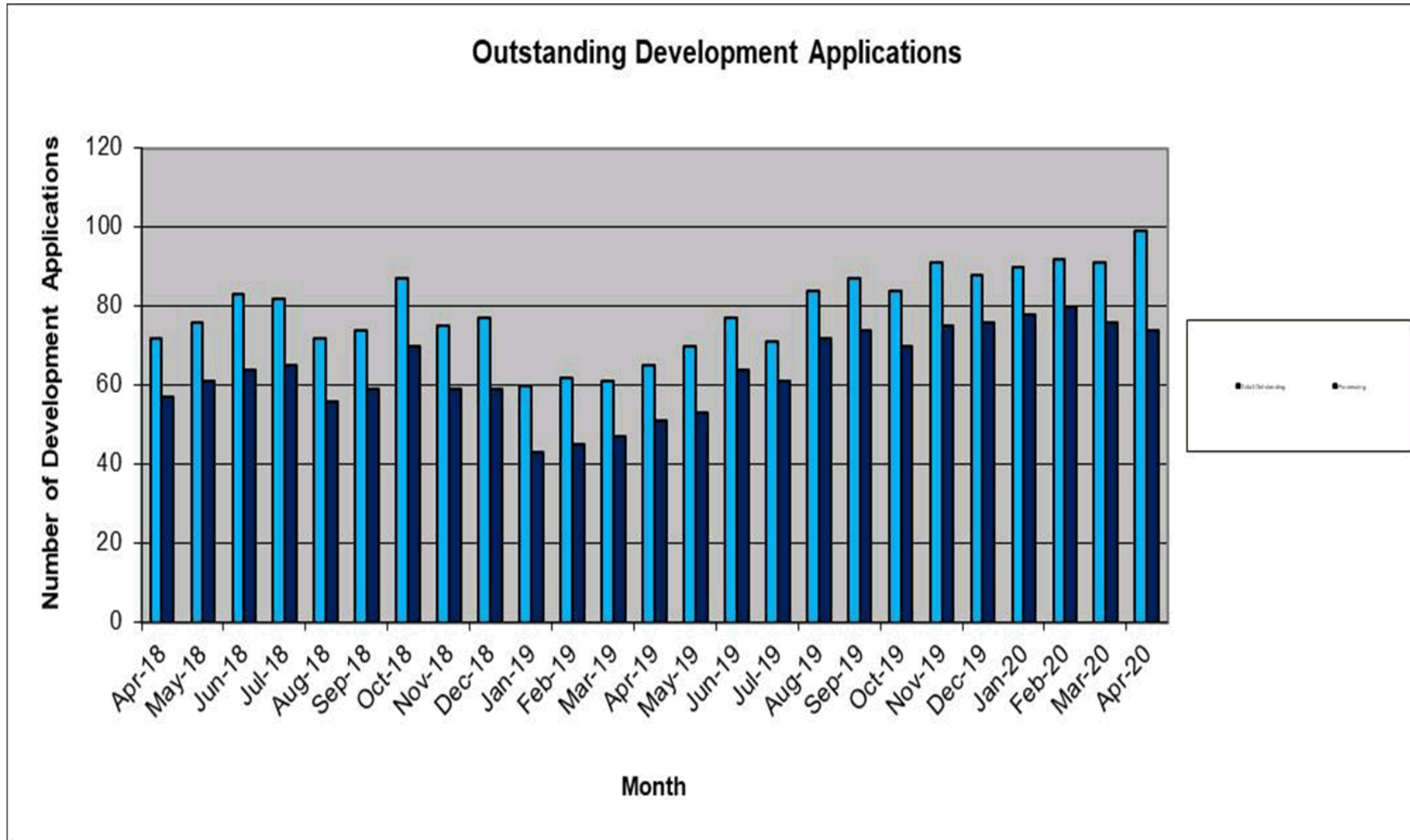
## Monthly Development Application Processing Report – April 2020

This report covers the period for the month of April 2020. Graph 1 indicates the processing times up to 30, April 2020 with the month of April having an average of 29.5 days and a median time of 20 days.



## Monthly Development Application Processing Report – April 2020

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 – April 2020

The Planning and Development Department determined 15 Development Applications either by Council or under delegation during April 2020.

### Development Applications Determined – April 2020

Appl/Proc ID	Description	House No	Street Name	Locality
DA0221/2017	Function Centre	141	Black Springs Road	EURUNDEREE
DA0117/2020	Industrial Building	11	Saleyards Lane	GULGONG
DA0186/2020	Subdivision - Torrens Title	72	Mortimer Street	MUDGEES
DA0190/2020	Dwelling House	5	Sturt Street	KANDOS
DA0206/2020	Residential Shed	83	Horatio Street	MUDGEES
DA0209/2020	Alterations & Additions	54	Depot Road	MUDGEES
DA0210/2020	Demolition	9	Paterson Street	MUDGEES
DA0217/2020	Residential Shed	51	Winter Street	MUDGEES
DA0219/2020	Secondary Dwelling	9	Butler Circle	BOMBIRA
DA0221/2020	Awning	40	Belmore Street	GULGONG
DA0223/2020	Dwelling House	21	Xavier Court	MUDGEES
DA0224/2020	Farm Building	161	Craigmoor Road	EURUNDEREE
DA0232/2020	Residential Shed	47	Court Street	MUDGEES
DA0233/2020	Carport	113	Horatio Street	MUDGEES
DA0236/2020	Dwelling House	216	Broadhead Road	SPRING FLAT

## Monthly Development Application Processing Report – April 2020

### Development Applications currently being processed – April 2020

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
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
DA0142/2018	Subdivision - Torrens Title	38	Rifle Range Road	MUDGEE
DA0214/2018	Camping Ground	2970	Lue Road	LUE
DA0226/2018	Dwelling House	308	Cypress Drive	YARRAWONGA
DA0301/2018	Commercial Premises	20	Sydney Road	MUDGEE
DA0089/2019	Change of use - Shed to Dwelling	2037	Coxs Creek Road	RYLSTONE
DA0228/2019	Recreation Facility (outdoor)	103	Wattlegrove Lane	LINBURN
DA0263/2019	Camping Ground	40	Grevillea Street	GULGONG
DA0277/2019	Dwelling House	280	Gardiners Road	TWO MILE FLAT
DA0283/2019	Electricity Generating Works	129	Old Mill Road	GULGONG
DA0288/2019	Electricity Generating Works	3	Sydney Road	BURRUNDULLA
DA0010/2020	Extractive Industry	329	Quarry Road	CARWELL
DA0038/2020	Tourist and Visitor Accommodation	151	Stubbo Road	STUBBO
DA0045/2020	Dual Occupancy	71	Fairydale Lane	MUDGEE
DA0046/2020	Dual Occupancy	5	Xavier Court	MUDGEE
DA0065/2020	Dual Occupancy	8	Xavier Court	MUDGEE
DA0075/2020	Dual Occupancy	166	Gladstone Street	MUDGEE
DA0077/2020	Child Care Centre	1	Sydney Road	MUDGEE
DA0086/2020	Subdivision - Torrens Title	50	Broadhead Road	MUDGEE
DA0089/2020	Subdivision - Torrens Title	238	Broadhead Road	SPRING FLAT
DA0119/2020	Dual Occupancy	4	Xavier Court	MUDGEE
DA0124/2020	Subdivision - Torrens Title	1391	Wallawaugh Road	HARGRAVES
DA0125/2020	Dual Occupancy	44	Banjo Paterson Avenue	MUDGEE
DA0131/2020	Hotel Accommodation	121	Ulan Road	PUTTA BUCCA

## Monthly Development Application Processing Report – April 2020

DA0146/2020	Subdivision - Torrens Title	103	Adams Lead Road	GULGONG
DA0151/2020	Dual Occupancy	75	Fairydale Lane	MUDGEE
DA0152/2020	Alterations & Additions	21	Dabee Road	KANDOS
DA0154/2020	Subdivision - Torrens Title	3	Sydney Road	BURRUNDULLA
DA0156/2020	Subdivision - Torrens Title	29	Horatio Street	MUDGEE
DA0166/2020	Dual Occupancy	9	Mullholland Court	MUDGEE
DA0168/2020	Change of use - Truck Depot	25	Sydney Road	MUDGEE
DA0169/2020	Change of use - Stadium Motocross Track & Facilities)	267	Ulan Road	BOMBIRA
DA0170/2020	Demolition	26	Robertson Street	MUDGEE
DA0174/2020	Dwelling House	55	Ilford Road	KANDOS
DA0180/2020	Dual Occupancy	9	Kilkenny Avenue	MUDGEE
DA0189/2020	Commercial Alterations/Additions	1	Goodger Place	BOMBIRA
DA0191/2020	information and education facility	267	Ulan Road	BOMBIRA
DA0194/2020	Commercial Alterations/Additions	25	Sydney Road	MUDGEE
DA0197/2020	Alterations & Additions	1904	Queens Pinch Road	MEROO
DA0201/2020	Subdivision - Torrens Title	124	Snakes Creek Road	EURUNDEREE
DA0202/2020	Tourist and Visitor Accommodation	6883	Castlereagh Highway	ILFORD
DA0203/2020	Dual Occupancy	6	Bayly Street	GULGONG
DA0207/2020	Residential Shed	2	Cudgegong Street	RYLSTONE
DA0208/2020	Dwelling House	150	Wyaldra Lane	COOKS GAP
DA0211/2020	Carport	50	White Circle	MUDGEE
DA0212/2020	Shed >150m2	14	Swords Court	MUDGEE
DA0213/2020	Residential Shed	68	Henry Bayly Drive	MUDGEE
DA0214/2020	Change of use - Dwelling to Tourist Accommodation & Signage	49	Mayne Street	GULGONG
DA0215/2020	Dual Occupancy	145	Gardiners Road	TWO MILE FLAT
DA0218/2020	Awning	65	Spring Road	MUDGEE
DA0222/2020	Dwelling House	10	Wurth Drive	BOMBIRA
DA0225/2020	Subdivision - Torrens Title	402	Castlereagh Highway	MENAH
DA0226/2020	Residential Shed	17	Butler Circle	BOMBIRA
DA0227/2020	Residential Shed	101	Plenty Road	SPRING FLAT
DA0228/2020	Shed >150m2	4	Eagle Road	RYLSTONE
DA0229/2020	Residential Shed	6	Leconfield Drive	BOMBIRA
DA0230/2020	Residential Shed	12	Lowana Close	MUDGEE
DA0231/2020	Residential Shed	45	Kurrajong Lane	RIVERLEA
DA0234/2020	Dual Occupancy	303	Blue Spring Road	STUBBO

## Monthly Development Application Processing Report – April 2020

DA0235/2020	Depot	103	Wollar Road	BUDGEE BUDGE
DA0238/2020	Residential Shed	198	Broadhead Road	SPRING FLAT
DA0239/2020	Residential Shed	136	Robertson Street	MUDGE
DA0240/2020	Residential Shed	94	Saleyards Lane	MUDGE
DA0242/2020	Alterations & Additions	101	Coxs Creek Road	RYLSTONE
DA0243/2020	Alterations & Additions	11	Lions Drive	MUDGE
DA0244/2020	Alterations & Additions	264	Goolma Road	GULGONG
DA0246/2020	Depot	8	Sydney Road	MUDGE
DA0247/2020	Alterations & Additions	87	Lions Drive	MUDGE
DA0248/2020	Residential Shed	496	Ridge Road	COOKS GAP
DA0249/2020	Dwelling House	1354	Bocoble Road	CARCALGONG
DA0250/2020	Dual Occupancy	6	Brian Herber Grove	MUDGE
DA0252/2020	Secondary Dwelling	1	Rayner Street	MUDGE
DA0253/2020	Change of use - Garage to Art Studio	17	George Street	MUDGE



## Monthly Development Application Processing Report – April 2020

### Heritage Development Applications currently being processed – April, 2020.

Appl/Proc ID	Description	House No	Street Name	Locality
DA0271/2011	Alterations & Additions	87	Short Street	MUDGEES
DA0058/2018	Fence	1	Dunphy Crescent	MUDGEES
DA0215/2019	Commercial Alterations/Additions	88	Louee Street	RYLSTONE
DA0254/2019	Dual Occupancy	100	Inglis Street	MUDGEES
DA0300/2019	Demolition	80	Madeira Road	MUDGEES
DA0112/2020	Multi Dwelling Housing	122	Market Street	MUDGEES
DA0115/2020	Alterations & Additions	5	Cox Street	MUDGEES
DA0118/2020	Change of use - Retail Shop to Beautician	26	Market Street	MUDGEES
DA0138/2020	Dual Occupancy	109	Lewis Street	MUDGEES
DA0149/2020	Alterations & Additions	67	Market Street	MUDGEES
DA0177/2020	Demolition	25	Inglis Street	MUDGEES
DA0182/2020	Commercial Alterations/Additions	91	Horatio Street	MUDGEES
DA0198/2020	Dwelling House	72	Mortimer Street	MUDGEES
DA0216/2020	Alterations & Additions	24	Louee Street	RYLSTONE
DA0220/2020	Residential Shed	49	Douro Street	MUDGEES
DA0237/2020	Commercial Alterations/Additions	21	Douro Street	MUDGEES
DA0241/2020	Dwelling House	10	Kilkenny Avenue	MUDGEES
DA0245/2020	Swimming Pool	23	Meares Street	MUDGEES
DA0251/2020	Alterations & Additions	43	Bayly Street	GULGONG

## Item 9: Finance

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### 9.1 Monthly Statement of Investment and Bank Balances as at 30 April 2020

REPORT BY THE MANAGER FINANCIAL PLANNING  
TO 20 MAY 2020 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 30 April 2020; 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 30 April 2020.

#### Credit Rating Commentary

Standard & Poors (S&P) recent media release updated their economic risk trend to negative from stable. S&P indicated that it is unlikely that the credit rating of the four major banks in Australia will be downgraded due to likely government support, cutting of dividends and raising of additional capital. With 3 of the 4 major banks having now released earnings and all so far having put aside large provisions for credit losses there still remains uncertainty in this economic downturn.

#### Community Plan implications

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

## Strategic implications

### **Council Strategies**

Not applicable.

### **Council Policies**

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

### **Legislation**

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

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

## Financial implications

Not applicable.

## Associated Risks

Not applicable.

NEIL BUNGATE  
MANAGER FINANCIAL PLANNING

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

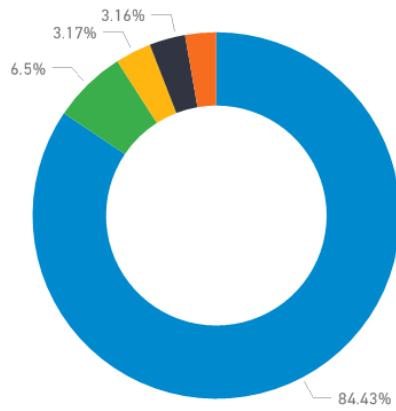
9 April 2020

*Attachments:* 1. Investment Report April.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

Investments by Type

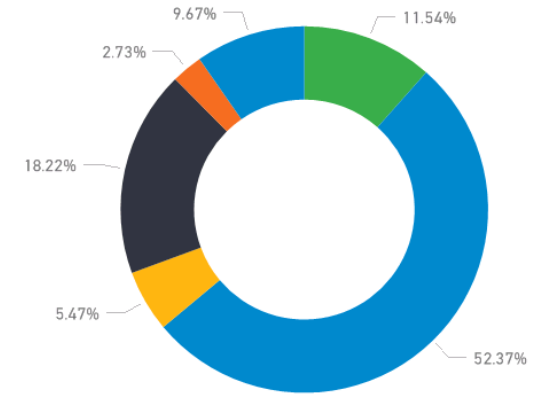


## Mid-Western Regional Council Cash and Investments as at 30 April 2020

Total Investment Portfolio

**82.32M**

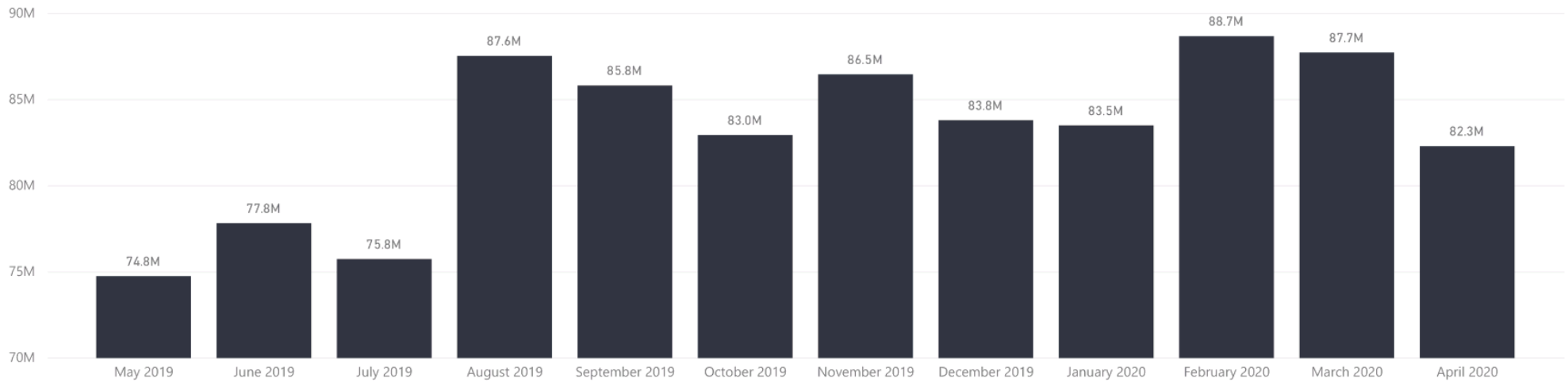
Investments by Long Term Rating



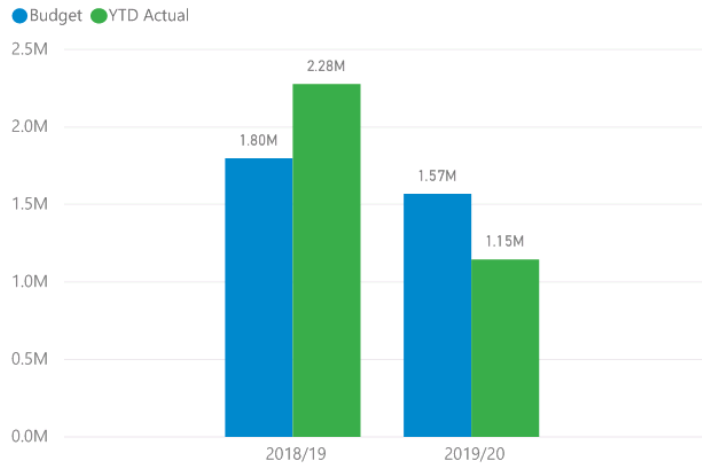
● Term Deposit 
 ● TCorp - MTG Fund 
 ● At Call 
 ● TCorp - LTG Fund 
 ● TCorp - Cash Fund

● A+ to A- 
 ● AAA to AA- 
 ● BBB 
 ● BBB+ 
 ● Tcorp Hour-Glass Cash 
 ● TCorp Hour-Glas...

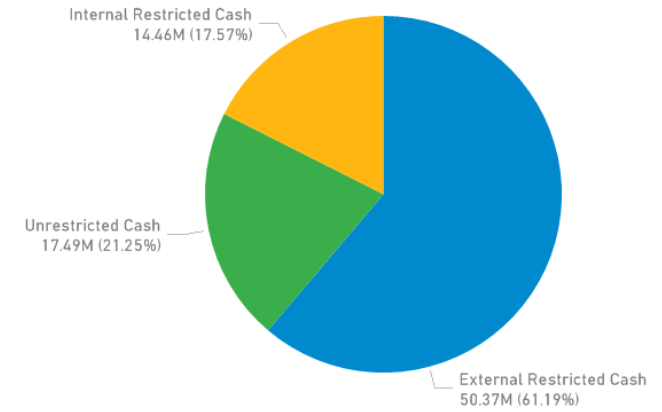
Portfolio Balance at End of Month



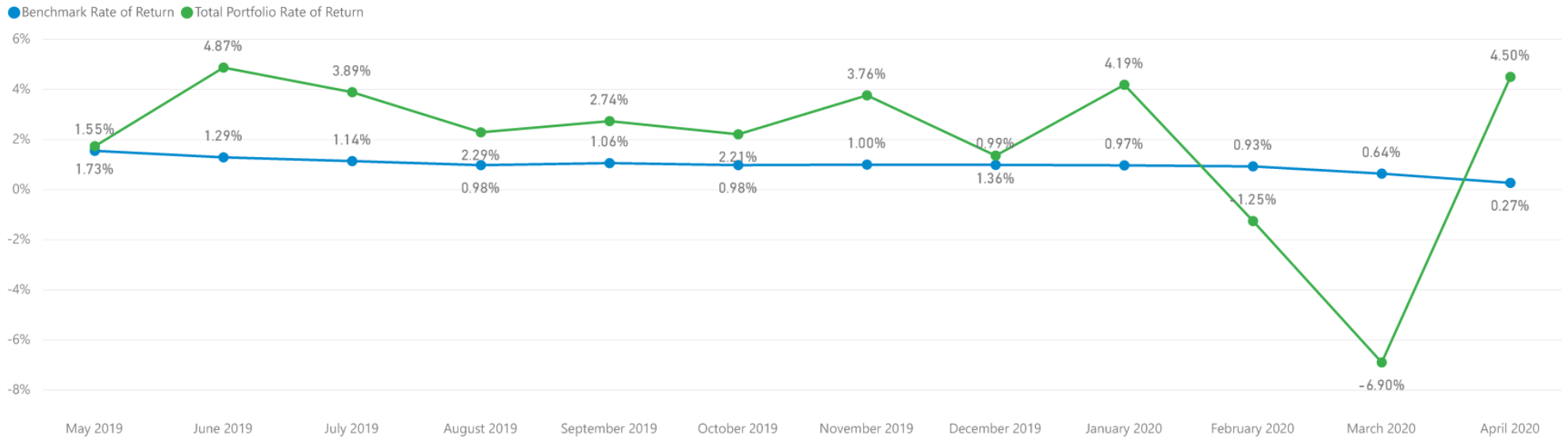
Income from Investments



Balance by Cash Category



Investment Performance



## Investment Portfolio Summary

Term to Maturity	Amount \$'000	Actual	Cumulative Actual	Cumulative Minimum	Policy Compliance
Less than 3 months	28,816,425	35%	35%	20%	OK
Between 3 months and 1 year	46,000,000	56%	91%	40%	OK
Between 1 year and 2 years	6,500,000	8%	99%	50%	OK
Between 2 years and 4 years	1,000,000	1%	100%	85%	OK
More than 5 years	-	0%	100%	0%	OK
<b>Total</b>	<b>82,316,425</b>				

Long Term Rating	Institution	Policy Limit	Policy Compliance (Institution)	% of Portfolio	Amount
AA-	Bankwest	40%	OK	7%	6,000,000
	CBA	40%	OK	5%	4,000,000
	NAB	40%	OK	17%	13,611,711
	St George	40%	OK	13%	11,000,000
	Westpac	40%	OK	10%	8,500,000
A+	Macquarie	20%	OK	7%	6,000,000
A	ING	20%	OK	4%	3,500,000
BBB+	AMP	10%	OK	9%	7,000,000
	Bank Of Queensland	10%	OK	8%	6,500,000
BBB	MyState Bank	10%	OK	2%	1,500,000
	Credit Union Australia	5%	OK	2%	1,500,000
	Defence Bank	5%	OK	2%	1,500,000
Tcorp Hour-Glass Cash	ME Bank	5%	OK	2%	1,500,000
	TCorp - Cash Fund	30%	OK	3%	2,247,919
TCorp Hour-Glass Growth Fund	TCorp - Long Term Growth				
	Fund	15%	OK	3%	2,604,767
TCorp Hour-Glass Growth Fund	TCorp - Medium Term Growth				
	Fund	15%	OK	7%	5,352,028
<b>Grand Total</b>				<b>100%</b>	<b>82,316,425</b>

Long Term Rating Group	Credit Policy Limit	Policy Compliance (SP)	% of Portfolio	Amount
AAA to AA-	100%	OK	52%	43,111,711
A+ to A-	50%	OK	12%	9,500,000
BBB+	20%	OK	18%	15,000,000
BBB	10%	OK	5%	4,500,000
Tcorp Hour-Glass Cash	30%	OK	3%	2,247,919
TCorp Hour-Glass Growth Fund	15%	OK	10%	7,956,795
<b>Grand Total</b>			<b>100%</b>	<b>82,316,425</b>

## 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)	2,726,337		2,611,711
TCorp - Cash Fund	2,242,031		2,247,919
TCorp - Long Term Growth Fund	2,523,561		2,604,767
TCorp - Medium Term Growth Fund	5,257,739		5,352,028
<b>Total</b>	<b>12,749,667</b>	<b>-</b>	<b>12,816,425</b>

The below table shows matured term deposits

Institution	Yield	Maturity Date	Principal Amount	Total Interest Amount
Westpac	2.85%	15/04/2020	1,000,000	57,937
NAB	2.90%	29/04/2020	1,500,000	86,762
St George	2.40%	1/04/2020	1,500,000	29,589
St George	2.27%	22/04/2020	1,500,000	29,386
Bank Of Queensland	2.07%	15/04/2020	1,000,000	17,070
<b>Total</b>			<b>6,500,000</b>	<b>220,744</b>

The below table shows new term deposits

Institution	Yield	Maturity Date	Principal Amount	Total Interest Amount
NAB	1.10%	21/04/2021	1,000,000	10,759
<b>Total</b>			<b>1,000,000</b>	<b>10,759</b>

**At Call Fund and Managed Funds**

Institution	Yield	Term to Maturity	Principal Amount
NAB	0.65%	0	2,611,710.62
TCorp - Cash Fund	0.65%	1	2,247,918.66
TCorp - Long Term Gro	0.65%	5	2,604,767.18
TCorp - Medium Term C	0.65%	5	5,352,028.27
<b>Total</b>			<b>12,816,424.73</b>

**Current Term Deposits**

Institution	Yield	Term to Maturity	Principal Amount
AMP	1.90%	27	1,000,000
AMP	1.90%	27	500,000
AMP	1.90%	41	2,000,000
AMP	1.70%	223	1,500,000
AMP	1.70%	230	2,000,000
Bank Of Queensland	1.65%	559	2,500,000
Bank Of Queensland	1.55%	230	1,500,000
Bank Of Queensland	1.60%	657	1,500,000
Bank Of Queensland	1.45%	671	1,000,000
Bankwest	1.54%	69	2,000,000
Bankwest	1.52%	83	2,000,000
Bankwest	1.52%	90	2,000,000
CBA	1.52%	118	1,000,000
CBA	1.52%	125	1,000,000
CBA	1.52%	146	2,000,000
Credit Union Australia	1.58%	195	1,500,000
Defence Bank	1.80%	321	1,500,000
ING	2.77%	293	1,000,000
ING	1.55%	209	2,500,000
Macquarie	1.65%	118	1,500,000
Macquarie	1.45%	307	1,500,000
Macquarie	1.45%	328	2,000,000
Macquarie	1.40%	1035	1,000,000
ME Bank	1.93%	41	1,500,000
MyState Bank	1.65%	335	1,500,000
NAB	1.95%	55	1,500,000
NAB	1.79%	55	1,500,000
NAB	1.60%	111	1,000,000
NAB	1.57%	97	1,500,000
NAB	1.55%	153	1,500,000
NAB	1.62%	181	1,500,000
NAB	1.50%	174	1,500,000
NAB	1.10%	356	1,000,000
St George	2.61%	363	2,500,000
St George	2.22%	13	1,500,000
St George	1.60%	251	1,000,000
St George	1.65%	251	1,500,000
St George	1.58%	265	1,000,000
St George	1.58%	272	2,000,000
St George	1.50%	279	1,500,000
Westpac	2.88%	27	2,500,000
Westpac	2.63%	139	1,500,000
Westpac	1.54%	461	1,500,000
Westpac	1.56%	167	1,500,000
Westpac	1.55%	300	1,500,000
<b>Total</b>			<b>69,500,000</b>

## 9.2 Request by Developer for Easement over Council Land - Mudgee Valley Tourist Park 8 Bell Street Mudgee

REPORT BY THE REVENUE AND PROPERTY MANAGER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, DA0046/2019, 5952

### RECOMMENDATION

#### That Council:

1. **receive the report by the Revenue and Property Manager on the Request by Developer for Easement over Council Land - Mudgee Valley Tourist Park 8 Bell Street Mudgee; and**
2. **agree to the proposal put forward by the Developers of Allotment 211 DP1070725 to approve an easement to discharge stormwater runoff and the associated construction of works on Allotment Lot 22 DP585777, subject to, but not limited to, the outcomes of the further determinations, applications, compensation and legal advice as cited in this Report; and**
3. **authorise the General Manager to exercise delegated authority to deal with all outcomes and any other matters arising in relation to the establishment of the easement, including the negotiation of compensation and the associated construction of works over Allotment Lot 22 DP585777; and**
4. **instruct the Developers of Allotment 211 DP1070725 not to undertake any construction works on Allotment Lot 22 DP585777 until the General Manager is satisfied with all outcomes; and**
5. **authorise the General Manager to sign all documentation, where necessary, in relation to the proposed establishment of an easement over Allotment Lot 22 DP585777; and**
6. **authorise the Mayor to sign all documentation, where additionally required to do so, in relation to the proposed establishment of an easement over Allotment Lot 22 DP585777; and**
7. **authorise the Common Seal of Council be affixed to all documentation, where necessary, in relation to the proposed establishment of an easement over Allotment Lot 22 DP585777; and**
8. **require the Developers of Allotment 211 DP1070725 be responsible for all costs, including Council's reasonable legal costs and the cost of the relevant valuation report obtained by Council associated with the proposed establishment of an easement over Allotment Lot 22 DP585777.**

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### Executive summary

The purpose of this Report is for Council to consider a proposal put forward by the Developers of 20-24 Bell Street (the Developers) to obtain Council approval to grant an easement for drainage over Council owned land located at 8 Bell Street Mudgee. The land is identified as Lot 22



DP585777 and is known as Mudgee Valley Tourist Park (the Park). The proposal is appended as Attachment 1 to this Report.

## Disclosure of Interest

Nil

## Detailed report

### Background

Development consent approved the subdivision of 20-24 Bell Street being Lot 211 DP1070725 owned by the Developers into 16 allotments.

The Consent issued for DA0046/2019 included Conditions 4, and 12-16 inclusive that required the Developers to undertake stormwater drainage works typically required in subdivision developments that include provision of an underground/piped drainage system and inter-allotment drainage, discharge of stormwater runoff to either existing downstream infrastructure where available or to a natural drainage feature (creek or other watercourse). In this case there is no downstream infrastructure available.

Construction Certificate CCC0079/2019 also included conditions requiring consent of adjoining owners and a Controlled Activity Approval from the Natural Resources Access Regulator (NRAR) prior to the commencement of construction.

An information request was issued seeking a stormwater drainage plan that showed an on-site detention basin within the subdivision. This option, if properly designed, does not require adjoining land owners consent. The adjoining lands include Lot 210 DP1070725 which is owned by another ratepayer (the Ratepayer) and the Park. The original development application did not show a drainage outlet within Lot 210 DP1070725 that discharged into the creek on that property.

The Developers opted for a drainage swale design instead, where the disposal of stormwater would discharge to a watercourse to the west on the Ratepayer's land. This proposed option was subject to the Developers obtaining both the Ratepayers consent and a Controlled Activity Approval from the NRAR.

The Developers undertook works without obtaining either approval which has caused upset to the Ratepayer such that the Developers have been unable to negotiate the Ratepayer's consent.

The Developers are now seeking consent to discharge stormwater runoff to a location further downstream of the development to the portion of the creek on land which comprises the Park, as shown in the sketches below. The Developers require the consent of Council as owner of the Park to create this easement and subsequent construction of infrastructure.



Section 45 of the Local Government Act (the Act) and Council's *Land Acquisition and Disposal Policy* (the Policy) provide that Council may dispose of its land assets, including interests in land such as an easement, only if the land is classified as *Operational*.

The Park is comprised of Lot 22 DP585777 being 4.04Ha and is classified as *Operational* Land under the Act.

### Considerations

There are five (5) options available for the drainage of stormwater from the subdivision.

1. On-site detention basin.
  - If properly designed, an on-site detention basin with a weir overflow does not require the consent of the adjoining Ratepayer for the discharge of drainage over their land. If properly designed, the post-development flows should not exceed the pre-development flows from the property.
  - The Developers had the option to provide an on-site detention basin on their site to accommodate stormwater drainage for the development. The provision of this on-site basin would have taken up part of the subdivision and would affect the size and/or number of lots that could be created. Consequently, the Developers opted for a drainage swale arrangement instead.
2. Directing stormwater to the creek to the west of the site on the Ratepayer's land – drainage swale design.
  - This was the Developer's preferred option, but the Developers were not able to obtain the adjoining Ratepayer's consent for the works on their land for the reasons as previously outlined.
  - Notwithstanding this situation, a possible course of action for the Developers is to seek a court order imposing the easement under s88K Conveyancing Act 1919 (NSW).

3. Pump out to the street.
  - Pump out systems are unreliable and are generally not supported by Council officers.
4. Directing drainage to the street.
  - There is insufficient fall across the site to be able to practically direct stormwater to the street. The site slopes towards the north-western corner.
5. Directing drainage through Council's land at the Park to the creek.
  - Will drain stormwater from the site by gravity.
  - The total area of the easement required for these works would be approximately 66m<sup>2</sup> representing approx. 0.165% of the total lot area of the Park.
  - The easement required will sterilise a portion of the Park. Any future works on the Park will need to require compliance with the provisions of the *Local Government (Manufactured Home Estates, Caravan Parks, Camping Grounds and Moveable Dwellings) Regulation 2005*. This regulation requires that dwelling sites and camp sites must be located at least 3m from the boundary of the Park. Consequently, it will not be possible to place any dwellings or campsites over the proposed easement.
  - Notwithstanding that part of the site cannot be developed, it is currently being used as the 'rear yard' of a number of cabins.
  - It is desirable to maintain the area within 3m from the western boundary of the site as a landscape buffer to provide some visual screening to the Park.
  - The proposed works may have some impact on riparian vegetation. The Developers will need to demonstrate how the proposed works minimise the impact of the works on the root zone of trees in any application made to Council or NRAR.

Should Council reject the proposal for an easement on the Park land (Option 5), the Developers still have Options 1 & 2 as viable alternatives to facilitate the removal of stormwater from their development site.

Should Council agree to the creation of an easement over their land, then Lot 22 DP585777 being the Park, will need to be tied to the Development Consent. This will require a separate development application to be made for drainage works over both Lots 211 and Lot 22. Council will need to provide landowner's consent to the lodgement of the new development application.

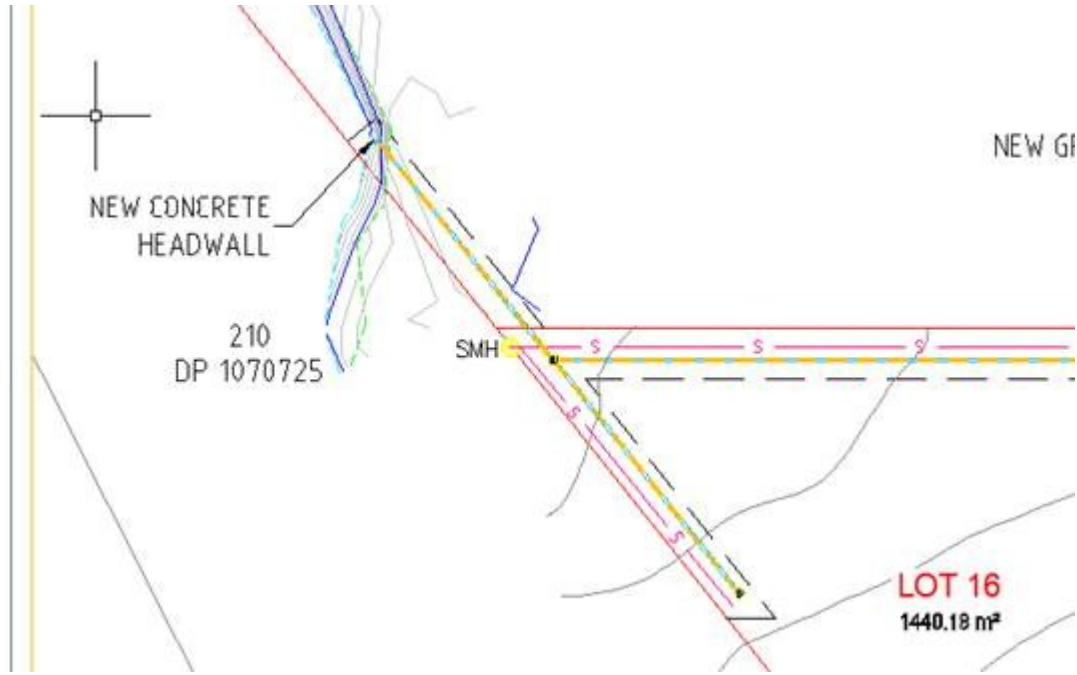
The Developers will also need to obtain a Controlled Activity Approval from the NRAR to undertake works within 40m of a watercourse.

The Developers are legally able to pursue an easement and development consent for the amended drainage works, provided Council gives its consent to do so.

In order to properly define the extent of the easement, it would be prudent to first obtain development consent for the works required within the easement. The works that will be required will be an underground pipe from the subdivision site (ie Lot 211 DP1070725), through the Park until the pipe reaches the creek within the Park. At the end of the pipe, within the creek bank, will be some form of energy dissipater/scour protection.

An indicative layout showing approximate location of the easement has been provided by the Developers.

A detailed design must be submitted and approved for construction to ensure the easement is appropriately located and dimensioned for inclusion on a Survey Plan creating the necessary easement.



The Policy dictates in relation to disposal of Council’s interest in land initiated other than by Council, all costs associated with the disposal of the interest, including compensation for the value of the land contained in the easement, valuation, survey and lodgement costs and Council’s reasonable legal costs, will be borne by the initiator.

It is recommended Council agree to the proposal put forward by the Developers for an easement to discharge stormwater runoff and the associated construction of works on the Park land. This agreement is subject to, but not limited to, the outcomes of the further determinations, applications, compensation and legal advice as cited in this Report.

It is also recommended that Council authorise the General Manager to exercise delegated authority to deal with the outcomes and any other matters arising in relation to the establishment of the easement, including the negotiation of compensation.

In order to mitigate any risks, it is recommended that the Developers be instructed not to undertake any construction works at the Park until the General Manager is satisfied with all outcomes.

### Community Plan implications

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

### Strategic implications

**Council Strategies**

Not Applicable

**Council Policies**

Land Acquisition and Disposal Policy

### **Legislation**

Local Government Act 1993

Conveyancing Act 1919 (NSW)

NSW Land Registry Services and Registrar General's Guidelines

Real Property Act 1900

### Financial implications

The Policy dictates that in relation to disposal of Council's interest in land initiated other than by Council, all costs associated with the disposal of the interest, including compensation for the value of the land contained in the proposed easement, valuation, survey and lodgement costs and Council's reasonable legal costs, will be borne by the initiator.

### Associated Risks

Risks will be mitigated by instructing the Developers not to undertake any construction works at the Park until the General Manager is satisfied with all outcomes.

Council's solicitor is to be engaged to advise and to facilitate the legal processes.

DIANE SAWYERS  
REVENUE AND PROPERTY MANAGER

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

27 April 2020

*Attachments:* 1. Proposal for Easement. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.3 Submissions to the Draft 2020/21 Operational Plan and 2017/21 Delivery Program

REPORT BY THE MANAGER FINANCIAL PLANNING  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, FIN300201

### RECOMMENDATION

#### That Council:

1. receive the report by the Manager Financial Planning on the Submissions to the Draft 2020/21 Operational Plan and 2017/21 Delivery Program;
2. receive all public submissions to the Draft 2020/21 Operational Plan and 2017/21 Delivery Program as listed below, with the General Manager required to respond to each submissions as follows:
  - 2.1 Ms Sandra Smith be thanked for her submission and Council confirms that the demand for road sealing is higher than what Council can fund;
  - 2.2 Mr Timothy O'Brien be thanked for his submission and Council confirms that the indoor pool project continues to be investigated;
  - 2.3 Ms Jenny Johnson be thanked for her submission and Council confirms that the indoor pool project continues to be investigated;
  - 2.4 Ms Sue Jakins be thanked for her submission and Council confirms that that the indoor pool project continues to be investigated; and
3. make the following amendments to the Draft 2020/21 Operational Plan and 2017/21 Delivery Program as exhibited
  - 3.1 Management Submissions
    - 3.1.1 \$431,093 additional expenditure for the Emergency Services Levy in the 2020/21 budget funded from unrestricted cash;
    - 3.1.2 \$313,193 additional income in the 2020/21 budget from NSW Government Emergency Service Levy Rebate;
    - 3.1.3 \$150,000 additional expenditure for the Floodplain Risk Management Study Stage 2 in the 2020/21 budget funded from \$100,001 Grant Income and \$49,999 from unrestricted cash;
    - 3.1.4 \$18,500 towards the YourSay - Community Engagement web based program in the 2020/21 budget to be funded from unrestricted cash;
    - 3.1.5 \$50,000 additional employee expenses in Financial Services for the continuation of the temporary position of Systems Accountant to be funded from unrestricted cash;
  - 3.2 March 2020 Quarterly Budget Review Statement amendments where

**budgets are transferred from 2019/20 to 2020/21.**

---

## Executive summary

Council has been through an extensive planning process over the past few months to determine which projects and initiatives would be undertaken across the next four financial years, culminating in the Draft Delivery Program 2017/21 and Draft Operational Plan 2020/21.

Following the public exhibition period, which closes 15 April 2020, this report seeks to consider submissions and make recommended changes based on those submissions. At the time of writing this report, the exhibition period had not yet closed, therefore some submissions may be tabled at the Council Meeting.

## Disclosure of Interest

Nil

## Detailed report

At its meeting of 15 April 2020, Council endorsed the Draft Delivery Program 2017/21 and Draft Operational Plan 2020/21 to be placed on public exhibition for a period of 28 days. The exhibition period closes on Friday 15 May 2020, with four public submissions received to date (refer to Attachment 1). Submissions received between the finalisation of this report and closure of the exhibition period will be added as late attachments.

<b>FROM</b>	<b>SUMMARY SUBMISSION</b>	<b>OF COUNCIL RESPONSE</b>
<b>2.1 Sandra Smith (attachment 1)</b>	What rural roads do you plan on tarring? With 400000 I'm told that's less than 4km of tarring. So as a resident how do we get our road on that list?	Council is currently undertaking some seal extension work where funding is available however, unfortunately, Council has a limited amount of resources, and the demand for road sealing is higher than what Council can fund. Staff have reviewed the unsealed road network and suggest that the Collector Road bus routes receive the highest priority for sealing. These roads generally service larger traffic volumes as they "collect" the minor local roads and feed them onto the Sub-Arterial Roads. The bus routes have been prioritised higher than non-bus route collector roads.
<b>2.2 Tim O'Brien (attachment 2)</b>	Heated pool for our district has once again been omitted from the agenda	Council has requested and received some preliminary heated pool designs to upgrade the existing pool at Mudgee, including placing a cover over the pool. Council is still investigating available options, including establishing a new indoor pool at a different location.
<b>2.3 Ms Jenny Johnson (attachment 3)</b>	Provision of an all seasonal swimming facility in Mudgee.	Council has requested and received some preliminary heated pool designs to upgrade the existing pool at Mudgee, including placing a cover over the pool. Council is still

**2.4 Sue Jakins (attachment 4)** No mention of the proposed Indoor Heated Pool Project.

investigating available options, including establishing a new indoor pool at a different location.

Council has requested and received some preliminary heated pool designs to upgrade the existing pool at Mudgee, including placing a cover over the pool. Council is still investigating available options, including establishing a new indoor pool at a different location.

In addition to community submissions, management submissions are also discussed below. These include some new initiatives and also carry forward of projects deferred at the March 2020 Quarterly Budget Review.

The following submissions have been received from Council's Management Team:

**3.1.1 & 3.1.2 Fire and Emergency Services Levy**

Revenue NSW has issued council with its Emergency Services Levy (ESL) assessment notice for 2020-21 as required by legislation (attachment 2). The Office of Local Government will pay a rebate to each council equivalent to the increase in their ESL contribution for 2020-21. Payments will be made in the first quarter of 2020-21.

ESL increases vary depending on the funding formula for each local government area. The table in attachment 3 shows the increase for each council for 2020-21.

In 2019-20 the NSW Government provided \$13.6 million to fund the ESL increase for local councils to pay for new workers' compensation arrangements for firefighters with cancer.

Council has allocated 2020/21 budgets of:

<b>Emergency Service</b>	<b>Current Budget</b>	<b>Revised ESL</b>	<b>Variance</b>
NSW Rural Fire Service	\$580,150	\$989,056	\$408,906
NSW State Emergency Service	\$35,000	\$48,498	\$13,498
Fire and Rescue NSW	\$59,450	\$68,139	\$8,689
Less: ESL Rebate			(\$313,193)
<b>Net Variance</b>			<b>\$117,900</b>

**3.1.1 Flood Management Study**

Council has completed stage 1 of its Flood Management study. In order to finalise the second stage of Flood Plain Management project, Council will need to make a contribution to Flood Plain Risk Management study.

The total project cost is \$150,000, with \$100,001 funded from the State Government Department of Environment and Heritage. Council will need to fund the remaining \$49,999.

**3.1.4 Community Engagement**

The YourSay community engagement licence will provide an online platform for Mid-Western Regional Council residents to communicate with Council. This platform will be used as a stop-gap until the updated website is ready to go online.

**3.1.5 Systems Accountant**



The position of Systems Accountant was trialled for a temporary period to 30 June 2020, to ascertain whether the position was a suitable fit to make progress on key financial system development projects, to achieve business improvement and efficiencies. It is recommended to extend the temporary period for an additional 6 months to complete works that have started to make progress in the time of employ, but have been re-prioritised due to COVID-19 impacts. An additional 3 months is estimated at about \$50,000 to be funded from unrestricted cash.

### 3.2 March Quarterly Budget Review Statement

The March Quarterly Budget Review Statement which is also presented at this Council meeting proposes to defer some budgets from 2019/20 to 2020/21. Therefore it is recommended that any budgets that are approved to be deferred are also reflected in an amended Operational Plan for 2020/21.

Once these recommendations have been approved, the changes will be incorporated into the 2020/21 Operational Plan and presented to Council at the June 2020 Ordinary Council Meeting for adoption, with the Long Term Financial Plan.

## Community Plan implications

<b>Theme</b>	<b>Good Governance</b>
Goal	Strong civic leadership
Strategy	Provide clear strategic direction through the Community Plan, Delivery Program and Operational Plans

## Strategic implications

### Council Strategies

Relevant Integrated Planning and Reporting Strategies are taken into account during the process of developing the revised Delivery Program 2017/21 and draft Operational Plan 2020/21, including the Community Strategic Plan, and Resourcing Strategies.

### Council Policies

Relevant Integrated Planning and Reporting Policies may influence the way the Delivery program and Operational Plan are developed, for example the Asset Management Policy.

### Legislation

Section 405 of the Local Government Act 1993 requires that:

(1) A council must have a plan (its "operational plan") that is adopted before the beginning of each year and details the activities to be engaged in by the council during the year as part of the delivery program covering that year.

(2) An operational plan must include a statement of the council's revenue policy for the year covered by the operational plan. The statement of revenue policy must include the statements and particulars required by the regulations.

(3) A council must prepare a draft operational plan and give public notice of the draft indicating that submissions may be made to the council at any time during the period (not less than 28 days) that the draft is to be on public exhibition. The council must publicly exhibit the draft operational plan in accordance with the notice.

(4) During the period of public exhibition, the council must have for inspection at its office (and at such other places as it may determine) a map that shows those parts of its area to

which each category and sub-category of the ordinary rate and each special rate included in the draft operational plan applies.

(5) In deciding on the final operational plan to be adopted, a council must consider any submissions that have been made concerning the draft plan.

(6) The council must post a copy of its operational plan on the council's website within 28 days after the plan is adopted.

Part 4 of the Local Government Act 1993 provides requirements for Council in the making of rates and charges. Importantly rates or charges must be made by a Council resolution, with the last date by which a rate or charge must be made before 1 August.

There have been changes to Council's reporting requirements in response to the impacts of Covid – 19. The Office of Local Government released Council Circular 20-12 'Modification of statutory requirements in response to COVID-19 pandemic' to advise councils that regulations have been made under section 747B of the Local Government Act 1993 (LG Act) to temporarily modify the application of the LG Act in response to the COVID 19 pandemic.

Regulations made under section 747B automatically expire after 6 months or earlier if decided by Parliament.

The amendments include providing Council with a one-month extension to adopt its 2020-21 Operational Plan (including Revenue Policy, Statement of Fees and Charges and annual budget) before 31 July 2020.

The requirement for documents to be made available for inspection at council offices has been removed, if the document is published on the council's website or available electronically.

Amendments have also been made to the Local Government (General) Regulation 2005 (the Regulation) to remove the requirement for council notices to be advertised in newspapers and instead allow the relevant notice to be published on the council's website. This is not a temporary measure and will be ongoing.

Please see attachment 8.

## Financial implications

Operating Performance Ratio – this ratio will decline due to additional expenditure.

Own Source Revenue - this ratio will decline due to acceptance of external funding.

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

## Associated Risks

Not applicable.

NEIL BUNGATE  
MANAGER FINANCIAL PLANNING

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

29 April 2020

- Attachments:*
1. Smith completed Submission to the 2020/21 Draft Operational Plan.
  2. Have your say - online submission - Heated Pool.pdf.
  3. Jenny Johnson - Pool Upgrade and Cahill Park.
  4. Julie Jakins - Submission to the 2020\_21 Draft Operational Plan.
  5. Emergency Services Levy Council Contribution.
  6. FESL RebateTable.pdf.
  7. Flood Risk Management Plan Grant.
  8. Modification of Statutory requirements in response to the COVID 19 pandemic 20-12.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

**From:** [Your Say Mid-Western Regional Council](#)  
**To:** [Council](#)  
**Subject:** Smith completed Submission to the 2020/21 Draft Operational Plan  
**Date:** Monday, 20 April 2020 12:58:49 PM

---

**Caution: This email originated from outside the organisation.**

Smith just submitted the survey 'Submission to the 2020/21 Draft Operational Plan' with the responses below.

**What section of the 2020/21 Draft Operational Plan would you like to provide feedback on?**

Roads

**Please provide a detailed description of your submission.**

What rural roads do you plan on tarring ? With 400000 I'm told that's less than 4km of tarring . So as a resident how do we get our road on that list?

---

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**From:** [council@midwestern.nsw.gov.au](mailto:council@midwestern.nsw.gov.au)  
**To:** [Council](#)  
**Subject:** Have your say - online submission  
**Date:** Thursday, 7 May 2020 2:22:37 PM

---

**Caution: This email originated from outside the organisation.**

First\_name : Tim  
Surname : O'Brien  
Your\_street : 97 Madeira Road  
Town : MUDGEE  
State : NSW  
Postcode : 2850  
Phone\_number : 0413488388  
Email\_address : tim@fnmudgee.com.au  
Your\_say : Hello, I am writing in relation to the Mid Western Regional Council 2020/21 operational plan. Firstly thankyou for the oportunity to express my opnion. I am concerned that a heated pool for our district has once again been omitted from the agenda and whilst I appreciate it was considered last year and despite continual requests from our community,it seems the idea is not being taken seriously. The Mudgee community has been asking for a heated pool for as long as I can remember.In the mid 1970s when my family and I were involved in the Mudgee Amateur Swimming Club raising money to put towards a heated pool and hear we are nearly fifty years down the track with a much older and bigger population and still no heated pool. For me it is hard to understand, and whilst I accept it is a large outlay and running costs wont be cheap this is an essential facility needed by many sectors of our community ie swimming clubs,fitness,rehabilitation just to name a few. Do we have to waite for another generation to pass before we get some action?I think enough is more than enough,with millions of dollars being poured into Glen Willow (which in itself is fantastic) I think its high time the heated pool idea is removed from the 'too hard basket'. In closing I thankyou again for this opportunity and sincerely hope my plea is taken seriously. Kind Regards Tim O'Brien (0413488388 tim@fnmudgee.com.au)

---

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**From:** [Jenny Johnson \(Western NSW LHD\)](#)  
**To:** [Council](#)  
**Subject:** Pool Upgrade  
**Date:** Friday, 8 May 2020 11:13:15 AM

---

**Caution: This email originated from outside the organisation.**

Good morning, I wish to put forward the idea of Mid-Western regional council's continued input into the provision of an all seasonal swimming facility in Mudgee, I wish to also ask that council continue in their endeavour to look at using Cahill Park after Mudgee Junior Leagues move to the stage 2 of Glen Willow, thus benefitting rehabilitation patients at Mudgee Health Service.

Thanking you for your time and listening to my request.

Jenny Johnson

19 Mulgoa way Mudgee.

Minute Secretary Mudgee Sports Council and concerned citizen

This message is intended for the addressee named and may contain confidential information. If you are not the intended recipient, please delete it and notify the sender.

Views expressed in this message are those of the individual sender, and are not necessarily the views of NSW Health or any of its entities.

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**From:** [Your Say Mid-Western Regional Council](#)  
**To:** [Council](#)  
**Subject:** user2008 completed Submission to the 2020/21 Draft Operational Plan  
**Date:** Friday, 8 May 2020 11:58:52 AM

---

**Caution: This email originated from outside the organisation.**

user2008 just submitted the survey 'Submission to the 2020/21 Draft Operational Plan' with the responses below.

**What section of the 2020/21 Draft Operational Plan would you like to provide feedback on?**

Other

**Please give a title for the section you'd like to provide feedback on.**

Indoor Heated Pool Project

**Please provide a detailed description of your submission.**

Why is there no mention of the proposed Indoor Heated Pool Project? Is this on the back burner again Council? It appears Cahill Park is the preferred spot - create a Health Precinct - why was this not thought of before engaging consultants to look at the existing pool site and conducting community comment on those proposed options? What happens to the lovely water park that's been installed and needs to be staffed? What are the reasons for moving away from the existing site? What was the problem with option 3 a) or b) of the proposal from the engaged consultants? What was the cost of hiring them to complete such an assignment? Maybe Council is making this a bigger project than it really needs to be? Council need to make a decision on this and stop procrastinating - don't put it off for the next lot of Councillors/elections - which are now not until September 2021 - (thanks to COVID-19). That would mean over a year just waiting again to hear what? Yes! This will benefit the community's health and well being, so you should be getting behind it! It's important now! People of all ages and for many varying reasons, ranging from injury rehabilitation, general fitness, learn to swim, competitive swimming and maintenance of mental health, will use such a facility. Can this project be included in the Operational Plan for 2020/21 as a priority? It may not be important to the Councillors who are currently elected but please don't turn your backs on this - it is important and is a priority to the community. If not, why not and what's the timeline on this project? Regards Sue Jakins

---

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## Council Contribution Assessment Notice

Contribution amounts in this notice have been assessed by the Emergency Services Minister for the 2020/21 Tax Year

**Issue Date** 30 April 2020  
**Enquiries** 1300 139 816 (8.30 am - 5.00 pm)  
**Website** [www.revenue.nsw.gov.au](http://www.revenue.nsw.gov.au)

MID-WESTERN REGIONAL CNCL  
PO Box 156  
MUDGEES NSW 2850

<b>Council ID</b>	<b>144400795</b>
<b>Correspondence ID</b>	<b>1706735139</b>

### Assessment details

<b>Total Council Annual Contribution</b> (Combined RFS, SES & F&RNSW)	<b>Amount Due</b> \$ 1,105,693.65
<b>Individual Contribution Assessment Totals</b>	
<b>NSW RURAL FIRE SERVICE</b>	<b>Amount Due</b> \$ 989,056.00
<b>NSW STATE EMERGENCY SERVICE</b>	<b>Amount Due</b> \$ 48,498.65
<b>FIRE AND RESCUE NSW</b>	<b>Amount Due</b> \$ 68,139.00

### Instalment details

Pay in four instalments	Payment Reference	Due Date	Amount Due
FIRST INSTALMENT	1706735097	30/09/2020	\$ 276,423.41
SECOND INSTALMENT	1706735105	31/12/2020	\$ 276,423.41
THIRD INSTALMENT	1706735113	31/03/2021	\$ 276,423.41
FOURTH INSTALMENT	1706735121	30/06/2021	\$ 276,423.42

You can find information on the current rate of interest at [www.revenue.nsw.gov.au](http://www.revenue.nsw.gov.au).

If your payment is not received by the due date, the instalment will be in arrears and collection activity will commence.

For information on how to set up a direct debit arrangement refer to the back of this notice.

For questions about the calculation of your assessment for the quarters specified, contact the relevant emergency services department. Their contact information is on the back of this notice.

Cullen Smythe  
Chief Commissioner of State Revenue




## Contribution Assessment matters other than payment

Revenue NSW is responsible for:


- Issuing the Council Contributions Assessment and Instalment Notices
- Collecting Emergency Service Levy Council Contribution payments

For questions about the calculation of your assessment contact the relevant Emergency Services using the details below:




**NSW Rural Fire Service**  
Contact your local NSW RFS District Manager

[www.rfs.nsw.gov.au](http://www.rfs.nsw.gov.au)



**NSW State Emergency Services**  
Contact the Finance Helpdesk  
Email: [finance@ses.nsw.gov.au](mailto:finance@ses.nsw.gov.au)

Or the SES Finance Manager  
Phone: 02 4251 6576  
[www.ses.nsw.gov.au](http://www.ses.nsw.gov.au)



**Fire and Rescue NSW**  
Brian Lin – Director Financial Strategy  
Email: [brian.lin@fire.nsw.gov.au](mailto:brian.lin@fire.nsw.gov.au)  
Phone: 02 9265 2951  
[www.fire.nsw.gov.au](http://www.fire.nsw.gov.au)

## Important Information

Revenue NSW prefers Council Contribution payments by client initiated direct debit. Set up a new Direct Debit arrangement or edit an existing payment arrangement via the Revenue NSW webpage [www.revenue.nsw.gov.au](http://www.revenue.nsw.gov.au).

- Use your council specific login access the secure web portal service
- Nominate your account details prior to the quarterly instalment due date

If you are unable to pay your quarterly instalment, contact [TaxDebt@revenue.nsw.gov.au](mailto:TaxDebt@revenue.nsw.gov.au).

### Property Levies Team contact details



For more information and services visit [www.revenue.nsw.gov.au](http://www.revenue.nsw.gov.au)



1300 139 817



Phone enquiries  
8.30 am – 4.30 pm, Mon. to Fri.



[ESL@revenue.nsw.gov.au](mailto:ESL@revenue.nsw.gov.au)

Revenue NSW ISO 9001 - Quality Certified

<b>Council</b>	<b>ESL increase for 2020-21 being funded by the NSW Government</b>
Albury City Council	\$78,550
Armidale Regional Council	\$305,651
Ballina Shire Council	\$107,801
Balranald Shire Council	\$109,088
Bathurst Regional Council	\$273,682
Bayside Council	\$323,658
Bega Valley Shire Council	\$291,869
Bellingen Shire Council	\$183,683
Berrigan Shire Council	\$71,813
Blacktown City Council	\$780,273
Bland Shire Council	\$4,958
Blayney Shire Council	\$5,253
Blue Mountains City Council	\$667,464
Bogan Shire Council	\$58,686
Bourke Shire Council	\$122,307
Brewarrina Shire Council	\$2,374
Broken Hill City Council	\$66,959
Burwood Council	\$110,107
Byron Shire Council	\$122,502
Cabonne Council	\$10,173
Camden Council	\$212,900
Campbelltown City Council	\$395,474
Canterbury-Bankstown Council	\$564,137
Carrathool Shire Council	\$93,932
Central Coast Council	\$1,093,869
Central Darling Shire Council	\$75,663
Cessnock City Council	\$66,659
City of Canada Bay Council	\$254,721
City of Parramatta Council	\$188,201
City of Ryde Council	\$267,890
City of Sydney Council	\$705,126
Clarence Valley Council	\$447,790
Cobar Shire Council	\$94,086
Coffs Harbour City Council	\$374,370
Coolamon Shire Council	\$471,430
Coonamble Shire Council	\$220,286
Cootamundra-Gundagai Regional Council	\$193,908
Cowra Council	\$8,943
Cumberland City Council	\$188,034
Dubbo Regional Council	\$384,675
Dungog Shire Council	\$5,813
Edward River Council	\$135,269
Eurobodalla Shire Council	\$351,245
Fairfield City Council	\$344,560
Federation Council	\$156,899
Forbes Shire Council	\$150,405
Georges River Council	\$225,117
Gilgandra Shire Council	\$4,802
Glen Innes Severn Council	\$148,087
Goulburn Mulwaree Council	\$187,682
Greater Hume Shire Council	\$289,462
Griffith City Council	\$161,212
Gunnedah Shire Council	\$94,752
Gwydir Shire Council	\$158,148
Hawkesbury City Council	\$385,886

Hay Shire Council	\$76,671
Hilltops Council	\$298,163
Hornsby Shire Council	\$500,545
Hunters Hill Council	\$60,481
Inner West Council	\$562,668
Inverell Shire Council	\$136,917
Junee Shire Council	\$5,306
Kempsey Shire Council	\$182,783
Kiama Municipal Council	\$111,230
Ku-Ring-Gai Council	\$438,984
Kyogle Council	\$5,743
Lachlan Shire Council	\$174,355
Lake Macquarie City Council	\$774,817
Lane Cove Council	\$104,005
Leeton Shire Council	\$67,810
Lismore City Council	\$76,023
Lithgow City Council	\$215,801
Liverpool City Council	\$484,464
Liverpool Plains Shire Council	\$172,421
Lockhart Shire Council	\$3,547
Lord Howe Island Board	\$4,144
Maitland City Council	\$112,084
Mid-Coast Council	\$689,885
<b>Mid-Western Regional Council</b>	<b>\$313,193</b>
Moree Plains Shire Council	\$169,099
Mosman Municipal Council	\$126,285
Murray River Council	\$203,585
Murrumbidgee Council	\$143,623
Muswellbrook Shire Council	\$186,922
Nambucca Valley Council	\$157,036
Narrabri Shire Council	\$157,804
Narrandera Shire Council	\$92,157
Narromine Shire Council	\$126,346
National Parks	\$21,652
Newcastle City Council	\$423,919
North Sydney Council	\$199,548
Northern Beaches Council	\$1,176,495
Oberon Council	\$135,272
Orange City Council	\$622,571
Parkes Shire Council	\$174,005
Penrith City Council	\$483,061
Port Macquarie-Hastings Council	\$324,396
Port Stephens Council	\$806,918
Queanbeyan-Palerang Regional Council	\$371,329
Randwick City Council	\$325,923
Richmond Valley Council	\$451,665
Shellharbour City Council	\$229,385
Shoalhaven City Council	\$621,853
Singleton Council	\$262,533
Snowy Monaro Regional Council	\$426,156
Snowy Valleys Council	\$208,121
Strathfield Council	\$118,070
Sutherland Shire Council	\$759,992
Tamworth Regional Council	\$365,072
Temora Shire Council	\$322,711
Tenterfield Shire Council	\$143,443
The Hills Shire Council	\$558,494
Tweed Shire Council	\$215,847

Upper Hunter Shire Council	\$246,879
Upper Lachlan Shire Council	\$224,422
Uralla Shire Council	\$4,740
Wagga Wagga City Council	\$84,177
Walcha Council	\$2,930
Walgett Shire Council	\$7,284
Warren Shire Council	\$3,654
Warrumbungle Shire Council	\$323,307
Waverley Council	\$181,043
Weddin Shire Council	\$102,217
Wentworth Shire Council	\$126,493
Willoughby City Council	\$195,334
Wingecarribee Shire Council	\$317,656
Wollondilly Shire Council	\$300,732
Wollongong City Council	\$700,333
Woollahra Municipal Council	\$220,989
Yass Valley Council	\$234,922



# Coastal Estuary and Floodplain Management Program 2019

## Application Summary

Application no:	2020/FMP/0021
Organisation name:	Mid-Western Regional Council
Project title:	MWRC Floodplain Risk Management Study

### Project summary

In 2020 Council completed the Mudgee Flood Study as Stage 1 of the Flood Plain management program. As such, we are seeking funding to proceed to the next phase.

### Project Costs

Amount Requested:	\$100,001.00
Contributions:	\$49,999.00
Total:	\$150,000.00

### Project Timeframes

Start date:	01/10/2020
End date:	01/10/2022

### Contact Details

#### Lead Organisation Contact

**Mr Garry Hemsworth**



<b>Circular Details</b>	20-12/ 17 April 2020 / A696830
<b>Previous Circular</b>	20-06 Novel Coronavirus (COVID-19) Development Updates
<b>Who should read this</b>	General Managers / Finance, Governance and Integrated Planning and Reporting staff
<b>Contact</b>	Council Performance Team / 02 4428 4100 / <a href="mailto:olg@olg.nsw.gov.au">olg@olg.nsw.gov.au</a>
<b>Action required</b>	Council to Implement

### Modification of statutory requirements in response to the COVID-19 pandemic

#### What's new or changing

- Regulations have been made under section 747B of the *Local Government Act 1993* to temporarily modify the application of the Act in response to the COVID-19 pandemic. The regulations made under section 747B modify the Act as follows:
- Councils have been provided with a one-month extension:
  - to adopt their 2020-21 Operational Plan (including Revenue Policy, Statement of Fees and Charges and annual budget) before 31 July 2020;
  - to submit audited financial reports by 30 November 2020; and
  - for the preparation and publishing of annual reports by 31 December 2020.
- Councils have the option to delay issuing rates notices to ratepayers until 1 September 2020, and the collection of the first quarter rates instalment until 30 September 2020.
- Councils may immediately waive or reduce fees under a new "COVID-19" category.
- The requirement for councils to make certain documents available for physical inspection at their offices has been modified to allow access to the documents to be provided remotely.
- In addition to these temporary measures, in response to the closure of some local newspapers and to assist councils to reduce their costs, the *Local Government (General) Regulation 2005* (the Regulation) has been amended to remove requirements for newspaper advertising. This amendment is not temporary and will continue to apply after the COVID-19 pandemic passes.

#### What this will mean for your council

- The COVID-19 pandemic has caused an exceptional set of circumstances with unprecedented impacts. The NSW Government is committed to supporting local councils and their communities during this period of uncertainty.
- To provide NSW councils with flexibility to adjust to the rapidly shifting circumstances and to allow them to provide appropriate financial support to their local communities, a number of statutory deadlines for 2019-20 and 2020-21 have been modified. These are set out in the table below:

Section of LG Act	Prior deadline	New deadline
Submission of audited Financial Reports – 416(1)	31 October 2020	<b>30 November 2020</b>
Preparation and publish of Annual Reports – 428(1)	30 November 2020	<b>31 December 2020</b>

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 20 770 707 468

Section of LG Act	Prior deadline	New deadline
Adoption of Operational Plan - 405(1)	By 1 July 2020	<b>By 1 August 2020</b>
Making of a rate or charge - 533	By 1 August 2020	<b>By 1 September 2020</b>
Date by which quarterly rates are payable - 562(3)(a)	31 August 2020	<b>30 September 2020</b>
Quarterly review statements (QBRS) - CI 203(1) of Regulation	The third quarter 2019-20 QBRS (currently due May 2020)	Third quarter QBRS - <b>June 2020</b> . All future QBRS remain due as per Regulation.

- In exercising discretion to extend the making of a rate or charge under section 533 or the collection of rates under 562(3)(a) of the Act, each Council must consider both the financial circumstances of local ratepayers and the potential impact such actions would have on the general cashflow of Council.
- The Government recognises that there may be circumstances where adopting such extensions may not be appropriate or desirable for councils.
- Councils do not need to resolve to extend the date to adopt its Operational Plan, issue rates notices or collect the first rates instalment. A council may, however, choose to direct its General Manager to submit an Operational Plan for adoption prior to 1 July 2020 and to ensure that its rates and charges notices are served by 1 August 2020 (as is normally the case under legislation).
- Councils should also note that there are no changes to the provisions in the following table at this time. However, the Government is continuing to monitor the broader strategic and operating environment for local councils.

Section	Ongoing requirement
405(2)	Councils Operational Plan must include a statement of a council's revenue policy
405(3)	Council must give public notice of draft Operational Plan for not less than 28 days
405(6)	Council must post a copy of its Operational Plan on website within 28 days after the plan is adopted

#### Extension of the ability of councils to waive or reduce fees

- The application of section 610E of the Act has been broadened to allow councils to waive or reduce fees under a newly established "COVID-19" category, which has been added to the Regulation.
- This means that councils can immediately apply the waiver or reduction without establishing a new category or going through the normal public notice requirements of section 610E(2) for adding new categories.
- Councils may choose to apply such a waiver or reduction, for example, in cases where a business has seen significantly reduced income as a result of COVID-19. The application of any such waiver or reduction of fees is voluntary and is decision for each council based on local circumstances.
- Councils do not need to resolve to waive or reduce fees under the "COVID-19" category if the existing powers delegated to the General Manager include the power to determine a new category in which a council may waive or reduce fees.

#### Modification of requirements for councils to make certain documents available for inspection

- Under the regulations, the requirements under the Act for councils to make documents physically available for inspection will be satisfied if:

Office of Local Government  
5 O'Keefe Avenue NOWRA NSW 2541  
Locked Bag 3015 NOWRA NSW 2541  
T 02 4428 4100 F 02 4428 4199 TTY 02 4428 4209  
E [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au) W [www.olg.nsw.gov.au](http://www.olg.nsw.gov.au) ABN 20 770 707 468

- in the case of a document that is “open access information” for the purposes of the *Government Information (Public Access) Act 2009* (the GIPA Act), the information contained in the document is published on the council’s website and is made available on request in an electronic form or in such other manner determined by the council.
- in the case of a document that is not “open access information” for the purposes of the GIPA Act, the information contained in the document is made available on request in an electronic form or in such other manner determined by the council.

#### **Removal of newspaper advertising requirements under the Regulation**

- To alleviate the red tape burden on councils and to reduce their costs, amendments have also been made to the Regulation to remove remaining requirements for notices to be published in newspapers.
- Councils are now instead required to publish notices on their websites and in such other manner that they consider necessary to bring it to the notice of the local community or other interested persons.

#### **Key points**

- Regulations may be made under section 747B to modify the application of the Act for the purposes of responding to the public health emergency caused by the COVID-19 pandemic.
- Regulations may only be made under section 747B if:
  - Parliament is not currently sitting and is not likely to sit within 2 weeks after the day the regulations are made, and
  - the arrangements made by the provisions of the regulations are in accordance with advice issued by the Minister for Health and Medical Research or the Chief Health Officer, and
  - the regulations are reasonable to protect the health, safety and welfare of persons.
- Regulations made under section 747B automatically expire after 6 months or earlier if decided by the Parliament.

#### **Where to go for further information**

- For further information please contact the Council Performance Team on 02 4428 4100 or by email at [olg@olg.nsw.gov.au](mailto:olg@olg.nsw.gov.au).

**Tim Hurst**  
**Deputy Secretary**  
**Local Government, Planning and Policy**



## 9.4 Quarterly Budget Review Statement March 2020

REPORT BY THE MANAGER FINANCIAL PLANNING  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, FIN200301

### RECOMMENDATION

#### That Council:

1. receive the report by the Manager Financial Planning on the Quarterly Budget Review Statement March 2020;
2. amend the 2019/20 Budget in accordance with the proposed variations as listed in the Quarterly Budget Review attachment to this report; and
3. note the opinion of the Responsible Accounting Officer regarding the satisfactory financial position of Council, based upon the revised estimates of income and expenditure.

---

### Executive summary

This report, with its incorporated attachment, makes up the March 2020 Quarterly Budget Review Statement of the 2019/20 Operational Plan. Proposed budget variations to the Budget with relevant financial implications are included in the attachment.

### Disclosure of Interest

Nil

### Detailed report

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

### Certification

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

*It is my opinion that the attached Quarterly Budget Review Statement for Mid-Western Regional Council indicates that Council's projected financial position as at 31 March 2020 will be satisfactory, having regard to the projected estimates of income and expenditure for the 2019/20 financial year.*

### 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. In accordance with the Delivery Program 2017/21 a comprehensive Quarterly Budget Review reporting is required to be completed within two months of period end.

### Council Policies

Not applicable.

### Legislation

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

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

the income and expenditure for that year.

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

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

## Financial implications

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 some project deadlines.

NEIL BUNGATE  
MANAGER FINANCIAL PLANNING

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

29 April 2020

*Attachments:* 1. Quarterly Budget Review Statement March 2020. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.5 Naming of new streets in a subdivision off George Campbell Drive, Eurunderee

### REPORT BY THE PROPERTY SUPPORT OFFICER

TO 20 MAY 2020 ORDINARY MEETING

GOV400087, R0790041 P23468

### RECOMMENDATION

#### That Council:

1. **receive the report by the Property Support Officer on the naming of new streets in a subdivision off George Campbell Drive, Eurunderee;**
2. **formally approve the names of Bilirr Close, Wirrang Close, Gudhamang Close and Murrung Close for these new streets.**

---

### Executive summary

Formal approval is requested to name the new streets in a subdivision at Mudgee Airport off George Campbell Drive in the locality of Eurunderee, Bilirr Close, Wirrang Close, Gudhamang Close and Murrung Close.

### Disclosure of Interest

Nil.

### Detailed report

Council, being the Roads Authority, is required to name new or unnamed streets and roads. Following the approval of a new subdivision at Mudgee Airport, Council wrote to neighbours of the subdivision on 16 January 2020 requesting their naming suggestions. Public consultation was also invited in an advertisement placed in the 24 January 2020 issue of the Mudgee Guardian and on Council's website. No submissions were received.

Council provisionally approved the names of Yoyang Close, Wirrang Close, Wangarang Close and Murrung Close from the Pre-Approved Names List at their 18 March 2020 Meeting.

Per 'A First Wiradjuri Dictionary' by Stan Grant (Sr) & John Rudder (2005) the meaning of these names are – Yoyang – Black Cockatoo, Wirrang – Rock Wallaby, Wangarang – Tortoise and Murrung – Grey Box.

The Geographical Names Board approved the names of Yoyang, Wirrang, Wangarang and Murrung on 15 February 2018. Council also sought the advice of the Mudgee Local Aboriginal Land Council who notified that Wirrang and Murrung were acceptable for use. However, while of the Wiradjuri language, Yoyang and Wangarang were not of the local dialect. The local word for black cockatoo is Bilirr and the local word for tortoise is Gudhamang.

Yoyang Close, Wirrang Close, Wangarang Close and Murrung Close were advertised in the 27 March 2020 issue of the Mudgee Guardian and on Council's website with no additional submissions or objections received.

Notices of the new road names were served on Australia Post, the Registrar General, the Surveyor General, the NSW Ambulance Service, NSW Fire & Rescue, NSW Rural Fire Brigades, NSW Police Force, NSW SES and NSW VRA via the NSW Online Place and Road Naming Proposal System with no objections received.

In light of the information supplied by the Mudgee Local Aboriginal Land Council, Yoyang Close will be replaced with Bilirr Close and Wangarang Close will be replaced with Gudhamang Close in this report to ensure the new streets are still named after the same local fauna, but in the correct Wiradjuri dialect. The GNB have been advised of these amendments and will adjust their notifications via the NSW Online Place and Road Naming Proposal System in due course.

Street naming is legislated under the Roads Act 1993. This Act empowers the authority in charge of the road with the rights to name it. The naming of these streets will allow the completion of street addressing within the new subdivision. Section 162 of the Roads Act (1993) states that "a road authority may name and number all public roads for which it is the authority. A road authority may not alter the name of a public road unless it has given the Geographical Names Board (GNB) at least two months' notice of the proposed name."

In accordance with Council's Road, Bridge & Place Naming Policy, should Council formally endorse the naming of these new streets, notice of the approved names will be:

1. published in the Government Gazette, the Mudgee Guardian and on Council's website.
2. Concurrently, notice of the new names will be sent to Australia Post, the Registrar General, the Surveyor General, the Chief Executive of the NSW Ambulance Service, NSW Fire & Rescue, NSW Rural Fire Brigades, NSW Police Force, NSW State Emergency Service and NSW Volunteer Rescue Association, and, in the case of a classified road – Roads and Maritime Services.

## 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

Road, Bridge & Place Naming Policy.

### Legislation

Roads Act 1993.

Road Regulation 2008.

Geographical Names Act, 1996.

Geographical Names Board of NSW Address Policy and User Manual, October 2019.

## Financial implications

The cost and installation of street signs will be met by the developer.

## Associated Risks

Nil.

CAROLYN ATKINS  
PROPERTY SUPPORT OFFICER

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

30 April 2020

*Attachments:*

1. GNB Letter dated 15/2/19.
2. Letter to MLALC 17/4/20.
3. Submission.
4. Map.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



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

---

Your Reference: CA:R0790041  
Contact Officer: Nikko Muldoon  
Telephone No: 02 6332 8304  
Email: [GNB@lpi.nsw.gov.au](mailto:GNB@lpi.nsw.gov.au)

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

ATTENTION: Carolyn Atkins

Dear Carolyn

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

I refer to your letter dated 8 February 2018, which proposed the following public road names:

**CUTHEL LANE, MARIYAN LANE, MARTIN LANE, DEAN LANE, YANGAN LANE, YOYANG LANE, YURANA LANE, YURALI LANE, YULAN LANE, BALGANBAA LANE, WANGARANG LANE, MURRUNG LANE, YAMAGAN LANE, YARRANY LANE, BAGURRA LANE, MURRUBIR LANE, GUNGAN LANE, WIRRANG LANE**

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

**MARTIN LANE** - objection is raised under *Principle 6.7.4 Uniqueness, Duplication* of the NSW Addressing User Manual. A road name will be regarded as a duplicate if it is the same or similar in spelling or sound to an existing name, regardless of the road type. Martin Street is already existing in the proximity area.

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

**CUTHEL LANE, MARIYAN LANE, DEAN LANE, YANGAN LANE, YOYANG LANE, YURANA LANE, YURALI LANE, YULAN LANE, BALGANBAA LANE, WANGARANG LANE, MURRUNG LANE, YAMAGAN LANE, YARRANY LANE, BAGURRA LANE, MURRUBIR LANE, GUNGAN LANE** and **WIRRANG LANE** are approved for use.



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

---

Kind Regards,

Nikko Muldoon  
Trainee Spatial Information Officer  
Geographical Names Board of NSW  
15 February 2018



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

SP: R0790041

17 April 2020

Mudgee Local Aboriginal Land Council  
PO Box 1098  
MUDGEES NSW 2850

**REQUEST FOR APPROVAL TO UTILISE NAMES OF ABORIGINAL ORIGIN**

Council would like to utilise several Wiradjuri words in the naming of four streets at Mudgee Airport. Please refer to the below map for the location.

Council proposes to utilise the names Yoyang, Wirrang, Murrung and Wangarang from Councils Pre Approved Name List for the roads in this subdivision. These names have Aboriginal origin from the Wiradjuri language, and are relevant to Mudgee districts flora/fauna. As such Council would appreciate input and approval from The Mudgee Local Aboriginal Land Council over the use and meaning of these names. As per 'A First Wiradjuri Dictionary' by Stan Grant (Snr) & John Rudder (2005) Council understands the meaning of these words to be as follows:

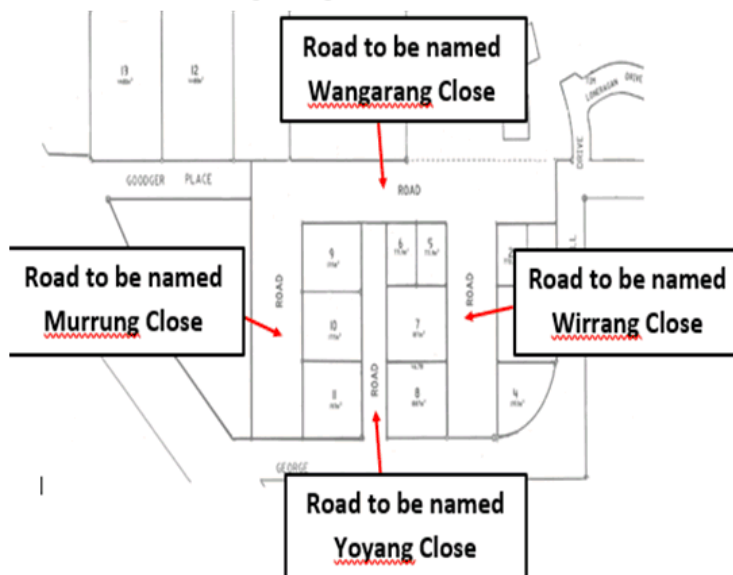
- Yoyang – Black Cockatoo
- Murrung – Grey Box
- Wirrang – Rock Wallaby
- Wangarang - Tortoise

If the Mudgee Local Aboriginal Land Council has any objection to the use of these names of Aboriginal origin, or additional advise in relation to them, please advise Council by 1/5/2020.

Please do not hesitate to contact Carolyn Atkins or Sarah Pringle of Council's Revenue and Property Department on ☎ 02 63782850 or 1300 765 002 regarding this matter.

Yours faithfully

Diane Sawyers  
Manager Revenue and Property





# VELYAMA PTY. LTD.

GOODIMAN CREEK FARM  
GULGONG NSW ABN 20 064 481 536

7

24<sup>th</sup> July 2017

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

## PROPOSED ROAD NAMING – UNNAMED ROAD RESERVE OFF SPRING RIDGE RD

Dear Sir,

I refer to your letter dated 3<sup>rd</sup> July 2017. We are pleased Council are addressing this road name as Council previously wrote to us in 2011 about submitting an appropriate name, and we did indeed provide Council with a submission at that time.

We enclose a copy of our research as to an appropriate name carried out in 2011. This research is based upon the guidelines endorsed by the Geographical Names Board of NSW (1996).

Of the names listed from the first Dictionary of Wiradjuri (by Grant & Rudder) we include here 15 possible names that all relate to our particular area. The names are listed in order of our preference, with the first name “Mariyan Lane” (means wedge Tail Eagle) as our preference, due to the fact that we have 2 wedge tail eagles that have lived and hunted on our property for the duration of our occupancy for almost 50 years (firstly by our business name ‘Goodiman Creek Farm’, then company Quay Estates PL and later by our company Velyama PL).

We have recently discussed with 2 of our 3 neighbours who front the lane about the selection of an appropriate name. Both reluctantly accept the default name of Cuthel Lane as the lane borders the Cuthel property. Their reasons are weighted towards the ability of ambulance and fire services reaching the properties as they have recognised the lane as traversing the Cuthel property.

The Cuthel name is recognising the neighbour as a living person. Although there have been Cuthel’s living adjacent for 2 generations, that should not be a legitimate reason to call the lane after the current family. We suggest that this approach contravenes the guidelines.

There are other more worthy historical family names that precede. Eg. “Martin” took up the original grant for the land to portions of our property and our neighbours. Martin Lane would be also acceptable to us based upon historical precedence.

MID-WESTERN REGIONAL COUNCIL RECORDS RECEIVED
<b>26 JUL 2017</b>
<input type="checkbox"/> SCANNED <input type="checkbox"/> REGISTERED

Similarly, there is another historical family that owned portions of our property in the 1920's, who have important relevance to Australian history. Their family name was Dean. They arrived in the colony in 1830's – Alexander Dean – and he and his family purchased a ship's medicine cabinet from the master of the vessel they travelled from England. That cabinet was handed down to Alexander Dean who lived on our property in the pit sawn ironbark cottage (renovated and still in use here today). That medicine cabinet was purchased from the Deans eventually by Mr. Dougan who operated the Gulgong Pharmacy, and later that cabinet was donated to the Power House Museum. It is the only completely intact ships cabinet of the 18<sup>th</sup> century in Australia. The Deans were worthy farmers of the district. We would support the name 'Deans Lane' based upon historical precedence.

We however believe that the lane name should be based upon those indigenous people who lived in our district for thousands of years, and be relevant to our fauna and flora. We urge Council to submit to the Geographical Names Board our list of suggested names. We also submit that by taking a name from the Wiradjuri Tribe it eliminates a current family property name 'Cuthel' (who feels they should dominate their neighbours).

Yours sincerely,



John Wood  
Director  
Velyama Pty. Ltd.

## LANE NAME OPTIONS

### RESEARCHED FROM WIRADJURI TRIBE DICTIONARY

(First Dictionary of Wiradjuri by Grant & Rudder)

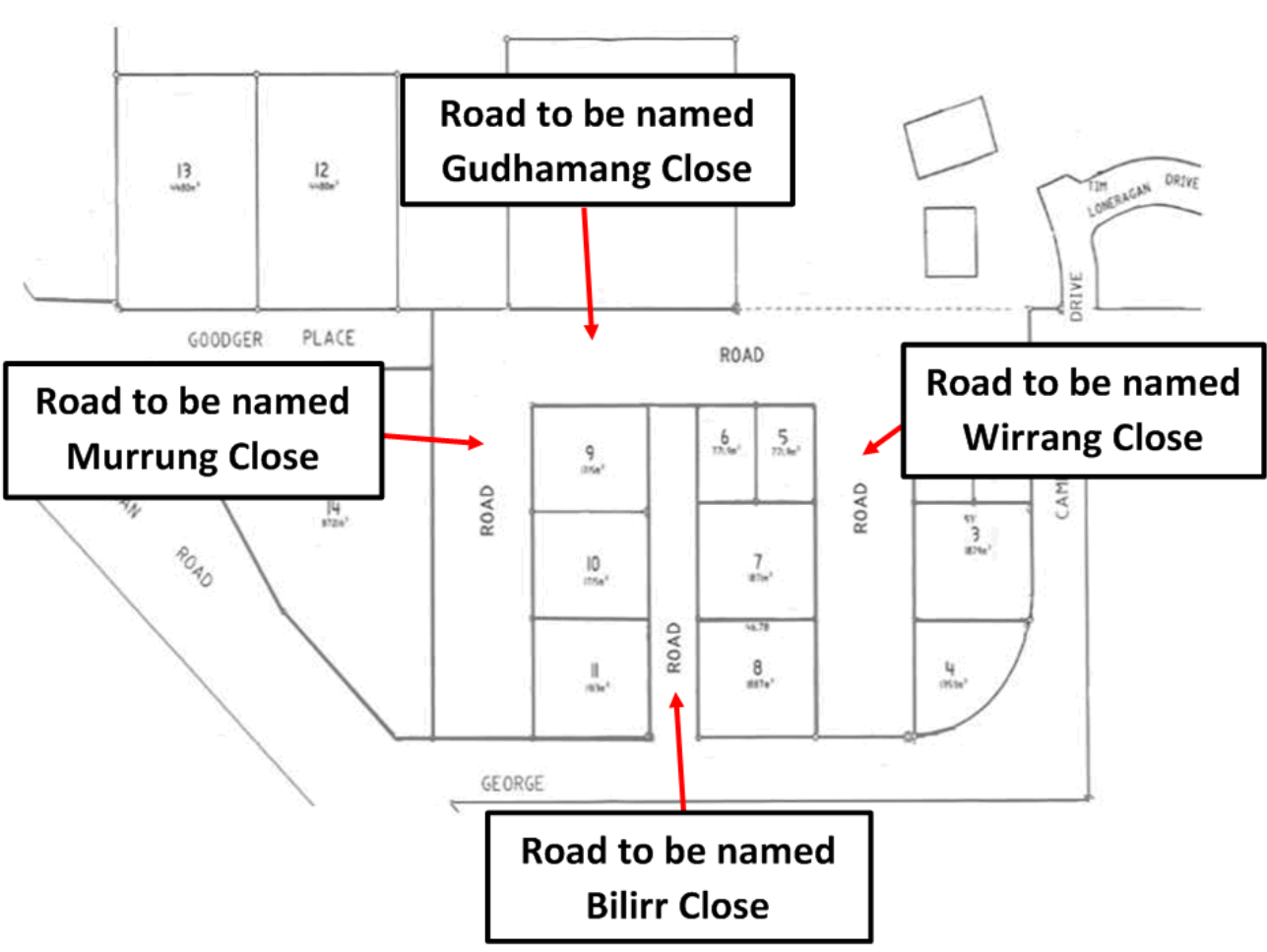
**The requirement is to provide a name to the Geographical Names Board for approval for the existing laneway from the Spring Ridge Road to the Goodiman Creek traversing through the property owned by Robert Cuthel.**

Suggested Names in no particular order:

- MALIYAN LANE (Wedge tail eagle)
- YANGAN LANE (Common Property)
- YOYANG LANE (Black Cockatoo)
- YURANA LANE (Yellow Box Tree)
- YURALI LANE (Blossom of Eucalyptus)
- YULAN LANE (Blackwattle tree)
- BALGANBAA LANE (Boomerang shaped bend in a creek)
- WANGARANG LANE (Tortoise)
- MURRUNG LANE (Grey Box)
- YAMAGAN LANE (Kurrajong Tree)
- YARRANY LANE (Wattle)
- BAGURRA LANE (Kurrajong Tree Blossom)
- MURRUBIR LANE (Heaven) in Aboriginal concept
- GUNGAN LANE (Running stream)
- WIRRANG LANE (Rock Wallaby)

The above names have been culled from the very extensive dictionary based upon the following criteria:

- They are relevant to this lane/district/fauna/flora
- They are easily pronounceable (many tribe names are not! I can assure you)



Road to be named  
Gudhamang Close

Road to be named  
Murrung Close

Road to be named  
Wirrang Close

Road to be named  
Bilirr Close

## 9.6 Naming of new streets in a subdivision off Saleyards Lane, Mudgee

REPORT BY THE PROPERTY SUPPORT OFFICER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, R079141 P23701

### RECOMMENDATION

#### That Council:

1. **receive the report by the Property Support Officer on the naming of new streets in a subdivision off Saleyards Lane, Mudgee; and**
2. **formally approve the names of Marskell Circuit and Croake Way for these new streets.**

---

### Executive summary

Formal approval is requested to name the new street in a subdivision off Saleyards Lane in the town of Mudgee, Marskell Circuit and Croake Way.

### Disclosure of Interest

Nil.

### Detailed report

Council, being the Roads Authority, is required to name new and unnamed streets and roads. Following the approval of a new subdivision off Saleyards Lane in the town of Mudgee, Council wrote to the neighbours of the subdivision on 16 January 2020 requesting their naming suggestions. Public consultation was also invited in an advertisement placed in the 24 January 2020 issue of the Mudgee Guardian and on Council's website.

From submissions received, Council provisionally approved the name of Marskell Circuit, and also Croake Way from the Pre-Approved Names List, at their 18 March 2020 Meeting.

Marskell relates to Christopher Edward (Ted) Marskell (1907-1999) was born at Murragamba between Ulan and Wollar. Ted spent his early life working as a drover and shearer, but his passion

always lay in the saleyards. He moved to Mudgee in 1945 and worked as a stock and station agent and in 1955 purchased his own stock agency. He was an auctioneer at the saleyards across the region for 45 years. Ted was a well known personality locally and was a witness and contributor to the rise of the stock and station industry in our region.

Croake relates to the Croake Family who came from Ireland to settle in the Pyramul district in 1846. Several generations have been award winners in super fine merino wool. A record was set

in 1994 for the highest price per kilo at the Sydney Wool Sales by Valdor Croake. A sample of

Croake award winning wool is held at the Powerhouse Museum as an example of a milestone in

Merino development due to the Croake family breeding system. The Croake family have been strong supporters of their communities in Pyramul and Mudgee via P & C, Sports Associations, Pastures Protection Board and Rural Fire Service.

The Geographical Names Board has been advised of the possible street names and approved Croake on 26 May 2015. Marskell was submitted and has been approved.

Marskell Circuit and Croake Way were advertised in the 27 March 2020 issue of the Mudgee Guardian and on Council's website with no additional submissions or objections received.

Notices of the new road names were served on Australia Post, the Registrar General, the Surveyor General, the NSW Ambulance Service, NSW Fire & Rescue, NSW Rural Fire Brigades, NSW Police Force, NSW SES and NSW VRA via the NSW Online Place and Road Naming Proposal System with no objections received.

Street naming is legislated under the Roads Act 1993. This Act empowers the authority in charge of the road with the rights to name it. The naming of these streets will allow the completion of street addressing within the new subdivision. Section 162 of the Roads Act (1993) states that "a road authority may name and number all public roads for which it is the authority. A road authority may not alter the name of a public road unless it has given the Geographical Names Board (GNB) at least two months' notice of the proposed name."

In accordance with Council's Road, Bridge & Place Naming Policy, should Council formally endorse the naming of these new streets, notice of the approved names will be:

1. Published in the Government Gazette, the Mudgee Guardian and on Council's website.
2. Concurrently, notice of the new names will be sent to Australia Post, the Registrar General, the Surveyor General, the Chief Executive of the NSW Ambulance Service, NSW Fire & Rescue, NSW Rural Fire Brigades, NSW Police Force, NSW State Emergency Service and NSW Volunteer Rescue Association, and, in the case of a classified road – Roads and Maritime Services.

## 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

Road, Bridge & Place Naming Policy.

### Legislation

Roads Act 1993.

Road Regulation 2008.

Geographical Names Act, 1996.

Geographical Names Board of NSW Address Policy and User Manual, October 2019.

## Financial implications

The cost and installation of street signs will be met by the developer.

## Associated Risks

Nil.

CAROLYN ATKINS  
PROPERTY SUPPORT OFFICER

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

30 April 2020

- Attachments:*
1. GNB Letter dated 15/2/19.
  2. GNB Approval - Marskell.
  3. Submission.
  4. Submission.
  5. Submission.
  6. Submission.
  7. Map.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



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

---

Your Reference: CA:R0790141 R0790041  
Our Reference:  
Contact Officer: Rhet Humphrys  
Telephone No: 02 6332 8363  
Email: [rhet.humphrys@lpi.nsw.gov.au](mailto:rhet.humphrys@lpi.nsw.gov.au)

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

ATTENTION: Carolyn Atkins

Dear Carolyn

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

I refer to your letter of 16<sup>th</sup> February 2015, which proposed the following public road name for pre-approval:


**CROAKE**

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

Kind Regards,

Rhet Humphrys  
Geographical Names Board Secretariat  
26 May 2015





Geographical Names Board

Search for proposals...

Property Support Officer  
**Mid-Western Regional Council**  
Carolyn Atkins

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Manage My Profile

Road Name Proposal Summary

Road Name Search Report

Place Names

## ← View Road Name Proposal

### Proposal Marskell

Submitted 25 Feb 2020 04:03:17 pm by Mid-Western Regional Council

1 Pre-Approved Roads 1 All Roads

1 Road 1 Approved 1 All

### Roads in Proposal

Narrow search by Road Name... All Types

	Road Location	Proposal status
PA	Marskell Circuit MUDGE	Approved

---

5<sup>th</sup> February 2015

**Dear Sir/Madam**

Re: Proposal For Street Naming Of CROAKE

I wish to nominate The Name of "CROAKE" to be considered for the naming of one of the new streets, avenues etc that are currently being investigated in Mudgee.

The Croake family which, originated from Ireland and settled in the Pyramul district of Mudgee in 1846 were one of the pioneering families in the growing of superfine wool in our Mudgee region and this tradition still continues today with the 5<sup>th</sup> generation of superfine wools growers.

My Great Grandfather Noel Croake who produced and sold his wool under the brand of "NC Pyramul" gained notoriety for his superior wool and then my Grandfather & Grandmother Valdor and Elizabeth Croake who sold under the brand of "Four Winds Pyramul" took their superfine wool to another level – winning Three Ermenegildo Zegna Wool awards for Superfine Merino Fleeces finer than 18.5 microns in 1992, 1995& 1999. This competition is open to Australian & New Zealand woolgrowers and is the ultimate award for superfine wool growers. They won the 1995 award with what still remains the highest score of 99.8. out of a possible 100 points. Darryl & Irene Croake my Uncle and my deceased brother Ivan Croake have also won this award in other years.

In addition to these accomplishments my Grandfather Valdor who passed away in 2011 once held the record for the highest price per kilo for wool sold at the Sydney wool sales when he achieved a price of 101,000 cents per kg for his 14.6 micron type 1PP wool in 1994.

My Grandfather and Grandmother Valdor & Elizabeth Croake also have a sample of their award winning fleece of wool on display at the Power House Museum in Sydney as it marks a milestone in the evolution of the Australian Merino due to the Soft Rolling Skin breeding system that Valdor and Betty used at their stud.

The Croake family has also always contributed to the local community with Noel Dec'd, Valdor Dec'd, Austin Dec'd, and Ivan Dec'd all holding various positions of President, Secretary and Treasurer of the Pyramul P& C Association, Sports Association, Cricket and Tennis clubs over the years and Austin also was on the board of The Pastures Protection for many years.

In addition to this Valdor served as an active member of the Pyramul Bush Fire Brigade for 60years. Valdor was also a skilled, expert blade shearer and regularly demonstrated this dying art and local shows, field days and wool days having blade shorn at many of the top sheep studs in New South Wales including “Raby”, & “Haddon Rig”.

Another of the “Croakes”- Russell owed and ran the Riverside Caravan Park in Mudgee for many years and both he and his son Gregory were long time member of the Mudgee Fire Brigade.

I feel the name CROAKE deserves recognition for their role in the Mudgee District community over the years, especially for their contribution to the Superfine Wool Industry. Their achievements have been noted in Newspapers, Radio and Television over many years which has brought the township of Mudgee to the attention of an Australian and worldwide audience – Valdor and Elizabeth’s fleece from their win is still on display at the Italian headquarters of the Zegna Corporation Gruppo Ermenegildo showrooms at Trivero where international buyers assemble annually to view the new seasons cloths .It is a reminder to all who visit that Mudgee is at the epicentre of superfine wool growing.

Trusting you will give my request the consideration I feel it deserves.

Yours faithfully

Hayley Julius



Tue 8/09/2015 1:16 PM

Maureen Hundy-Julius <[redacted]>

Suggested Name For New Road

To Council

**Dear Sir/Madam**

I wish to nominate The Name of " VALDOR CROAKE" or 'CROAKE" to be considered for the naming of one of the new roads, streets, avenues etc that are currently being investigated in Mudgee.

The Croake family which, originated from Ireland and settled in the Pyramul district of Mudgee in 1846 were one of the pioneering families in the growing of superfine wool in our Mudgee region and this tradition still continues today with the 5<sup>th</sup> generation of superfine wools growers.

My Great Grandfather Noel Croake who produced and sold his wool under the brand of "NC Pyramul" gained notoriety for his superior wool and then my Grandfather & Grandmother Valdor and Elizabeth Croake who sold under the brand of "Four Winds Pyramul" took their superfine wool to another level – winning Three Ermenegildo Zegna Wool awards for Superfine Merino Fleeces finer than 18.5 microns in 1992, 1995& 1999. This competition is open to Australian & New Zealand woolgrowers and is the ultimate award for superfine wool growers. They won the 1995 award with what still remains the highest score of 99.8. out of a possible 100 points. Darryl & Irene Croake my Uncle and my deceased brother Ivan Croake have also won this award in other years.

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The Croake family has also always contributed to the local community with Noel Dec'd, Valdor Dec'd, Austin Dec'd, and Ivan Dec'd all holding various positions of President, Secretary and Treasurer of the Pyramul P&C Association, Sports Association, Cricket and Tennis clubs over the years and Austin also was on the board of The Pastures Protection for many years.

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Trusting you will give my request the consideration I feel it deserves.

Yours faithfully

Hayley Julius



SP | R0790141

16 January 2020

Mr John EJ Marskell

NEELBE CROSSING  
Christopher (KID) MARSKELL  
father of John  
1907 - 1999 86 Market Street, Mudgee | 109 Herbert Street, Gulgong | 77 Louee Street, Ryistone  
Steak + Station Agate  
1955 - 1980, took care by son.  
Grew up Wollar.  
Son of old Wollar pioneers

previous owner  
daughter of RH Crossing  
Dennis deKortz's mother

MID-WESTERN REGIONAL COUNCIL  
PO Box 156, MUDGEE NSW 2850  
1300 765 002 or 02 6378 2850 | F 02 6378 2815  
E council@midwestern.nsw.gov.au

## RE – NAMING OF TWO NEW STREETS IN A SUBDIVISION OFF SALEYARDS LANE

Dear Mr Marskell,

Notice is hereby given that Mid-Western Regional Council, pursuant to Section 162 of the Roads Act 1993 as amended; is intending to name two new streets in a subdivision off Saleyards Lane that neighbours your property.

Please refer to the attached map for the location.

Council has received previous requests to utilise the names Croake and Goodlet for the naming of roads in Mudgee, and are proposing to utilise these names for the roads in this subdivision.

As your property is neighbouring this subdivision, Council invites you to submit a name or names for these roads if you wish. The Geographical Names Board Guidelines for the Naming of Roads identifies that the preferred sources for road names include the following:

- Aboriginal names
- Local history, including property names
- Early explorers, pioneers, settlers and other eminent persons (not living)
- War/casualty lists
- Thematic names such as flora, fauna or ships.

Please keep in mind that a name cannot relate to a living person or a commercial interest. Names should also be reasonably easy to read, spell and pronounce, and should not duplicate a name already in use in the Council area. Please include the reasons or background information for your proposed name in your submission.

Council will advertise for public submissions in the 24/1/20 Mudgee Guardian.

Submissions should be made in writing, giving reasons, and addressed to the General Manager, Mid-Western Regional Council, PO Box 156, MUDGEE NSW 2850. Submissions will be accepted until end of business on Friday 14/2/20. The matter is then expected to go to Council's March Council Meeting.

**From:** lynne robinson  
**Sent:** Wednesday, 29 January 2020 2:13 PM  
**To:** Carolyn Atkins  
**Subject:** Re: Question re the Marskell history in Wollar

Caution: This email originated from outside the organisation.

Hi Carolyn

Sorry taken so long to get back to you as my computer has been off air for 10 days.

I wrote a bit of a history about the Marskells & have condensed it down for you.

Ted was 1<sup>st</sup> cousin to my father in law Jim Robinson on both Marskell & Robinson side

I think it would be good to name a road after Ted even though he was an old rogue.

Basically

George Marskell m. Harriet Dennis (England) arrived 1856.

Son William Marskell married Therese Robinson (George's daughter Mary Marskell married George Joseph Robinson)

Gson Christopher Edward Marskell married Clare Ellen 'Nell' Isbester

hope this is satisfactory

kind regards Lynne

(short history) George and Harriet Marskell came to Australia on the Morayshire on 19th January 1856, and made their way firstly to the Cassilis district, where a son John was born in 1859. There information from the shipping list is: Maskell, George, aged 21 farm labourer; Native Place: Burwell, Cambridgeshire; Parents: William & Mary Marskell, living at Burwell, Church of England religion; Reads and Writes; No relatives in the colony. Maskell, Harriett, aged 18; Native Place: Burwell, Cambridgeshire; Parents: Edward & Ann Dennis; father living, mother deceased. Church of England; does not read or write. Oral history has it that they married aboard ship on the way to Australia, but on further investigation, it was found that they married at Church of England parish of Burwell, Cambridgeshire on 29th September 1855, witnessed by John Dean and Ann Buttun. This must have been immediately before setting off. George Marskell (then spelt Maskall) was baptised at Burwell on 19th May 1834, the son of William, and Mary nee Cook, and was known to have 3 older brothers. His wife Harriet Dennis, was baptised on 10th December 1837 at Fordham Cambridgeshire, the daughter of Edward Dennis and Ann Clack.

George and Harriet were living at Reedy Creek by 1860 when Edward was born. Reedy Creek appears to be the early name given to Goulburn River near Ulan. By 1862 they were at Combo Creek, Wilpinjong. George was a shepherd, who possibly first worked for Anthony Tindale and later selected a block from him when the land became available after the Robertson Land Act. They are supposed to be one of the first

selectors in the Wilpinjong area. George & Harriet Marskell lived at Hillside in the part with high pitched roof. It was then covered with bark

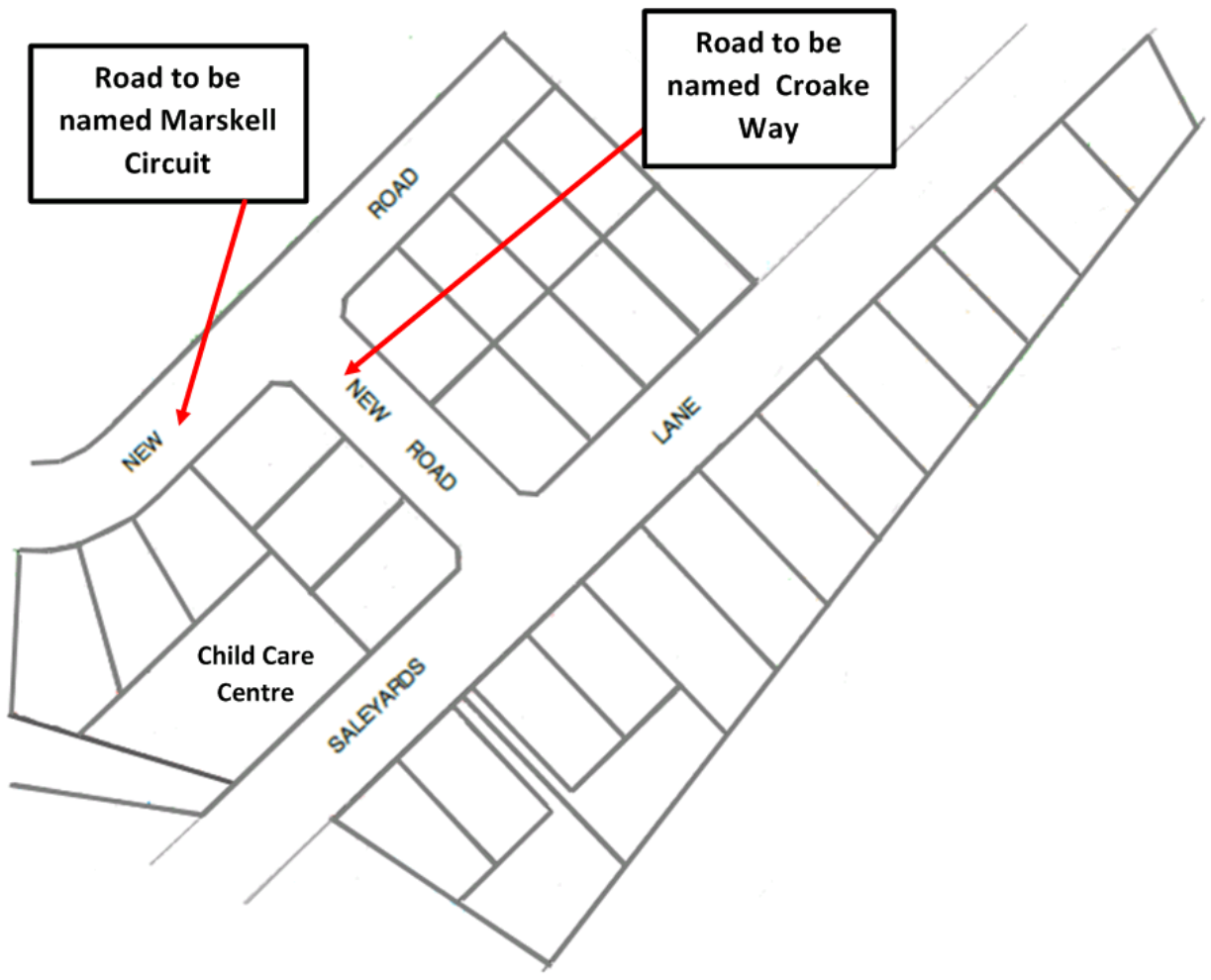
William Marskell was born on 20th August 1871 at Combo. In the indexes his surname is spelt Marsdell. Father George Marskell's occupation is given as 'shepherd'. William married Theresa Robinson, a sister of George Joseph on 12th December 1896 at Wollar Catholic church. Bill & Theresa went to live at Keylah on the Ulan Road and at first lived under canvas while waiting to build a new slab home. They finally built a new sandstone home completed in 1922. Sadly the coming of the Wilpinjong mine has seen the demise of Bill & Theresa's lovely sandstone home as all the valley landmarks have been demolished to make way for the mine works.

*26/10/1953 (mon) The death occurred at his home at Wilpinjong on Sunday of Mr William Marskell, one of the oldest identities of the district, aged 82 years. The deceased who was known far and wide, resided for a lifetime in Wollar district and earned the respect of his fellow man. He was always prominent in the affairs of the community in which he lived and his death will leave a gap which will be hard to fill. He is survived by a widow and the following sons and daughters, viz. George (Mudgee) **Christopher**, Jack, Archibald, William, Mrs. Archer and Mrs. Daniels. To the sorrowing ones our sympathy is extended. The funeral took place at the CE portion of Wollar cemetery today. Rev. Canon Powell performed the last sad rites at the graveside.*

Christopher Edward 'Ted' Marskell was born on 15th December 1907 at Murrumbidgee. It was noted that at an early age his ability with maths and he attended Wilpinjong and then Wollar schools. It was stated that he could be sitting at the kitchen table while his father was checking the accounts and could read and add up looking at the paper upside down.

He later went to Bathurst to St Stanislaus for about a year but it wasn't to his liking. He worked at the usual rural pursuits, burr cutting and shearing etc. He married Clare Ellen 'Nell' Isbister on 25th November 1935 and lived at Ulan for a while before moving to Mudgee about 1943. Ted began to work for Mara Brothers (formerly of Wollar) Stock and Station Agents and purchased that business in 1955. He was renowned as a good judge of cattle. Ted and Nell had six children: Joan, Ruth, John, David, Colleen and Annette.

Ted lived in a unit in Mortimer St before he entered Moran Nursing Home due to ill health, where he died in 2000. *Mg11/1/2000 Christopher Edward 'Ted' Marskell was a well known personality locally and in saleyards across the state. Ted recently passed away at the age of 92. He was born in 1907 at Murrumbidgee between Ulan and Wollar and worked on the land as a drover. In his early days Ted was a keen cricketer and a very good shearer but his passion lay in the saleyards. Ted moved to Mudgee in 1945 and joined one of the two stock and station agencies here at the time. He attended the one sale once every three weeks however they failed to satisfy him with some sales only having three head of cattle up to what was considered a 'large sale' at 17 or 18 head. He thought he could do better by himself so studied under a Sydney agent Stan Rezzonico and gained his auctioneers licence. Ted started up on his own on 23 Sept. 1955 and found recognition locally and in the saleyards across the state for his dedication to his job and the joy he obviously gained from it. He worked for 35 years auctioning stock and 45 years as a stock and station agent in Mudgee before retiring then years ago at the age of 82. Ted saw much change throughout his long life. He witnessed the rise of his industry in the local area, with the establishment of Mudgee's regional abattoir and a significant increase in the number of stock coming through the saleyards. Upon his retirement Ted claimed to have set the record which remained unbroken for the Mudgee Saleyards. 'I sold 125 lots one day in 75 minutes. That hasn't been since by any agents'. They were going for good prices too. Quick and lively that's the way, he said. After his retirement Ted continued with his lifelong interest in stock with commission paddock sales stock and station work and his regular paddys market. Ted said upon his retirement he had had a good life and was very happy although he did not really want to retire. Ted lost his wife Clare Ellen 'Nellie' in 1991 and spent the last three years of his life in Moran Nursing home. Ted was an eternal joker with never ending source of energy. He always had a story to tell and he will be dearly remembered by his family his many friends and colleagues.*



Road to be named Marskell Circuit

Road to be named Croake Way

NEW

NEW ROAD

LANE

Child Care Centre

SALEYARDS



## 9.7 Naming of a park in Rylstone

REPORT BY THE PROPERTY SUPPORT OFFICER

TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, PAR300020 P22086

### RECOMMENDATION

#### That Council:

1. **receive the report by the Property Support Officer on the naming of a park in Rylstone;**
2. **Council support the name of Bill Staff Park.**

---

### Executive summary

Council received several submissions in memory of Bill Staff during a recent Bridge Naming process. While unsuccessful on that occasion, it was agreed to name a park in Rylstone in honour of Mr Staff. A public reserve between Louee Street and the Cudgegong River was chosen to be named.

### Disclosure of Interest

Nil.

### Detailed report

Several submissions were received in memory of Bill Staff during the recent Bridge Naming process for the bridge over the Cudgegong River in Rylstone. While unsuccessful on that occasion the submissions were considered very worthy and a location was sought to name a park in honour of Mr Staff.

A public reserve located between Louee Street and the Cudgegong River on Lots 9 & 10 Section 2B DP 758891 and Lots 7013 & 7014 DP 1023898 was selected at the 18 March 2020 Council Meeting.

The naming of a park must be open to public consultation and all submissions must be accepted, whether they be for the initiating name or not. Council advertised for naming submissions for the park in the 27 March 2020. Submissions closed on 17 April 2020 with no additional submissions received.

Bill Staff (1918-2010) had a passion for the people of Rylstone and was the author of six books about the small country town. He was born in Rylstone and attended Kandos High School, becoming dux of his year. He was then awarded a full academic scholarship to Armidale Teachers College. Mr Staff returned to his local area with his first teaching post in the village of Charbon in 1939. In 1942 he was transferred to Curryall Public School. In 1945 he was teaching at Yearin near Coonabarabran. It was there that he met Mary Redden who became his wife in 1953. Mr Staff would be survived by 5 children and 13 grandchildren. In 1952 Mr Staff returned to Rylstone and in 1958 became the principal of Kandos Primary School. In 1968 he became the

Principal of Rylstone Public school until retiring in 1981. Beyond his teaching work, Mr Staff loved the history of his local area. In 1963 he established the Rylstone District Historical Society, of which he served as President for 36 years. He also founded the local dramatic society and produced plays for his local community for 40 years. In 2002 Mr Staff was honoured with a Medal of the Order of Australia for his contributions to Rylstone. In 2007 the cross of Honour was bestowed upon him by the Pope. Mr Staff was a man of deep faith and a devout Catholic. He was educated in classical music, poetry and literature. He had a lifelong love of art from his time at Armidale. He was a gifted musician and teacher with a great sense of humour and an eclectic vernacular. He was truly a Renaissance Man.

The Geographical Names Board (GNB) is the naming authority for place names.

Council's decision at this meeting will be submitted as our recommendation to the GNB for their next meeting along with our application to name the Park. The Geographical Names Board will then meet the cost of advertising in relation to this matter before making a final decision on the name for the Park. The GNB will also meet the costs of a Gazettal for the final park name.

Please note that, as this park area is a Crown Reserve, Council confirmed with Crown Lands that they have no issues with Council naming crown reserves so long as they are notified of the end result.

## Community Plan implications

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

## Strategic implications

### Council Strategies

Not applicable.

### Council Policies

Road, Bridge and Place Naming Policy.

### Legislation

Geographical Names Act, 1996

Geographical Names Board of NSW Policy – Place Naming, 2019

## Financial implications

Cost of 1 sign at a total approximate cost of \$360. This cost is included in the 2019/2020 Operational Plan.

## Associated Risks

Nil.

CAROLYN ATKINS  
PROPERTY SUPPORT OFFICER

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

30 April 2020

*Attachments:* 1. Submission.  
2. Submission.  
3. Submission.  
4. Submission.  
5. Submission.  
6. Map.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

President: Klaus Keck

Address all correspondence to: The Secretary,

Secretary: Graham Jose

RYLSTONE NSW 2849

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

Dear Sir

Thank you for the opportunity by expressions of interest for the naming of the bridge over the Cudgegong River in Rylstone.

The Rotary Club of Rylstone – Kandos after careful consideration at our recent meeting wish to submit the following three names for your consideration.

**The Graham Wainwright Bridge or The Wainwright Bridge**

Dependent on Councils deliberations - please see attached supporting documentation.

**The Bill Staff Bridge**

Please see attached supporting documentation.

**Rotary Bridge**

Supporting evidence:

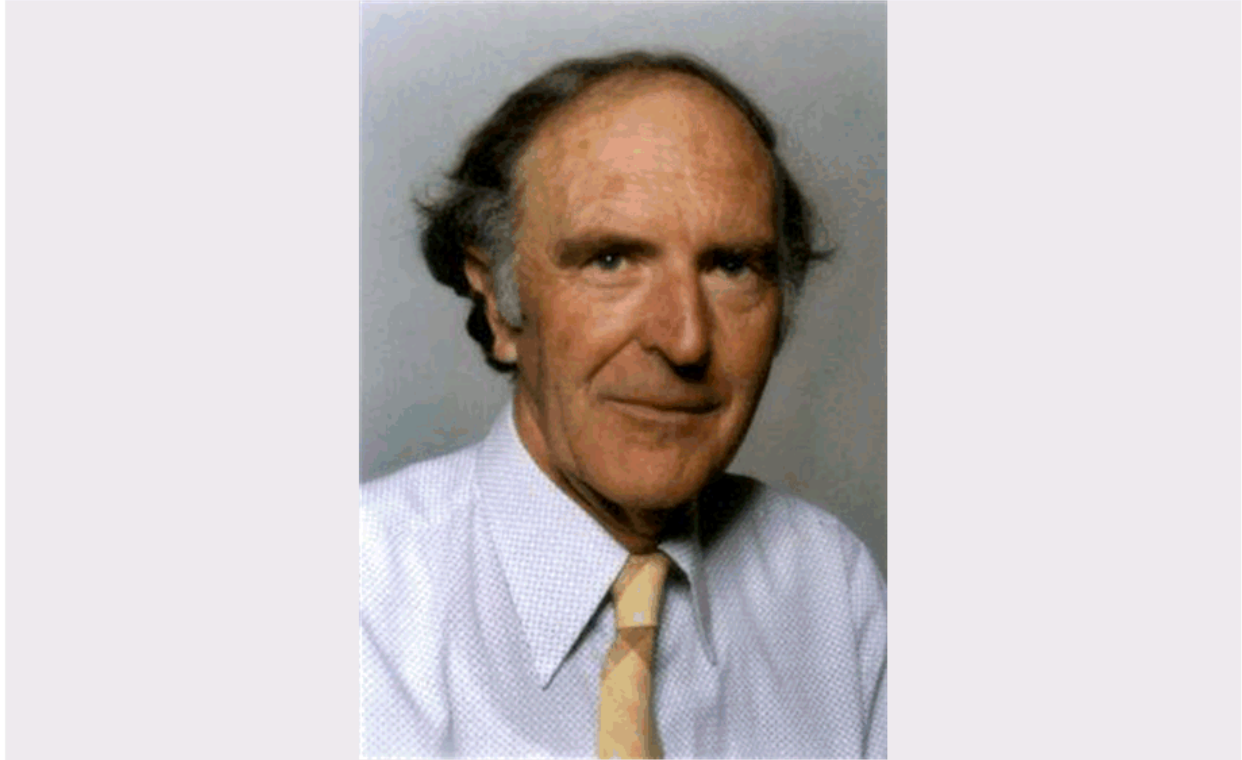
- The Rotary Club of Rylstone – Kandos has served this Community continually for just over 75 years.
- The park adjacent to the bridge is Rotary Park – yet to be sign posted.
- The Rotary Club has invested over \$10000 into seating, shade areas and plants within the adjacent park for community and travellers comfort.
- The Rotary Club represents the best interests of the community through support for local community events; sponsoring/supporting youth of the local area in various activities inclusive of NYSF, RYPEN, Youth Exchange, Honeywell Engineering School and financial support through scholarships; has an outstanding membership over the 75 years of local leaders within the community.
- At the conclusion of the 2021-22 financial year the Rotary Club of Rylstone-Kandos would have three of its members elected to the position of District Governor of Rotary District 9670 which covers the area from Newcastle to Murrurundi across to Rylstone/Mudgee/Wellington to Dubbo and Cobar/Bourke. This is a substantial contribution and commitment from such a small and dynamic club to substantiate the claim: Rotary – People of Action.

Please accept our recommendations for your consideration.

David Roach  
Executive Secretary  
The Rotary Club of Rylstone Kandos

## Bill Staff (1918-2011)

### Renaissance man's love for small country town



Bill Staff ... was honoured with a Medal of the Order of Australia for his contribution to Rylstone.

Bill Staff had a lifelong passion for the people of Rylstone and published six books about the small country town.

He was a teacher but the endlessly energetic family man was also an admired historian, classically-trained musician, keen dramatist, mentor and generous community contributor.

William Francis Staff was born in Rylstone on February 6, 1918, the son of Frank Staff and his wife, Mary (nee Foodey). He was delivered in the bedroom of the family's Mudgee Street home and was an only child, after his older sister, Mary, died in infancy.



Bill Staff on holiday in New Zealand in 2005. Photo: Steven Loxley

The fifth generation Australian became vice-captain and dux of Kandos High School. He also represented the school in tennis. He was a keen learner and an avid reader from a young age and was awarded a full academic scholarship to Armidale Teachers College.

The college had an impressive collection of original artwork donated by the businessman Howard Hinton, which sparked Staff's lifelong love of art. He also became infatuated with the extensive library and read obsessively.

His first teaching appointment was at Charbon, 10 minutes south of Rylstone, in 1939 and in 1942 he was transferred to Curryall Public School. It was at Yearinan near Coonabarabran, where he taught from 1945, that he met Mary Redden at a Catholic youth group. The two connected through a mutual love of poetry and married in 1953.

Staff had returned to Rylstone in 1952, and became principal of Kandos Primary School, which is just 7 kilometres out of town, where he taught from 1958. A decade later, he became principal at Rylstone Public School, where he remained until retiring in 1981.

Outside of his formal work, Staff avidly traced the history of his beloved community and in 1963 he established the Rylstone District Historical Society, of which he served as president for 36 years. He hand-wrote and published six books about the town.

He also founded the local dramatic society and produced plays for the locals for more than 40 years. Gilbert and Sullivan's operettas were among his favourites. He was appointed to the St Vincent de Paul Society and spent decades on the Catholic parish and diocesan councils. In 2002, he was honoured with a Medal of the Order of Australia for his contribution to Rylstone.

Staff was a man of deep faith and a devout Catholic. He played the organ and led the choir at Sunday Mass at St Malachy's Catholic Church, assuming the role from his mother when she died in 1952. Until entering an aged care facility in his later years, he claimed to have missed Sunday Mass only once in his life. His loyalty to the

faith and commitment to the local church was acknowledged in 2007 when he and Mary were awarded the Cross of Honour papal medals.

Staff was a Renaissance man, educated in classical music, poetry and literature. He was a gifted musician and could confidently deliver a tune on a flute, piano, guitar, accordion or almost any instrument. He taught music to local students and tutored piano until he was 85. He spread his love of poetry to anyone who would listen and many of his grandchildren can recite Banjo Paterson.

He also had a great sense of humour and many will remember his eclectic vernacular, which included the expressions “wacko” and “hokey smokes”.

Bill Staff is survived by Mary, children Conrad, Michael, Corinne, Genevieve and Fleur and 13 grandchildren.

**Amy McNeilage**

Source: Sydney Morning Herald, obituary, <http://www.smh.com.au/comment/obituaries/renaissance-mans-love-for-small-country-town-20120520-1yyys.html>, accessed 26 November 2015.



**Carolyn Atkins**

---

**From:** Roslyn Jeffrey ·  
**Sent:** Friday, 9 August 2019 5:45 PM  
**To:** Council  
**Subject:** [EXTERNAL] Urgent Submission re Naming of Rylstone Bridge

I am hoping i get this submission in by the close of today, however, I was not aware this was happening until just this minute when read9our local community capers. While Mr Hawkins was a reputable member of our community, I would like to submit the name William (Bill) Staff Bridge or W F Staff bridge

The Staffs have lived in Rylstone for 4 generations, with Bill Staff having taught many local Rylstone Kandos residents starting at Charbon School, Kandos and ended up as principal of both Kandos and Rylstone public schools. As well as teaching in schools, he taught many locals going way back music in his home (one of the lovely stone buildings in Rylstone Mudgee Street). He worked hard to get grants for Rylstone Historical Society having been president for many years. He also was a founding member of the Rylstone Theatrical Society, now known as twin town players. Bill died at a young age in his mid 90s having been born and bred here in Rylstone.

Bill Staff is also the author of several history books noting the Rylstone area and the original families. You can talk to lots of people and many will recall Bill Staff as having taught them at school, having taught them how to play a musical instrument or just being an outstanding citizen in the Rylstone Community having lived just up the road from the Rylstone Bridge.

Regards

Roslyn Jeffrey



**From:** Conrad Staff <[conrad@midwesternregionalcouncil.com.au](mailto:conrad@midwesternregionalcouncil.com.au)>  
**Date:** 9 August 2019 at 8:56:33 pm AEST  
**To:** Roslyn Jeffrey <[roslyn.jeffrey@midwesternregionalcouncil.com.au](mailto:roslyn.jeffrey@midwesternregionalcouncil.com.au)>  
**Subject:** Re: Urgent Submission re Naming of Rylstone Bridge

Congratulations Ros very succinct submission. I agree no comparison to other person than Dad . He was Mr Rylstone in every sense . It is a no brainer but politics always plays a part in these decisions. Recognised in Australian honours with his OAM and also by Mudgee Council as a resident of distinction in the shire . His photo is on the wall in the Mudgee library.  
Fingers crossed .  
Conrad

Sent from my iPhone

On 9 Aug 2019, at 5:46 pm, Roslyn Jeffrey <[roslyn.jeffrey@midwesternregionalcouncil.com.au](mailto:roslyn.jeffrey@midwesternregionalcouncil.com.au)>

**From:** Conrad Staff <[conrad@midwesternregionalcouncil.com.au](mailto:conrad@midwesternregionalcouncil.com.au)>  
**Sent:** Tuesday, 13 August 2019 8:58 PM  
**To:** Carolyn Atkins <[carolyn@midwesternregionalcouncil.com.au](mailto:carolyn@midwesternregionalcouncil.com.au)>  
**Subject:** [EXTERNAL] Re: Submission re the naming of the bridge over the Cudgegong River at Rylstone

Dear Carolyn .  
Thank you for your email . I was not aware of the invitation to the local community to suggest the names of persons who should be considered as appropriate to have the bridge named after them .  
I , of course , am more than happy for my email to Roslyn to be included in the overall consideration of naming the bridge after my father.  
I thought it was appropriate to remind her that Dad had received an OAM and had his photo in the Mudgee library . I was unaware that she had forwarded her letter supporting my father to you which did not include this information.  
Kind Regards  
Conrad

Sent from my iPhone

**From:** Conrad Staff  
**Sent:** Monday, 11 November 2019 5:43 PM  
**To:** Sarah Pringle  
**Subject:** Bridge naming proposal Rylstone

Dear m/s Pringle ,

I refer to your email dated 25 October 2019 .

I would like to support the objection of Roslyn Jeffrey regarding the naming of the Rylstone Bridge by adding some specific details pertinent to William (Bill) Staff.

My father was born on 6th February 1918 at his parents home at 40 Mudgee St, Rylstone. His grandfather George Conrad Staff settled in Rylstone in 1870.

I am the 6th generation to grow up at 40 Mudgee St, My father attended Kandos High School where he was Dux and Vice Captain.

He graduated from Armidale Teachers College in 1941. In 1952 he was appointed to Rylstone Public School. He spent the next 27 years teaching at either Rylstone or Kandos, the majority as principal.

In 1963 he established and remained president of the Rylstone Historical Society for 36 years until 2000 when he became its patron which he remained until his death in 2011. He presided over the purchase of the Bridge View Inn as the Society's headquarters. Much of the money raised to purchase the building was through barbques, cake stalls and raffles which he organised. He wanted the Inn, one of the oldest buildings in Rylstone preserved for prosperity. It remains owned by the Society up to today.

My father had a deep love of local history. This led him to publish 6 books on the local area. These included a history of the Rylstone Public School 1850 to 1994. The history of the Rylstone Railway 1884 to 1994 for its centenary. His last book was a history of Rylstone published in 1999. It traces the history of Rylstone which was founded in 1820 over 320 pages with some 62 family trees of the original settlers and their descendants. This book of which he commissioned 500 copies sold out within a few months.

In the forward to the book Wal Pilz AO, OBE, a former director general of the Department of Pubic Works who, following retirement, returned to live in the local community, observed : "Bill Staff is undoubtedly the recognised custodian of the history of the district and is to be congratulated on this comprehensive chronicle of the times , events and people who made Rylstone district what it is today .

Bill had direct personal contact with generations of local residents as a teacher from 1940 to 1980.

The compilation of this book has been a monumental task requiring extensive correspondence and discussion with the descendants of early settlers ,research of difficult to find records and co-ordinations it to produce this local history for future generations ."

Locally he was known as "the Professor " .

My father also founded the Dramatic Society and produced plays for the local community for over 40 years. He loved the works of Gilbert and Sullivan and produced "HMAS Pinafore " , "The Micardo" and The Pirates of Penzances. He also produced one act plays .

Following his mothers death in 1952 he assumed her role of playing the organ and leading each Sunday at church . His community work also decades on the Parish and Diocesan Councils and the St Vincent de Paul Society . These and his other contributions resulted in My father being awarded an Order of Australia in the General Division in 2001. In 2007 he also received the Cross of Honour which is a medal bestowed by the Pope . It is a most distinguished honour with only 5500 recipients in Australia .

As you can appreciate my father made a lasting contribution to Rylstone . If you require a copy of The History of Rylstone I can provide it . Also if you have any questions I would be happy to answer them . The naming of the bridge after would be a fitting recognition of my fathers contribution to the Rylstone community during his long life . I thank you for considering this additional material and apologise that it was not provided earlier to you .

Yours sincerely

The Hon Conrad Staff



## 9.8 Monthly Budget Review - April 2020

### REPORT BY THE MANAGER FINANCIAL PLANNING

TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, FIN300201

### RECOMMENDATION

**That Council receive the report by the Manager Financial Planning on the Monthly Budget Review - April 2020**

### Executive summary

This report provides Council with information on the progress of the 2019/20 capital works program as at 30 April 2020.

### 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 on progress of the capital works program.

### 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

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

There are no proposed budget variations for this report.

## Associated Risks

Not applicable.

NEIL BUNGATE  
MANAGER FINANCIAL PLANNING

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

1 May 2020

*Attachments:* 1. Monthly Budget Review- April 2020.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



*Good  
Government*

MONTHLY BUDGET  
REVIEW – 31 APRIL  
2020

ATTACHMENT 1 – CAPITAL  
PROGRAM UPDATE

20 MAY 2020

MID-WESTERN REGIONAL COUNCIL  
CORPORATE: FINANCE

■ ■ ■ ■ ■ TOWARDS 2030



## CAPITAL WORKS PROGRAM

Summary of capital works program as at 30 April 2020.

**26.5 M**

Actual YTD

**248**

Capital Projects

**62%**

Budget Spent

**100**

Capital Projects  
Completed

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
<b>Looking after our Community</b>							
RURAL FIRE SERVICE - LARGE WATER TANKS	250	0	250	0	0%	0	Initial works
MUDGEES POUND - CAGE REPAIRS	40	(39)	1	1	97%	0	Consultation
COMM. TRANSPORT- VEHICLE PURCHASE	121	2	123	123	100%	0	Complete
AGED CARE UNITS - CAP -COOYAL/ANDERSON ST GULGONG	9	0	9	6	69%	0	Complete
CAPITAL -DENISON STREET UNITS	11	0	11	12	103%	0	Complete
CEMETERY CAPITAL PROGRAM	24	0	24	17	72%	0	Construction
GULGONG CEMETERY EXTENSION	25	0	25	8	31%	2	Construction
MUDGEES LAWN CEMETERY EXTENSION	60	0	60	31	51%	3	Construction
RYLSTONE CEMETERY DRAINAGE	26	(26)	0	0	0%	0	Design
PUBLIC TOILETS - VICTORIA PARK GULGONG SHOWERS	6	2	8	8	100%	0	Complete
LIBRARY BOOKS	91	0	91	80	88%	0	Construction
RYLSTONE LIBRARY BRANCH	11	0	11	0	0%	1	Construction
MUDGEES LIBRARY TECHNOLOGY FIT-OUT	49	0	49	49	99%	0	Complete
GULGONG MEMORIAL HALL EXT. PAINTING	30	(30)	0	0	0%	0	Project Scope
GULGONG MEMORIAL HALL ROOF	70	(70)	0	0	0%	0	Project Scope
PAINTING - TOWN HALL	100	0	100	75	75%	2	Complete
RYLSTONE HALL PAINTING	52	0	52	2	4%	15	Initial works
GUIDES BUILDING - RYLSTONE	40	(40)	0	2	779%	0	Project Scope
GULGONG HALL	30	0	30	10	34%	0	Complete
RED HILL COTTAGE	30	0	30	4	14%	0	Initial works
KANDOS LIBRARY & HALL	28	0	28	3	12%	0	Complete
KANDOS POOL HEATERS	85	(85)	0	0	0%	0	Deferred/Cancelled
GULGONG POOL MATTS	28	0	28	0	0%	24	Complete-awaiting invoices



\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
GULGONG POOL FILTER REPLACEMENT	25	0	25	0	0%	25	Complete
MUDGEES POOL ROOF	51	0	51	9	18%	35	Construction
MUDGEES POOL DIVING BOARD SHADE	18	0	18	19	101%	0	Complete
MUDGEES SHOWGROUNDS - BORE	30	0	30	0	0%	0	Project Scope
MUDGEES SHOWGROUNDS - REDEVELOPMENT	50	0	50	1	1%	0	Design
GLEN WILLOW SPORTS GROUND UPGRADES	3,500	(500)	3,000	1,670	56%	252	Construction
GLEN WILLOW SHED	50	(50)	0	0	0%	0	Deferred/Cancelled
WARATAH PARK FENCING	15	0	15	15	99%	0	Complete
GLEN WILLOW PLAYER SEATING	35	0	35	32	92%	0	Complete
GLEN WILLOW SCOREBOARD	270	0	270	269	100%	0	Complete
GLEN WILLOW CRICKET NETS	44	3	47	47	100%	0	Complete
MUDGEES SKATE PARK	7	0	7	7	99%	0	Complete
MUDGEES SHOWGROUNDS - AMENITIES	219	0	219	219	100%	0	Complete
BILLY DUNN FENCE UPGRADE	9	0	9	9	99%	0	Complete
VICTORIA PARK GULGONG - LIGHTING CAP UPGRADE	575	(300)	275	17	6%	0	Initial works
WARATAH PARK SCOREBOARD & DISCUS NETS	100	9	109	109	100%	0	Complete
RYLSTONE CEMETERY STORAGE SHED	20	(20)	0	1	0%	0	Deferred/Cancelled
IRRIGATION RYLSTONE SHOWGROUND	2	0	2	1	52%	0	Complete
RYLSTONE SHOWGROUND CAPITAL	15	0	15	14	99%	0	Complete
PASSIVE PARKS - LANDSCAPING IMPROVEMENTS	6	0	6	6	106%	0	Complete
LAWSON PARK WATER BUBBLERS	20	0	20	0	0%	14	Initial works
SCULPTURES ACROSS THE REGION	36	0	36	25	69%	0	Initial works
BLACKMAN PARK FENCE	9	0	9	9	99%	0	Complete
BELLEVUE PLAYGROUND REPLACEMENT	54	0	54	11	20%	41	Final works
ANZAC PARK GULGONG UPGRADES	3	0	3	3	100%	0	Complete
MUDGEES OUTDOOR WATER PARK	40	0	40	40	101%	0	Complete
DISTRICT ADVENTURE PLAYGROUND	110	0	110	109	99%	0	Complete

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
PLAYGROUND EQUIPMENT - WHEELCHAIR ACCESSIBLE SWING	60	(10)	50	19	37%	23	Construction
PITTS LANE - LIGHTING *	56	(5)	51	50	99%	0	Complete
RYLSTONE RIVERBANK PICNIC TABLES	10	(3)	7	7	103%	0	Complete
BLACKMAN PARK DIVIDING FENCE	4	0	4	4	103%	0	Complete
PLAYGROUND EQUIPMENT - GOOLMA	23	0	23	23	100%	0	Complete
SHELTERED SEATING AREAS ROTARY PARK KANDOS	8	0	8	8	100%	0	Complete
FLIRTATION HILL DEVELOPMENT	38	(38)	0	0	0%	0	Deferred/Cancelled
ROTARY PARK KANDOS	17	0	17	15	89%	0	Complete
LIONS PARK MUDGEES	127	2	129	129	100%	0	Complete
ADVENTURE PLAYGROUND SECURITY	11	0	11	11	100%	0	Complete
FLIRTATION HILL MUDGEES SAFETY IMPROVEMENTS	20	0	20	6	31%	8	Initial works
RED HILL CAPITAL WORKS	400	(400)	0	0	0%	0	Consultation
ART GALLERY FACILITY	1,500	(500)	1,000	375	37%	43	Procurement
STREETSCAPE - CBD INFRASTRUCTURE	40	0	40	14	36%	0	Project Scope
<b>Total</b>	<b>8,841</b>	<b>(2,099)</b>	<b>6,742</b>	<b>3,731</b>	<b>55%</b>	<b>490</b>	

## Protecting our Natural Environment

RURAL WASTE DEPOT UPGRADES	212	(52)	160	41	25%	63	Initial works
MUDGEES WASTE DEPOT UPGRADES	35	(23)	12	6	48%	0	Design
NEW TIP CONSTRUCTION	150	0	150	45	30%	105	Design
WASTE SITES REHABILITATION	30	0	30	5	17%	0	Initial works
RECYCLING PLANT UPGRADES	125	(65)	60	0	0%	8	Procurement
LEACHATE POND ENLARGEMENT	485	(440)	45	17	37%	15	Procurement
KANDOS WTS OFFICE REPLACEMENT	100	(95)	5	0	0%	2	Design

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
GULGONG WTS OFFICE REPLACEMENT	119	(115)	4	0	0%	0	Design
SEDIMENT POND AND PAPER BLOW FENCING	34	0	34	22	67%	0	Construction
MUDGEES LANDFILL WHEEL WASH	35	(35)	0	0	0%	0	Design
LANDFILL GPS FILL & GRADE CONTROL	60	0	60	56	94%	0	Complete
DRAINAGE CAPITAL IMPROVEMENTS	222	(51)	171	9	5%	0	Construction
CAUSEWAY IMPROVEMENTS	0	0	0	0	0%	0	Budget only
LAWSON PARK WEST PIPE EXTENSION	15	0	15	15	98%	0	Complete
MUDGEES FLOOD STUDY & FLOODPLAIN MANAGEMENT PLAN	155	0	155	31	20%	18	Final works
LAWSON PARK CULVERT REPLACEMENT	133	11	144	144	100%	0	Complete
COX ST INLET PIT	10	0	10	2	25%	0	Initial works
EARTH CHANNEL ENLARGEMENT WORKS	98	0	98	5	5%	0	Initial works
CAUSEWAY IMPROVEMENT - PYRAMUL ROAD	17	0	17	16	100%	0	Complete
PIT MODIFICATIONS – VARIOUS LOCATIONS	20	0	20	0	0%	0	Initial works
CAUSEWAY - BUCKAROO LANE	32	(2)	30	30	100%	0	Final works
CAUSEWAY - SCHOOL LANE	32	(3)	28	28	100%	0	Complete
PUTTA BUCCA WETLANDS CAPITAL	36	0	36	34	93%	0	Complete-awaiting invoices
PUTTA BUCCA WETLANDS EXTENSION	15	0	15	4	23%	0	Procurement
WATER NEW CONNECTIONS	120	0	120	108	90%	0	Construction
WATER AUGMENTATION - MUDGEES HEADWORKS	2,720	(2,409)	310	310	100%	128	Procurement
WATER AUGMENTATION - WEST MUDGEES EXTENSION	325	(325)	0	0	0%	0	Budget only
WATER AUGMENTATION - ULAN RD EXTENSION	639	0	639	1	0%	1	Procurement
WATER AUGMENTATION - RYLSTONE & KANDOS	200	(178)	22	22	100%	0	Complete-awaiting invoices
WATER RYLSTONE DAM UPGRADE	3,563	(3,563)	0	0	0%	0	Project Scope
WATER TELEMTRY	120	(105)	15	15	100%	2	Procurement
WATER MAINS - CAPITAL BUDGET ONLY	438	(438)	0	0	0%	0	Budget only
WATER MAINS - HERBERT ST STATION TO QUEEN	43	0	43	43	101%	0	Complete
WATER MAINS - WHITE ST GULGONG	64	0	64	65	101%	0	Complete

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
WATER MAINS - ANDERSON STREET	122	(122)	0	0	0%	0	Design
WATER MAINS - COOYAL STREET	148	(148)	0	0	0%	0	Design
WATER MAINS - SULLY STREET	50	(50)	0	1	0%	0	Design
WATER MAINS - QUEEN STREET	31	(31)	0	0	0%	0	Design
WATER MAINS - BELMORE STREET	82	0	82	76	92%	0	Complete
WATER MAINS - BULGA STREET	31	11	42	41	98%	0	Complete
WATER MAINS - LOWE STREET	24	0	24	0	1%	2	Construction
WATER MAINS - BOWMAN STREET	30	50	80	2	2%	16	Construction
WATER MAINS - BAYLY STREET	112	67	179	179	100%	0	Complete
WATER MAINS - MOONLIGHT STREET	59	0	59	0	0%	10	Deferred/Cancelled
WATER MAINS - WENONAH STREET	84	(84)	0	0	0%	0	Deferred/Cancelled
WATER MAINS - FLIRTATION HILL ROAD	40	(40)	0	0	0%	0	Deferred/Cancelled
RYLSTONE DAM PS PAC DOSING SYSTEM	96	(96)	0	0	0%	0	Procurement
WATER RESERVOIR - FLIRTATION HILL GULGONG	250	(250)	0	0	0%	0	Deferred/Cancelled
RESERVOIRS - RYLSTONE, KANDOS, CHARBON, CLANDULLA	62	(62)	0	0	0%	0	Deferred/Cancelled
MUDGEES WTP AIRCONDITIONING	9	0	9	8	99%	0	Complete
WATER TREATMENT RYLSTONE UPGRADES	50	0	50	6	13%	29	Procurement
WATER WELLFIELD BORE INTEGRITY UPGRADES	40	(40)	0	0	0%	0	Design
WATER TREATMENT PLANT GULGONG WTP PROCESS IMPROVEMENTS	31	6	37	36	97%	0	Complete-awaiting invoices
WATER METER REPLACEMENT	1,548	0	1,548	1,025	66%	114	Construction
RAW WATER SYSTEMS - MUDGEES AND GULGONG DISINFECTION UPGRADES	28	(6)	22	0	0%	19	Design
RAW WATER SYSTEMS - SALEYARDS WATER SUPPLY	28	(28)	0	0	0%	0	Deferred/Cancelled
RURAL CUSTOMER FILL STATIONS	270	(270)	0	0	0%	0	Deferred/Cancelled
SEWER NEW CONNECTIONS	22	0	22	12	52%	0	Construction
SEWER AUGMENTATION - RYLSTONE & KANDOS	4,000	(4,000)	0	0	0%	0	Deferred/Cancelled

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
SEWER TELEMETRY	50	(31)	19	18	95%	0	Procurement
SEWER AUGMENTATION - CHARBON	3,023	(1,725)	1,298	1,260	97%	36	Construction
SEWER MAINS - CAPITAL BUDGET ONLY	79	(79)	0	0	0%	0	Budget only
SEWER MAINS RELINING	300	(300)	0	0	0%	0	Procurement
RISING MAIN ULAN RD TO PUTTA BUCCA	531	(529)	3	3	100%	0	Design
SEWER PUMP STATION - CAPITAL RENEWALS	0	6	6	13	239%	6	Consultation
SEWER PUMP STATION - RACECOURSE MUDGEES	125	(125)	0	0	0%	0	Design
SEWER PUMP STATION - GLEN WILLOW	20	0	20	0	0%	0	Design
SEWER TREATMENT WORKS - RENEWALS	14	(14)	0	0	0%	0	Budget only
MUDGEES STP SLUDGE DEWATERING IMPROVEMENTS	35	0	35	27	76%	9	Final works
RECYCLED WATER MANAGEMENT SYSTEM	90	(90)	0	0	0%	0	Deferred/Cancelled
SEWER TREATMENT WORKS - GULGONG STP SPILLWAY	30	(30)	0	0	0%	0	Deferred/Cancelled
SEWER TREATMENT WORKS MUDGEES INLET	46	(46)	0	0	0%	0	Deferred/Cancelled
<b>Total</b>	<b>21,989</b>	<b>(15,944)</b>	<b>6,045</b>	<b>3,781</b>	<b>63%</b>	<b>581</b>	

### Building a Strong Local Economy

CUDGEGONG WATERS CARAVAN PARK	328	2	329	329	100%	0	Complete
RYLSTONE CARAVAN PARK - CAPITAL	100	0	100	51	51%	0	Project Scope
RIVERSIDE CARAVAN PARK FIRE SERVICES	120	(90)	30	15	50%	6	Initial works
MUDGEES VALLEY PARK UPGRADE	850	(650)	200	47	23%	45	Design
ENTRANCE SIGNAGE PROJECT	120	(110)	10	8	76%	0	Construction
WISHING WELL - CHERRY TREE HILL	20	0	20	0	0%	0	Project Scope
SALEYARDS - POST AND RAIL REPLACEMENT	10	0	10	5	48%	0	Construction
SALEYARDS CANTEEN	34	0	34	34	99%	0	Complete
PROPERTY - MUDGEES AIRPORT SUBDIVISION	10	3	13	12	98%	0	Construction
PROPERTY - EX SALEYARDS STAGE I	1,610	40	1,650	1,175	71%	36	Final works
RYLSTONE KANDOS PRESCHOOL EXTENSION	519	0	519	465	90%	36	Final works

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
COMMERCIAL PROPERTY PURCHASE	2,850	(50)	2,800	2,794	100%	0	Complete
<b>Total</b>	<b>6,570</b>	<b>(855)</b>	<b>5,715</b>	<b>4,934</b>	<b>86%</b>	<b>123</b>	

### Connecting our Region

RESEAL - ROBERTSON RD SEG 10	39	(10)	29	0	0%	25	Complete-awaiting invoices
RESEAL - MAIN AND SHORT ST ULAN	15	(12)	3	2	73%	0	Complete-awaiting invoices
RESEAL - MANN ST SEG 20	3	0	3	3	87%	0	Complete
RESEAL - ROBINSON ST SEG 10 - 50	14	(5)	9	9	99%	0	Complete
RESEAL - DANGAR SEG 10, 40 AND NOYES ST SEG 10 - 20	45	(20)	25	23	91%	0	Complete
RESEAL - HILL SIXTY DR AND BRUCE RD PART SEG 50	29	(15)	14	14	98%	0	Complete
RESEAL - DENISON ST SEG 10, 20, 40, 70 - 110	195	0	195	61	31%	4	Complete-awaiting invoices
URBAN RESEALS - HERBERT STREET SEG 40 & 50	11	(4)	7	6	92%	0	Complete
URBAN RESEALS - HERBERT STREET SEG 90 - 120,150	34	0	34	17	49%	0	Complete
URBAN ROADS KERB & GUTTER CAPITAL	30	0	30	29	100%	0	Complete
URBAN HEAVY PATCHING	25	0	25	23	92%	0	Complete
URBAN REHAB - INDUSTRIAL AVE GULGONG	100	(39)	61	61	100%	0	Complete
URBAN REHAB - ANGUS AVE KANDOS	135	(40)	95	22	23%	52	Construction
DISABLED ACCESS IGA KANDOS	48	(10)	38	25	66%	7	Construction
MULTIPLE PEDESTRIAN REFUGES & BUILDOUTS	100	0	100	28	28%	0	Construction
RESHEETING - URBAN ROADS	15	0	15	1	7%	0	Initial works
URBAN ROAD -BUS ACCESS TO REDHILL	27	0	27	27	99%	0	Complete
REHAB - WOODSIDE CLOSE SEG 10	25	(14)	11	11	98%	0	Complete
SEAL SHORT ST GULGONG	32	0	32	16	50%	0	Construction
REHAB - HALL ST SEG 10	20	0	20	16	81%	0	Construction
REHAB - STANLEY ST SEG 10	20	(4)	16	16	98%	0	Complete
REHAB - SAVILLE ROW SEG 10	62	(30)	32	31	94%	0	Complete
URBAN ROADS LAND MATTERS CAPITAL	23	(16)	7	2	31%	0	Consultation

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
GUTTERING BYLONG VALLEY WAY KANDOS	63	0	63	63	99%	0	Complete
RESEAL - BARNEYS REEF RD SEG 60, 100 - 120	170	(20)	150	145	97%	0	Complete
RESEAL - CANADIAN LEAD RD SEG 10	18	(3)	15	14	94%	0	Complete
RESEAL - GLEN ALICE RD SEG 50, 110 - 120	113	(26)	87	87	100%	0	Complete
RESEAL - KURTZ LN SEG 10	11	(3)	8	7	83%	0	Complete
RESEAL - SPRING CREEK RD SEG 80 - 150	237	0	237	237	100%	0	Complete
RESEAL - WINDEYER RD SEG 120 - 130	76	(38)	38	37	98%	0	Complete
RESEAL - MOUNT VINCENT RD SEG 10 - 30, 90, 117	146	(35)	111	110	99%	0	Complete
RESEAL - SPRING CREEK ROAD SEG 10-50	210	(30)	180	53	29%	62	Final works
RESEAL - COXS CREEK ROAD SEG 30-40	80	(19)	61	61	100%	0	Complete
RESEAL - RIDGE ROAD SEG 20-50, 70-80,100	233	(60)	173	153	88%	0	Complete
RURAL REHAB - CUDGEGONG RD SEG 60 TO 70	39	23	62	0	0%	0	Complete
REHAB - LUE RD SEG 50 -80	245	3	248	248	100%	(1)	Complete
REHAB - HENRY LAWSON DR SEG 210	214	6	220	220	100%	0	Complete
REHAB - RIDGE RD SEG 90	162	0	162	162	100%	0	Complete
REALIGNMENT - ULAN WOLLAR RD	5	0	5	0	0%	5	Complete
HEAVY PATCHING	45	0	45	9	20%	0	Construction
CUDGEGONG ROAD GUARDRAIL	50	(4)	46	45	98%	0	Complete
ULAN WOLLAR ROAD - STAGE 1	3,971	(1,890)	2,081	2,043	98%	0	Complete
ULAN WOLLAR ROAD - STAGE 3A	1,610	(580)	1,030	496	48%	195	Construction
ULAN WOLLAR ROAD - MOOLARBEN INTERSECTION	340	0	340	26	8%	7	Initial works
REHAB - LUE RD SEG 100 TO 110	750	25	775	76	10%	20	Construction
RURAL SEALED ROAD LAND MATTERS	15	(3)	12	8	66%	0	Initial works
REHAB BYLONG VALLEY WAY SEG 1030,1035,1050,1055	975	(130)	845	391	46%	0	Construction
RURAL SEALED REGIONAL ROAD REPAIR PROGRAM *	800	112	912	340	37%	3	Construction
ULAN AND WOLLAR ROAD UPGRADES	83	0	83	0	0%	0	Complete-awaiting invoices
MUNGHORN GAP REALIGNMENT & UPGRADE	1,591	(216)	1,375	546	40%	140	Construction

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
HILL END ROAD SAFETY IMPROVEMENTS	1,160	(20)	1,140	485	43%	161	Construction
BVW UPGRADE RNSW 2080	1,596	(215)	1,381	625	45%	109	Construction
BVW UPGRADE SEG 2250	73	(23)	50	49	99%	0	Construction
RURAL SEALED REGIONAL ROAD LAND MATTERS CAPITAL	9	0	9	1	7%	0	Consultation
RAZORBACK RD PASSING BAYS	35	(3)	32	31	98%	0	Complete
WIDEN AND SEAL MT VINCENT ROAD HILL	200	0	200	40	20%	0	Construction
SEAL EXTENSION - SPRING FLAT SOUTH LANE	215	(24)	191	190	100%	0	Complete
SEAL EXTENSION - BYRNES LANE	18	0	18	0	0%	0	Construction
RESHEETING	1,852	0	1,852	970	52%	57	Construction
SEAL EXTENSION - BURRUNDULLA RD	57	0	57	10	17%	0	Construction
SEAL EXTENSION - PYRAMUL RD	400	0	400	16	4%	53	Construction
UNSEALED ROADS LAND MATTERS CAPITAL	17	(6)	11	5	43%	11	Final works
SEAL EXTENSION - WOLLAR ROAD	6	(3)	3	3	100%	9	Complete
WOLLAR RD - STAGE 1 RECTIFICATION (CORTINA)	6	0	6	0	0%	0	Complete
WOLLAR RD - STAGE 5	328	172	500	462	92%	5	Final works
WOLLAR RD - STAGE 2 DEFECTS	10	(1)	9	9	100%	0	Initial works
DIXONS LONG POINT CROSSING - UPGRADE PLAN	340	0	340	9	3%	407	Construction
REGIONAL ROAD BRIDGE CAPITAL	58	0	58	0	0%	0	Project Scope
ULAN ROAD - REHABS, WIDENING AND CONFORMING RESEALS - BUDGET	110	(87)	23	23	99%	0	Construction
ULAN ROAD - REHAB GEORGE CAMPBELL DRIVE TO BUCKAROO LANE	700	(100)	600	594	99%	2	Construction
ULAN ROAD - RESEAL MUD HUT CREEK INTERSECTION	108	(66)	42	42	99%	0	Complete-awaiting invoices
ULAN ROAD - MOGGS LN TO WOLLAR RD	115	0	115	115	100%	0	Complete
FOOTWAYS - CAPITAL WORKS	113	(26)	87	12	14%	2	Initial works
PEDESTRIAN - PUTTA BUCCA WALKWAY	30	0	30	0	0%	0	Construction
PEDESTRIAN BRIDGE RYLSTONE	716	0	716	715	100%	0	Construction
FOOTPATH - WINTER STREET TO WALKING TRACK	27	0	27	0	0%	0	Project Scope



\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
PEDESTRIAN CROSSING - DOURO ST	34	(34)	0	0	0%	0	Construction
PUTTA BUCCA ECO TRAIL	374	0	374	21	6%	9	Construction
MUDGEES SHARED CYCLEWAY/WALKING LOOP	508	90	598	9	2%	503	Procurement
RYLSTONE PATHWAY CONCRETING	79	5	84	83	100%	0	Complete
FOOTPATH - ROBERTSON STREET	14	0	14	0	0%	0	Project Scope
AIRPORT - EXTENSION OF WATER & SEWER SERVICES	25	0	25	0	0%	1	
AIRPORT SUBDIVISION COMMUNICATIONS	111	0	111	101	91%	0	Construction
AIRPORT AMBULANCE TRANSFER BAY	79	(79)	0	0	0%	0	Deferred/Cancelled
CARPARK - RED HILL RESERVE	10	(1)	9	9	97%	0	Complete
MUDGEES POOL CARPARK	45	0	45	13	30%	0	Complete-awaiting invoices
<b>Total</b>	<b>22,876</b>	<b>(3,530)</b>	<b>19,346</b>	<b>10,660</b>	<b>55%</b>	<b>1,847</b>	

## Good Government

MUDGEES ADMINISTRATION BUILDING UPGRADE	14	(10)	4	4	96%	0	Complete
RYLSTONE COUNCIL BUILDING	168	0	168	60	36%	73	Construction
MUDGEES STORES BUILDING	18	0	18	0	0%	2	
OLD POLICE STATION CAPITAL	7	0	7	3	37%	2	Initial works
OPERATIONS ADMIN CAPITAL	10	0	10	10	95%	0	Complete
CARMEL CROAN BUILDING CAPITAL	30	0	30	28	95%	0	Complete
BUILDINGS MASTER KEY SYSTEM	150	0	150	2	1%	0	Consultation
DOURO ST REFURBISHMENT	18	(5)	13	12	94%	0	Final works
CONCEPT PLANS FOR MAIN ADMIN BUILDING	50	(50)	0	2	0%	0	Consultation
IT SPECIAL PROJECTS	45	0	45	16	35%	0	Initial works
IT NETWORK UPGRADES	197	(21)	176	176	100%	0	Complete-awaiting invoices
IT CORPORATE SOFTWARE	285	0	285	15	5%	0	Consultation
SERVER ROOM MUDGEES CAPITAL UPGRADES	30	(30)	0	0	0%	0	Deferred/Cancelled
PLANT PURCHASES	4,237	0	4,237	3,066	72%	672	Construction

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
MUDGE DEPOT WASHBAY	120	10	130	129	100%	0	Complete
RYLSTONE DEPOT WASHBAY	165	(156)	10	10	100%	0	Deferred/Cancelled
SOLAR FARM INITIATIVE	205	(105)	100	22	22%	20	Design
REPLACE DEPOT FUEL BOWSERS	12	0	12	12	98%	0	Complete
RYLSTONE DEPOT SEALING	50	0	50	0	0%	0	Design
WORKSHOP FIRE EXIT	40	0	40	3	7%	25	Construction
WORKSHOP CONCRETE WORKS	25	(25)	0	1	0%	0	Deferred/Cancelled
<b>Total</b>	<b>5,877</b>	<b>(392)</b>	<b>5,485</b>	<b>3,570</b>	<b>65%</b>	<b>793</b>	

### Total Capital Works Program

**66,154    (22,820)    43,333    26,676    62%    3,833**

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 Community Grants Program - May 2020

REPORT BY THE  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400067, FIN300159

**RECOMMENDATION****That Council:**

1. **receive the report by the Manager Financial Planning on the Community Grants Program - May 2020;**
2. **provide financial assistance to the following applications in accordance with the criteria and guidelines of the Community Grants Policy; and**

Cudgegong Valley Pioneer Vehicle Club Inc	1,469
Mudgee CAN Assist	1,000

3. **decline to provide financial assistance to Jarrod Emeny as he does not meet the Youth Representative Grants Category criteria.**

**Executive summary**

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

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

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

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

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

A summary of each application is shown below, together with panel recommendations.

Applicant	Project/Activity	Funding Request \$	Total Score out of 9	Recommended Amount \$	Budget Adjusted Amount \$
Cudgegong Valley Pioneer Vehicle Club Inc	Club Gazebo	1,983	9	1,983	1,469
Jarrod Anthony	NSW Junior Wheelchair	1,800	NA	0	0

Applicant	Project/Activity	Funding Request \$	Total Score out of 9	Recommended Amount \$	Budget Adjusted Amount \$
Emeny	Basketball - Kevin Coombs Cup 2021				
Mudgee CAN Assist	CAN Assist Fundraiser Ball	3,000	5	1,800	1,000
<b>Total</b>					<b>2,469</b>

It should be noted that the financial recommendation has been reduced to fit within remaining budget of \$2,469.

## Disclosure of Interest

Nil

## Detailed report

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

### **Cudgegong Valley Pioneer Vehicle Club Inc**

Cudgegong Valley Pioneer Vehicle Club Inc requests \$1,983 for Club Gazebo.

*Link to Community Plan: 1.4.1 Support programs which strengthen the relationships between the range of community groups, 1.4.2 Support arts and cultural development across the Region, 1.1.3 Support networks, program and facilities which promote health and wellbeing and encourage healthy lifestyles*

#### **RECOMMENDATION:**

\$ 1,450

### **Jarrold Anthony Emeny**

Jarrold Anthony Emeny requests \$1,800 for costs to compete at NSW Junior Wheelchair Basketball - Kevin Coombs Cup 2021.

#### **RECOMMENDATION:**

\$0.

This application falls within the Youth Representative Grants Category which was established in 2017. The application appears to be for a State representative competition and therefore would not meet the second criteria of "are selected to represent Australia at any international competition or event, including but not limited to sporting, academic or the arts".

### **Mudgee CAN Assist**

Mudgee CAN Assist requests \$3,000 for CAN Assist Fundraiser Donation.

*Link to Community Plan: 1.1.3 Support networks, program and facilities which promote health and wellbeing and encourage healthy lifestyles*

**RECOMMENDATION:**

\$ 1,000

## Community Plan implications

<b>Theme</b>	<b>Good Governance</b>
Goal	An effective and efficient organisation
Strategy	Pursue efficiencies and ongoing business improvement

## Strategic implications

**Council Strategies**

Not Applicable

**Council Policies**

Recommendations are made under the Community Grants Program Policy.

**Legislation**

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

## Financial implications

Funding of \$110,000 is provided in the Operational Plan for financial assistance. \$107,531 has already been allocated, leaving a balance of \$2,469. Based on the scoring system above, the recommendation of staff is to provide \$2,469 in financial assistance. Should Council approve the recommendations in the report, this budget will be fully spent for 2019/20.

## Associated Risks

Not applicable

NEIL BUNGATE  
MANAGER FINANCIAL PLANNING

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

1 May 2020

*Attachments:*APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

# COMMUNITY GRANTS

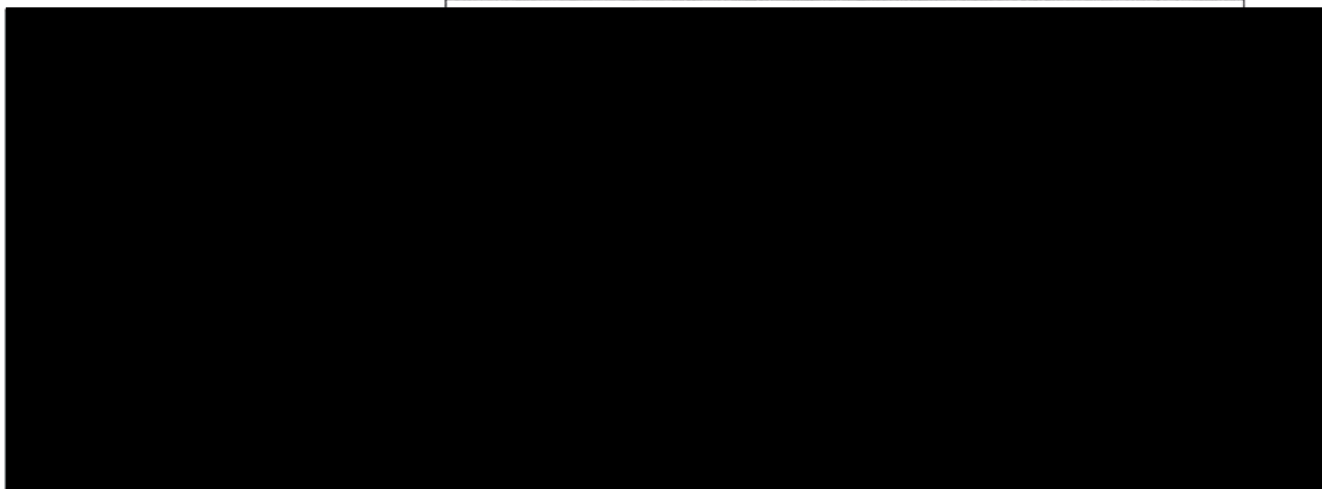


## Application Form

### APPLICANTS DETAILS

Name of Organisation

Cudgegong Valley Pioneer Vehicle Club Inc



### PROJECT / ACTIVITY DETAILS

Name of Project / Activity

Club Gazebo

Amount of funding requested

\$ 1,983.30

Start and Finish date

START (click to tick)

21 June 2020

FINISH (click to tick)

15 November 2020

Briefly, describe Project / Activity

Cudgegong Valley Pioneer Vehicle Club runs the monthly Mudgee Coffee and Cars event at the Mudgee Railway Station on the third Sunday of each month. This activity has proven to be highly successful, attracting large crowds to each event. The Club wishes to purchase a gazebo to be used to provide shade to members and attendees of this and other Club events.

ADDRESS CRITERIA

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

(Note: limited number of characters)

Since this activity commenced in June 2019 there has been huge interest, not only from car enthusiasts but members of the community. There are regularly up to 60 - 70 cars on display, some traveling from as far as Orange, Dubbo and Wellington. Our Club acts as the facilitator of the event and charges no fees. Charitable organisations such as the Vietnam Vets and the RSL sub-Branch are invited to provide catering and therefore are able to fund-raise. Each month the Club invites a Special Guest to provide an exhibit. Thus far we have hosted the Rural Fire Service, Mudgee Volunteer Rescue, Fire and Rescue, RFS Heritage Collection, State Emergency Service and Mid-West Security. The event serves as a wonderful opportunity for members of the public to gather together and enjoy each others company and a common interest.

What is the expected amount of resident participation?

(Please provide no. of estimated participants)

(Note: limited number of characters)

As reported in the Mudgee Guardian Friday December 13, 2019 (copy attached) the Club has received overwhelming support from the community since the events inception in June 2019. There are regularly in excess of 60 cars in attendance with crowds of 300 to 400 people (predominantly local residents) present. The gazebo will also be used at the many other occasions mentioned below where the Club provides displays of their classic vehicles. As it is intended to incorporate the Clubs details on the gazebos fabric it will serve to advertise and inform attendees of the Club's existence.

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

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

(Note: limited number of characters)

The Club has engaged the Vietnam Veterans, Peacekeepers and Peacemakers Association and the Gulgong RSL sub-Branch to provide catering and thereby undertake charitable fundraising. We have invited other local motoring clubs such as the Cudgegong Cruisers and Antique Machinery Club to attend. Members of these clubs have been very supportive and are regular attenders. Local volunteer groups such as SES, RFS, Fire & Rescue have been invited to set up displays in order to recruit and educate. Such has been the success of the these activities that each group that has attended has requested that they be invited back.

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

(Note: limited number of characters)

Cudgegong Valley Pioneer Vehicle Club has been in existence for 47 years. The Club regularly provides displays at such events as the Mudgee Show, Wings, Wheels and Wine and the Small Farm Field Days. The Club has also for many years organised and run the highly successful Rylstone Swap Meet. We have been successfully conducting Mudgee Coffee and Cars each month since June 2019. The Club has more than adequate numbers of members who willingly volunteer to facilitate this event.



**COMMUNITY GRANTS**

Project Income	Community Grant (amount sought from Council)	\$ 1,983.30
	Expected Sales Revenue i.e. Entry Fee, Membership Sales	\$ 0.00
	Other Income	\$ 0.00
<b>TOTAL INCOME</b>		<b>\$ 1,983.30</b>

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

Project Expenditure	6m x 3m Gazebo with Club details embossed on top & sides	\$ 1,983.30
<b>TOTAL EXPENDITURE</b>		<b>\$ 1,983.30</b>

<b>TOTAL SURPLUS / DEFICIT</b>	<b>\$ 0.00</b>
--------------------------------	----------------

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

If the grant proves insufficient for the purchase of the gazebo the shortfall will be made up from Club funds.

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

FINANCIAL DETAILS

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

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

YES (click to tick)

NO (click to tick)



If yes, please advise date and amount

DATE / YEAR

AMOUNT



Did your group return the acquittal form?

YES (click to tick)

NO (click to tick)



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

Comment on cash set aside for specific projects (optional)

Cash in bank is required to pay for the rent of the Club's meeting room and the conduct of the Rylstone Swap Meet. The Club also makes donations to local charities when possible.

**APPLICATION CHECKLIST**

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

A copy of the group's/organisation's most recent bank statement or treasurer's report

SUPPLIED? (click to tick)

YES

NO



A copy of the group's/organisation's public liability insurance



Where the group intends to purchase equipment, a copy of the quote/s obtained



Where the groups/organisations does not have an ABN, 'Statement by Supplier' is required



If your group is not incorporated, please supply a letter from your auspicing body



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

**COMMUNITYGRANTS**

SUBMIT YOUR APPLICATION

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

**DELIVER TO:** Customer Service Locations

86 Market Street  
MUDGEE

109 Herbert Street  
GULGONG

77 Louee Street  
RYLSTONE

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

SUBMIT ONLINE

COMMUNITY GRANTS POLICY

PRINT MY APPLICATION

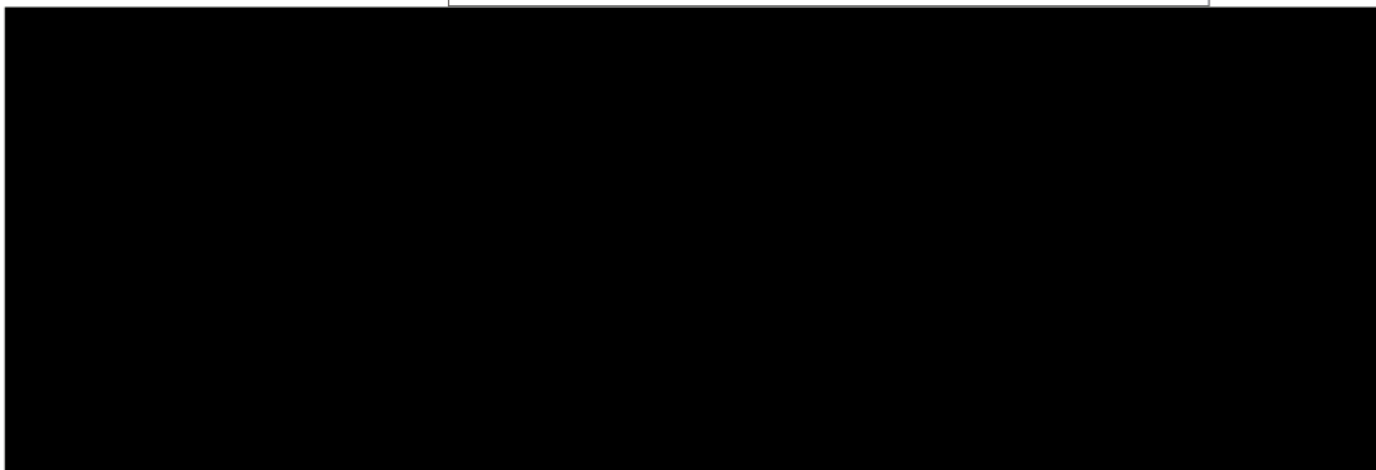


# Application Form

## APPLICANTS DETAILS

Name of Organisation

24th April 2021



## PROJECT / ACTIVITY DETAILS

Name of Project / Activity

NSW Junior Wheelchair Basketball - Kevin Coombs Cup

Amount of funding requested

\$1,800

Start and Finish date

START (click to tick)

FINISH (click to tick)

21st April 2021

Briefly, describe Project / Activity

The Kevin Coombs Cup is an Australian Championship attracting the best junior wheelchair basketball players from across Australia many of whom will be competing represent Australia right through to the Paralympic level working towards the 2024 Paralympic Games. Kevin Coombs OAM was the first Australian Aboriginal Paralympic competitor for Aust. He competed at 5 Paralympics incl the first in 1960.

COMMUNITYGRANTS

ADDRESS CRITERIA

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

(Note: limited number of characters)

In February 2020 Jarrod received two awards at the Mudgee Sports Council Awards Dinner;  
- Senior Athlete with a Disability Sportsmanship Award 2019  
- Athlete with a Disability Award 2019 - Wheelchair Basketball  
Jarrod was also asked to address this years 2020 Year 12 cohort at St Matthews in a leadership role encouraging them for the year ahead. His dream includes to be the first paralympian to represent Mudgee. This young man is of excellent character and his passion and drive is infectious. Many people already describe him as being inspirational. He will be an excellent example of overcoming adversity for young people and has already expressed and interest to start a peer mentoring program. In fact Jarrod has already presented himself to other spinal injury patients even while he himself was still a rehab inpatient.

What is the expected amount of resident participation?

(Please provide no. of estimated participants)

(Note: limited number of characters)

In 2019 we, as his family, travelled to Townsville thinking we would be the only Mudgee supporters present however Mudgee residents based at the Army base in Townsville (two families and individuals) also attended and Jarrod's games were watched by many Mudgee residents on facebook and he received incdible support from the Mudgee Community throught the championship. The 2021 event will be held at Eagle Stadium in Werribee VIC and we are keen to see what form of support our amazing Mudgee Community will show.

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

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

(Note: limited number of characters)

Last year (2019) Jarrod was able to travel to Townsville thanks to a fundraising raffle by St Matthews Catholic School as well as having accomodation and travel paid for by Mudgee Rugby Club. His uniforms were purchased thanks to funding received from Mudgee Sports Council.

Going forward however, Jarrod will not recive any funding from St Matthews or the Mudgee Rugby Club. We have applied to the Mudgee Sports Council for a \$500 grant. This years costs have increased on last years hence we are asking for a considerable amount to help him realise his goal.

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

(Note: limited number of characters)

As a family and also the members of Jarrod's NSW Blues Academy team, we were encouraged and extremely pleased with the outcome of support by the Mudgee Community in the 2019 KCC Championship. Jarrod was approached by the Australian U23 Spinners team and subsequently has been included in the Australian training program and selected to play at the Illawarra Slams held in Oct 2019 where the team acheived a fourth place position in Division A. These are Jarrod Wheelchair Basketball achievements to date: April 2018 - Bronze Medal Kevin Coombs Cup playing for Blues NSW. August 2019 - Silver Medal and Brendon Talbot Encouragement Award Country Cup Playing for Blues NSW. October 2019 - Gold Medal Div 2 Illawarra Slams Playing for Blues NSW. October 2019 - Fourth Place Div 1 Illawarra Slams Playing for U23 Australian Spinners. January 2020 - Bronze Medal A Grade Suncoast Spinners Wheelchair Basketball Tournament. Playing for Blues NSW and now the Wallangarra Roller

	Community Grant (amount sought from Council)	1800
Project Income	Expected Sales Revenue i.e. Entry Fee, Membership Sales	nil
	Other Income	nil
<b>TOTAL INCOME</b>		<b>1800</b>

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

Project Expenditure		550
		400
		350
		250
		150
		100
<b>TOTAL EXPENDITURE</b>		<b>1800</b>
<b>TOTAL SURPLUS / DEFICIT</b>		<b>0</b>

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

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

FINANCIAL DETAILS

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

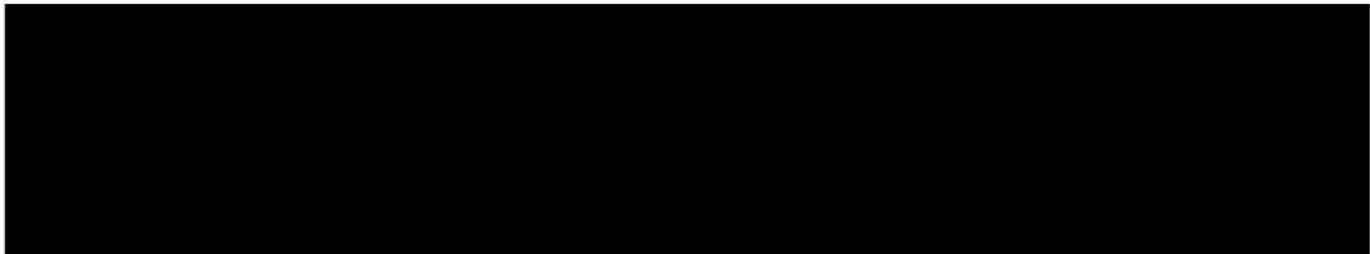


Has your organisation/group previously received a Community Grant from Council?	YES (click to tick) <input type="checkbox"/>	NO (click to tick) <input checked="" type="checkbox"/>
If yes, please advise date and amount	DATE / YEAR <input type="checkbox"/>	AMOUNT \$ <input type="checkbox"/>
Did your group return the acquittal form?	YES (click to tick) <input type="checkbox"/>	NO (click to tick) <input checked="" type="checkbox"/>
Closing bank balance from the most recent bank statement or treasurer's report	<input type="checkbox"/> n/a	
Comment on cash set aside for specific projects (optional)	<div style="border: 1px solid black; height: 60px;"></div>	

**APPLICATION CHECKLIST**

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

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



- I confirm that the information contained in the application form and within the attachments are true and correct.
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MUDGEE NSW 2850

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COMMUNITY GRANTS POLICY

PRINT MY APPLICATION





# COMMUNITY GRANTS

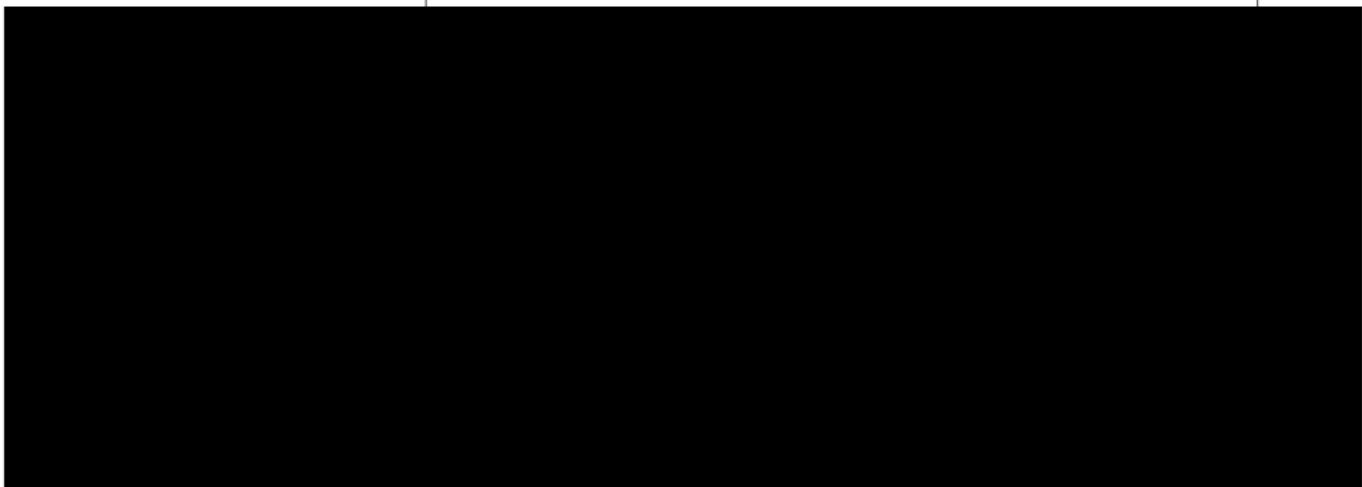


## Application Form

### APPLICANTS DETAILS

Name of Organisation

Mudgee CAN Assist



### PROJECT / ACTIVITY DETAILS

Name of Project / Activity

START (click to tick)

FINISH (click to tick)

Amount of funding requested

Start and Finish date

May 2020 Click to type start dates.

December 2020 Click to type finish dates.

Briefly, describe Project / Activity

Due to the COVID-19 pandemic we are unable to hold our major fundraisers for 2020 which we rely upon in order to raise funds to assist people in our region affected by cancer. As a result we are now hoping to secure grants we would have used for our events so we can continue to assist.

Donation

3000

ADDRESS CRITERIA

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

(Note: limited number of characters)

Can Assist is committed to ensuring that all people, regardless of where they live in NSW, have access to cancer treatment and care. By providing accommodation, financial assistance and practical support to people from rural and regional areas, we ensure that country people are given the same opportunities and treatment choices as those who live in city centres. 100% of money donated will go directly to providing financial assistance to those affected by cancer in our region. All money raised stays in the Mudgee region.

What is the expected amount of resident participation?

(Please provide no. of estimated participants)

(Note: limited number of characters)

We assist approximately 10 patients per month. We allocate up to \$2000 per patient per year, however this can be increased up to \$5000 in extenuating circumstances and with the executive committee's approval.

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

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

(Note: limited number of characters)

This is not applicable with this grant, however when we do run our event we collaborate with several businesses who assist in providing the venue, catering, entertainment, marketing and donations for an auction on the night and raffles.

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

(Note: limited number of characters)

CAN Assist has been operating since 1955. The Mudgee branch continues to assist people affected by cancer and will continue to do so while we are financially able to.



Project Income	Community Grant (amount sought from Council)	3000
	Expected Sales Revenue i.e. Entry Fee, Membership Sales	N/A
	Other Income	N/A
<b>TOTAL INCOME</b>		<b>3000</b>

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

Project Expenditure	Venue Hire	N/A
	Catering (\$60 p/p)	N/A
	Band / Entertainment	N/A
	MC	N/A
	Auctioneer	N/A
	Marketing / Advertising	N/A
<b>TOTAL EXPENDITURE</b>		<b>0</b>

<b>TOTAL SURPLUS / DEFICIT</b>	<b>3000</b>
--------------------------------	-------------

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

The surplus / money donated will go directly to CAN Assist Mudgee to assist those in our region affected by cancer.

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

**FINANCIAL DETAILS**

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

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

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

If yes, please advise date and amount

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

Did your group return the acquittal form?

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

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

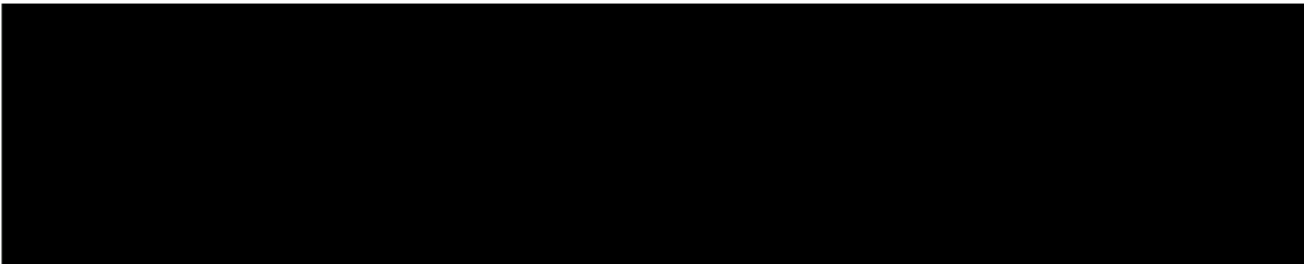
131,368.00
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Comment on cash set aside for specific projects (optional)

**APPLICATION CHECKLIST**

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

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



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

**COMMUNITYGRANTS**

**SUBMIT YOUR APPLICATION**

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

**DELIVER TO:** Customer Service Locations

86 Market Street  
MUDGEE

109 Herbert Street  
GULGONG

77 Louee Street  
RYLSTONE

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

[SUBMIT ONLINE](#)

[COMMUNITY GRANTS POLICY](#)

[PRINT MY APPLICATION](#)



## 9.10 Perpetual Lease - Application to Purchase

REPORT BY THE PROPERTY OFFICER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, P0440711

### RECOMMENDATION

#### That Council:

- 1. receive the report by the Property Officer on the Perpetual Lease - Application to Purchase;**
- 2. submit an application to the Department of Planning, Industry & Environment – Crown Lands to purchase Crown leasehold land identified as 46 White Street Gulgong, being Lot 13 Section 27 DP758482; and**
- 3. if approved for purchase, submit a further report to Council for review of the purchase price and all associated costs once confirmed by Crown Lands.**

---

### Executive summary

The Department of Planning, Industry & Environment – Crown Lands (Crown Lands) has advised of changes relating to the conversion of Councils lease to freehold title as a result of the commencement of the Crown Lands Management Act, 2016 (CLMA).

This means that any land held by Council's under perpetual lease may be eligible for purchase through submission of an application for consideration by Crown Lands. The deadline for submissions is 30 June 2020, after which eligible leases lose this entitlement.

Council has one site that meets this criteria and this report seeks to obtain Council consent to lodge an application for consideration by Crown Lands in the first instance, and if approved for progression, a further report will be submitted to Council detailing all associated costs in purchasing the land once this is later confirmed by Crown Lands.

### Disclosure of Interest

Nil

### Detailed report

Council has held Perpetual Lease 76918 over a site known as the Old Gulgong Depot at 46 White Street Gulgong since 1986. The size of this site is 4047 m2 and accommodates a 10mtr x 30mtr shed which was originally utilised by Council as a Works Depot and workshop. The shed is no longer occupied by Council and is rented privately for a nominal weekly rental income. There is also an old mine shaft along the southern boundary which is fenced off from public access, and more recently a new bus and visitor carpark was constructed to accommodate actions identified in the Red Hill Master Plan. Please refer to attached aerial imagery depicting location of site within Gulgong Township and proximity to other Council owned and managed land and recent photos of the site.

As a result of the commencement of the CLMA Council has an opportunity to lodge a purchase application for consideration by Crown Lands to allow the land under lease to be converted to 'freehold title' and sold to Council.

The rental income generated from leasing the shed on site is nominal in comparison to the benefit to Council and Community in retaining this site in perpetuity under 'freehold title', with the newly developed bus and visitor carpark which not only allows for overflow from visitors to Red Hill but offers additional parking for the local community and within close proximity to the centre of town, the site is also large enough to afford future development of Council or Community infrastructure if expansion were ever identified in future strategies.

If Council proceeds with making an application to Crown Lands, is successful, and later decides to purchase the land, the conversion of leased land to free hold title would extinguish all native title interests as well as removing the risk and uncertainty surrounding the lease being cancelled at any point in the future and Council loses financial investments already made at this site.

It is therefore recommended that Council lodge an application in the first instance. Crown Lands will then determine if the application can be approved for sale, if approved, an assessment of the land value and costs will be issued for review by Council. At that time Council could either resolve to purchase or withdraw the purchase application.

## Community Plan implications

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

Red Hill Master Plan

### **Council Policies**

Land Acquisition and Disposal Policy – deemed to satisfy policy requirements if Council were to proceed with purchase, land value would be determined through formal valuation process.

### **Legislation**

Crown Lands Management Act, 2016

## Financial implications

Application Fee - \$549

## Associated Risks

If Council does not lodge a purchase application by 30 June 2020, there are a number of risks to Council

- Council will continue under the same provisions of the current lease, however a consideration of this is that a condition of the lease stipulates that it can be terminated at any time by the Minister, with no less than 1 years notice
- Council will lose its right to 'convert' this lease to freehold land and any later decisions by Council to apply to purchase this land will need to be progressed under the Land Acquisition (Just Terms) Act 1991, which is a lengthy, costly process that does not guarantee Council success with their application.
- The site is exposed to a potential land claim. Advice from Crown Lands is that a Perpetual Special Lease does not solely extinguish Native Title interests as there are other sections of the Native Title Act that need to be satisfied before this could be determined.

### **Existing Mineshaft**

There is an old mineshaft located on the parcel of land, which poses some risk to Council should the land be purchased. Mostly, the risk exists around rehabilitating the site, which the costs for are currently unknown. The site of the shaft is already fenced off and closed to access.

To mitigate this risk, Council will request the mineshaft be considered through valuation of the land.

KELLY BARNES  
PROPERTY OFFICER

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

6 May 2020

*Attachments:* 1. Site Location Identification Map.  
2. Photos 24 April 2020.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



Created on 28/04/2020 11:34 AM



Mid-Western Regional Council  
 PO Box 156  
 86 Market Street  
 MUDGEE NSW 2850  
 Telephone 02 6378 2650  
 Fax 02 6378 2815  
 Email: council@midwestern.nsw.gov.au

**Important Notice!**

This map is not a precise survey document. Accurate locations can only be determined by a survey on the ground.

This information has been prepared for Council's internal purposes and for no other purpose. No statement is made about the accuracy or suitability of the information for use for any purpose (whether the purpose has been notified to Council or not). While every care is taken to ensure the accuracy of this data, neither the Mid-Western Regional Council nor the SS makes any representations or warranties about its accuracy, reliability, completeness or suitability for any particular purpose and disclaims all responsibility and all liability (including without limitation, liability in negligence) for all expenses, losses, damage (including indirect or consequential damage) and costs which you might incur as a result of the data being inaccurate or incomplete in any way and for any reason.  
 © The State of New South Wales (Spatial Services), © Mid-Western Regional Council.



Date: 28/04/2020

Map Scale: 1:1459 at A4



View facing west



View facing south west



View facing South



View facing south east

## 9.11 Interim COVID-19 Local Preference Policy

REPORT BY THE PROCUREMENT MANAGER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, GOV40047

### RECOMMENDATION

#### That Council:

1. **receive the report by the Procurement Manager on the Interim COVID-19 Local Preference Policy;**
2. **approve the Interim Local Preference Policy amended requirements;**
3. **endorse the Interim Local Preference Policy until 31 December 2020, at which time the current Local Preference Policy will automatically reinstate;**
4. **delegate to the General Manager the authority to review and extend the interim policy from 31 December 2020 to 30 June 2021, should the economic impact of COVID-19 still be present within the LGA; and**
5. **place the interim Policy on public exhibition for a reduced amount of 14 days in order to implement the change in a timely manner, if no submissions are received, accept the Interim COVID-19 Local Preference Policy.**

---

### Executive summary

The existing Local Preference Policy has been amended to create an Interim Local Preference Policy as a result of the current COVID 19 pandemic and its direct impact to the economy in our local government area.

### Disclosure of Interest

Nil

### Detailed report

At its meeting on the 15 April 2020, Council resolved the following:

1. Review any current purchasing arrangements that are in place where goods are sourced from outside of the region, and look for opportunities to spend that money locally within existing Policies and Contract arrangements;
2. Request a report be brought back to the May 2020 Council meeting, reviewing the Local Preference Policy, and implementing an interim COVID-19 Local Preference Policy which strengthens the spend on goods and services within the LGA; and
3. Actively encourages, through the use of the social and print media, and any other means available to them, that local businesses co-operate with each other during this crisis, and encourage consumers to shop locally wherever possible.

The Interim Local Preference Policy is designed to promote a 'Local Spend Initiative' within the organisation and give Council staff the tools and guidance to consider local service providers when and where possible as a first preference.

During the construction of the interim policy considerations were given to long term impacts of the Covid-19 pandemic on the local economy and how our day to day expectations of service delivery from local service providers may be impacted.

The impact of COVID-19 on the local economy is material, and Council can reduce the impact by supporting local service providers. Whilst we have some gaps within certain industries, it is believed that those gaps would become greater where we would potentially seek organisations outside of our LGA for basic services such as plumbers and electricians or property valuations and real estate agents. We must support local where we can. At a minimum, where goods and services are available locally:

- Council officers should ensure that local service providers be provided the opportunity in the first instance, for them to provide a quotation for consideration.
- By increasing the price advantage discount percentage providing the support to permit further consideration of the pricing submitted.

The Interim Local Preference Policy makes us look local first. With that said, Council must still undertake due diligence with regards to the evaluation of service providers to ensure that not only price is considered but other important criteria including but not limited to; experience and capability, licencing requirements, specifications to name a few are still acknowledged and considered overall.

For the avoidance of doubt, the term 'local service provider' includes those that provide either/or goods and services to Council and meet both of the following criteria;

- An organisation that operates from permanently staffed premises within the boundaries of Mid-Western Regional Council's LGA and has operated from those premises for a minimum period of three (3) months before submitting the quotation or tender **and**
- An organisation that has less than 150 employees and is at least 50% owned by an individual (or individuals) that live WITHIN THE BOUNDARIES of Mid-Western Regional Council's LGA and has done so for a minimum period of three (3) months before the organisation submits the quotation or tender. It is assumed that the individual/s reside/s at their address on the electoral role.

## Community Plan implications

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

## Strategic implications

### Council Strategies

Not Applicable

**Council Policies**

Local Preference Policy – should recommendation be altered, Council will continue within the guidelines of the existing Local Preference Policy.

**Legislation**

Local Government Act 1993

Council has an obligation under Section 55 of the Local Government Act to tender for goods and/or services over \$250,000 unless otherwise minuted by Council

**Financial implications**

There may be a marginal rise (some material, some immaterial) in the projected costs of project/service delivery should Council agree to the Interim policy conditions.

**Associated Risks**

Potential loss of essential/basic services if locals are not supported where possible

Reduction of capital works achievements due to the (potential) increased costs of projects and also operating costs.

KRISTIE WARD  
PROCUREMENT MANAGER

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

6 May 2020

*Attachments:* 1. Interim COVID-19 Local Preference Policy.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



## POLICY

### Interim Local Preference Policy – Covid 19

*A prosperous  
and progressive  
community.*

ADOPTED	REFERENCE	2.0
COUNCIL MEETING MIN NO: 163/19	REVIEW DATE	19 JUNE 2023
DATE: 19 JUNE 2019	FILE NUMBER	GOV400047

### Objective

~~In the current climate of Covid-19 and its impact on our local community, Council is committed to its continued supporting-support of the local economy during these unprecedented and times, enhancing the capabilities of local business and industry. The objective of this interim policy is to create a framework that ensures Council gives due-all possible consideration to the actual and potential benefits to the local economy by offering opportunities and/or sourcing goods and services locally, where possible. Whilst maintaining a value for money approach at all times as a priority of Council, maintaining our local supply chain during the current climate is essential to be able to maintain and continued value for money procurement activities in the future. Locally sourced goods and services will still be compared by be used where price, performance, quality, suitability and other evaluation criteria are comparable with non-locally sourced goods and services, however at a greater capacity during this interim period. The coverage period for this interim policy is the date of acceptance to 31 December 2020, however, to be reviewed by the General Manager and extended until 30 June 2021 if it is proven that there is still low stimulus of the local economy. For the avoidance of doubt, locally sourced goods and services are those, which are procured from local service providers based permanently in the Mid-Western Regional Council area and meet all of the nominated criteria specified in this policy. This policy supports Council's commitment to achieve continued support of both social and economic benefits for our community and also as well as the best value for money outcome to Council and the community, while maximizing-maximising opportunities for our local organisations to compete for Council business.~~

This policy must be considered when ~~undertaking all procurement activities including but not limited to:~~

- ~~Ordering Services, Goods or Materials~~
- ~~or when engaging Engaging consultants;~~
- ~~Tenderings;~~
- ~~Seeking Quotations~~

### Legislative requirements

- Local Government Act 1993
- Local Government (General) Regulation 2005
- Competition and Consumer Act 2010
- Fair Trading Act 1987 (NSW)

### Related policies and plans

- Tendering Guidelines for NSW Local Government
- Council's Procurement Policy
- Code of Conduct
- Statement of Business Ethics

## Policy

Mid-Western Regional Council acknowledges that it has an important role to play in supporting the local community, particularly local business and industry in the event of an unprecedented, unpredictable incidents that cause major financial loss in the local economy for example; the economic and social impacts of Covid 19 in the local economy and Council is committed, when financially able, to assisting local industry engage in business with Council and to. To assist local industry and local economic development, Council will:

- Encourage a 'buy local' culture within the Council;
- Advertise all tenders, contracts and expressions of interest in the local media and by other means as deemed appropriate;
- Ensure links to all tenders, contracts and expressions of interest are available on Council's website;
- Disseminate contract and tender information to local industry, in a manner deemed appropriate;
- Package requirements in appropriately sized contracts to suit market capacity and encourage competition;
- Ensure that buying practices, procedures and specifications do not disadvantage local service providers and ensure transparency in quotation, tendering and contract management practices;
- Encourage local businesses to promote their goods and services to Council;
- Encourage the use of local distributors within the delivery chain whenever goods, materials or services have to be sourced from outside the local government area; and
- Apply a price preference discount in favour of local service providers, as set out in this policy.

### Social & Economic Development Considerations

~~Councils~~Council's community plan includes:

Strategy 3.1.1 – support the attraction and retention of a diverse range of businesses and Industries.

Council is aware that investing in local businesses by engaging them, when appropriate, for council works and services, assists in growing the local economy and results in positive social impacts for the community. For every \$100,000 spent in the local government area, this generates an additional \$169,000 in economic output and creates 1 additional job in the local economy.

Value for money is a key objective of Council's Procurement Policy. It ensures that Council achieves the best possible outcome for the amount of money spent. Value for money does not necessarily mean selecting the bid that offers the lowest initial price. It represents the best return and performance from the money spent over the entire life of the product or service. With that said, in the current climate, the loss of local business and/or industries would have a long term impact to the ideology of buy local and value for money concepts. Without Council support and without the



POLICY: ~~INTERIM LOCAL PREFERENCE POLICY~~LOCAL PREFERENCE POLICY | 2.02-0, ERROR! REFERENCE SOURCE NOT FOUND.

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~~protection of our local supply chain, value for money and buy local becomes a market of out of town prospectors that do not contribute any of their income to our local community in any way.~~

~~The ongoing financial impacts of an event like Covid-19 has the potential to expunge basic services such as trades people from our community, meaning if Council were forced to source these services out of town, it would not provide a value for money outcome for the community, nor provide long term benefits to our community by way of return local investment. We support local business, local businesses support each other, local investment is a natural result.~~

Purchasing decisions will ~~be assessed on a value for money basis whilst giving give~~ full consideration to:

- Open and effective competition, ensuring tenders are evaluated ~~on equal footing~~as specified in the approved tender documentation;
- Ethical behaviour and fair dealing;
- Compliance with specifications, guidelines and requirements
- The advantages of dealing with local businesses including local knowledge, networks and relationships, administrative and operational efficiencies, availability and access to after sales service and maintenance;
- The service provider's knowledge, experience and ability to fulfil the requirements of Council;
- Meeting the needs of the community;
- Whole-of-life cycle costs;
- Compliance with and capability to satisfy technical specifications, guidelines and other requirements such as financial capacity, industry reputation, and quality and safety systems;
- The service provider's commitment to supporting other local businesses through their subcontracting and service provider arrangements;
- Net benefits to Council including the benefits of maintaining an ongoing, innovative and competitive local business environment, including economic benefits and employment;
- Environmental protection; and
- Job creation potential.

Overall, the value for money assessment must deliver quality, ~~compliant~~ outcomes at ~~competitive appropriate prices~~pricing, whilst recognising the impact of procurement decisions by Council on local industry and economic development. Notwithstanding this policy, assessments in the selection criteria must also consider all of the above factors in conjunction with price and locality considerations.

#### Local Preference

For all quotations and tenders for the supply of goods, materials and/or services for Mid-Western Regional Council a price advantage is given to Local Service Providers (LSP). In the process of determining the successful service provider, a percentage will be nominally deducted from the Local Service Provider price for the purpose of price comparison. The following price preference discounts will be applied under this policy;

~~Staff will give consideration for Procurement purchases to those within the Local Government area in the first instance. VendorPanel MarketPlace provides the facilities for staff to identify the number of suppliers available with our LGA. However, should it be identified that there are service providers missing, it is the Council staffs responsibility to ensure that service providers are encouraged register on the electronic quoting portal. Where there is less than an appropriate number of suppliers available, limited experience or inappropriate or inflated pricing, Council will seek quotes outside of the LGA. The following discounts will apply:~~

- Purchases up to \$149,999 LSP's given ~~520%~~ 520% discount (non-tendered)

~~Purchases over \$150250,000 – Where Council tender for goods &/or services LSP's given 10% discount on all tendered values a percentage will be allocated by way of weighted criteria to LSP's if deemed appropriate. The nominated discount may vary from 0% – 10%.~~

~~Council staff preparing tender documentation must provide, document and record the reasons why a certain percentage has or has not been allocated. The relevant Director or Chief Financial Officer will approve the nominated percentage discount applied to the weighted criteria from the information received.~~

Applying a notional reduction in price will increase the competitiveness of a Local Service Provider against other service providers.

As price is only one factor for consideration when evaluating any quotation or tender, the application of the nominal offset does not guarantee that the tenderer receiving the offset will be the successful applicant.

For the avoidance of doubt, the price actually paid by Council under any resulting contract or acceptance of pricing submitted, not including the offset – Council will be subject to the actual submitted price.

A "Local Service Provider" will be defined as:

- An organisation that operates from permanently staffed premises within the boundaries of Mid-Western Regional Council's LGA and has operated from those premises for a minimum period of three (3) months before submitting the quotation or tender. ~~and~~
- An organisation that has less than 150 employees and is at least 50% owned by an individual (or individuals) that live WITHIN THE BOUNDARIES of Mid-Western Regional Council's LGA and has done so for a minimum period of three (3) months before the organisation submits the quotation or tender. It is assumed that the individual/s reside/s at their address on the electoral role.

If subsequent investigations by Council prove that false declarations were made and this organisation should not be considered a "Local Service Provider" then the Local Preference Policy will not apply and that service provider will not be able to supply goods, materials and/or services to Mid-Western Regional Council for a period of 12 months.

The nominal percentage reduction for price comparison will not be applicable to any business that has more than 50% ownership by any person who is elected as a Councillor to represent Mid-Western Regional Council.

Council's ~~delegated person, the 'General Manager'~~ will make the final determination as to the acceptable status of a Local Service Provider and is not subject to challenge.

## 9.12 Interim COVID-19 Financial Assistance Policy

REPORT BY THE CHIEF FINANCIAL OFFICER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, PUB600025

### RECOMMENDATION

#### That Council:

1. **receive the report by the Chief Financial Officer on the Interim COVID-19 Financial Assistance Policy;**
2. **endorse the Interim COVID-19 Financial Assistance Policy;**
3. **allow this Program to be opened for application, simultaneously to the Policy being placed on Public Exhibition for 14 days;**
4. **request a report be brought back to Council in June to approve financial assistance under the Local Business Booster Program; and**
5. **note the Rating Deferral application process opened on the 7 May 2020, allowing rate payers to defer payment of their 4<sup>th</sup> quarter instalment for 2019/20 and 1<sup>st</sup> quarter instalment of 2020/21 to 30 September 2020.**

---

### Executive summary

At the Council Meeting 15 April 2020, a resolution was passed to allocate \$720,000 to the 2019/2020 budget for the purpose of providing rate relief to those most impacted by COVID-19. A workshop with Councillors and staff was completed with the resultant Local Business Booster program being developed, the Policy for which is now presented to Council for endorsement.

### Disclosure of Interest

Nil

### Detailed report

At its meeting on the 15 April 2020, Council resolved the following:

#### That Council:

1. provide a streamlined process to allow rate payers having difficulty paying their rates to apply for an extension to pay up until 30 September 2020;
2. waive any interest charges that would normally accrue on outstanding payments, for any ratepayers that apply for the extension, for the period up until 30 September 2020;
3. cease formal debt recovery action, with no more missed instalment notices or recovery letters issued until after 31 August 2020;
4. request a report be brought back to Council at the August 2020 Council meeting, to assess whether the relief actions require extending;

5. and relevant staff hold a workshop to establish a process and the relevant criteria for assessing hardship applications, and providing rate deferrals and/or monetary relief to ratepayers who meet the criteria;
6. allocates \$720,000 to the 2019/2020 budget for the purpose of providing rate relief to those most impacted by COVID-19, funded from unrestricted cash; and
7. consider a report to be brought back to Council following the workshop being held.

## **RATE RELIEF**

Rate relief has been provided by approving the Rates Deferral program which allows ratepayers to defer payment of their 4th quarter instalment for 2019/20 and 1st quarter instalment of 2020/21 to 30 September 2020. This program has already been implemented, with applications opening on the 7 May 2020. A report will be brought back to the August Council Meeting detailing takeup and assessing whether extension is required or affordable for Council.

## **FINANCIAL ASSISTANCE**

The Interim COVID-19 Financial Assistance Policy and Local Business Booster Program is designed to provide support and relief to those most impacted by the COVID-19 pandemic restrictions.

The details of the Financial Assistance program including requirements, process and eligibility criteria are detailed in the attached draft Policy.

## Community Plan implications

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

## Strategic implications

### **Council Strategies**

Not Applicable

### **Council Policies**

The development of a new Policy, with an interim period of application is recommended in this report. It is recommended that this Policy be rescinded after Council has completed the Financial Assistance program. A report will be brought back to Council at that time.

### **Legislation**

#### **Local Government Act 2015 – Section 356**

Can a council financially assist others?

(1) A council may, in accordance with a resolution of the council, contribute money or otherwise grant financial assistance to persons for the purpose of exercising its functions.

(2) A proposed recipient who acts for private gain is not ineligible to be granted financial

assistance but must not receive any benefit under this section until at least 28 days' public notice of the council's proposal to pass the necessary resolution has been given.

(3) However, public notice is not required if:

- (a) the financial assistance is part of a specific program, and
- (b) the program's details have been included in the council's draft operational plan for the year in which the financial assistance is proposed to be given, and
- (c) the program's proposed budget for that year does not exceed 5 per cent of the council's proposed income from the ordinary rates levied for that year, and
- (d) the program applies uniformly to all persons within the council's area or to a significant group of persons within the area.

(4) Public notice is also not required if the financial assistance is part of a program of graffiti removal work.

## Financial implications

An allocation of \$720,000 was included in the 2019/20 Budget at the April Council Meeting, and no further budget recommendations are required to implement the program.

The program allocation makes up 2.6% of the 2019/20 rating revenue and therefore meets the requirement for a financial assistance program, as seen in Section 356 (3)(c) of the Local Government Act, above.

## Associated Risks

### **Fraud**

The risk of fraudulent applications has been considered and clear controls have been included in the application process to ensure fraud risks are heavily mitigated. Confirmation of business registration, business location registration and application validity are among those checks.

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

8 May 2020

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.13 Bushfire Recovery Financial Update

REPORT BY THE CHIEF FINANCIAL OFFICER AND SENIOR WORKS ENGINEER  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, FINXXX

### RECOMMENDATION

#### That Council:

1. receive the report by the Chief Financial Officer and Senior Works Engineer on the Bushfire Recovery Financial Update;
  2. note the progress on the recovery and clean-up of the 2019/20 bushfire damage, particularly the clean-up of unsafe roadside vegetation;
  3. note that Council is accessing Natural Disaster funding for the restoration works, and that approval for the funding claim is yet to be finalised;
  4. amend the 2019/20 budget as follows:
    - 4.1 increase S44 Kerry's Ridge by \$90,000, funded from S44 bushfire reimbursements;
    - 4.2 increase S44 Upper Turon Road by \$60,000, funded from S44 bushfire reimbursements;
    - 4.3 increase Natural Disaster Kerry's Ridge Fire by \$1,570,000, with \$134,000 funded from unrestricted cash and \$1,437,000 funded from Natural Disaster funding;
    - 4.4 increase Natural Disaster Upper Turon Fire by \$555,000, funded from Natural Disaster funding;
  5. note that the Tree Services contract expired on the 31 March 2020, and that works continue to be required to make safe trees damaged by fire;
  6. approve exemption from tender in accordance with Section 55(3)(i) of the Local Government Act 1993, for Tree Services work, for the completion of works in response to the 2019/20 bushfires; and
  7. note that the reason for exemption for tender is that:
    - 7.1 works are required at a value above the tender threshold, in a timely manner due to unsafe and damaged trees on roadside and on properties, that cause a risk to the public;
    - 7.2 Council has utilised all local tree service providers capable of doing the required work, so the market has been tested and is currently exhausted;
-

## Executive summary

In December 2019, through to February 2020 three large bushfires burnt approximately 210,000 hectares in the Mid-Western Regional Local Government Area. Council continues to assist property owners impacted by the fire, but has also continued recovery works in these areas to make safe roadsides and Council reserves and assets.

## Disclosure of Interest

Nil

## Detailed report

A Natural Disaster was declared (AGRN 871) due to the 2019/20 bushfires. There are two locations where Recovery Works continue.

### UPPER TURON – RUNNING STREAM

Works will be completed on the Castlereagh Hwy in 2 weeks. This work has been commissioned by RMS and is allocated to a separate budget. Following discussions had with residents in the bushfire recovery meetings and various emails received, as well as recent arborist assessment it is apparent further die back of trees has occurred in Mt Vincent Rd, Camerons Rd, Hearne Ln and New Olivers Rd requiring another pass. Berwick Rd felled tree is currently stockpiled and needs to be mulched. Razorback Rd has to date not been worked on and, as notified by a resident on the road, trees have come down from the road reserve over the property fence. At the time of writing this report, current estimation is of 4-5 weeks to complete these works in the Running Stream area.

Works on Brogans Creek Rd have commenced and likely to take 4 weeks. As we need to draw a line in the sand as to how far we take these works it is proposed that this be the end of our recovery works in Running Stream.

Cost estimates for these repairs are:

Natural Disaster Funding category	Actuals	Forecast*
Emergency Works	\$265,000	
Essential Asset Reconstruction	\$2,000	\$400,000
Contingency		\$8,000
Recommended Budget Allocation		\$675,000

\* Please note estimates are based on current resourcing and recent invoices. If resources need to be increased then costs may exceed estimates.

### KERRY'S RIDGE - OLINDA

The current work faces are Coricudgy Rd and Nullo Mountain Rd. This is a heavily wooded area highly effected by the fire. This is the first pass only in recovery works and Council staff are working towards the end of MWRC maintained road reserve. Contractors currently have up to 14 men working on Nullo Mountain Rd and about 7 in Corricudgy Rd. Council staff have given contractors the target of end of May 2020 to complete the works.

Cost estimates for these repairs are:

Natural Disaster Funding category	Actuals	Forecast*
Emergency Works	\$715,000	
Essential Asset Reconstruction	\$130,000	\$1,090,000
Contingency		\$15,000
<b>Recommended Budget Allocation</b>		<b>\$1,950,000</b>

\* Please note estimates are based on current resourcing and recent invoices. If resources need to be increased then costs may exceed estimates.

### Exemption from Tender for Tree Services

Noting that an exemption for tender has been provided up to a maximum of \$500,000 per contract, in order to complete works it is anticipated that contractors will breach the maximum amount. Hence, this Council report seeks to obtain an exemption from Tender, as:

1. works are required in a timely manner due to unsafe and damaged trees on roadside and on properties, that cause a risk to the public;
2. Council has utilised all local tree service providers capable of doing the required work, so the market has been tested and is currently exhausted.

A new tender will be run to establish a new panel contract for tree services providers, however the timing will not be adequate for these recovery works.

## Community Plan implications

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

## Strategic implications

### Council Strategies

Not Applicable

### Council Policies

Procurement Policy

Local Preference Policy

### Legislation

#### LOCAL GOVERNMENT ACT 1993 - SECT 55

##### 55 Requirements for tendering

- (1) A council must invite tenders before entering into any of the following contracts--
  - (a) a contract to carry out work that, by or under any Act, is directed or authorised to be carried out by the council,
- (3) This section does not apply to the following contracts--
  - (i) a contract where, because of extenuating circumstances, remoteness of locality or the unavailability of competitive or reliable tenderers, a council decides by resolution (which



states the reasons for the decision) that a satisfactory result would not be achieved by inviting tenders  
 OLG Circular 20-03 advised of temporary emergency amendments to increase the tender threshold to \$500,000:

Amendments to the Local Government (General) Regulation 2005 to increase the tendering exemption threshold for contracts for bushfire recovery and operations

- Section 55 of the Local Government Act 1993 (the Act) requires councils to invite tenders before entering into a wide range of contracts. This section also specifies a number of exemptions to this requirement.
- Section 55(3)(n)(i) of the Act currently exempts from the tendering requirements a contract involving an estimated expenditure of an amount of less than \$250,000.
- The Local Government (General) Amendment (Tendering) Regulation 2020 augments this by extending the exception where the contract is primarily for the purposes of bushfire response and recovery.
- The exception will be limited to contracts entered into during the period 17 January 2020 to 1 July 2020 where the contract involves an expenditure of an amount less than \$500,000.

### Financial implications

The increase to the recovery budgets and S44 budgets is mostly recovered through external grant sources, however a portion of the Natural Disaster works is required to be funded by Council. This amount is about \$134,000.

Works are expected to be complete this financial year.

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

### Associated Risks

There is a risk that the Natural Disaster funding may not cover the full allocation of recovery works, as this funding is yet to be finally approved. The risk is equivalent to about 20% of the cost of works. This is estimated at up to \$300,000. If this occurs, a report will be brought back to Council to fund any unfunded portion of the works.

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

8 May 2020

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## Item 10: Operations

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### 10.1 Ulan-Wollar Rd Realignment Additional Works

REPORT BY THE MANAGER WORKS  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, ROA100367

#### RECOMMENDATION

##### That Council:

1. **receive the report by the Manager Works on the Ulan-Wollar Rd Realignment Additional Works;**
2. **in accordance with Clause 67 of the Local Government Act, approve the variation to the contract for private works with Wilpinjong Coal to include final trim, sealing and asphaltting of an access road, car park and fuel delivery bay at Wilpinjong Coal; and**
3. **amend the 19/20 Budget to include a budget for Wilpinjong Car Park of \$163,400 to be funded from private works revenue.**

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#### Executive summary

As previously reported to Council, Council are currently completing upgrade works to Ulan-Wollar Road as contributed works for Wilpinjong Coal. Wilpinjong have requested we extend the contract to include trimming and sealing of a car park on the Wilpinjong site as well as some asphaltting on an area that has truck manoeuvring.

Council have inspected the works and provided a quote of \$163,374.33 that has been accepted by Wilpinjong, subject to Council approval.

#### Disclosure of Interest

Nil

#### Detailed report

Wilpinjong have requested Council extend the existing contract we have with Wilpinjong for the Ulan-Wollar Road works to include some additional works on the Wilpinjong site as described in the summary. Council has been liaising with Wilpinjong and the relevant contractors to ensure this work can occur, subject to Council approval of the amended contract.

#### Community Plan implications

**Theme      Connecting Our Region**

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

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## Strategic implications

### Council Strategies

Not Applicable

### Council Policies

Private Works Policy

### Legislation

Local Government Act 1993 Section 67 Private Works

## Financial implications

All costs associated with the works will be paid by Wilpinjong Coal, a budget allocation is recommended in this report for the value of the works.

The value of the works is anticipated to be less than the quote, as a reasonable profit and contingency has been built in to cover risk as per the Private Works Policy.

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

## Associated Risks

Not Applicable

ANDREW KEARINS  
MANAGER WORKS

GARRY HEMSWORTH  
DIRECTOR OPERATIONS

6 May 2020

*Attachments:* Nil

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## Item 11: Community

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### 11.1 RFT 2020/13 Renovation and Construction of Art Gallery and Tourism Information Centre

REPORT BY THE BUILDING SERVICES COORDINATOR  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, COR400310

#### RECOMMENDATION

##### That Council:

1. **receive the report by the Project Manager Building Construction on the RFT 2020/13 Renovation and Construction of Art Gallery and Tourism Information Centre;**
2. **note the details provided in the Confidential Attachment regarding the cost of the project;**
3. **amend the 2020/2021 Operational Plan to include an additional \$2.5 million for the Art Gallery to be funded from the Capital Reserve;**
4. **accept the tender submission from Hutchinsons Builders for the Renovation and Construction of an Art Gallery and Tourism Information Centre RFT 2020/13 in accordance with clause 178 of the Local Government (General) Regulations 2005 at the tendered price of \$xxxx excluding GST;**
5. **authorise the General Manager to finalise and execute the contract on behalf of Council with Hutchinsons Builders for the Renovation and Construction of an Art Gallery and Tourism Information Centre RFT 2020/13;**
6. **grant delegation to the General Manager to approve variations to the contract sum for a cumulative total of up to 10% of the original contract sum; and**
7. **notify other tenderers that their tenders were unsuccessful.**

---

#### Executive summary

Tenders were requested for the Renovation and Construction of an Art Gallery and Tourism Information Centre at 90 Market Street Mudgee.

While a good response to the tender was achieved, the submissions are all beyond budget and additional funds are required to complete this project. The tenders were still evaluated and the panel has provided recommendations to Council based on this evaluation process.

If additional budget can be provided through Council, the recommended tenderer is Hutchinsons Builders, who scored the highest under the evaluation criteria. It is noted that discussions are

ongoing with the State Government concerning additional funds being provided to offset some of the additional costs required.

## Disclosure of Interest

Nil

## Detailed report

Following the design and planning approval phase of the Art Gallery project, construction documentation was developed for the construction component. The tendering process was initiated and a Procurement Plan and Tender Evaluation Plan were developed. A Tender Assessment Panel was formed, comprising representatives from the most relevant departments within Council.

### Advertised

Open to Market: 28 February 2020

Closed: 6 April 2020

39 days in total.

The above tender was advertised in the;

- Mudgee Guardian on Friday 28 February 2020;
- Sydney morning Herald on Tuesday 3 March 2020;
- Council's e – tendering portal – VendorPanel on 28 February 2020; and
- Information regarding this tender was published on Council's Website on 28 February 2020.

### Tenders Received

Nine supplier responses were received

1. Hutchinson Builders
2. Westbury Constructions Pty Ltd
3. Quick Safety Pty Ltd
4. TCQ Construction
5. David Payne Constructions
6. Maas Constructions (Dubbo) Pty Limited
7. NORTH Construction and Building Pty Ltd
8. Hines Constructions Pty Ltd
9. Momentum Built P/L

### Late Tenders

No late submissions were received.

### Conforming Tenders

One tender was deemed non-conforming as it was not a full submission. The other Tenderers were assessed with the information provided.

### Evaluation Findings

The following criteria were used in evaluating the tenders:

- |  |      |
|--|------|
| 1. Demonstrated experience and capability.   | 40 % |
| 2. Demonstrated understanding of the project requirements including renovation work on state listed heritage buildings | 10 % |

- |                     |      |
|---------------------|------|
| 3. Project timeline | 5 %  |
| 4. Price            | 45 % |

Based on the criteria assessed by the panel, the recommended tenderer is Hutchison Builders.

It is noted that the design phase included provision for quantity surveyors reports arranged by the consultant architects to establish budget costings for the project. These QS projections from the design phase were within budget and allowed for a construction budget of around \$4 million ex GST. It is concerning that the QS estimate was so far from the tender price. Discussions with the architects on what has happened with this process have begun.

## 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 Plan

### Council Policies

Procurement Policy

### Legislation

Local Government Act 1993

Local Government (General) Regulations 2005

## Financial implications

The total approved budget for the Art Gallery is \$4.1M. The current budget is insufficient for the scoped works. It is therefore recommended to increase the budget by \$2.5 million to accept the tender, and construct the designed Art Gallery. Alternatively, Council could consider revising the design scope down to meet the approved budget.

Grant funding will be applied for to contribute to the gap, but at this time, no approved funding is in place for the gap, so an allocation for the full amount from Capital Reserve is recommended.

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

## Associated Risks

Any larger scale multi-million dollar construction project comes with risks. The tender panel recommendation is the result of a rigorous process designed to mitigate that risk by providing a score based on experience, capability, price and understanding of the project. The onset of the COVID-9 pandemic creates some risk at this time, particularly in relation to the supply of any materials from overseas and the movement of construction staff during the construction period being in line with any relevant public health orders. Council staff will continue to monitor developments in relation to these matters.

PAUL BLACKWELL  
BUILDING SERVICES COORDINATOR

SIMON JONES  
DIRECTOR COMMUNITY

24 April 2020

*Attachments:* 1. Confidential Memo to Council - RFT Art Gallery Construction Tender\_1.  
(Confidential - separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 11.2 RFT 2020/14 Construction of Glen Willow Rugby Union Clubhouse, Canteen and Change Rooms

REPORT BY THE BUILDING SERVICES COORDINATOR  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, COR400302

### RECOMMENDATION

#### That Council:

1. **receive the report by the Project Manager Building Construction on the RFT 2020/14 Construction of Glen Willow Rugby Union Clubhouse, Canteen and Change Rooms;**
2. **accept the tender submission from Renascent Regional Pty Ltd for the Construction of the Glen Willow Clubhouse, Canteen and Change Rooms in accordance with clause 178 of the Local Government (General) Regulations 2005 at the tendered price of \$XXXX excluding GST;**
3. **authorise the General Manager to finalise and execute the contract on behalf of Council with Renascent Regional Pty Ltd for the Construction of the Glen Willow Clubhouse, Canteen and Change Rooms RFT 2020/14;**
4. **grant delegation to the General Manager to approve variations to the contract sum up to a cumulative total of 10% of the original contract sum; and**
5. **notify other tenderers that their tenders were unsuccessful.**

---

### Executive summary

This report seeks Council's acceptance of recommendations related to the construction of the Rugby Union Clubhouse and Change Rooms, following the tender process. This project forms part of the NSW State and Federally funded Stage Two developments currently taking place at the Glen Willow Regional Sporting Complex.

### Disclosure of Interest

Nil

### Detailed report

The Rugby Union club house and change rooms form part of the Glen Willow Stage 2 Project. A design stage was undertaken on this building, in consultation with Mudgee Rugby Union. The tendering process for construction of the building was initiated and a Procurement Plan and Tender Evaluation Plan were developed. A Tender Assessment Panel was formed and undertook the evaluation following the tender process.

### Advertised

Open to Market: 9 March 2020

Closed: 17 April 2020



40 days in total.

The above tender was advertised in the:

- Mudgee Guardian on Friday 6 March 2020;
- Sydney morning Herald on Tuesday 10 March 2020;
- Council's e-tendering portal – VendorPanel on 9 March 2020; and
- Information regarding this tender was published on Council's Website on 9 March 2020.

### **Tenders Received**

Eight supplier responses were received

1. Renascent Regional Pty Ltd
2. Lambert Sheet Metal
3. NORTH Construction & Building Pty Ltd
4. Hines Constructions Pty Ltd
5. Mass Constructions (Dubbo) Pty Ltd
6. TOBCO
7. David Payne Constructions
8. Westbury Constructions Pty Ltd

### **Late Tenders**

No late submissions were received.

### **Conforming Tenders**

One tender was deemed non-conforming as it was not a full submission. The other Tenderers were assessed with the information provided.

### **Evaluation Findings**

The following criteria were used in evaluating the tenders:

- |   |      |
|---|------|
| 1. Demonstrated experience and capability.                | 40 % |
| 2. Demonstrated understanding of the project requirements | 5 %  |
| 3. Project timeline                                       | 5 %  |
| 4. Price  | 50 % |

Based on the criteria assessed by the panel, the recommended tenderer is Renascent Regional Pty Ltd.

## Community Plan implications

<b>Theme</b>	<b>Looking After Our Community</b>
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 Plan  
Glen Willow Paster Plan

### **Council Policies**

Procurement Policy

### **Legislation**

Local Government Act 1993  
Local Government (General) Regulations 2005

## Financial implications

Budget was already in place for this project as part of the Stage 2 of Glen Willow. The recommended tender price is within the estimated budget provided so no changes are required.

## Associated Risks

Any larger scale multi-million dollar construction project comes with risks. The tender panel recommendation is the result of a rigorous process designed to mitigate that risk by providing a score based on experience, capability, price and understanding of the project. The onset of the COVID-9 pandemic creates some risk at this time, particularly in relation to the supply of any materials from overseas and the movement of construction staff during the construction period being in line with any relevant public health orders. Council staff will continue to monitor developments in relation to these matters.

PAUL BLACKWELL  
BUILDING SERVICES COORDINATOR

SIMON JONES  
DIRECTOR COMMUNITY

24 April 2020

*Attachments:* 1. Confidential Memo to Council - RFT Glen Willow - Rugby Union Construction Tender. (Confidential - separately attached)

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 11.3 RFT 2020/15 Construction of Glen Willow Stage 2 Playing Fields

REPORT BY THE MANAGER BUILDING CONSTRUCTION  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, COR400303

### COMMENDATION

#### That Council:

1. receive the report by the Manager Building Construction on the RFT 2020/15 Construction of Glen Willow Stage 2 Playing Fields;
2. note the information provided in the attached confidential report regarding RFT 2020/15 Construction of Glen Willow Stage 2 Playing Fields;
3. decline to accept any of the tenders with respect to RFT 2020/15 Construction of Glen Willow Stage 2 Playing Fields, in accordance with Clause 178(1)(b) of Local Government (General) Regulations 2005;
4. authorise the General Manager to enter into negotiations with Evergreen Turf in accordance with Clause 178(3)(e) of Local Government (General) Regulations 2005;
5. note that the reason Council should enter into negotiations is that all tender responses were substantially outside of the allocated budget or were not able to demonstrate the required experience and capability;
6. decline to call fresh tenders at this stage assuming a satisfactory outcome can be negotiated;
7. note that the reason for declining to call fresh tenders for the works is that the market has already been tested through a competitive tender process and that the timeframe to install the playing surfaces during the spring planting window is limited;
8. delegate authority to the General Manager to accept a negotiated contract value aligning with the allocated budget
9. approve an exemption from tender, in accordance with Section 55(3)(i) of the Local Government Act 1993, if required, for separate components of the project, specifically supply of materials, irrigation works and earthworks, should Council proceed to self manage the construction of the Glen Willow Stage 2 playing fields;
10. approve procurement of the supply of materials, irrigation works and earthworks for the construction of Glen Willow Stage 2 playing fields through a competitive request for quote process;
11. note the reason for exemption is that the market has already been tested through a competitive tender process and that the timeframe to install the playing surfaces during the spring planting window is limited and that fresh tender

**processes are not expected to add value to the procurement process; and**

**12. notify all tenderers of the outcome.**

---

## Executive summary

Tenders were requested for the provision of construction of playing fields for Mid-Western Regional Council as part of the stage two development works at Glen Willow Regional Sporting Complex, 58 Pitts Lane Putta Bucca NSW 2850.

The tendering process was initiated and a Procurement Plan and Tender Evaluation Plan were developed. A tender Assessment Panel was formed, comprising representatives from the most relevant departments within Council.

## Disclosure of Interest

Nil

## Detailed report

Mid-Western Regional Council are developing a new sports field complex. The complex is split into 2 areas. Area 1 is to consist of 2 elite rugby fields that have similar characteristics to the Glen Willow Stadium main field as well as two other high use public multi-purpose fields with a wicket table in between them. The main rugby field will be surrounded by a mound to provide protection of the rugby fields from flood waters and viewing banks for spectators.

Area 2 is to consist of 2 junior rugby league fields with a synthetic cricket pitch in between them and a smaller training area to the east of the 2 fields.

Candidates who can begin construction in June 2020 will be considered favourably with an intention of having all stolonised areas available to be used by end of March 2021

### Advertised

Open to Market: 20 March 2020

Closed: 24 April 2020

36 days in total.

The above tender was advertised in the;

- Mudgee Guardian on Friday 20 March 2020;
- Sydney morning Herald on Tuesday 24 March 2020;
- Council's e – tendering portal – VendorPanel on 20 March 2020; and
- Information regarding this tender was published on Council's Website on 20 March 2020.

### Tenders Received

Four supplier responses were received

1. David Payne Constructions
2. Evergreen Turf
3. NORTH Construction & Building Pty Ltd
4. TOBCO
5. Flemming Golf

### Late Tenders

No late submissions were received.

### Conforming Tenders

All tenders were deemed conforming and were assessed with the information provided.

### Evaluation Findings

The following criteria were used in evaluating the tenders:

1. Demonstrated experience and capability.	40 %
2. Demonstrated understanding of the project requirements	5 %
3. Project timeline	5 %
4. Price	50 %

Based on the criteria assessed by the panel, the tenderer with the highest evaluated score is Evergreen Turf. However, the tendered price is not within budget and so the tenderer is not recommended.

## 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 Plan  
Glen Willow Master Plan

### Council Policies

Procurement Policy

### Legislation

Local Government Act 1993

Local Government (General) Regulations 2005 –Regulation 178

(3) A council that decides not to accept any of the tenders for a proposed contract or receives no tenders for the proposed contract must, by resolution, do one of the following-

- (a) postpone or cancel the proposal for the contract,
- (b) invite, in accordance with clause 167, 168 or 169, fresh tenders based on the same or different details,
- (c) invite, in accordance with clause 168, fresh applications from persons interested in tendering for the proposed contract,

- (d) invite, in accordance with clause 169, fresh applications from persons interested in tendering for contracts of the same kind as the proposed contract,
- (e) enter into negotiations with any person (whether or not the person was a tenderer) with a view to entering into a contract in relation to the subject matter of the tender ,
- (f) carry out the requirements of the proposed contract itself.

## Financial implications

Although, the budget is not adequate to accept complying tenders, Council officers do not recommend a budget increase, and instead recommend reviewing the project plan and scope to negotiate a satisfactory outcome with the preferred tenderer.

## Associated Risks

Any larger scale multi-million dollar construction project comes with risks. The tender panel recommendation is the result of a rigorous process designed to mitigate that risk by providing a score based on experience, capability, price and understanding of the project.

The onset of the COVID-9 pandemic creates some risk at this time, particularly in relation to the supply of any materials from overseas and the movement of construction staff during the construction period being in line with any relevant public health orders. Council staff will continue to monitor developments in relation to these matters.

The decline of all tenders in the case mitigates the risk of having insufficient budget to complete the project. However, the risk of delays in the project are increased by the concern of not having a clear path forward with this component of the Glen Willow Stage 2 Project.

PAUL BLACKWELL  
MANAGER BUILDING CONSTRUCTION

SIMON JONES  
DIRECTOR COMMUNITY

30 April 2020

*Attachments:* 1. Confidential Memo to Council - RFT Glen Willow - Field Construction Tender.  
(Confidential - separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 11.4 NSW Government Showground Stimulus Funding

### REPORT BY THE DIRECTOR COMMUNITY

TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, GRA600041, F0650007

### RECOMMENDATION

#### That Council:

1. **receive the report by the Director Community on the NSW Government Showground Stimulus Funding;**
2. **amend the 2020/21 Budget and draft Operational Plan 2020/21 as follows:**
  - **Mudgee Showground Infrastructure Upgrade (Bridge Club Kitchen Facility Upgrade and Two Bay Accessible Carpark and Pathways - allocate \$139,000, with \$131,000 funded from grants and \$8,000 funded from Capital Reserve;**
3. **if successful with the NSW Government Showground Stimulus funding application, accept the grant funding of \$131,000 and authorise the Mayor or General Manager to finalise and sign the funding agreement with NSW Government.**

---

### Executive summary

In April 2020, Mid-Western Regional Council applied for funding for an upgrade of the Mudgee Bridge Club kitchen facility, and construction of a two bay accessible carpark and 220m of two-meter wide pathway to improve accessibility at Mudgee Showground, under the NSW Government's Showground Stimulus Funding 2019/20 Phase 1.

### Disclosure of Interest

Nil

### Detailed report

The NSW Government has allocated \$25 million for Showground Stimulus Funding over two years for showground upgrade and maintenance works (Phase 1 – financial year 2019/2020 and Phase 2 – financial year 2020/2021).

Council has applied for Phase 1 of the funding with a proposal for facility upgrades to the Mudgee Showground Bridge Club kitchen and construction of a 2-bay accessible carpark including 220m of two-metre wide pathway. The estimated total cost for these works amounting to \$139,000.

The outcomes this proposal will deliver are

- Improved accessibility at Mudgee Showground
- Improved safety at Mudgee Showground
- Enhanced community use and experience of Mudgee Showground

- Upgraded/new kitchen facility
- New linking pathways
- Injection of vital funding into Mid-Western Region community
- Employment for local businesses/suppliers, tradespeople and contractors
- Increased business opportunities for Mudgee Showground and its variety of assets
- Increased financial sustainability of the Showground and its community facilities

These works were identified through stakeholder consultation with members of the Mudgee Bridge Club and other key user groups of the Mudgee Showground. The proposed works are consistent with the Mudgee Showground Master Plan.

Unsuccessful proposals for Phase 1 (financial year 2019/20) funding will automatically be considered for Phase 2 (financial year 2020/21).

It is recommended that if successful, Council accept grant funding of \$139,000 and endorse the proposed amendments to the Operational Plan and Delivery Program for 2019/20 (if successful in Phase 1) or 2020/20 (if successful in Phase 2) to ensure delivery of these projects.

## 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

Council's Towards 2030 Community Plan has a range of strategies supported by the projects proposed to be funded including providing infrastructure and services to cater for current and future needs of the community.

### Council Policies

Not Applicable

### Legislation

Local Government Act 1993

## Financial implications

The following table summarises the budget changes required to include these projects and to amend future year budgets where project timing has changed.

Grant Funding	2020/21
Bridge Club Kitchen Facility Upgrade and construction of a 2-bay accessible carpark and 220m of two-metre wide pathway (including project management fees)	Increase by \$139,000.00



These projects are to be funded by grants revenue, excluding the project management portion, recommended to be funded from Capital Reserves (\$8,000).

<b>Budget Year</b>	<b>Operating Performance Ratio</b>	<b>Own Source Revenue</b>	<b>Building &amp; Infrastructure Renewal</b>
<b>2019/20</b>	-	-	-
<b>Future Years</b>	-	X	X

### Associated Risks

While these projects represent relatively low risk projects, it is important that they are carried out in conjunction with other works and activities at the Mudgee Showground complex. Relevant procurement processes will be followed to minimise financial risk.

SIMON JONES  
DIRECTOR COMMUNITY

30 April 2020

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 11.5 Community Services Quarterly Update - January to March 2020

REPORT BY THE MANAGER, COMMUNITY SERVICES  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, COS.300015

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager, Community Services on the Community Services Quarterly Update - January to March 2020;**
2. **note the recent services provided and activities coordinated by Council's Community Services Department.**

### Executive summary

This report aims to familiarise Council with services and activities provided by its Community Services Department and to inform it of issues and events of note that arose during the period January to March 2020 (inclusive). It also provides a summary of Community Services' responses to the global coronavirus pandemic.

### Disclosure of Interest

Nil.

### Detailed report

Details of Community Services' quarterly activities, events, milestones and points of note are contained in the attachment to this report. Of particular interest:

- Community Transport services have been limited to essential journeys only;
- Family Day Care Educators' incomes have been affected by the Federal Government's Early Childhood Education and Care Relief Package;
- Meals on Wheels numbers are anticipated to increase in response to the global pandemic;
- Council has established a low cost welfare check system to some of our more vulnerable clients living within our community whilst continuing to engage with service volunteers;
- Youth Services have migrated to online platforms for engaging with local youth whilst social distancing measures remain in place.

### Community Plan implications

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

## Strategic implications

### **Council Strategies**

Not Applicable.

### **Council Policies**

Not Applicable.

### **Legislation**

Not Applicable.

## Financial implications

Not Applicable.

## Associated Risks

Not Applicable.

FIONA TURNER  
MANAGER, COMMUNITY SERVICES

SIMON JONES  
DIRECTOR COMMUNITY

6 May 2020

*Attachments:* 1. Quarterly Report to Council Q1 2020.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## **COMMUNITY DEVELOPMENT**

### **Interagency**

Interagency meetings resumed for 2020 in February with reduced attendance numbers. The March meeting was also attended by small number of local and outreach agencies. Local issues discussed included the new Mudgee Hospital, changes to NGO/Government funding focus, homelessness, disability access and advocacy, TAFE courses, and NDIS, as well as opportunities to work together and support mutual client groups. The group raised the issue of a lack of a suitable venue, such as a neighbourhood hub or community centre, where people can go to participate in groups such as arts, craft or seek referrals to specific services. Discussions were also commencing about the emerging Australian coronavirus outbreak, and reactions to public health protocols.

### **Targeted Early Intervention**

Council's Community Development Officers are continuing to develop relationships within Targeted Early Intervention service providers and client groups to plan activities and programs that build resilience and assist to improve outcomes in people's lives. One such project is centred around Aboriginal families and initiated through meetings at the Kandos Aboriginal Cultural Centre.

In discussions with this community, plans have been made to include building up a propagation and seed collecting operation based at a former plant nursery in Wollar. Skillset has provided workers to do some repairs there and now are engaged in assisting trainees. The long term plan is to do workshops with plant specialists to list what plants (in particular, indigenous plants) grow locally and what plants have an immediate market. Further workshops in product making are also planned.

Further to Targeted Early Intervention goals, plans are progressing to run 'Affordable Living' workshops for program target groups. Topics to be covered will include:

- household budgeting, how to develop a budget;
- cooking on a budget, easy healthful recipes;
- how to reduce costs by growing your own vegetables (and get outside as well);
- understanding nutrition;
- who is out there to help (domestic and family violence and addiction cessation); and
- connecting with community and the many activities families can do on limited budgets.

Given social distancing, this project is now intended to run as a series of short discussions in community radio (at least for the short term).

## COMMUNITY TRANSPORT

### Outputs

Commonwealth Home Support Program trips	1066
Community Transport Program trips	292
NDIS trips	113
Department of Veterans Affairs trips	54
Health Related Transport trips	99
Full Cost Recovery trips	25
<b>Total</b>	<b>1649</b>

### Unmet requests for transport

Unmet requests were the highest they have been on a record at 227 trips. This was largely due to restrictions stemming from the COVID-19 pandemic. In addition, there were four unmet requests for transportation during January due to limited driver availability. As a result of the COVID-19 Public Health Order, funding targets were not met (having only reached slightly over 50% for each program target). Extreme summer heat and bushfires, as well as medical specialists shutting down during January, also had a negative effect on outputs.

### Vehicles

All three new vehicles are performing well and very suitable to service. The new wheelchair accessible vehicle is not easily accessible by some elderly (non-wheelchair) clients but additional assists have been purchased to alleviate this issue. Wheelchair clients report that the vehicle is comfortable to ride in.

All vehicle first aid kits have been audited and restocked.

### Volunteers

The service has 24 volunteers, however, due to the pandemic the majority of them were identified as vulnerable to coronavirus and have been stood down temporarily. The service hopes to continue to engage with these valuable volunteers once restrictions ease. Calls have gone out to recruit more volunteers in the meantime. Five volunteers continue to drive for the service for essential client trips (medical and grocery) only.

### COVID-19

From March, the service took proactive steps to mitigate the spread of COVID-19 through increased vehicle and office cleaning, as well as the provision of PPE for clients and volunteers (where appropriate). Staff and volunteers have also been educated on effective infection control measures. Social distancing was implemented within vehicles through limiting the number of passengers travelling and clients also began to voluntarily cancel all non-essential travel, prior to this becoming mandatory. The service continues to monitor advice from the State and Federal Departments of Health and Transport for NSW.

## **FAMILY DAY CARE**

Mid-Western Regional Family Day Care Scheme has continually provided high quality education and care to the families of our local community for the past 28 years.

Over the past six months our Educators numbers have remained solid at seventeen. During February we underwent a recruitment push which resulted in three enquiries, with one pursuing it to the next stage.

January to March saw the usual increase in vacancies that as children progress to formal schooling, such as kindergarten.

### **COVID-19**

On 2 April 2020, the Prime Minister declared free children care for Australian families. The Scheme, as an approved Early Childhood Service, became responsible for distributing the Australian Government's Early Childhood Education and Care Relief Package. A static package figure, calculated on a two week reference period in February 2020, will be distributed amongst Educators on a weekly basis based on the calculation of what would have been Educators' fees generated the week prior. This package is intended to continue until the last week of June 2020. Whilst this results in a decreased income for Educators, they have been encouraged to apply for the Federal Government's JobKeeper payments to subsidise that income loss. As at the date of writing this report, it is not yet known whether Educators have been successful in their applications for JobKeeper payments. Council is further supporting Educators by waiving their levies until October 2020.

The overall effects of the COVID-19 pandemic on the Educators, children, families and the Scheme is yet to be fully understood.

## MEALS ON WHEELS

### Outputs

Main meals, including hot meals, chilled desserts, sandwiches and soups:

January	672
February	586
March	756
<b>Total</b>	<b>2014</b>

Frozen meals:

January	67
February	67
March	57
<b>Total</b>	<b>191</b>

### Active clients

34 meal deliveries                      7 receiving frozen meals only

### COVID-19

Volunteer numbers remained steady with 160 individuals coming from 13 different organisations until March, at which time the majority began to stand down voluntarily due to the identification of vulnerabilities to the virus. The service has responded by preparing Council staff to assist with deliveries as required, and also undertaking a recruitment drive for new volunteers that are not, on the face of it, particularly vulnerable to the virus. The response to the latter has been particularly pleasing.

The service identified an increase in orders for frozen meals from end of March as ‘panic buying’ in supermarkets commenced as a result of the pandemic.

It is anticipated that client numbers will continue to grow as the pandemic continues, and further funding has been secured to address the increased requests for service.

All volunteers and staff rostered to assist with Meals on Wheels deliveries have been educated on social distancing and good hygiene principles and have been issued with PPE (where appropriate).

### **SOCIAL CONTACT WELFARE CHECKS**

Council has established a low cost welfare check for clients of Meals on Wheels and Community Transport that have indicated the current global crisis has left them feeling isolated and anxious for their own wellbeing. The service coordinates a small number of existing volunteers (temporarily stood down from duties within Meals on Wheels and Community Transport due to identified vulnerabilities) and matches them with a short list of clients already known to them. Phone calls are undertaken on a regularity requested by the client and general conversations are undertaken to improve their mental wellbeing. The service also acts to ensure that the clients are physically well and have adequate household supplies. Where clients do not respond to calls or indicate serious risk of harm, the matter is escalated by staff to relevant contacts (usually family members listed as emergency contacts).



## YOUTH SERVICES

### Youth school holiday activities

Attendance at the summer/January school holiday activities overall was good, and feedback from the exit surveys indicates events were well received by attendees. Planning for Youth Week, autumn as well as winter school holiday activities were well underway and then reviewed due to COVID-19 restrictions.

### One YA Book One Community

150 copies of 'A song only I can hear' by Barry Jonsberg were delivered to various locations across the region in December and it is estimated around 275 people read the book (readers reportedly ranged in age from 9 to 86 years). Unfortunately, the sessions to discuss the book in January were not well attended, for various reasons. It has been determined that continuing the project annually would be worthwhile, but to change the time of year to an August launch date to take advantage of Mudgee Readers' Festival promotions.

### Funding and grant applications

KEPCO Bylong funding for Youth Services concluded on 7 February. An announcement as to the outcome of the successful submission to Round 3 of the Stronger Country Communities Fund Project was made in April. Ongoing funding will ensure the continuation of current and intended youth focused projects and programmes for an additional two years.

### Youth Services outreach

A Youth Services Officer attended the Mudgee TAFE NSW *Health & Wellness Day* in February. It provided an opportunity to interact with local apprentices and promote resources available to them across the region. Additionally a meeting was held with Skillset Workforce staff, to discuss potential future collaboration opportunities.

### Regular after school programming

The response to monthly after school programmes *Level Up* and *Manga And Anime Squad* has shown there is demand for free after school youth activities. The Youth Services team are investigating opportunities for running impromptu drop-in activities at the Mudgee Library. A regular monthly activity is also being planned for both Kandos and Gulgong, and will tie-in to the day a Youth Services Officer is available at these locations. It is hoped that provision of a regular activity at these locations will increase youth attendance at the libraries. Should this occur the feasibility of a Youth Services Officer attending these locations more frequently will be explored.

### COVID-19

Self-isolation and social distancing requirements surrounding COVID-19 have had a significant impact on the planning and delivery of all Youth Services programming. From 30 March, Youth Services Officers began working from home and all formal and non-formal meetings with youth have been temporarily suspended. Staff are now working through viable alternative options for youth activities that can be conducted online or through contactless delivery, which will still allow for local youth community engagement.

## 11.6 Agency Information Guide Post exhibition

REPORT BY THE MANAGER GOVERNANCE  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, GOV400087, GOV400066, A0220040

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager Governance on the Agency Information Guide Post exhibition ;**
2. **note the Information & Privacy Commission acknowledgement of the Access to Information Policy and Agency Information Guide review being completed; and**
3. **adopt the Access to Information Policy and the Agency Information Guide.**

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### Executive summary

Council is required to inform the Information & Privacy Commission (IPC) of the annual review of the Councils Agency Information Guide. Council has complied with this statutory requirement.

#### Disclosure of Interest

Nil

#### Detailed report

Council informed the IPC of the review of the Agency Information Guide and received feedback that is attached to this report. The recommendations provided by IPC will be taken up in the next review of the Guide in 2021.

Council has published its reviewed Guide on its website for public access.

Council is required to publish an Agency Information Guide to assist members of the public in understanding the types of information that is available from the council and how that information is made available.

The Agency Information Guide ("Guide") is available at Council's Administration Centres and on its website.

The Guide will list the information that is available free of charge for people to inspect. This "open access" information is also available from Council's website.

Additionally, the Guide informs the public of information that will not be available under open access and how members the public can make formal access applications.

During 2019, council changed its administrative practices revoking the need for a formal GIPA access application for DA information pre 2010. Council now strictly applies a person's right to view DA's with copying charges applied if required.

Council's commitment to being open and transparent in the exercise of its functions is a fundamental principle of good governance and is expressed by the re-adoption of an Access to Information Policy.

## Community Plan implications

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

## Strategic implications

### **Council Strategies**

Not Applicable

### **Council Policies**

Access to Information Policy

### **Legislation**

Privacy & Personal Information Protection Act 1998

Health records and Information Privacy Act 2002

## Financial implications

Not Applicable

## Associated Risks

This report addresses Council Legislative Compliance requirements in relation to the PPIP Act.

TIM JOHNSTON  
MANAGER GOVERNANCE

SIMON JONES  
DIRECTOR COMMUNITY

6 May 2020

*Attachments:* 1. Agency Information Guide Feedback Letter IPC.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



information  
and privacy  
commission  
new south wales

Enquiries: Yoko Morimoto  
Our reference: **IPC20/A000152**

1 May 2020

Ms Danielle Blackman  
Administrative Assistant - Governance  
Mid-Western Regional Council

By email only: [Danielle.Blackman@midwestern.nsw.gov.au](mailto:Danielle.Blackman@midwestern.nsw.gov.au)

Dear Ms Blackman

### **Feedback on Mid-Western Regional Council Agency Information Guide**

Thank you for your email of 22 April 2020 notifying the Information Commissioner of the adoption of Mid-Western Regional Council's Agency Information Guide (AIG).

I note that under section 22(1) of the GIPA Act, Council is required to notify the Information Commissioner *before* adopting an updated AIG. This process allows the Information Commissioner to consult on the proposed AIG.

AIGs provide a mechanism to make government information accessible, promote currency of information and appropriate release, and support the management of government information as a strategic asset.

In December 2016, the Information Commissioner released new AIG guidance materials on the Information and Privacy Commission's (IPC) website, including *Guideline 6: Agency Information Guides*, a self-assessment checklist for agencies, and a fact sheet on AIGs and the public. The IPC's AIG resources can be found at <http://www.ipc.nsw.gov.au/agency-information-guide>.

I have assessed Council's AIG against the requirements of sections 20 to 22 of the *Government Information (Public Access) Act 2009* (GIPA Act), and guidance published by the IPC. I note that as the new AIG has been adopted by Council, I was unable to consider the previous AIG. My feedback is attached to this letter, and is intended to assist Council when it next reviews its AIG in accordance with section 21 of the GIPA Act, at an interval of not more than 12 months.

Please do not hesitate to contact me on 1800 472 679 or by email to [ipcinfo@ipc.nsw.gov.au](mailto:ipcinfo@ipc.nsw.gov.au), if you have any questions about the feedback.

Yours sincerely

Yoko Morimoto  
**Regulatory Officer**

Level 17, 201 Elizabeth Street, Sydney NSW 2000 • GPO Box 7011, Sydney NSW 2001  
t 1800 ipc nsw (1800 472 679) • f 02 8114 3756 • e [ipcinfo@ipc.nsw.gov.au](mailto:ipcinfo@ipc.nsw.gov.au)

[www.ipc.nsw.gov.au](http://www.ipc.nsw.gov.au)

## Assessment Results for Mid-Western Regional Council's AIG

We conducted the assessment using the questions in the IPC's self-assessment checklist for agencies, which is published on the IPC's website at <https://www.ipc.nsw.gov.au/information-access/information-access-resources-public-sector-agencies>. The self-assessment checklist reflects the requirements of the GIPA Act and provides additional guidance. The checklist does not prescribe the structure and format that an AIG should follow. Rather, it is a practical tool for an agency to assess the content of its AIG once it has been prepared.

For practical guidance on how to prepare an AIG, please refer to the [Guideline for Agency Information Guides](#).

Mandatory Practice questions relate to the mandatory elements of the GIPA Act and agencies are strongly encouraged to complete them. Recommended Practice questions in the checklist have been included in italics to assist and guide an agency on how they may satisfy or demonstrate the requirements under the GIPA Act, or how to best promote and enhance Open Government, Open Data, and public participation. While these elements are not mandatory, they may assist agencies to assess their maturity in the utilisation of AIGs.

Assessment questions	Status	Comments
<b>Open access information (Sections 6(2) &amp; 18(a) of the GIPA Act)</b>		
1	<b>Mandatory Practice:</b> Has the agency made its AIG publicly available on its website?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
	<i>Recommended Practice:</i> Is it easily accessible on the agency's website, such as on its 'access to information' page?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>Adoption and review of AIGs (Section 21 of the GIPA Act)</b>		
2	<b>Mandatory Practice:</b> Has the agency reviewed its AIG and adopted a new AIG at an interval of not more than 12 months?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
	<i>Recommended Practice:</i> Does the AIG include the date it was last reviewed/adopted/amended?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
<b>AIG requirements (Section 20(1) of the GIPA Act)</b>		
3	<b>Mandatory Practice:</b> Does the AIG describe the structure of the agency?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO
	<i>Recommended Practice:</i> Does the AIG describe the multiple divisions of the agency if applicable?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
	<i>Recommended Practice:</i> Does the AIG describe how the agency operates in a cluster arrangement if applicable?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A
	<i>Recommended Practice:</i> Does it link to other agency AIGs where appropriate?	<input type="checkbox"/> YES <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A
4	<b>Mandatory Practice:</b> Does the AIG describe the functions of the agency?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO

Assessment questions	Status	Comments
5 <b>Mandatory Practice:</b> Does the AIG describe the way in which the functions, especially decision-making functions, of the agency affect members of the public?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	
6 <b>Mandatory Practice:</b> Does the AIG specify any arrangements that exist to enable members of the public to participate in the formulation of the agency's policies?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	
7 <b>Mandatory Practice:</b> Does the AIG specify any arrangements that exist to enable members of the public to participate in the exercise of the agency's functions?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	
8 <b>Mandatory Practice:</b> Does the AIG identify the various kinds of government information held by the agency?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	
9 <b>Mandatory Practice:</b> Does the AIG identify the kinds of government information held by the agency that the agency makes or <u>will make</u> publicly available?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	
10 <b>Mandatory Practice:</b> Does the AIG specify the manner in which the agency makes or will make government information publicly available?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	
11 <b>Mandatory Practice:</b> Does the AIG identify the kinds of information that are made publicly available free of charge?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	
12 <b>Mandatory Practice:</b> Does the AIG identify the kinds of information that will be made publicly available free of charge?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	
13 <b>Mandatory Practice:</b> Does the AIG identify the kinds of information for which a charge is imposed?	<input type="checkbox"/> YES <input type="checkbox"/> PART <input checked="" type="checkbox"/> NO	<p>The AIG does not identify fees or charges associated with access to information. Note that the Council website has further information on fees relating to GIPA Applications and Council may wish to consider incorporating this information into the AIG.</p>
14 <b>Mandatory Practice:</b> Does the AIG identify the kinds of information for which a charge will be imposed?	<input type="checkbox"/> YES <input type="checkbox"/> PART <input checked="" type="checkbox"/> NO	<p>The AIG does not identify fees or charges that will be imposed.</p>
<b>AIG Government Information (Section 20(2) of the GIPA Act)</b>		
15 <b>Mandatory Practice:</b> Has the agency made government information publicly available as provided by its AIG?	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	<p>The Agency has adopted an Access to Information Policy.</p>

Assessment questions	Status	Comments
<p><b>Recommended Practice:</b> Is there a process for ensuring information is released, such as through a proactive release strategy or committee?</p>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
<b>Local authorities (Section 20(3) of the GIPA Act)</b>		
<p>16 <b>Mandatory Practice:</b> Where the Director General of the Department of Local Government (now the Chief Executive of the Office of Local Government), in consultation with the Information Commissioner, has adopted mandatory provisions for inclusion in the AIGs of local authorities – has the AIG (of a <u>local authority</u>) included the mandatory provision, unless otherwise approved by the Director General in a particular case? [Note references to the Director General of the Department of Local Government should be read as the Chief Executive Officer, Office of Local Government]</p>	<input type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO <input checked="" type="checkbox"/> N/A	
<b>Role of the Information Commissioner (Section 22(1) of the GIPA Act)</b>		
<p>17 <b>Mandatory Practice:</b> Has the agency notified the Information Commissioner before adopting or amending its AIG?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	<p>Council has advised the Information Commissioner after adopting its new AIG. The Agency is encouraged to provide the AIG to the Information Commissioner before adopting or amending the AIG in the future.</p>
<b>Open Government, Open Data &amp; public participation</b>		
<p>18 <b>Recommended Practice:</b> Does the AIG adopt a core set of headings in line with the Guideline for AIGs to promote consistency across the government sectors and make it easier for the public to find the information that they seek?</p>	<input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	
<p>19 <b>Recommended Practice:</b> Generally consider – How does the AIG promote Open Government?</p> <p><b>Recommended Practice:</b> Does the AIG provide a public resource that informs citizens about the information that the agency holds, the agency's engagement channels, and its decision-making processes?</p>	<input type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO  <input checked="" type="checkbox"/> YES <input type="checkbox"/> PART <input type="checkbox"/> NO	<p>Council has adopted an Access to Information Policy and has additional information available on their website.</p>
<p>20 <b>Recommended Practice:</b> Generally consider – How does the AIG identify any data held by the agency and detail the way the agency will make the data open to citizens?</p>		<p>AIG does not identify data or provide a link to open data initiatives.</p>
<p><b>Recommended Practice:</b> Does the AIG link to other open data initiatives such as data.nsw.gov.au?</p>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	
<p>21 <b>Recommended Practice:</b> Generally consider – How does the AIG inform the public about how the agency engages with citizens and stakeholders on the formulation of policy and service delivery?</p>		<p>AIG provides details of how members of the public can actively participate in local government.</p>

**Assessment conducted by:** Yoko Morimoto, Regulatory Officer

**Date conducted:** 1 May 2020



## 11.7 Regent Theatre

REPORT BY THE DIRECTOR COMMUNITY  
TO 20 MAY 2020 ORDINARY MEETING  
GOV400087, P0020011

### RECOMMENDATION

#### That Council:

1. receive the report by the Director Community on the Regent Theatre; and
2. note that the Regent Theatre is no longer available for sale.

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### Executive summary

This report seeks to update Council on the Regent Theatre in reference to the item in Matters in Progress from the March 2020 Council Meeting.

### Disclosure of Interest

Nil.

### Detailed report

At the March 2020 meeting it was resolved that Council:

*refer any consideration of the Regent Theatre to Matters in Progress until any uncertainty over the legal situation of ownership of the Theatre has been resolved and it has been established that the Theatre is available for sale.*

Council has been advised that the Regent Theatre is no longer for sale. As such, it is recommended that staff take no further action on this matter at this stage and that this item be completed in Matters in Progress.

It is noted that Council remains the consent authority for any development applications or modifications that may arise from the current owners of the Theatre.

### Community Plan implications

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

Not Applicable

Financial implications

Not Applicable

Associated Risks

Not applicable

SIMON JONES  
DIRECTOR COMMUNITY

11 May 2020

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## Item 12: Reports from Committees

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Nil

## Item 13: Urgent Business Without Notice

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### URGENT BUSINESS WITHOUT NOTICE

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

### GIVING NOTICE OF BUSINESS

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

### BUSINESS WITHOUT NOTICE

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



## Item 14: Confidential Session

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### LOCAL GOVERNMENT ACT, 1993

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#### 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.

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**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

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**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

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

### **14.1 Commercial Property Opportunity**

***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 a commercial property opportunity for Council to consider.***

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.