



**\*\*PUBLIC COPY\*\***

# **Business Papers 2023**

MID-WESTERN REGIONAL COUNCIL

ORDINARY MEETING  
**WEDNESDAY 18 OCTOBER 2023**

*A prosperous and progressive  
community we proudly call home*







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11 October 2023

Dear Councillor,

MEETING NOTICE  
**Ordinary Meeting**  
18 OCTOBER 2023  
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.

The meeting will be live streamed on Council's website.

Members of the public may address Council at the Public forum, which is held at 5.30pm immediately preceding the Council meeting. Speakers who wish to address Council are invited to register by 4.00pm on the day prior to the Council Meeting by contacting the Executive Assistant to the Mayor and General Manager.

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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## Acknowledgement of Country

I would like to acknowledge the traditional owners of the lands on which we meet, the Wiradjuri people and pay our respects to elders past, present and emerging.

### 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 20 September 2023**

##### Council Decision:

That the Minutes of the Ordinary Meeting held on 20 September 2023 be taken as read and confirmed.

#### **3.2 Minutes of Extraordinary Meeting held on 27 September 2023**

##### Council Decision:

That the Minutes of the Extraordinary Meeting held on 27 September 2023 be taken as read and confirmed.

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The Minutes of the Ordinary Meeting are separately attached.

The Minutes of the Extraordinary Meeting are separately attached.

## Item 4: Matters in Progress

<b>SUBJECT</b>	<b>RESOLUTION NO. &amp; DATE</b>	<b>RESOLUTION</b>	<b>ACTION</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>
Road Maintenance	198/22 Ordinary Meeting 20/07/2022	That Council receive a report for any or all opportunities to improve road network maintenance.	<b>To be reported to Council at a future meeting.</b>
Disabled Access and Parking in Gulgong	272/22 Ordinary Council Meeting 21/09/2022	That Council removes Emergency Vehicle Parking Only signage from Herbert Street Gulgong; identify and construct a disabled access ramp at a suitable location between the Gulgong Post Office and Gulgong Medical Centre.	<b>To be reported to Council at a future meeting.</b>
Indoor Pool Business Case	Res 296/22 Ordinary Meeting 21/09/2022	That Council investigate financing options and grant opportunities for the construction of an indoor swimming pool.	<b>To be reported to Council at a future meeting.</b>
Gulgong Natural History Museum Location	Res 206/23 Ordinary Meeting 20/09/2023	That Council request further information be provided to Council on the design of the Museum, the Museum collection and the future operation of the Museum as a visitor destination.	<b>To be reported to Council at a future meeting.</b>



## Item 5: Mayoral Minute

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Nil

## Item 6: Notices of Motion or Rescission

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### 6.1 Ulan and Cope Road Safety - Rumble Strips

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, GOV400022

#### **MOTION**

##### **That Council:**

- 1. install rumble strips along Ulan and Cope Roads for additional traffic safety measures; and**
  - 2. seek financial support from surrounding mines.**
- 

#### Background

That there has been a number of people killed on these sections of road and the use of these strips would be a worthwhile layer of safety for road users, especially by regular shift work use from the mines.

#### Officer's comments

That Council provide a report with the costings and opportunities for grant funding.

## Item 7: Office of the General Manager

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### 7.1 Confirmation of Appointment of Councillor Representatives to the Regional Planning Panel

REPORT BY THE DIRECTOR COMMUNITY  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, A0110015

#### RECOMMENDATION

##### That Council:

1. **receive the report by the Director Community on the Confirmation of Appointment of Councillor Representatives to the Regional Planning Panel; and**
  2. **confirm the appointment of Councillor Dicker and Councillor Shelley as representatives on the Regional Planning Panel for the remainder of the Council term.**
- 

#### Executive summary

This report seeks to confirm Councillor representatives for the remainder of the Council term, with local government elections scheduled to be held in September 2024.

#### Disclosure of Interest

Nil

#### Detailed report

Council has received information from the Planning Panels Secretariat (NSW Department of Planning, Industry and Environment) that the term of the Councillor representatives expired at the end of September 2023.

Council is required to re-confirm its Councillor representatives for the remainder of this Council term. The current Councillor representatives are Councillor Dicker and Councillor Shelley.

Council also has two alternate members available, community representatives John Bentley and John Stuart.

#### Community Plan implications

<b>Theme</b>	<b>Good Government</b>
Goal	Strong civic leadership

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Strategy     Provide accountable and transparent decision-making for the community

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## Strategic implications

### **Council Strategies**

Community Strategic Plan

### **Council Policies**

Code of Conduct

### **Legislation**

Local Government Act

State Environmentally Planning Policy Planning Systems 2021

## Financial implications

Not Applicable

## Associated Risks

Councillor representation is an important component in the regional planning process and Council's ability to appropriately represent the community would be compromised if Councillors were not confirmed as members of the Planning Panel.

SIMON JONES

DIRECTOR COMMUNITY

6 October 2023

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM

GENERAL MANAGER

## Item 8: Development

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### 8.1 Mudgee and Gulgong Urban Release Strategy Update - Post Exhibition

REPORT BY THE MANAGER STRATEGIC PLANNING  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, LAN900145

#### RECOMMENDATION

##### That Council:

1. **receive the report by the Manager Strategic Planning on the Mudgee and Gulgong Urban Release Strategy Update - Post Exhibition; and**
  2. **adopt the Mudgee and Gulgong Urban Release Strategy 2023 Update.**
- 

#### Executive summary

The Mudgee and Gulgong Urban Release Strategy 2023 Update (URS) was prepared by HillPDA on behalf of Council. The purpose of the URS is an audit to understand what is zoned and identified in regard to supply, demand and infrastructure servicing.

The URS was publicly exhibited for 28 days and was reported to the 19 July 2023 Council meeting post the exhibition period. The matter was deferred to allow further information and consultation with Councillors. Further information and consultation occurred in September.

The URS has highlighted the need to identify further land supply. The identification of a future supply is proposed to be undertaken with the preparation of a Housing Strategy. This strategy work is proposed to be undertaken in 2024.

The purpose of this report is to adopt the URS.

#### Disclosure of Interest

Nil

#### Detailed report

The report presented to the 19 July 2023 Council meeting is provided as Attachment 1. This report outlined the minor edits made to the URS post exhibition. The URS inclusive of the minor edits is provided as Attachment 2. The staff recommendation is the adoption of the URS provided as Attachment 2.

## Community Plan implications

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

## Strategic implications

### Council Strategies

Mid-Western Regional Council Comprehensive Land Use Strategy 2010 Part A, B and C.

### Council Policies

The adoption of the URS 2023 will not require any change to relevant policies.

### Legislation

Environmental Planning and Assessment Act 1979.  
Mid-Western Regional Local Environmental Plan 2012.

## Financial implications

Nil

## Associated Risks

Underestimating demand for additional residential land and dwellings/lots could have a negative impact on the community through price increases or dislocation. However, overestimating demand can also negatively impact the community through Council funding additional infrastructure works that may not be required.

SARAH ARMSTRONG  
MANAGER STRATEGIC PLANNING

ALINA AZAR  
DIRECTOR DEVELOPMENT

4 October 2023

*Attachments:* 1. 19 July 2023 Council Report. (separately attached)  
2. Mudgee and Gulgong Urban Release Strategy 2023 Update for adoption. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 8.2 2023-24 Local Heritage Grant Allocation

### REPORT BY THE MANAGER STRATEGIC PLANNING

TO 18 OCTOBER 2023 ORDINARY MEETING

GOV400103, GOV400087, GRA600055

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager Strategic Planning on the 2023-24 Local Heritage Grant Allocation; and**
2. **provide a Local Heritage Grant to the following projects:**
  - a) **\$4,375 for repair of stained glass window at Rylstone Anglican Church 45 Mudgee Street, Rylstone;**
  - b) **\$2,200 towards replacing roof guttering only at 45 Medley Street, Gulgong;**
  - c) **\$2,200 towards replacing the roof at 86 Medley Street, Gulgong; and**
  - d) **\$2,200 towards replacing roof at Gold and Fleece Hotel, 1883 Windeyer Road, Windeyer.**

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### Executive summary

NSW Councils enter into the Local Heritage Grants program with Heritage NSW of the Department of Planning and Environment. This year's total budget for local heritage grants is \$11,000. Five (5) applications were received and four (4) are recommended for funding.

Council's Local Heritage Grants Policy provides criteria and funding priorities for consideration in the allocation of the grant funding.

This report details a recommended allocation of the 2023-24 Local Heritage Grants.

### Disclosure of Interest

Nil

### Detailed report

Applications for funding under the Local Heritage Grants Program closed in September 2023. Five (5) applications were received. One of the applications has not been given funding due to not being heritage listed. Priority has been given to heritage listed buildings.

Reasons other complete applications are not recommended for funding:

- An application was received by the owners of 150 Mortimer Street, Mudgee. Although the dwelling is located within the Mudgee Heritage Conservation Area, it is not an

individually listed item. Due to the number of heritage listed properties applying for grants and taking priority, funding is not recommended this round.

The applications have been summarised in the table provided as Attachment 1.

Council's Local Heritage Grants Policy identifies the following funding priorities:

- Heritage item(s) in a well maintained heritage streetscape or landscape setting.
- Heritage item(s) with public access and visibility (note: all projects are visible from the public domain).
- Urgent maintenance works to avert management risks e.g. severe deterioration, demolition or demolition by neglect.
- Item(s) that are part of a heritage group or precinct (Heritage Conservation Area).
- Upgrades to fire, service and access to achieve compliance with the Building Code of Australia.
- Ongoing or adaptive reuse of heritage item(s).
- Items that have not received Council funding support in the last five years.

The Four (4) projects recommended for funding meet these criteria. Three (3) are allocated \$2,200 and one (1) is recommended to receive \$4,375. The details on the projects recommended are:

- 45 Medley Street Gulgong includes a contribution towards replacing the roof to this heritage listed building located alongside a main entry road into Gulgong opposite the Gulgong police station.
- 86 Medley Street Gulgong, contribution towards replacing the rusted delapidated roof guttering.
- 1883 Windeyer Road Windeyer, contribution towards a new roof for the Gold and Fleece Hotel. The existing roof is very old and leaking onto the historic pressed metal ceiling of the dining room.
- 45 Mudgee Street Rylstone - includes conservation works by repairing the stained-glass window starting to sag in the Anglican Church. This is for the protection and preservation for present and future generations. This involves specialist removal, restoration then re-installation.

Taking into account the \$11,000 budget available, Council's Local Heritage Grants Policy, and project costs, Attachment 1 provides the recommended amount to be allocated to each project.

## 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

The provision of Local Heritage Grants is consistent with the Mid-Western Regional Local Strategic Planning Statement, Our Place 2040 and Planning Priority 1 to respect and enhance the historic character of our Region and heritage value of our towns.

### Council Policies

The recommended allocation of funding is consistent with Council's Local Heritage Grants Policy



### **Legislation**

Any building works associated with a local heritage grant will need to consider and satisfy permissibility under the *Mid-Western Regional Local Environmental Plan 2012* and ensure the required approvals are in place.

### Financial implications

The 2023/24 Operational Plan has an approved budget of \$11,000 for Local Heritage Grants. If Council adopts the recommendations for funding as outlined in this report, the total budget of \$10,975 for this financial year will be allocated.

### Associated Risks

No known risk.

SARAH ARMSTRONG  
MANAGER STRATEGIC PLANNING





ALINA AZAR  
DIRECTOR DEVELOPMENT

3 October 2023

*Attachments:* 1. Summary Table - Attachment.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

Amount Recommended	Total Project Cost	Project Address	Legal Description	Proposed Works	Heritage Item	Within HCA	Accessible by the public	Funding Received in Last 5 Years	Photo of Subject site
\$4,375.00	\$8750.00	45 Mudgee Street, Rylstone NSW 2849	Lot 9 Sec 6 DP 758891, Lot 10 Sec 6 DP 758891, Lot 1 DP 1097481 & Lot 2 DP 1097481	Repair of Stain glass window	Yes	Yes	Yes	No	
\$2,200.00	\$18665.00	45 Medley Street, Gulgong NSW 2852	Lot 7A DP 400142 & Lot 8A Sec 12 DP 758482	Replace roof guttering	Yes	Yes	No	No	
\$2,200.00	\$13,000.00	86 Medley Street, Gulgong NSW 2852	Lot 2 DP 310069	Replace Roof	Yes	Yes	No	No	
\$2,200.00	\$15,600.00	1883 Windeyer Road, Windeyer 2850	Lot 1 DP 771751	Replace Roof	Yes	No	Yes	No	

## 8.3 Monthly Development Applications Processing and Determined

REPORT BY THE MANAGER PLANNING  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, A0420109

### RECOMMENDATION

**That Council receive the report by the Manager Planning 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 September 2023 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; and
- Variations to the Mid-Western DCP.

### 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

LINDSAY DUNSTAN  
MANAGER PLANNING

ALINA AZAR  
DIRECTOR DEVELOPMENT

3 October 2023

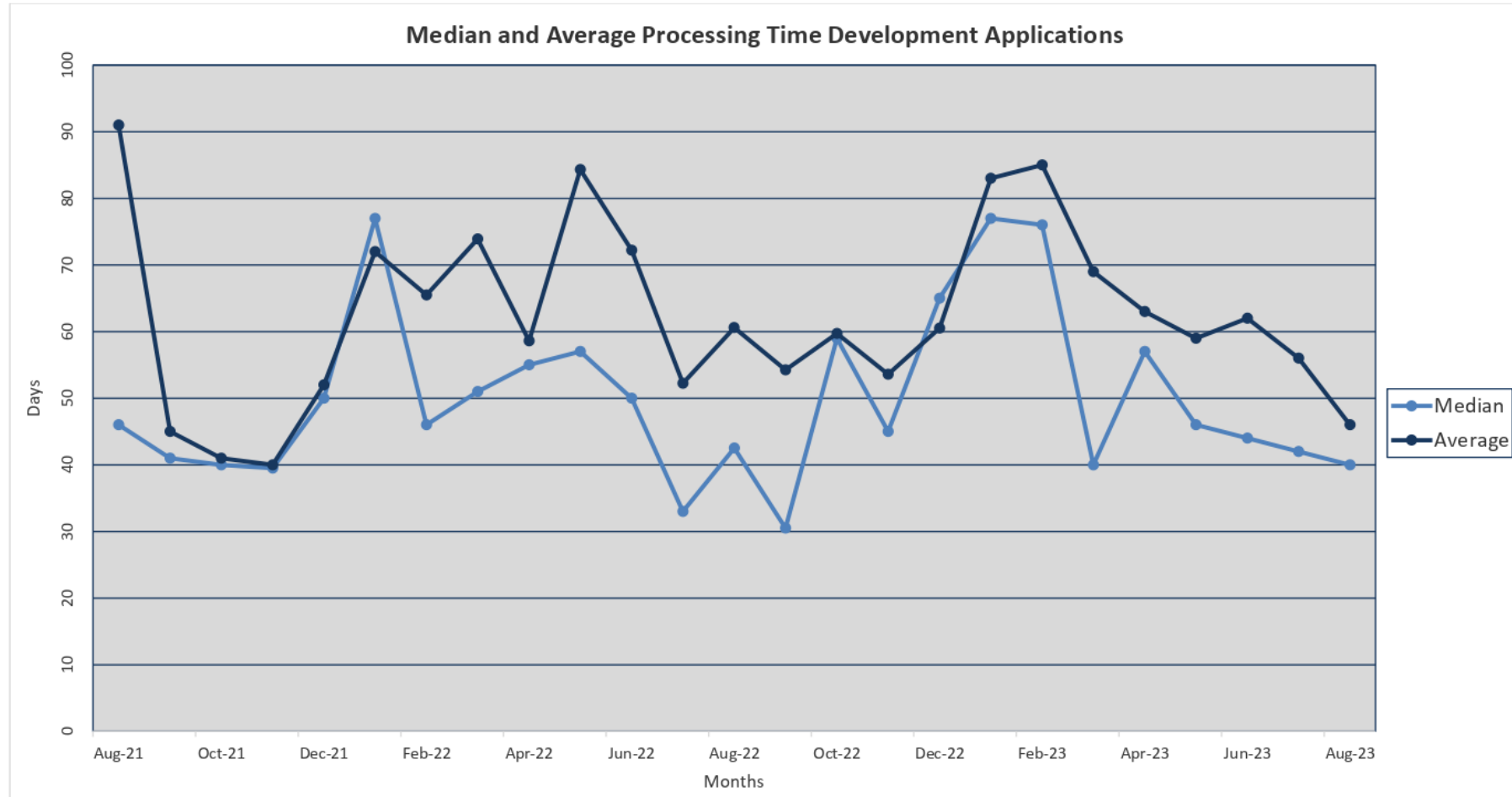
*Attachments:* 1. Monthly Development Applications Processing and Determined - September 2023.

APPROVED FOR SUBMISSION:

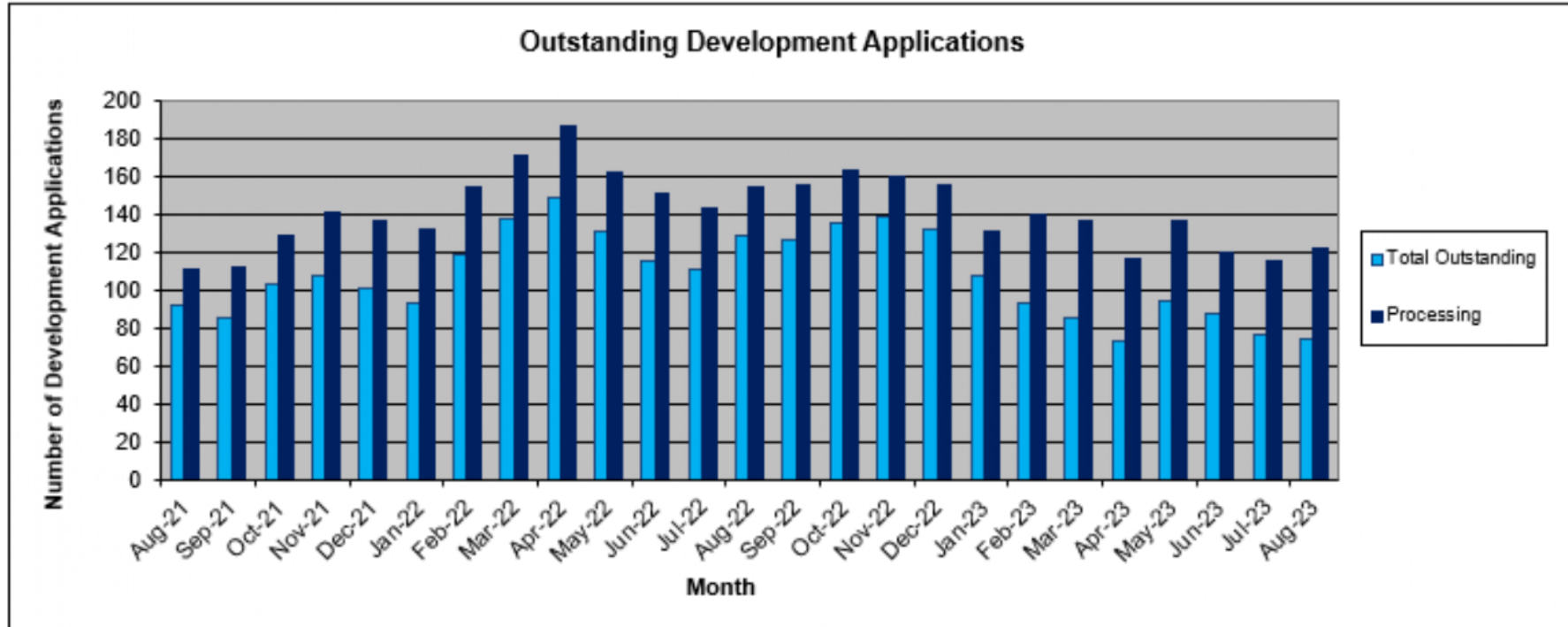
BRAD CAM  
GENERAL MANAGER

### Monthly Development Application Processing Report – September 2023

This report covers the period for the month of September 2023. Graph 1 indicates the processing times up to 30 September 2023 with the month of September having an average of 46 days and a median time of 42 days.



**Monthly Development Application Processing Report –September 2023**



Graph 2 indicates the total number of outstanding applications, the number currently being processed is 73 and the number on “stop clock” is 47.

The Planning and Development Department determined 29 Development Applications either by Council or under delegation during September 2023.

## Monthly Development Application Processing Report – September 2023

### Development Applications Determined – September 2023

Appl/Proc ID	Description	House No	Street Name	Locality
DA0027/2023	Demolition	134	Lions Drive	BURRUNDULLA NSW 2850
DA0068/2023	Shed	688	Queens Pinch Road	MULLAMUDDY NSW 2850
DA0280/2023	Alterations and additions to existing preschool	2	Lovejoy Street	MUDGEE NSW 2850
DA0287/2023	Warehouse Units x 10	38	Hill End Road	CAERLEON NSW 2850
DA0354/2023	Swimming Pool	53	Robert Hoddle Grove	BOMBIRA NSW 2850
DA0368/2023	Industrial Building	38	Hill End Road	CAERLEON NSW 2850
DA0371/2023	Dwelling House	127	Madeira Road	MUDGEE NSW 2850
DA0381/2023	Dwelling House	435	Nullo Mountain Road	OLINDA NSW 2849
DA0385/2023	Dwelling House	176	Kaludabah Road	PIAMBONG NSW 2850
DA0392/2023	Community Facility	1164	Coxs Creek Road	COXS CREEK NSW 2849
DA0398/2023	Garage	174	Church Street	MUDGEE NSW 2850
DA0001/2024	Subdivision - Torrens Title	547	Gollan Road	GOOLMA NSW 2852
DA0002/2024	Swimming Pool	79	White Rock Road	RYLSTONE NSW 2849
DA0010/2024	Dwelling House	235	Gladstone Street	MUDGEE NSW 2850
DA0011/2024	Secondary dwelling	108	Saddleback Trail	EURUNDEREE NSW 2850
DA0018/2024	Secondary dwelling	755	Spring Ridge Road	GULGONG NSW 2852
DA0033/2024	Shed	36	Redbank Road	MUDGEE NSW 2850
DA0038/2024	Dwelling House	593	Cope Road	STUBBO NSW 2852
DA0039/2024	Dwelling House	13	Donoghue Street	KANDOS NSW 2848
DA0043/2024	Shed	80	Belmore Street	GULGONG NSW 2852
DA0060/2024	Swimming Pool	36	Bateman Avenue	MUDGEE NSW 2850
DA0061/2024	Swimming Pool	14	Robert Hoddle Grove	BOMBIRA NSW 2850
DA0063/2024	Dwelling House	41	Knox Crescent	CAERLEON NSW 2850
DA0074/2024	Dwelling House	26	Hosking Street	CAERLEON NSW 2850
DA0075/2024	Shed	16	Sturt Street	KANDOS NSW 2848
DA0081/2024	Dwelling House	17	Shearman Street	CAERLEON NSW 2850
DA0083/2024	Garage	14	Mellon Street	RYLSTONE NSW 2849

### Monthly Development Application Processing Report – September 2023

DA0093/2024	Carport	43	Saints Lane	ST FILLANS NSW 2850
DA0114/2024	Single storey dwelling	17	Flinders Avenue	MUDGEE NSW 2850

**\*NOTE – Two Development Applications were approved with a variation to the DCP as listed below:**

DA number	Number of DCP variation(s)	Level of variation
DA0398/2023	1	>10%
DA0049/2024	1	>10%

#### Development Applications currently being processed – September 2023.

App/Proc ID	Description	House No	Street Name	Locality
DA0214/2011	Dwelling House	663	Castlereagh Highway	BURRUNDULLA NSW 2850
DA0327/2011	Shed	23	Horatio Street	MUDGEE NSW 2850
DA0102/2016	Dwelling House	705	Windeyer Road	GRATTAI NSW 2850
DA0343/2016	Commercial Alterations/Additions	137	Ulan Road	PUTTABUCCA NSW 2850
DA0058/2018	Fence	1	Dunphy Crescent	MUDGEE NSW 2850
DA0089/2019	Change of use	2037	Coxs Creek Road	RYLSTONE NSW 2849
DA0263/2019	Camping ground	40	Grevillea Street	GULGONG NSW 2852
DA0087/2021	Carport	63	Court Street	MUDGEE NSW 2850
DA0199/2021	Change of use to Serviced Apartments	1	Sydney Road	MUDGEE NSW 2850
DA0164/2022	Change of use - Retail Premises	9	Sydney Road	MUDGEE NSW 2850
DA0226/2022	Garage	12	Wandoona Court	MUDGEE NSW 2850
DA0329/2022	Construction of Commercial Buildings	19	Sydney Road	MUDGEE NSW 2850
DA0349/2022	Subdivision - Torrens Title	26	Hone Creek Drive	CAERLEON NSW 2850
DA0406/2022	Subdivision - Torrens Title	36	Tinja Lane	PUTTABUCCA NSW 2850
DA0417/2022	Alterations, Additions & Demolition to Commercial	59	Church Street	MUDGEE NSW 2850
DA0040/2023	Subdivision - Torrens Title	194	Hill End Road	CAERLEON NSW 2850
DA0090/2023	Dwelling House	1121	Ulan Road	BUDGEE BUDGEE NSW 2850
DA0190/2023	Subdivision - Torrens Title	132	Bruce Road	MUDGEE NSW 2850



**Monthly Development Application Processing Report – September 2023**

DA0205/2023	Dual Occupancy	11	McLachlan Street	RYLSTONE NSW 2849
DA0221/2023	Dwelling House	655	Black Springs Road	BUDGEE BUDGEE NSW 2850
DA0233/2023	Subdivision - Torrens Title	1	Sydney Road	MUDGEE NSW 2850
DA0248/2023	Ancillary Residential Development	6	Avisford Court	MUDGEE NSW 2850
DA0267/2023	Camping Ground	48	Turners Lane	GULGONG NSW 2852
DA0268/2023	Shed	267	Ulan Road	BOMBIRA NSW 2850
DA0271/2023	Secondary dwelling	8	Avisford Court	MUDGEE NSW 2850
DA0286/2023	Warehouse Units (8 units)	38	Hill End Road	CAERLEON NSW 2850
DA0295/2023	Dwelling House	120	Market Street	MUDGEE NSW 2850
DA0296/2023	Dwelling House	171	Ridge Road	COOKS GAP NSW 2850
DA0297/2023	Industrial Building	39	Razorback Road	RUNNING STREAM NSW 2850
DA0304/2023	Recreation Area	2358	Henry Lawson Drive	CANADIAN LEAD NSW 2850
DA0324/2023	Subdivision - Torrens Title	139	Robertson Street	MUDGEE NSW 2850
DA0333/2023	Alterations to the Existing Caravan Park	8	Bell Street	MUDGEE NSW 2850
DA0343/2023	Conversion of two existing cellar door buildings into serviced apartments	29	Alexander Road	ERUDGERE NSW 2850
DA0347/2023	Subdivision - Torrens Title	14	Wiradjuri Close	PUTTABUCCA NSW 2850
DA0363/2023	Alterations and Additions to Caravan Park	3	Carwell Street	RYLSTONE NSW 2849
DA0364/2023	Telecommunications facility	0	Upper Bylong Road	UPPER BYLONG NSW 2849
DA0369/2023	Subdivision - Torrens Title	33	Robert Hoddle Grove	BOMBIRA NSW 2850
DA0378/2023	Serviced Apartments (2)	713	Black Springs Road	BUDGEE BUDGEE NSW 2850
DA0384/2023	Dual Occupancy	43	Knox Crescent	CAERLEON NSW 2850
DA0387/2023	Alterations & Additions	1719	Hill End Road	GRATTAI NSW 2850
DA0394/2023	Alterations and additions to industrial developmnt	4	Industrial Avenue	GULGONG NSW 2852
DA0400/2023	Multi dwelling housing	24	Cox Street	MUDGEE NSW 2850
DA0407/2023	Subdivision - Torrens Title	417	Cope Road	STUBBO NSW 2852
DA0408/2023	Subdivision - Torrens Title	17	Marshfield Lane	MUDGEE NSW 2850
DA0411/2023	Shed	18	Webster Street	BOMBIRA NSW 2850
DA0006/2024	attached dwelling	374	Coxs Creek Road	RYLSTONE NSW 2849
DA0008/2024	Recreation Area	0	Bylong Valley Way	BREAKFAST CREEK 2849
DA0013/2024	Swimming Pool	10	Bumberra Place	BOMBIRA NSW 2850

### Monthly Development Application Processing Report – September 2023

DA0016/2024	Use yard to store towed motor vehicles	8	Industrial Avenue	MUDGEE NSW 2850
DA0020/2024	Dwelling House	433	Maitland Bar Road	MAITLAND BAR NSW 2850
DA0021/2024	Dwelling House	253	Coricudgy Road	OLINDA NSW 2849
DA0023/2024	Industrial Building	36	Sydney Road	MUDGEE NSW 2850
DA0026/2024	Subdivision - Torrens Title	68	Short Street	MUDGEE NSW 2850
DA0027/2024	Alterations & Additions	119	Market Street	MUDGEE NSW 2850
DA0030/2024	Farm building	6580	Ilford Sofala Road	ILFORD NSW 2850
DA0031/2024	Alterations & Additions	29	Belmore Street	GULGONG NSW 2856
DA0034/2024	Secondary dwelling	34	Lang Street	MUDGEE NSW 2850
DA0035/2024	Subdivision - Torrens Title	24	Roxburgh Street	KANDOS NSW 2848
DA0036/2024	Demolition	20	Buchanan Street	KANDOS NSW 2848
DA0040/2024	Alterations & Additions	390	Yarrowonga Road	YARRAWONGA NSW 2850
DA0041/2024	Demolition	7	Short Street	RYLSTONE NSW 2849
DA0044/2024	Farm Stay Accommodation	772	Black Willow Road	HARGRAVES NSW 2850
DA0045/2024	Subdivision - Torrens Title	312	Castlereagh Highway	BURRUNDULLA NSW 2850
DA0047/2024	Dwelling House	321	Ridge Road	COOKS GAP NSW 2850
DA0048/2024	Subdivision - Torrens Title	13	Cook Place	MUDGEE NSW 2850
DA0049/2024	Alterations & Additions	29	George Street	MUDGEE NSW 2850
DA0050/2024	Signage	18	Bulga Street	GULGONG NSW 2852
DA0052/2024	Subdivision - Torrens Title	40	Hone Creek Drive	CAERLEON NSW 2850
DA0053/2024	Alterations & Additions	971	Green Gully Road	BOCOBLE NSW 2850
DA0055/2024	Garage	20	Steel Drive	SPRING FLAT NSW 2850
DA0056/2024	Dwelling House	1713	Cope Road	COPE NSW 2852
DA0059/2024	Dwelling House	210	Green Gully Road	GREEN GULLY NSW 2850
DA0064/2024	Subdivision - Torrens Title	983	Wollar Road	STONY CREEK NSW 2850
DA0068/2024	Secondary dwelling	658	Black Springs Road	BUDGEE BUDGEE NSW 2850
DA0070/2024	Change of use	48	Old Ilford Road	ILFORD NSW 2850
DA0072/2024	Earthworks	10	Harvey Street	BOMBIRA NSW 2850
DA0073/2024	Industrial Building	36	Sydney Road	MUDGEE NSW 2850
DA0076/2024	Dual Occupancy	11	Shearman Street	CAERLEON NSW 2850
DA0077/2024	Dual Occupancy	20	Suttor Avenue	CAERLEON NSW 2850

### Monthly Development Application Processing Report – September 2023

DA0078/2024	Shed	13	Harvey Street	BOMBIRA NSW 2850
DA0079/2024	Subdivision - Torrens Title	82	Henry Bayly Drive	MUDGEE NSW 2850
DA0080/2024	Secondary dwelling	161	Eurunderee Lane	EURUNDEREE NSW 2850
DA0084/2024	Dwelling House	521	Ulan Road	EURUNDEREE NSW 2850
DA0086/2024	Industrial Building	5B	Sydney Road	MUDGEE NSW 2850
DA0087/2024	Dual Occupancy	43	Suttor Avenue	CAERLEONNSW 2850
DA0090/2024	Alterations & Additions	1238	Pyangle Road	PYANGLE NSW 2850
DA0091/2024	Retaining Wall	36	Suttor Avenue	CAERLEON NSW 2850
DA0094/2024	Replacement Signage	11	Sydney Road	MUDGEE NSW 2850
DA0095/2024	Dwelling Additions, Shed & Pool	74	74A Mortimer Street	MUDGEE NSW 2850
DA0096/2024	Demolition	23	Mortimer Street	MUDGEE NSW 2850
DA0099/2024	Shed	4	Albens Lane	MUDGEE NSW 2850
DA0101/2024	Serviced Apartment	72	McDonalds Road	ERUDGERE NSW 2850
DA0102/2024	Alterations and addition	30	Hughson Avenue	MUDGEE NSW 2850
DA0104/2024	Secondary dwelling	54	Wynella Street	GULGONG NSW 2852
DA0105/2024	Boundary Realignment	211	Dabee Road	KANDOS NSW 2848
DA0106/2024	Demolition	29	Horatio Street	MUDGEE NSW 2850
DA0107/2024	Group home	5	Harvey Street	BOMBIRA NSW 2850
DA0108/2024	Patio and Shed	5	White Circle	MUDGEE NSW 2850
DA0112/2024	Dual Occupancy	15	Shearman Street	CAERLEON NSW 2850
DA0113/2024	Dwelling, Gate and Gate House	618	Castlereagh Highway	MENAH NSW 2850
DA0114/2024	Dwelling	17	Flinders Avenue	MUDGEE NSW 2850
DA0118/2024	Demolition	112	Norris Lane	GALAMBINE NSW 2850
DA0120/2024	Dwelling	38	Hone Creek Drive	CAERLEON NSW 2850
DA0121/2024	Signage	19	Church Street	MUDGEE NSW 2850
DA0123/2024	Shed	13	Tongbong Road	RYLSTONE NSW 2849
DA0124/2024	Dual Occupancy	60	Davies Road	KANDOS NSW 2848
DA0125/2024	Pylon Sign	11	Sydney Road	MUDGEE NSW 2850
DA0126/2024	Transport Depot	18	Industrial Avenue	MUDGEE NSW 2850
DA0127/2024	Subdivision	1585	Pyangle Road	LUE NSW 2850
DA0128/2024	Retaining Wall and Fibreglass Pool	73	Bara Road	HAYES GAP NSW 2850
DA0130/2024	Dwelling House	1392	Spring Ridge Road	TALLAWANG NSW 2850

## Monthly Development Application Processing Report – September 2023

### Heritage Development Applications currently being processed – September 2023.

App/Proc ID	Description	House No	Street Name	Locality
DA0271/2011	Alterations & Additions	87	Short Street	MUDGEE NSW 2850
DA0198/2021	Change of use - Flat Building to Serviced Apartments	110	Church Street	MUDGEE NSW 2850
DA0224/2021	Commercial Alterations/Additions	23	Louee Street	RYLSTONE NSW 2849
DA0201/2022	Garage	74	Gladstone Street	MUDGEE NSW 2850
DA0189/2023	Commercial Alterations & Additions	83	Mortimer Street	MUDGEE NSW 2850
DA0195/2023	Alterations & Additions	1719	Hill End Road	GRATTAI NSW 2850
DA0251/2023	Alterations & Additions	74	Mayne Street	GULGONG NSW 2852
DA0282/2023	Hotel accommodation	63	Horatio Street	MUDGEE NSW 2850
DA0375/2023	Secondary dwelling	1	Atkinson Street	MUDGEE NSW 2850
DA0051/2024	Dwelling House	23	Herbert Street	GULGONG NSW 2852
DA0054/2024	Secondary dwelling	38	Lewis Street	MUDGEE NSW 2850
DA0067/2024	Subdivision - Torrens Title	89	Lewis Street	MUDGEE NSW 2850
DA0069/2024	Demolition	67	Market Street	MUDGEE NSW 2850
DA0071/2024	Shed	80	Court Street	MUDGEE NSW 2850
DA0082/2024	Additions to Existing Post Office/General Store	78	Louee Street	RYLSTONE NSW 2849
DA0089/2024	Secondary dwelling	95	Inglis Street	MUDGEE NSW 2850
DA0097/2024	Boundary Realignment	138	Church Street	MUDGEE NSW 2850
DA0098/2024	Shed	43	Denison Street	MUDGEE NSW 2850
DA0085/2024	Retrospective approval of building	87	Lions Drive	MUDGEE NSW 2850

## Item 9: Corporate Services

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### 9.1 Monthly Statement of Investments as at 30 September 2023

REPORT BY THE CHIEF FINANCIAL OFFICER  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, FIN300053

#### RECOMMENDATION

##### That Council:

1. receive the report by the Chief Financial Officer on the Monthly Statement of Investments as at 30 September 2023; 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 September 2023.

#### Community Plan implications

Theme	Good Government
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Goal	An effective and efficient organisation
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Strategy	Prudently manage risks association with all Council activities
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#### 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 2021 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 and the regulations.

### Financial implications

Not Applicable

### Associated Risks

Not Applicable

NEIL BUNGATE  
CHIEF FINANCIAL OFFICER

LEONIE VAN OOSTERUM  
DIRECTOR CORPORATE SERVICES

22 September 2023

*Attachments:* 1. Monthly Investments as at 30 September 2023.

### APPROVED FOR SUBMISSION:

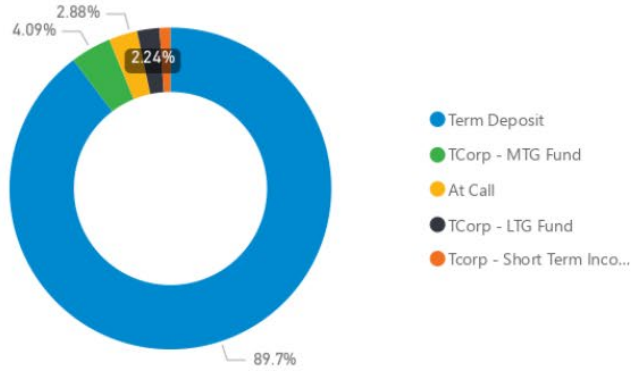
BRAD CAM  
GENERAL MANAGER

## Mid-Western Regional Council Cash and Investments as at 30 September 2023

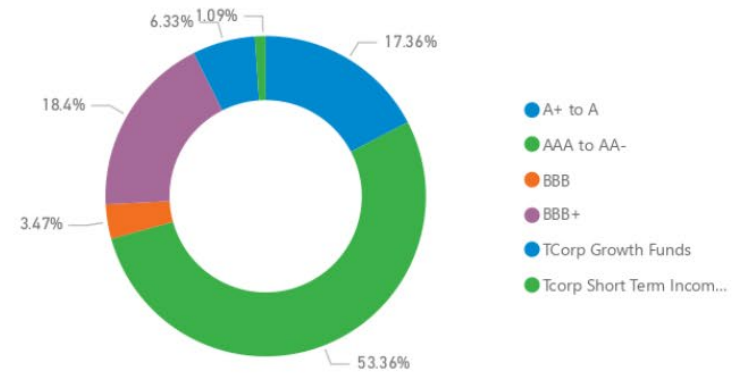
Total Investment Portfolio (\$)

144.03M

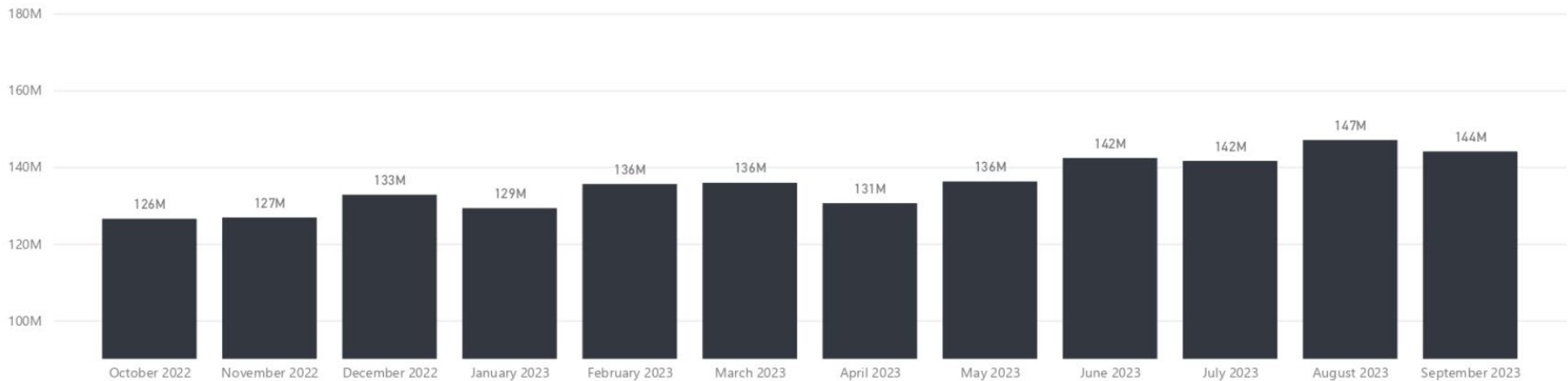
Investments by Type

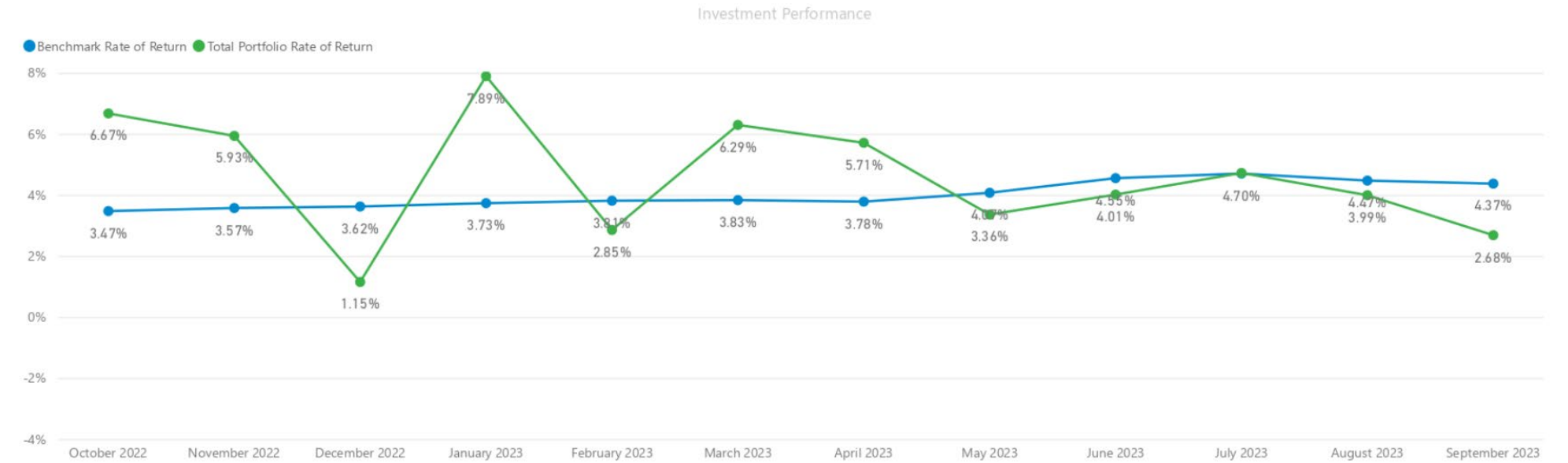
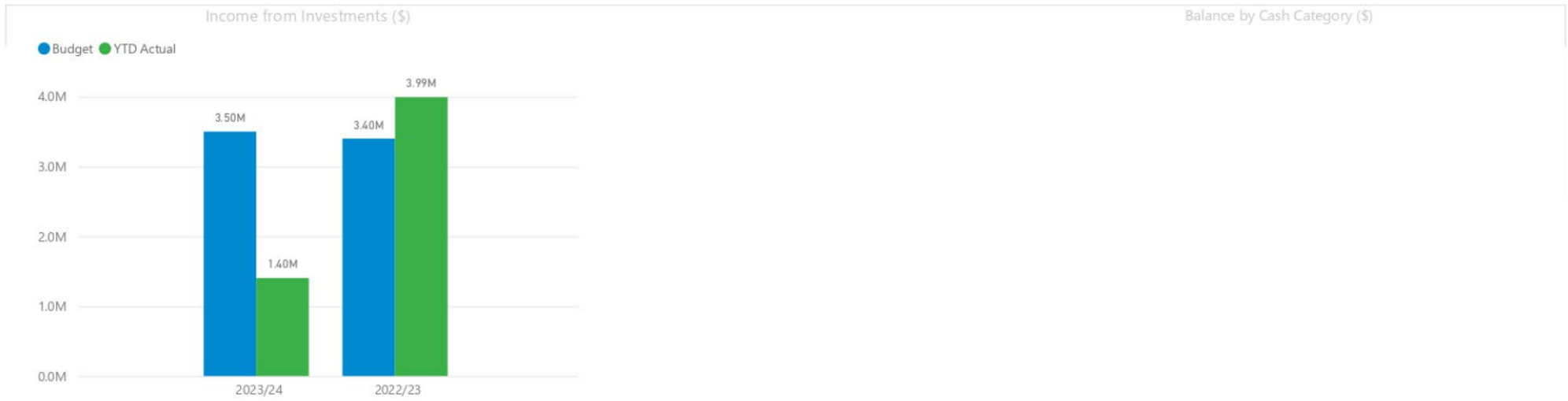


Investments by Long Term Rating



Portfolio Balance at End of Month (\$)







Investment Portfolio Summary

Term to Maturity	Amount	Actual	Cumulative Actual	Cumulative Minimum	Policy Compliance
Less than 3 months	\$ 35,329,652	25%	25%	20%	OK
Between 3 months and 1 year	\$ 77,000,000	53%	78%	40%	OK
Between 1 year and 2 years	\$ 24,700,000	17%	95%	50%	OK
Between 2 years and 4 years	\$ 7,000,000	5%	100%	85%	OK
More than 5 years	\$ -	0%	100%	0%	OK
<b>Total</b>	<b>\$ 144,029,652</b>				

Long Term Rating	Institution	Policy Limit	Policy Compliance (Institution)	% of Portfolio	Amount
<b>AA-</b>	<b>CBA</b>	40%	OK	20%	\$ 28,900,000
	<b>NAB</b>	40%	OK	17%	\$ 23,947,401
	<b>Westpac</b>	40%	OK	17%	\$ 24,000,000
<b>A+</b>	<b>Macquarie</b>	20%	OK	1%	\$ 1,500,000
<b>A</b>	<b>ING</b>	20%	OK	16%	\$ 23,500,000
	<b>Australian Military Bank</b>	10%	OK	1%	\$ 1,000,000
	<b>Australian Unity Bank Of Queensland Bendigo &amp; Adelaide Bank</b>	10%	OK	7%	\$ 10,500,000
<b>BBB+</b>	<b>MyState Bank</b>	10%	OK	8%	\$ 11,000,000
	<b>AMP</b>	10%	OK	1%	\$ 2,000,000
	<b>MyState Bank</b>	10%	OK	1%	\$ 2,000,000
<b>BBB</b>	<b>AMP</b>	5%	OK	3%	\$ 5,000,000
<b>TCorp Growth Funds</b>	<b>TCorp - Long Term Growth Fund</b>	15%	OK	2%	\$ 3,221,820
	<b>TCorp - Medium Term Growth Fund</b>	15%	OK	4%	\$ 5,891,937
	<b>Tcorp - Short Term Income Fund</b>	15%	OK	1%	\$ 1,568,494
<b>Tcorp Short Term Income</b>	<b>Income Fund</b>	15%	OK	1%	\$ 1,568,494
<b>Grand Total</b>				<b>100%</b>	<b>\$ 144,029,652</b>

Long Term Rating Group	Credit Policy Limit	Policy Compliance (SP Group)	% of Portfolio	Amount
<b>AAA to AA- BBB+</b>	<b>100%</b>	<b>OK</b>	<b>53%</b>	<b>\$ 76,847,401</b>
<b>BBB</b>	<b>20%</b>	<b>OK</b>	<b>18%</b>	<b>\$ 26,500,000</b>
<b>TCorp Growth Funds</b>	<b>5%</b>	<b>OK</b>	<b>3%</b>	<b>\$ 5,000,000</b>
<b>Tcorp Short Term Income Fund</b>	<b>15%</b>	<b>OK</b>	<b>6%</b>	<b>\$ 9,113,758</b>
<b>A+ to A</b>	<b>15%</b>	<b>OK</b>	<b>1%</b>	<b>\$ 1,568,494</b>
<b>Grand Total</b>	<b>50%</b>	<b>OK</b>	<b>100%</b>	<b>\$ 144,029,652</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)	6,474,479		4,147,401
TCorp - Cash Fund	-		-
TCorp - Long Term Growth Fund	3,298,096		3,221,820
TCorp - Medium Term Growth Fund	5,967,342		5,891,937
Tcorp - Short Term Income Fund	1,561,844		1,568,494
<b>Total</b>	<b>17,301,761</b>	<b>-</b>	<b>14,829,652</b>

The below table shows matured term deposits

Institution	Yield	Maturity Date	Principal Amount	Total Interest Amount
CBA	4.71%	6/09/2023	4,000,000	97,555
CBA	2.75%	13/09/2023	1,500,000	56,959
NAB	0.70%	27/09/2023	2,500,000	34,904
<b>Total</b>			<b>8,000,000</b>	<b>189,418</b>

The below table shows new term deposits

Institution	Yield	Maturity Date	Principal Amount	Total Interest Amount
NAB	5.15%	12/06/2024	1,500,000	59,260
NAB	5.15%	13/11/2024	2,000,000	122,471
Westpac	4.88%	26/08/2026	4,000,000	580,252
<b>Total</b>			<b>7,500,000</b>	<b>761,984</b>

**At Call Fund and Managed Funds**

Institution	Yield	Principal Amount	Term to Maturity
NAB	4.25%	\$ 4,147,401	0
TCorp - Long Term Growth	3.00%	\$ 3,221,820	5
TCorp - Medium Term Growth	3.00%	\$ 5,891,937	5
Tcorp - Short Term Income	3.00%	\$ 1,568,494	5
<b>Total</b>		<b>\$ 14,829,652</b>	

**Current Term Deposits**

Institution	Yield	Term to Maturity	Principal Amount
AMP	4.70%	4	\$ 1,000,000
AMP	4.70%	53	\$ 1,500,000
AMP	4.90%	172	\$ 2,500,000
Australian Military Bank	5.10%	298	\$ 1,000,000
Australian Unity	3.50%	81	\$ 2,000,000
Australian Unity	4.35%	60	\$ 2,000,000
Australian Unity	4.10%	151	\$ 1,500,000
Australian Unity	4.30%	123	\$ 2,000,000
Australian Unity	4.50%	193	\$ 2,000,000
Australian Unity	5.60%	312	\$ 1,000,000
Bank Of Queensland	3.92%	179	\$ 1,000,000
Bank Of Queensland	4.25%	53	\$ 1,000,000
Bank Of Queensland	4.55%	179	\$ 1,500,000
Bank Of Queensland	5.52%	326	\$ 1,500,000
Bank Of Queensland	5.62%	340	\$ 1,500,000
Bank Of Queensland	5.62%	354	\$ 2,000,000
Bank Of Queensland	5.28%	403	\$ 2,500,000
Bendigo & Adelaide Bank	5.30%	319	\$ 2,000,000
CBA	0.72%	249	\$ 2,000,000
CBA	0.77%	347	\$ 1,000,000
CBA	0.85%	389	\$ 2,500,000
CBA	3.05%	207	\$ 2,000,000
CBA	4.15%	270	\$ 2,000,000
CBA	4.20%	39	\$ 1,500,000
CBA	4.47%	74	\$ 2,000,000
CBA	4.52%	242	\$ 1,000,000
CBA	4.55%	67	\$ 2,000,000
CBA	4.63%	263	\$ 4,000,000
CBA	4.76%	109	\$ 1,500,000
CBA	2.63%	11	\$ 1,500,000
CBA	5.05%	158	\$ 3,500,000
CBA	5.36%	382	\$ 2,400,000
ING	4.62%	277	\$ 1,500,000
ING	5.10%	529	\$ 3,500,000
ING	4.57%	375	\$ 2,500,000
ING	4.90%	242	\$ 4,000,000
ING	5.05%	291	\$ 2,000,000
ING	5.52%	102	\$ 4,000,000
ING	5.65%	284	\$ 3,000,000

Institution	Yield	Principal Amount	Term to Maturity
ING	5.40%	1005	\$ 3,000,000
Macquarie	4.50%	102	\$ 1,000,000
Macquarie	4.50%	102	\$ 500,000
MyState Bank	4.90%	228	\$ 2,000,000
NAB	0.80%	333	\$ 1,500,000
NAB	4.49%	445	\$ 2,500,000
NAB	4.45%	361	\$ 2,000,000
NAB	0.64%	25	\$ 3,000,000
NAB	5.30%	305	\$ 2,000,000
NAB	5.22%	368	\$ 1,800,000
NAB	5.15%	214	\$ 1,000,000
NAB	5.22%	396	\$ 2,500,000
NAB	5.15%	256	\$ 1,500,000
NAB	5.15%	410	\$ 2,000,000
Westpac	1.06%	137	\$ 2,000,000
Westpac	2.28%	165	\$ 1,500,000
Westpac	3.70%	305	\$ 2,000,000
Westpac	4.22%	67	\$ 1,000,000
Westpac	4.35%	291	\$ 1,500,000
Westpac	4.30%	109	\$ 1,000,000
Westpac	4.67%	81	\$ 1,000,000
Westpac	4.78%	235	\$ 2,500,000
Westpac	4.89%	487	\$ 2,500,000
Westpac	4.46%	221	\$ 1,500,000
Westpac	4.55%	81	\$ 1,000,000
Westpac	4.40%	151	\$ 1,500,000
Westpac	5.05%	319	\$ 1,000,000
Westpac	4.88%	1061	\$ 4,000,000
<b>Total</b>			<b>\$ 129,200,000</b>

## 9.2 Monthly Budget Review - September 2023

REPORT BY THE FINANCIAL PLANNING CO-ORDINATOR  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, FIN300315

### RECOMMENDATION

#### That Council:

1. receive the report by the Financial Planning Co-Ordinator on the Monthly Budget Review - September 2023; and
2. amend the 2023/24 budget in accordance with the variations as listed in the Monthly Budget Review attachment to this report.

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### Executive summary

This report provides Council with information on the progress of the 2023/24 Capital Works Program at 30 September 2023.

### Disclosure of Interest

Nil

### Detailed report

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

### Community Plan implications

<b>Theme</b>	<b>Good Government</b>
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 2021, 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

The budget variations proposed will impact the below financial ratios.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2023/24	✘	-	-
Future Years	-	-	✔

### Associated Risks

Not Applicable

MYOORAN VINAYAGAMOORTHY  
FINANCIAL PLANNING CO-ORDINATOR

LEONIE VAN OOSTERUM  
DIRECTOR CORPORATE SERVICES

5 October 2023

*Attachments:* 1. Monthly Budget Review - September 2023.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



# MONTHLY BUDGET REVIEW – 30 SEPTEMBER 2023

ATTACHMENT 1 – CAPITAL  
PROGRAM UPDATE

18 OCTOBER 2023

MID-WESTERN REGIONAL COUNCIL  
FINANCE



FINANCE | MONTHLY BUDGET REVIEW – 30 SEPTEMBER 2023

THIS DOCUMENT HAS BEEN PREPARED BY NEIL BUNGATE, CHIEF FINANCIAL OFFICER FOR MID-WESTERN REGIONAL COUNCIL.

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

DATE OF PUBLICATION: 18 OCTOBER 2023



FINANCE | MONTHLY BUDGET REVIEW – 30 SEPTEMBER 2023

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## 1. Budget Variation

### 2023/24 BUDGET VARIATION

Fund	Project Name	Variation Description	Expense Change	Revenue Change	Funding Source 1	Financial Year
General	Airport Hanger Project	Additional budget required, mainly to cover concreting, groundworks and electrical	73,095.78		Unrestricted Cash	23/24
Waste	Kandos WTS Office Replacement	Additional budget required for demolition of old building	10,000.00		Waste Reserve	23/24
General	Biological Testing	Health monitoring required annually	14,000.00		Unrestricted Cash	23/24
General	Dust & Disease (Lung Screening)	Health monitoring required every three years	12,300.00		Unrestricted Cash	23/24
General	Mudgee Pound Facility - Cameras	Additional internal surveillance for security	3,000.00		Unrestricted Cash	23/24
General	Gulgong Administration Building	Staff and public toilets essential remediation works	10,000.00		Unrestricted Cash	23/24
General	Cudgegong Waters Park - New Entrance Sign	replacement sign	3,200.00		Unrestricted Cash	23/24
General	Revenue Collection	Legal advice for collection of water usage charges	4,000.00		Unrestricted Cash	23/24
General	Reduction in Workers Compensation Premium	Reduction in budget allocation	- 238,154.00		Unrestricted Cash	23/24
General	Mudgee SES Facility - outdated security alarm system	Replacing outdated security alarm system	10,000.00	10,000.00	Unit Building Grant	23/24
General	Purchasing Traffic Counters	replacement of ten unsupported traffic counters	46,680.00		Unrestricted Cash	23/24

FINANCE | MONTHLY BUDGET REVIEW – 30 SEPTEMBER 2023

Fund	Project Name	Variation Description	Expense Change	Revenue Change	Funding Source 1	Financial Year
General	Plant Operations	Additional fleet and workshop resources	160,000.00		Unrestricted cash	23/24
General	Saleyards Lane development	Carry forward unspent budget from 22.23	393,140.45		Land Development Reserve/Grant	23/24
General	Implementation of Speed Zone Signage - Black Springs Road	Grant funding	7,198.72	7,198.72	TfNSW Grant	23/24
General	Implementation of Speed Zone Signage - Bylong Valley Way, Ilford to Kandos	Grant funding	41,275.91	41,275.91	TfNSW Grant	23/24
General	Implementation of Speed Zone Signage - Saleyards Land, Mudgee	Grant funding	2,934.00	2,934.00	TfNSW Grant	23/24
General	Wollar Road Segment 1220 & 1225	Reallocate from Hill End Rd as segments part of rehab project	151,651.00		TfNSW Grant	23/24
General	RFS Hazard Reduction	RFS Hazard Reduction Grant Funding	225,000.00	225,000.00	Grant Funding	23/24
General	Consultants - Procurement	Additional budget for bespoke contracts	50,000.00		Unrestricted Cash	23/24
General	SEAL EXTENSION - COXS CREEK RD	The original budget for this project was estimated in December 2020, since this time costs have increased significantly. Additional fill works not originally budgeted for were required along the Coxs Creek adjacent to Coxs Ck Rd to protect the sealed asset from future flood damage.	400,000.00	148,700.00	Grant funding/Seal Extension Reserve	23/24

FINANCE | MONTHLY BUDGET REVIEW – 30 SEPTEMBER 2023

Fund	Project Name	Variation Description	Expense Change	Revenue Change	Funding Source 1	Financial Year
General	SEAL EXTENSION - BOTOBOLAR RD	The original budget for this project was estimated in December 2020, since this time costs have increased significantly. Additional works not originally budgeted for are required along Stony Creek adjacent to Botobolar Rd to ensure both environmental compliance and road stability.	350,000.00		Grant funding/Seal Extension Reserve	23/24
General	SEAL EXTENSION - QUEENS PINCH RD	The original budget for this project was estimated in December 2020, since this time costs have increased significantly. Additional 2 x causeway reconstruction works have been added to the scope to provide 2 way and flood free access along Queens Pinch Rd, this work was not originally budgeted.	366,541.47	26,376.93	Grant funding/Seal Extension Reserve	23/24

FUTURE YEAR BUDGET VARIATIONS

Fund	Project Name	Variation Description	Expense Change	Revenue Change	Funding Source 1	Financial Year
General	Plant Operations	Additional fleet and workshop resources 25.26	290,000.00		Unrestricted Cash	25/26

FINANCE | MONTHLY BUDGET REVIEW – 30 SEPTEMBER 2023

Fund	Project Name	Variation Description	Expense Change	Revenue Change	Funding Source 1	Financial Year
General	Plant Operations	Additional fleet and workshop resources 24.25	290,000.00		Unrestricted Cash	24/25
General	Plant Operations	Additional fleet and workshop resources 26.27	290,000.00		Unrestricted Cash	26/27

## 2. Capital Works Program

SUMMARY OF CAPITAL WORKS PROGRAM

**\$ 7.6 M**

Actual YTD

**229**

Capital Projects

**\$88.7 M**

Budget

**\$31.4 M**

Commitments

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\$'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 - LUE STATION (CAPITAL)	52	0	52	24	46%	14	Construction
RURAL FIRE SERVICE - CLANDULLA STATION EXTENSION (CAPITAL)	290	0	290	11	4%	8	Initial works
RURAL FIRE SERVICE - MUDGEE AIRBASE SHED (CAPITAL)	27	0	27	6	24%	32	Final works
MUDGEE POUND UPGRADE - RENOVATION & EXTENSION	0	3	3	0	0%	0	Consultation
FAMILY DAY CARE - EXTERNAL WORKS	60	0	60	0	0%	0	Procurement
COMM. TRANSPORT - VEHICLE PURCHASE	65	0	65	0	0%	0	Project Scope
COUNTRY UNIVERSITY CENTER CAPITAL	1,430	0	1,430	256	18%	598	Construction
CEMETERY CAPITAL PROGRAM	17	0	17	0	0%	4	Initial works
CEMETERY EXPANSION - MUDGEE & GULGONG	40	0	40	0	0%	0	Procurement
CEMETERY SIGNAGE UPGRADE	10	0	10	0	0%	0	Design
PUBLIC TOILETS - CAPITAL UPGRADES - BUDGET ONLY	100	0	100	0	0%	0	Project Scope
PUBLIC TOILETS - ILFORD REST STOP	23	0	23	0	0%	0	Complete
LIBRARY BOOKS	96	0	96	40	42%	0	Construction
MUDGEE LIBRARY AIR CONDITIONING	5	0	5	4	88%	0	Complete
GULGONG NATURAL HISTORY MUSEUM	500	0	500	8	2%	11	Design
HARGRAVES COURT HOUSE BUILDING - EXTERNAL WORKS	44	0	44	0	0%	0	Project Scope
COMMUNITY CENTRE - COURT STREET CAPITAL WORKS	4	0	4	0	0%	0	Project Scope
CAPITAL UPGRADE - KILDALLON	60	0	60	0	0%	0	Project Scope
COMMUNITY ELECTRICAL INVESTIGATION & UPGRADES	65	0	65	0	0%	0	Project Scope
PUBLIC HALLS - AUDIO UPGRADES	35	0	35	0	0%	0	Project Scope
TOWN HALL - EXTERNAL BRICKWORK	100	0	100	0	0%	0	Project Scope
KANDOS HALL & LIBRARY - EXTERNAL PAINTING & KITCHEN UPGRADE	68	0	68	0	0%	4	Project Scope
KANDOS HALL & LIBRARY - TOILETS	109	0	109	0	0%	0	Design

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\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
RYLSTONE SHOWGROUND - AMENITIES CHANGE ROOM UPGRADE (REQUIRE	45	0	45	0	0%	0	Project Scope
GULGONG MEN'S SHED - EXTERNAL WALL REPLACEMENT	13	0	13	0	0%	0	Project Scope
TOWN HALL THEATRE - DRESSING ROOM AMENITIES UPGRADE	40	0	40	0	0%	0	Project Scope
MUDGEES POOL HEATERS	80	0	80	0	0%	0	Procurement
MUDGEES POOL STORAGE SHED UPGRADE	26	0	26	0	0%	0	Procurement
LIGHTING UPGRADE - POOLS	50	0	50	0	0%	0	Design
GULGONG POOL HEATERS	105	0	105	0	0%	0	Procurement
GLEN WILLOW SPORTS GROUND UPGRADES	186	0	186	36	19%	16	Construction
MUDGEES SHOWGROUNDS - AMENITIES	25	0	25	0	0%	16	Construction
BILLY DUNN OVAL - UPGRADES	90	0	90	0	0%	59	Initial works
GULGONG TENNIS COURTS	218	0	218	0	0%	0	Procurement
GLEN WILLOW FIELD ONE REFURBISHMENT	550	0	550	0	0%	0	Procurement
CLANDULLA RECREATION PARK AMENITIES	120	0	120	3	3%	0	Design
VICTORIA PARK GULGONG- GRANDSTAND IMPROVEMENTS	20	0	20	0	0%	2	Initial works
GLEN WILLOW - NETWORK ACCESS FIBRE CONNECTIVITY	112	0	112	0	0%	101	Project Scope
GLEN WILLOW STORMWATER RETICULATION SYSTEM	4	0	4	0	0%	0	Complete
PUTTA BUCCA TRAINING CAMP FACILITY	9,725	0	9,725	639	7%	8,836	Construction
GLEN WILLOW - PUMP TRACK (REQUIRES GRANT)	700	0	700	0	0%	14	Consultation
VICTORIA PARK GULGONG - CANTEEN EQUIPMENT	10	0	10	0	0%	0	Consultation
GLEN WILLOW PARKING - LIGHTING AND SECURITY	76	0	76	0	0%	0	Procurement
VICTORIA PARK GULGONG - AMENITIES UPGRADE	485	0	485	13	3%	0	Procurement
GLEN WILLOW - NETBALL PRECINCT UPGRADE	143	0	143	0	0%	0	Construction
GLEN WILLOW - STADIUM LIGHTING UPGRADE	3,010	0	3,010	0	0%	2,270	Construction
BILLY DUNN GRANDSTAND - TOILETS AND EXTERNAL PAINTWORK	92	0	92	0	0%	0	Project Scope



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\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
GLEN WILLOW - STADIUM ELEVATOR REPLACEMENT	311	0	311	0	0%	0	Design
WARATAH PARK FIELD RENOVATION	90	0	90	0	0%	42	Construction
PROPERTY PURCHASE - 191 DENISON STREET	330	0	330	0	0%	0	Initial works
RYLSTONE SHOWGROUND CRICKET NET REPLACEMENT (REQUIRES GRANT)	42	0	42	0	0%	0	Procurement
MUDGEE SHOWGROUNDS - ROAD REHAB AND FENCING	58	0	58	16	28%	0	Initial works
VICTORIA PARK MUDGEE - SIGHT SCREENS & SEATING	80	0	80	0	0%	0	Procurement
VICTORIA PARK GULGONG - STORAGE SHED (REQUIRES GRANT)	30	0	30	0	0%	0	Consultation
VICTORIA PARK GULGONG - ROAD AND CAR PARK SEAL	85	0	85	0	0%	0	Complete
RYLSTONE SHOWGROUND ARENA - UPGRADE	787	0	787	0	0%	17	Procurement
RECREATIONAL PROPERTY MATTERS	20	0	20	0	0%	0	Consultation
ROBERTSON PARK - EQUIPMENT UPGRADE	159	0	159	0	0%	0	Design
KANDOS INCLUSIVE ADVENTURE PLAYSPACE	558	0	558	0	0%	0	Design
ELECTRIC BBQ - KANDOS & RYLSTONE PALYGROUND	10	0	10	8	82%	0	Initial works
HENRY LAWSON MEMORIAL RENEWAL	14	0	14	0	0%	0	Multi-year project - complete for this year
JACK TINDALE PARK RYLSTONE - ROAD UPGRADE	40	0	40	0	0%	0	Project Scope
SHADE SAIL - MUDGEE DOG PARK	15	0	15	13	89%	0	Complete
SCULPTURES ACROSS THE REGION	29	0	29	2	8%	0	Construction
RYLSTONE RIVER WALK - IMPROVEMENT (REQUIRES GRANT FOR 2024)	379	0	379	0	0%	0	Consultation
APEX PARK GULGONG - IRRIGATION RENEWAL	37	0	37	0	0%	0	Design
PLAYGROUND SHADING PROGRAM	53	0	53	0	0%	42	Construction
PARK BIN REPLACEMENT	80	0	80	0	0%	0	Consultation
PLAYGROUND RUBBER SOFTFALL PROGRAM	60	0	60	0	0%	0	Design
IRRIGATION RENEWAL PROGRAM	0	0	0	0	0%	0	Design
PLAYGROUND EQUIPMENT UPGRADE - LAWSON PARK MUDGEE	161	0	161	0	0%	0	Design

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\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
LAWSON PARK MUDGEES - IRRIGATION RENEWAL	45	0	45	0	0%	0	Design
BRIDGE AND STEPS REPLACEMENT - RYLSTONE COMMON	40	0	40	0	0%	39	Initial works
MUDGEES RIVERSIDE - WALKING TRACK IMPROVEMENTS	8	0	8	0	4%	0	Initial works
FLIRTATION HILL MUDGEES - MASTER PLAN WORKS	725	0	725	40	6%	340	Construction
PLAYGROUND - BROADVIEW ESTATE	120	0	120	0	0%	0	Consultation
STREET SCAPE IMPROVEMENTS	31	0	31	6	18%	0	Initial works
STREETSCAPE - STREET BINS	57	0	57	0	0%	0	Consultation
<b>Total</b>	<b>23,576</b>	<b>3</b>	<b>23,579</b>	<b>1,127</b>	<b>5%</b>	<b>12,465</b>	

### Protecting our Natural Environment

RURAL WASTE DEPOT UPGRADES	355	0	355	173	49%	0	Project Scope
MUDGEES WASTE DEPOT UPGRADES	38	0	38	9	23%	0	Project Scope
NEW TIP CELL CONSTRUCTION	6,403	0	6,403	449	7%	5,235	Construction
NEW RECYCLING BINS	4	0	4	4	100%	0	Complete
KANDOS WTS OFFICE REPLACEMENT	12	10	22	0	1%	15	Construction
DRAINAGE CAPITAL IMPROVEMENTS	262	0	262	0	0%	0	Budget only
CAUSEWAY IMPROVEMENTS	61	0	61	0	0%	0	Project Scope
STORMWATER DRAINAGE - BOMBIRA AVENUE	1,400	0	1,400	0	0%	0	Initial works
PUTTA BUCCA WETLANDS CAPITAL	35	0	35	8	24%	17	Initial works
PUTTA BUCCA WETLANDS INFRASTRUCTURE - CAPITAL	184	0	184	3	2%	169	Final works
WATER NEW CONNECTIONS	100	0	100	30	30%	0	Construction
WATER AUGMENTATION - MUDGEES HEADWORKS	2,534	0	2,534	594	23%	232	Construction
WATER DISTRIBUTION - MUDGEES	2,800	0	2,800	0	0%	0	Design
WATER RYLSTONE DAM WALL & EROSION PROTECTION (REQUIRES GRANT)	420	0	420	0	0%	10	Project Scope

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\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
WATER MAINS - CAPITAL BUDGET ONLY	1,657	(145)	1,512	0	0%	0	Budget only
WATER MAINS - MAYNE STREET	93	0	93	0	0%	82	Complete
WATER MAINS - BAYLY STREET	77	0	77	6	8%	2	Procurement
WATER MAINS - LITTLE BAYLY STREET	36	0	36	0	0%	2	Procurement
WATER MAINS - SYDNEY ROAD	90	0	90	0	0%	0	Project Scope
WATER MAINS - NRAR WATER METER PROJECT	0	193	193	0	0%	0	Consultation
WATER PUMP STATION - CAPITAL RENEWALS	101	0	101	1	1%	0	Project Scope
WATER PUMP STATION - GULGONG RIVER ACCESS	8	0	8	3	31%	0	Complete
WATER RESERVOIR - BUDGET ONLY	100	0	100	0	0%	0	Project Scope
WATER RESERVOIR - FLIRTATION HILL MUDGEE	105	0	105	0	0%	0	Project Scope
RAW WATER SYSTEMS RENEWALS	72	0	72	5	6%	0	Construction
WATER TREATMENT PLANT - RENEWALS	123	0	123	20	16%	99	Construction
SEWER NEW CONNECTIONS	50	0	50	0	0%	0	Construction
SEWER AUGMENTATION - RYLSTONE & KANDOS	265	0	265	1	0%	71	Design
MUDGEE SEWERAGE NETWORK & TREATMENT PLANT UPGRADE	550	0	550	0	0%	0	Project Scope
SEWER MAINS CAPITAL UPGRADES	2,194	0	2,194	74	3%	956	Construction
SEWER PUMP STATION - CAPITAL RENEWALS	1,177	0	1,177	0	0%	89	Initial works
SEWER TREATMENT WORKS - RENEWALS	94	0	94	10	10%	14	Design
SEWER TREATMENT WORKS - GULGONG STP SPILLWAY	30	0	30	0	0%	0	Project Scope
<b>Total</b>	<b>21,431</b>	<b>58</b>	<b>21,489</b>	<b>1,389</b>	<b>6%</b>	<b>6,995</b>	

### Building a Strong Local Economy

CUDGONG WATERS CARAVAN PARK - KIOSK & OFFICE	68	0	68	54	80%	2	Construction
RYLSTONE CARAVAN PARK - CAPITAL	3	0	3	1	37%	1	Complete
CUDGONG WATERS PARK CAMP KITCHEN (REQUIRES GRANT)	60	0	60	0	0%	0	Deferred/Cancelled

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MUDGEE VALLEY PARK EXPANSION	2,401	0	2,401	112	5%	18	Consultation
CUDGEGONG WATERS - PUBLIC TOILETS (REQUIRES GRANT)	371	0	371	0	0%	0	Deferred/Cancelled
MUDGEE VALLEY PARK EXPANSION ROADS	65	0	65	33	51%	0	Complete
CARAVAN PARK - CUDGEGONG WATERS CAPITAL	25	0	25	0	0%	0	Final works
MUDGEE VALLEY PARK - CARETAKER HOUSE RENOVATION	50	0	50	0	0%	0	Deferred/Cancelled
MUDGEE VALLEY PARK - SHADE OVER POOL	22	0	22	0	0%	0	Procurement
RYLSTONE CARAVAN PARK STAGE 2	1,040	0	1,040	83	8%	72	Procurement
CARAVAN PARK - RIVERSIDE - CAPITAL	118	0	118	0	0%	5	Initial works
CHRISTMAS DECORATIONS	200	0	200	0	0%	61	Procurement
EVENTS STORAGE COMPOUND	60	0	60	0	0%	0	Procurement
SIGNAGE UPGRADE	244	0	244	8	3%	8	Initial works
ELECTRIC VEHICLE CHARGING STATION - CAPITAL	4	0	4	0	0%	0	Complete
SALEYARDS - POST AND RAIL REPLACEMENT	11	0	11	0	0%	0	Initial works
SALEYARDS - BATHROOM RENOVATIONS	30	0	30	0	0%	0	Procurement
SALEYARDS - WEIGH SCALE DOOR REPLACEMENT	20	0	20	0	0%	9	Procurement
SALEYARDS - REPLACEMENT SCANNER	20	0	20	15	73%	0	Complete
PROPERTY - EX SALEYARDS STAGE II	1,500	393	1,893	249	13%	181	Construction
PROPERTY - BURRUNDULLA AVE CONCEPT PLAN	388	0	388	45	12%	46	Construction
<b>Total</b>	<b>6,699</b>	<b>393</b>	<b>7,092</b>	<b>599</b>	<b>8%</b>	<b>401</b>	

### Connecting our Region

URBAN RESEALS - BUDGET ONLY	(0)	0	(0)	0	-16841%	0	Budget only
URBAN RESEALS - BELMORE ST GULGONG	52	0	52	0	0%	0	Design
URBAN RESEALS - COX ST SEG 80 & 90	12	0	12	0	0%	0	Design
URBAN RESEALS - GLADSTONE ST SEG 140 - 160	36	0	36	0	0%	0	Design

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URBAN RESEALS - MCGREGOR PLACE	10	0	10	0	0%	0	Design
URBAN RESEALS - WENONAH STREET	16	0	16	15	91%	0	Initial works
URBAN RESEAL - RODGERS STREET	41	0	41	0	0%	0	Design
URBAN RESEAL - DONOGHUE STREET	18	0	18	0	0%	0	Design
URBAN RESEAL - ADAMS STREET	15	0	15	0	0%	0	Design
URBAN RESEAL - DAVIES ROAD	44	0	44	0	0%	0	Design
URBAN RESEAL - BLACK LEAD LANE	43	0	43	0	0%	0	Design
URBAN RESEAL - ALBENS LANE	10	0	10	0	0%	0	Design
URBAN RESEAL - GREVILLEA STREET	17	0	17	0	0%	0	Design
URBAN RESEAL - CAINBIL STREET	18	0	18	15	81%	0	Initial works
URBAN RESEAL - BOWMAN STREET	18	0	18	17	92%	0	Complete
URBAN RESEAL - BUMBERRA PLACE	11	0	11	0	0%	0	Design
URBAN RESEAL - NOYES ST SEG 30 - 70	23	0	23	0	0%	0	Design
URBAN RESEAL - MORTIMER STREET	55	0	55	0	0%	0	Design
URBAN RESEAL - SWORDS COURT	11	0	11	0	0%	0	Design
URBAN RESEAL - VERA COURT	12	0	12	0	0%	0	Design
URBAN RESEAL - WHITE CIRCLE	55	0	55	0	0%	0	Design
URBAN RESEAL - WINBOURNE STREET	23	0	23	0	0%	0	Design
URBAN RESEAL - WINTER STREET	21	0	21	0	0%	0	Design
URBAN RESEAL - CARWELL STREET RYLSTONE	23	0	23	1	3%	0	Initial works
URBAN RESEAL - COOMBER STREET RYLSTONE	24	0	24	0	2%	0	Initial works
URBAN RESEALS - GEORGE ST SEG 10-30	16	0	16	0	0%	0	Design
URBAN RESEAL - PIPER STREET RYLSTONE	14	0	14	0	0%	0	Initial works
URBAN RESEALS - JACQUES STREET KANDOS	21	0	21	0	0%	10	Initial works
URBAN RESEAL - MORTIMER STREET MUDGEES	36	0	36	0	0%	36	Initial works
URBAN RESEALS - SALEYARDS LN GULGONG	11	0	11	0	0%	12	Construction
URBAN ROAD REHABS - BUDGET ONLY	(0)	0	(0)	0	0%	0	Budget only
URBAN ROADS KERB & GUTTER CAPITAL	117	0	117	30	26%	23	Initial works

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URBAN REHAB - ROBERTSON ST SEG 90	550	0	550	1	0%	0	Initial works
URBAN HEAVY PATCHING	26	0	26	2	8%	0	Initial works
URBAN RESEALS - MCLACHLAN STREET - KANDOS	12	0	12	0	0%	10	Construction
RESHEETING - URBAN ROADS	12	0	12	0	0%	0	Initial works
URBAN UPGRADE - DABEE STREET RYLSTONE (REQUIRES GRANT)	420	0	420	0	0%	0	Consultation
KERB AND GUTTER REPLACEMENT KANDOS & RYLSTONE	20	0	20	12	59%	0	Construction
URBAN ROADS LAND MATTERS CAPITAL	25	0	25	0	0%	0	Consultation
RURAL SEALED ROADS RESEALS BUDGET ONLY	15	0	15	0	0%	0	Budget only
RURAL RESEAL - HENRY LAWSON DRIVE	523	0	523	0	0%	0	Initial works
RURAL RESEAL - TINJA LANE	12	0	12	0	0%	0	Design
RURAL RESEAL - BARNEYS REEF ROAD	235	0	235	0	0%	0	Design
RURAL RESEAL - BLUE SPRINGS ROAD	99	0	99	0	0%	0	Initial works
RURAL RESEAL - SPRINGFIELD LANE	16	0	16	0	0%	0	Design
RURAL RESEAL - MEBUL ROAD	85	0	85	0	0%	0	Design
RURAL RESEAL - LUE RD	129	0	129	0	0%	0	Initial works
RURAL RESEAL - GLEN ALICE RD	62	0	62	0	0%	0	Design
RURAL RESEAL - YARRAWONGA RD	162	0	162	0	0%	15	Initial works
RURAL RESEAL - WINDEYER RD GRATTAI	102	0	102	0	0%	78	Initial works
RURAL RESEAL - CUDGEGONG RD	324	0	324	0	0%	0	Design
RURAL RESEAL - PYRAMUL RD	101	0	101	0	0%	0	Design
RURAL RESEALS - DABEE ROAD KANDOS	114	0	114	0	0%	0	Design
RURAL SEALED ROAD REHAB & WIDENING - BUDGET ONLY	413	0	413	0	0%	0	Budget only
RURAL REHAB - LUE ROAD MOUNTKNOW	495	0	495	2	0%	10	Initial works
RURAL REHAB - CUDGEGONG RD CARWELL	520	0	520	1	0%	7	Initial works
HEAVY PATCHING	52	0	52	8	15%	1	Initial works
RURAL RESEAL - BUDGEES BUDGEES	35	0	35	0	0%	0	Design
RURAL RESEALS - KALUDABAH ROAD CULLENBO	34	0	34	0	0%	24	Initial works

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RURAL RESEALS - PYANGLE ROAD LUE	7	0	7	0	0%	7	Initial works
RURAL RESEALS - WHITE CEDARS ROAD TOTNESVA	26	0	26	0	0%	0	Design
BLUE SPRING ROAD UPGRADE - ACEA STUBBO SOLAR	220	0	220	235	107%	13	Complete - awaiting invoices
RURAL ROADS - FLOODED ROADS SMART WARNING SYSTEM	55	0	55	0	0%	0	Consultation
RURAL SEALED ROAD LAND MATTERS	64	0	64	3	4%	0	Initial works
RURAL SEALED REGIONAL ROAD CAPITAL - BUDGET ONLY	199	0	199	0	0%	0	Budget only
REG RDS RESEALS - BYLONG VALLEY WAY MR215	283	0	283	0	0%	0	Design
REG RDS RESEALS - ILFORD ROAD MR215	65	0	65	0	0%	0	Design
REG RDS RESEALS - HILL END ROAD MR216	152	(152)	0	0	0%	0	Design
REG RDS RESEALS - WOLLAR ROAD MR 208	0	152	152	0	0%	0	Consultation
RURAL SEALED REGIONAL ROAD REPAIR PROGRAM	900	0	900	4	0%	12	Design
HILL END ROAD SAFETY IMPROVEMENTS	1,024	0	1,024	219	21%	46	Construction
BVW UPGRADE RNSW 2080	40	0	40	5	13%	0	Initial works
RURAL SEALED REGIONAL ROAD LAND MATTERS CAPITAL	11	0	11	0	0%	0	Consultation
ZIMMER LANE (NOW MAINTAINED)	22	0	22	20	93%	0	Complete
BADGERS LANE (NOW MAINTAINED)	72	0	72	1	1%	3	Initial works
SEAL EXTENSION - QUEENS PINCH RD	539	367	905	22	2%	27	Construction
SEAL EXTENSION - COXS CREEK RD	154	400	554	274	49%	8	Construction
SEAL EXTENSION - BOTOBOLAR RD	1,235	350	1,585	614	39%	155	Construction
SEAL EXTENSION - CORICUDGY ROAD	1,056	0	1,056	323	31%	288	Construction
SEAL EXTENSION - CORICUDGY ROAD STAGE 2	1,891	0	1,891	145	8%	341	Construction
RESHEETING	2,161	0	2,161	788	36%	199	Construction
UNSEALED ROADS LAND MATTERS CAPITAL	57	0	57	1	1%	0	Initial works
BRIDGE TO PUTTA BUCCA ROAD	369	0	369	137	37%	139	Construction
REGIONAL ROAD BRIDGE CAPITAL	62	0	62	0	0%	0	Project Scope
ULAN ROAD - REHABS, WIDENING AND CONFORMING RESEALS - BUDGET	247	0	247	2	1%	86	Budget only

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ULAN ROAD - COPE RD TO ULAN WOLLAR RD REHAB	278	0	278	6	2%	154	Initial works
ULAN ROAD - BLACKSPRINGS ROAD TO BUCKAROO LANE REHAB	52	0	52	23	43%	0	Complete - awaiting invoices
FOOTPATH REPLACEMENT	142	0	142	1	1%	0	Initial works
PEDESTRIAN ACCESS AND MOBILITY PLAN WORKS	243	0	243	43	18%	7	Design
RYLSTONE RIVER - WALKING AREA EXTENSION	125	0	125	0	0%	0	Project Scope
AIRPORT HANGER AND STUDIO	216	73	289	99	34%	129	Construction
AIRPORT - DRAINAGE PLAN DEVELOPMENT	50	0	50	0	0%	0	Consultation
<b>Total</b>	<b>17,432</b>	<b>1,190</b>	<b>18,622</b>	<b>3,067</b>	<b>16%</b>	<b>1,839</b>	

### Good Government

RYLSTONE ADMINISTRATION - BUILDING PAINTING	20	0	20	9	46%	0	Initial works
OLD POLICE STATION CAPITAL	50	0	50	0	0%	20	Initial works
BUILDINGS MASTER KEY SYSTEM	50	0	50	0	0%	0	Consultation
MUDGEES ADMIN BUILDING EXTENSION	471	0	471	15	3%	320	Construction
MUDGEES ADMIN BUILDING - PAINTING AND REPAIRS	27	0	27	0	0%	0	Construction
RECREATION BUILDING - RENOVATION	100	0	100	0	0%	15	Procurement
CARMEL CROAN BUILDING - ROOF RESTORATION	25	0	25	0	0%	0	Procurement
IT SPECIAL PROJECTS	54	0	54	0	0%	0	Project Scope
IT - NETWORK UPGRADES	72	0	72	16	22%	0	Construction
IT CORPORATE SOFTWARE	101	0	101	24	23%	4	Construction
IT - PAPER CUT SECURE PRINTING	25	0	25	0	0%	0	Project Scope
PLANT PURCHASES	8,126	0	8,126	1,125	14%	2,581	Budget only
PLANT PURCHASES - NEW	455	0	455	0	0%	19	Complete
RYLSTONE DEPOT - CAPITAL UPGRADE	65	0	65	1	2%	0	Consultation
SOLAR FARM INITIATIVE	105	0	105	46	44%	12	Construction
GULGONG DEPOT - CAPITAL UPGRADE	65	0	65	10	15%	0	Initial works



FINANCE | MONTHLY BUDGET REVIEW – 30 SEPTEMBER 2023

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
SOLAR FARM INITIATIVE - STAGE 3	8,116	0	8,116	178	2%	6,800	Construction
<b>Total</b>	<b>17,926</b>	<b>0</b>	<b>17,926</b>	<b>1,423</b>	<b>8%</b>	<b>9,771</b>	
 Total Capital Works Program	 <b>87,065</b>	 <b>1,644</b>	 <b>88,708</b>	 <b>7,605</b>	 <b>9%</b>	 <b>31,472</b>	

## 9.3 Grants Commission Financial Assistance Grant 2023-24

REPORT BY THE FINANCIAL PLANNING CO-ORDINATOR  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, GRA600041

### RECOMMENDATION

#### That Council:

1. **receive the report by the Financial Planning Co-Ordinator on the Grants Commission Financial Assistance Grant 2023-24;**
2. **note the correspondence received from the Local Government Grants Commission attached to this report;**
3. **amend the 2023/24 Budget to recognise a transfer from other internal restrictions due to the advance payment of part of the 2023/24 financial assistance grant being a general purpose component of \$5,227,865 and local roads component of \$3,085,479 and offset with an equal amount of reduction in grant income;**
4. **amend the 2023/24 Budget to increase grant income for the general purpose component by \$673,734 and the roads component by \$328,303; and**
5. **amend the 2023/24 Budget to increase the Rural Sealed Extension program budget expenditure by the increased roads component grant amount of \$328,303, with the balance of funds to increase General Fund unrestricted cash by \$673,734.**

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### Executive summary

Council has received the attached letter from the Local Government Grants Commission regarding financial assistance grants (FAGs). The letter advises that Mid-Western Regional Council's 2023/24 financial assistance grant estimated entitlement is an increase of 5.4% compared to the 2022/23 final entitlement. Based on this advice it is recommended to amend Council's 2023/24 budget to recognise the carry forward of the advance payment made in 2022/23 financial year to 2023/24 and to recognise the higher than budgeted grant income for the 2023/24 allocation. This is a net increase of grant funding by \$1,002,037.

### Disclosure of Interest

Nil

### Detailed report

The Council's 2023/24 financial assistance grant estimated entitlement compared to 2022/23 final entitlement is as follows:

**Council’s Financial Assistance Grants Entitlement:**

Year	General Purpose	Local Roads	Total
2022/23 Payments	\$4,790,305	\$2,797,848	\$7,588,153
2022/23 CPI/Population Adjustment	\$243,692	\$133,439	\$377,131
<b>2022/23 final</b>	<b>\$5,033,997</b>	<b>\$2,931,287</b>	<b>\$7,965,284</b>
<b>2023/24 estimate</b>	<b>\$5,319,549</b>	<b>\$3,077,246</b>	<b>\$8,396,795</b>

**Council’s 2022/23 Financial Assistance Grants Payments Due:**

Year	General Purpose	Local Roads	Total
2023/24 estimate	\$5,319,549	\$3,077,246	\$8,396,795
2022/23 CPI/Population Adjustment	\$243,692	\$133,439	\$377,131
<b>2023/24 entitlement</b>	<b>\$5,563,241</b>	<b>\$3,210,685</b>	<b>\$8,773,926</b>
2023/24 Advance Payment (Paid in June 2023)	\$5,227,865	\$3,085,479	\$8,313,344
2023/24 Anticipated Payments	\$335,376	\$125,208	\$460,584
<b>Total Payments</b>	<b>\$5,563,241</b>	<b>\$3,210,687</b>	<b>\$8,773,928</b>

Council’s current FAGs entitlement includes \$5,563,241 for the General Purpose component and \$3,210,685 for the Local Roads component, a total of \$8,773,926 after CPI/Population adjustment for the prior year.

Councils received approximately 94.75 percent of their estimated 2023/24 FAGs on 23 June 2023. Mid-Western Regional Council received a total of \$8,313,344 in advance and have accounted for this as internally restricted funds as at 30 June 2023.

**Proposed Budget Variation:**

Budget	General Purpose	Local Roads	Total
2023/24 entitlement	<b>\$5,563,241</b>	<b>\$3,210,685</b>	<b>\$8,773,926</b>
2023/24 Current Budget	\$4,889,507	\$2,882,382	\$7,771,889
<b>2023/24 Proposed Budget Variation</b>	<b>\$673,734</b>	<b>\$328,303</b>	<b>\$1,002,037</b>

Council’s current budget includes \$4,889,507 for the General Purpose component and \$2,882,382 for the Local Roads component, a total of \$7,771,889. Therefore, the budget adjustments required are to increase the General Purpose component by \$673,734 and Local Roads component by \$328,303 a total of \$1,002,037.

The letter also importantly highlights that:

***SPECIAL SUBMISSIONS RELATING TO 2023-24 GRANTS***

*As usual, special submissions from councils will be considered by the Commission.*

*The purpose of a submission is to give council the opportunity to present information on the financial impact of inherent expenditure disadvantages beyond its control that are not generally recognised in the current methodology.*

*This allows the Commission to adequately consider all legitimate factors that affect council's capacity to deliver services.*

It is not anticipated that a Special Submission is required at this time.

## Community Plan implications

<b>Theme</b>	<b>Good Government</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

Not Applicable

### Legislation

Not Applicable

## Financial implications

The total grant funding is not restricted therefore Council's budgeted unrestricted cash will increase by \$2,443,228.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2023/24	✓	✗	✓
Future Years	-	-	-

## Associated Risks

Not Applicable

MYOORAN VINAYAGAMOORTHY  
FINANCIAL PLANNING CO-ORDINATOR

LEONIE VAN OOSTERUM  
DIRECTOR CORPORATE SERVICES

22 September 2023

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.4 Community Grants Program - October 2023

REPORT BY THE FINANCIAL PLANNING CO-ORDINATOR  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, GRA600009

### RECOMMENDATION

#### That Council:

1. receive the report by the Acting Financial Planning Co-ordinator on the Community Grants Program - October 2023;
2. provide financial assistance to the following applications in accordance with the criteria and guidelines of the Community Grants Policy:

<b>Mudgee Historical Society Inc.</b>	<b>\$ 750</b>
<b>Lions Club of Mudgee Inc.</b>	<b>\$ 2,500</b>
<b>Kandos Rylstone Men's Shed Inc.</b>	<b>\$ 1,231</b>
<b>Mudgee Gulgong Wolves FC Inc.</b>	<b>\$ 500</b>

3. not provide financial assistance to the following applicants for the reason provided in the report:

<b>Mudgee Region Rail Inc.</b>	<b>\$ 10,000</b>
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### 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 2040 Community Plan.

All applications except for those under the Youth Representative Grants and the Mudgee Sports Advisory categories 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 (\$)
Mudgee Region Rail Inc.	Financial Benefit analysis for Mudgee Regional Tourism & Business Community	10,000	n/a	0
Mudgee Historical Society Inc.	Mudgee Historical Society's Easy Self-Guided Historic Walk Brochure	1,000	7	750
Lions Club of Mudgee Inc.	Mudgee Lions Community Twilight Market and Festival 2023	2,500	9	2,500
Kandos Rylstone Men's Shed Inc.	MWRC Rate Relief	1,231	8	1,231
Mudgee Gulgong Wolves FC Inc.	NSW Country Side for the National Youth Football Championships (Soccer)	2,432	n/a	500
<b>Total</b>				<b>4,981</b>

## 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.

### **Mudgee Region Rail Inc**

Mudgee Region Rail Inc requests \$10,000 to complete a financial benefit analysis for the Mudgee Regional Tourism & Business Community. This analysis will consider the benefits of reinstating the Rylstone to Gulgong rail line which will create substantial financial business opportunities, particularly for tourism and small business enterprises within the region. The analysis report will examine the benefits that the rail line reinstatement will have to tourism and small business, including benefits to sporting activities, the wine and cellar door tourism and many more.

Although, the application meets the requirements of a community grant, the work and outcomes of the study align with something that Councils Rail Committee would be advised to recommend for Council to complete directly. If Council is to cover the full costs of the consultants for this work, it is advised that it would be more appropriate for Council to complete, if they are of a mind to do so.

*Link to Community Plan: 1.3.1 Provide infrastructure and services to cater for the current and future needs of our community and 4.3.2 Support viable public transport options across the Region*

**COMMUNITY GRANT CATEGORY**

Community Grants Category - Specific Program/ Project: Cap \$10,000

**RECOMMENDATION:**

\$0

**Mudgee Historical Society Inc**

Mudgee Historical Society Inc requests \$1,000 for Mudgee Historical Society's Easy Self-Guided Historic Walk Brochure. Designing, printing and marketing a booklet for a self-guided short historic walk in the centre of Mudgee. The project aims to promote Mudgee's heritage and history to locals and visitors and features ten of Mudgee's important historic sites/buildings located within a walking distance of 500 metres in and around the intersection of Church and Market Street. This will benefit businesses in and around the subject area due to increased foot traffic and the Mudgee community as a whole as it will highlight Mudgee's heritage and historic appeal.

*Link to Community Plan: 1.2.1 Respect and enhance the historic character of our Region and heritage value of our towns and villages and 3.2.1 Promote the Region as a great place to live, work, invest and visit*

**COMMUNITY GRANT CATEGORY**

Community Grants Category - Specific Program/ Project: Cap \$10,000

**RECOMMENDATION:**

\$ 750

The Panel scored the application as 7 and there appear to be significant benefits linked with the objectives of Council's Community Plan so 75% of the requested amount was recommended.

**Lions Club of Mudgee Inc**

Lions Club of Mudgee Inc requests \$2,500 for Mudgee Lions Community Twilight Market and Festival 2023. Combined market and fun festival for the whole community with a festive, Christmas theme. Held each year since 2014, the principal focus is on fun and activities for the whole family while keeping costs low and involving as many community groups as possible. The event will bring significant community and social benefits based on its previous popularity. It will provide enjoyment to locals and an opportunity for community groups/causes to promote their programmes or raise funds.

*Link to Community Plan: 1.4.1 Support programs which strengthen the relationships between the range of community groups*

**COMMUNITY GRANT CATEGORY**

Community Grants Category - Community Events: Cap \$ 5,000

**RECOMMENDATION:**

\$ 2,500

The Panel scored the application as 9 and there appear to be significant benefits linked with the objectives of Council's Community Plan so 100% of the requested amount was recommended.

## **Kandos Rylstone Men's Shed Inc**

Kandos Rylstone Men's Shed Inc requests \$1,231 for MWRC Rate Relief. Rate relief to be used for day-to-day expenses incurred in the running of the shed. This will assist community work undertaken by the Men's Shed.

*Link to Community Plan: 1.4.1 Support programs which strengthen the relationships between the range of community groups and 1.1.3 Support networks, program and facilities which promote health and wellbeing and encourage healthy lifestyles*

### **COMMUNITY GRANT CATEGORY**

Community Grants Category - In-kind Grant: Cap \$ 5,000

### **RECOMMENDATION:**

\$ 1,231

The Panel scored the application as 8 and there appear to be significant benefits linked with the objectives of Council's Community Plan so 100% of the requested amount was recommended.

## **Mudgee Gulgong Wolves FC Inc**

Mudgee Gulgong Wolves FC Inc requests \$2,432 for NSW Country Side for the National Youth Football Championships (Soccer). Costs for the National Youth Championships in Glenwood include travel to and from accommodation each day, accommodation and meals, player uniform and playing registration fees (participation in the championships). This would support the progression of Archie Clulow, a player who has been part of the Talented Sports Program for the past three years and who has demonstrated an ongoing commitment to Western NSW Football.

*Link to Community Plan: Not applicable for Mudgee Sports Advisory Group applicants*

### **COMMUNITY GRANT CATEGORY**

Mudgee Sports Advisory Group: Cap \$ 500

### **RECOMMENDATION:**

\$ 500

## Community Plan implications

<b>Theme</b>	<b>Good Government</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. Based on the scoring system above, and the recommendation of Council officers, an amount of \$4,981 in financial assistance is proposed. Should Council approve the recommendations in the report, an amount of \$84,436 remains in the budget.

### Associated Risks

Not Applicable

MYOORAN VINAYAGAMOORTHY  
FINANCIAL PLANNING CO-ORDINATOR

LEONIE VAN OOSTERUM  
DIRECTOR CORPORATE SERVICES

4 October 2023

*Attachments:* 1. Community Grants Attachment - October 2023. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.5 RFT 2023-20 - Supply of Quarry Products

REPORT BY THE PROCUREMENT OFFICER  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, COR400618

### RECOMMENDATION

#### That Council:

1. receive the report by the Procurement Officer on the RFT 2023-20 - Supply of Quarry Products;
2. accept the following tenderers for Tender RFT 2023-20 for the provision of Supply of Quarry Products in accordance with Clause 178 of the Local Government (General) Regulations 2005 – Part 7 Tendering, for the appointment to a Pre-Qualified Panel:
  - Hunter Blue Metal Pty Ltd;
  - Kandos Operations Pty Ltd;
  - Mudgee Dolomite & Lime;
  - Regional Quarries Australia Pty Ltd; and
  - Ulan Quarry.
3. accept the commencement date is 1<sup>st</sup> November 2023 and expiry is 31<sup>st</sup> October 2025;
4. provision be allowed for a two (2) year extension and that the extension will only be executed based on service provider performance which may take this contract to 31<sup>st</sup> October 2027;
5. delegate authority to Procurement Officer or their nominated Council representative to notify suppliers of their submission outcome;
6. delegate the authority to the Manager Procurement & Fleet to accept Boral Resources (Country) Pty Ltd for Tender RFT 2023-20 for the provision of Supply of Quarry Products in accordance with Clause 178 of the Local Government (General) Regulations 2005 – Part 7 Tendering, for the appointment to the Pre-Qualified Panel upon receipt of the executed Panel Deed; and
7. delegate the authority to the Manager Procurement & Fleet to accept additional suppliers seeking inclusion to the Tender 2023-20 for the provision of Supply of Quarry Products during the term of the contract.

---

### Executive summary

Tenders were requested for the establishment of a pre-qualified supplier list of suitable contractors to supply quarry products to Council for a term of 2 years.

This report requests to accept the submissions that are conforming by Council for the provision of Supply of Quarry Products.

## Disclosure of Interest

Nil

## Detailed report

### **RFT 2023/20 for the provision of Supply of Quarry Products**

Council requires a pre-qualified panel of suppliers capable of supplying quarry products and where requested delivery of quarry products..

An open tender process in accordance with Section 55 of the Local Government Act 1993 was carried out for the establishment of a prequalification panel.

This contract will run for a period of 2 years with a 2 year extension option which may be taken up based on satisfactory performance by the successful tenderers, potentially taking this contract to 31<sup>st</sup> October 2027.

Tendered prices will remain firm for the first 12 months of the Supply of Quarry Products Services Agreement period. At the request of the supplier, CPI can be applied to all existing prices on each anniversary of the Panel Deed.

### **Purpose**

As specified in both Procurement and Evaluation Plan and the Request for tender documentation, this tender is designed to create a prequalification panel, with the intention of creating opportunities for Council to seek constant value for money as well as a systematic, simple system for staff to ensure best practice procurement.

### **Advertised**

Open to Market	7 August 2023
Closed	5 September 2023
Total days	29 days in total

Then the above tender was advertised in:

- The Mudgee Guardian on Friday, 11 August 2023
- Council's e-Tendering portal –VendorPanel: Monday, 7 August 2023
- Information regarding this tender was published on Council's website

### **Tenders Received**

Six (6) Tender submissions were received.

All tenders were conforming, however, the tender from Boral Resources (Country) Pty Ltd was non-complaint due to the Panel Deed not being returned executed. Due to the size of the organisation Boral Resources (Country) Pty Ltd have advised that their Directors do not sign any contracts and/or deeds until such time as they are recommended or approved. As such, recommendation has been sought to include Boral Resources (Country) Pty Ltd to add the Pre-Qualified Panel, subject to receipt of the properly executed Panel Deed.

**Late Tenders**

There were no late tenders received.

**Process of Evaluation**

The process of evaluation, the methodology used and TEP members are in accordance to the information provided in the Procurement and Evaluation Plan.

**Tender Evaluation Panel Members**

<u>Panel Member</u>	<u>Name</u>	<u>Position Title</u>
Chairperson	Simone Goodwin	Procurement Officer
Panel Member 1	Phillip Moog	Engineering Works Coordinator
Panel Member 2	Andrew Kearins	Manager, Works
Panel Member 3	Peter Bartolacci	Water and Sewer – Project Engineer

**Probity**

The tender has been conducted in accordance with Clause 166(a) of the Local Government (General) Regulation 2005. Conflict of Interest Declarations were signed by all participating evaluation panel members both on advertising of the tender and prior to evaluation. The declarations are available to be viewed if required.

All tenderer insurance records and compliance information were checked against Tender requirements and potential non-conformities were noted in the Evaluation Matrix for the consideration of the panel.

The evaluation was conducted in accordance with the Local Government Tendering Guidelines and confidentiality and probity were maintained throughout the process.

**Methodology**

All tenders were assessed and scored against the evaluation criteria listed in the tender documentation and weightings in the evaluation plan to determine the successful applicants.

Community Plan implications

<b>Theme</b>	<b>Good Government</b>
Goal	Strong civic leadership
Strategy	Provide accountable and transparent decision-making for the community

Strategic implications

**Council Strategies**

Not Applicable

**Council Policies**

Sustainable Procurement & Contracts Policy

**Legislation**

Local Government Act 1993

Local Government (General) Regulation 2005 – Part 7 – Tendering

## Financial implications

Not Applicable

## Associated Risks

Not Applicable

SIMONE GOODWIN  
PROCUREMENT OFFICER

LEONIE VAN OOSTERUM  
DIRECTOR CORPORATE SERVICES

12 September 2023

*Attachments:* 1. Confidential Attachment - Evaluation and Pricing. (Confidential - separately attached)

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.6 Exemption from Tender - Procurement and Contract Management System

REPORT BY THE MANAGER PROCUREMENT AND FLEET  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, COR400678

### RECOMMENDATION

#### That Council:

1. receive the report by the Manager Procurement and Fleet on the Exemption from Tender - Supply of a Procurement & Contract Management System;
  2. approve an exemption from tender, in accordance with Section 55 (3) (i) of the Local Government Act 1993 for the supply of a procurement and contract management system and system support for a period of five (5) years; noting that due to extenuating circumstances, a satisfactory result would not be achieved by inviting tenders;
  3. note the reasons why a satisfactory outcome would not be achieved by inviting tenders are:
    - 3.1 Council has invested a significant amount of budget and resources constructing the Portt system over the last three years, therefore going to market would not be the best 'value for money' for the community as works to date would need to be repeated and the process recommenced; and
    - 3.2 The implementation has taken three years, this exemption permits Council to continue with the selected organisation directly;
  4. accept Single Cell Mobile Consulting Pty Ltd t/a Portt (Portt) as the approved supplier for the Procurement & Contract Management System being a software as a service arrangement for a term of three (3) years with two (2) x one (1) year extension options, therefore a potential five (5) year contract period;
  5. accept the value for first three years of this Contract to be \$159,588 excluding GST, and including an agreed indexation;
  6. delegate authority to the Manager Procurement & Fleet to endorse or decline any extension period, noting that should the two years be endorsed the value of these extension periods would equate to an additional \$124,448 excluding GST, and including an agreed indexation – a total contract value of \$284,036;
  7. delegate authority to the Manager Procurement & Fleet to vary the Contract to a cumulative value of 10% of the total contract value should additional modules be identified and within budget; and
  8. delegate authority to the General Manager or their delegate to amend budgets as required should the recommendation be endorsed.
-

## Executive summary

Council's procurement team was instructed to implement a contract management framework based on auditor recommendations. During the course of reviewing these recommendations and considering continuous improvement, the procurement frameworks was also introduced as part of the project.

Given Council's investment to date constructing the new end to end procurement & contract management system, it would not be appropriate to test the market and potentially engage an alternate supplier. It is however appropriate based on our investment to continue with Portt to provide the software as a service solution for Council's procurement & contract management needs for the next three to five years.

## Disclosure of Interest

Nil

## Detailed report

In 2020, Council commenced its journey into the investigation and implementation of an appropriate contract management system based on outcomes from external auditors, this outcome was an industry wide issue for Local Government.

On the back of the Auditor Generals' feedback, Local Government Procurement in partnership with ArcBlue & Portt presented a solution for Council to achieve their contract management improvements by providing a local government tailored system and fair pricing given in comparison to other suppliers.

Council made the decision to proceed with this offer and have since delivered the contract management system across the organisation, with the procurement module to be completed at the end of the year, rolling out to the organisation early 2024.

Our system construction is almost complete, we have recently been advised that the partnership with Local Government Procurement, ArcBlue and Portt will cease, hence our request for exemption to be able to continue with our chosen provider. Portt are the software owner and provide the support & services ongoing enabling Council to continue business as usual.

All pricing presented is inclusive of an agreed indexation over the three to five year period and we also have a rate card that has provided capped costs (for one year only) should we wish to expand our requirements, particularly around Consulting. As we have not had the system in function, we are not year aware of what our additional support requirements may be, if any.

## Community Plan implications

<b>Theme</b>	<b>Good Government</b>
Goal	An effective and efficient organisation
Strategy	Pursue efficiencies and ongoing business improvement

## Strategic implications

**Council Strategies**  
Not Applicable

**Council Policies**

Procurement Policy

**Legislation**

Local Government Act 1993

Financial implications

Increased budget required

Associated Risks

Without a system in place to support staff could lead to poor procurement and contract management practices which can lead to reputational damage, financial risk and possible litigation.

KRISTIE WARD  
MANAGER PROCUREMENT AND FLEET

LEONIE VAN OOSTERUM  
DIRECTOR CORPORATE SERVICES

27 September 2023

*Attachments:* 1. MWRC - Contract Proposal (Portt). (Confidential - separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



## 9.7 Naming of a bridge on Burrendong Dam Road over Meroo Creek, Yarrabin

REPORT BY THE REVENUE OFFICER  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, ROA100071

### RECOMMENDATION

#### That Council:

1. receive the report by the Revenue Officer on the naming of a bridge on Burrendong Dam Road, over Meroo Creek, Yarrabin;
2. formally approve the name of Flynn Bridge; and
3. advertise approved name and submit name to Government Gazette.

---

### Executive summary

Formal approval is requested to name a bridge on Burrendong Dam Road over Meroo Creek, in the locality of Yarrabin, Flynn Bridge.

### Disclosure of Interest

Nil

### Detailed report

Council received a request from a member of the public for the bridge over Meroo Creek on Burrendong Dam Road to be named. Council wrote to the neighbours of the bridge requesting their naming suggestions and public consultation was also invited in an advertisement in the 16<sup>th</sup> June 2023 Mudgee Guardian.

From submissions received, Council provisionally approved the name of Flynn Bridge at their 15<sup>th</sup> August 2023 meeting.

Flynn relates to 3 generations of the Flynn family who owned and resided at Merrendee Station located adjacent to the bridge to be named. The family was well known and very active in the area.

The new bridge name was advertised in the 1<sup>st</sup> September 2023 issue of the Mudgee Guardian and on Council's website with 9 additional submissions received. Of these, 8 submissions were in support of Flynn Bridge, and 1 was an objection with an alternate suggestion of Sarah Lowe Bridge. This name was evaluated via the Geographical Name Board, and an issue was found with road names with a similar sounding name of Lower Piambong Road and Lowes Peak Road, as well as Lowe Lane and Lowe Street in Gulgong.

Notices of the new bridge name 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 State Emergency Service and NSW Volunteer Rescue Association with no objections received.

Council has the authority to name bridges and the naming of this bridge will assist in identifying locations along Burrendong Dam Road when reporting incidents to the Emergency Services Call centre (000).

In accordance with Council's Road, Bridge & Place Naming Policy, should Council formally endorse the naming of this bridge, notice of the approved name will be:

1. Published in the Government Gazette, the Mudgee Guardian and on Council's website.
2. Concurrently, notice of the new name will be sent to Australia Post, the Registrar General, the Surveyor General, 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 – Transport for NSW.

## Community Plan implications

<b>Theme</b>	<b>Connecting Our Region</b>
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 and Place Naming Policy

### Legislation

Not Applicable

## Financial implications

The cost and installation of two name signs is currently within existing signage budgets.

## Associated Risks

Nil

SARAH PRINGLE  
REVENUE OFFICER

LEONIE VAN OOSTERUM  
DIRECTOR CORPORATE SERVICES

21 September 2023

- Attachments:*
1. Submission.
  2. Submission.
  3. Submission.
  4. Submission.
  5. Submission.
  6. Submission.
  7. Submission.
  8. Submission.
  9. Submission.
  10. Submission.
  11. Submission.
  12. Objection.
  13. Map.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

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**From:** Debbie Bradly  
**Sent:** Monday, 18 September 2023 4:30 PM  
**To:** Council  
**Subject:** Proposed Bridge Name - Burrendong Dam Road over Meroo Creek.  
**Attachments:** Flynn Bridge name proposal.docx

Mid Western Regional Council.  
PO Box 156,  
MUDGEES NSW 2850

Attention: General Manager  
12/9/2023

BRIDGE NAME PROPOSAL

I write in support of the proposal submitted by Michelle Flynn to name the bridge over Meroo Creek on the Burrendong Dam Road, Yarrabin, "Flynn Bridge" – reference Mudgee Guardian, September 2, 2023.

My grandfather Thomas Lowry Flynn, purchased the property Merrendee Station, located on the Meroo Creek and on Burrendong Dam Road and my father Neil Thomas Flynn, along with my mother Beverley Rosina and I lived and worked on the property from 1959 until 1979. During this time the Burrendong Dam was created and formed part of Merrendee Station. The Flynn family greatly improved the property and grazing lands during their ownership.

On a personal level, my mother and father were well liked members of the community, and I am proud to say that they were very involved with building the local community over this time by hosting local cricketing and picnic family days on the property, they were also members of the local tennis club. I have wonderful memories of families from neighbouring properties visiting and enjoying these days. Still to this day I visit Mudgee regularly and have been out to the old homestead on many occasions.

In summary, it would mean a great deal to me and my family and its heritage if the proposal to name the said bridge Flynn Bridge was sanctioned.

Thank you for your consideration.

Yours sincerely,

Deborah Bradly (nee Flynn).

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**From:** Peta Flynn  
**Sent:** Thursday, 14 September 2023 6:56 PM  
**To:** Council  
**Subject:** Submission to Support the Proposed Bridge name: Flynn Bridge

To whom it may concern,

I support the Mudgee council's proposal to formally name the bridge over Meroo creek on the Burrendong Dam road in the locality of Yarabin - Flynn Bridge.

As great granddaughter of Thomas and Rose Flynn the former owners of Merrendee Station at the time of resumption by the WC and IC, I feel it would be appropriate to name the bridge after the family.

I have many fond memories of spending school holidays at the station, in particular swimming and fishing for catfish on the Burrendong Dam.

Reference

The notice in the Mudgee Guardian "proposed bridge name" Sept 2, 2023

Kind Regards  
Peta Flynn

Lawrence Fraser

19 September 2023

Attention: Diane Saywers  
Manager Revenue and Property  
Mid-Western Regional Council  
PO Box 156 Mudgee NSW 2850

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

RE: SUPPORT FOR BRIDGE NAMING PROPOSAL - FLYNN BRIDGE

Dear Ms Sawyers,

I write to support the Mid-Western Regional Council meeting of 16 August 2023 whereby Council agreed its intent to name the bridge over Merro Creek on Burrendong Dam Road *Flynn Bridge*.

My support of Michelle Flynn's proposal of 14 July 2023 for the naming of the Bridge in honor of my wife, Nicole Fraser's family warrants progression.

My brother resided in Mudgee for some time. Frequently, visits always lead to my wife's family property Merrendee, where memories are abundant. It would be a great honor for the family to be remembered through this initiative.

Kind regards

Lawrence Fraser

Nicole Fraser

18 September 2023

Attention: Diane Saywers  
Manager Revenue and Property  
Mid-Western Regional Council  
PO Box 156 Mudgee NSW 2850

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

**RE: SUPPORT FOR BRIDGE NAMING PROPOSAL - FLYNN BRIDGE**

Dear Ms Saywers,

I write in full support of the Mid-Western Regional Council meeting of 16 August 2023 whereby, pursuant to Section 162 of the Roads Act, 1993: as amended, proposal to name the bridge over Merro Creek on Burrendong Dam Road *Flynn Bridge*.

My support continues from my sister, Michelle Flynn's proposal of 14 July 2023 for the naming of the Bridge in honor of my Great Grandparents, Thomas and Rose Flynn, Grandfather, Neil Flynn and Father Michael Flynn.

I have many childhood memories I hold dear to my heart, in particular panning for gold at this bridge. In recent years I have taken my own children to show them our history and when driving past the bridge, I had visions of my family rounding cattle at the cattle yards at the base of Merrendee. I have a strong connection to the land that we once nearly called home.

I have numerous photos including revisits over the years and welcome any feedback you may require.

Thank you for supporting the application in its preliminary stages and I look forward to hearing updates in relation its progression through the naming process.

Kind regards

Nicole Fraser

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**From:** Dianna Griffiths  
**Sent:** Friday, 15 September 2023 10:57 AM  
**To:** Council  
**Subject:** Bridge over Meroo Creek

TO WHOM IT MAY CONCERN

I would like to add my support to the proposed naming of the bridge over Meroo Creek on Burrendong Dam Road, Flynn's Bridge.

I think, given the Flynn's connection with the area it is most fitting for the bridge to be named after the Flynn family

Diana Griffiths  
Sent from my iPad



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**From:** Jessica Manclark  
**Sent:** Thursday, 14 September 2023 8:06 PM  
**To:** Council  
**Subject:** Submission to Support the Proposed Bridge name: Flynn Bridge

To whom it may concern,

I support the Mudgee council's proposal to formally name the bridge over Meroo creek on the Burrendong Dam road in the locality of Yarabin - Flynn Bridge.

Reference

The notice in the Mudgee Guardian "proposed bridge name" Sept 2, 2023

Kind regards,  
Jessica Manclark

**From:** [Michelle Flynn](#)  
**To:** [Council](#)  
**Subject:** Proposed Bridge name - Burrendong Dam Road over Meroo Creek  
**Date:** Friday, 14 July 2023 12:09:22 PM  
**Attachments:** [image0.jpeg](#)  
[image0.jpeg](#)  
[image1.jpeg](#)  
[image2.jpeg](#)  
[image3.jpeg](#)

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Attention  
General Manager

I'm writing to put forward my family name for the proposed Bridge naming of the Burrendong Dam Road over Meroo Creek .

My name is Michelle Flynn I have strong connections to the Mudgee area via both my mothers and fathers line .

My mother Diana Stafford's line is a well known family from the Cooyal area .

The Blackman's my mothers lineage is from Aboriginal Thomas Henry Blackman son of Thomas Harley Blackman and Aboriginal Gomerai woman known as Mary Ann .

My father Michael Neil Flynn's father Neil Flynn owned and lived at Merrendee station at the historical time of the resumption of land for the Burrendong Dam .

Merrendee Station is very close to the Meroo River and considering the history it would make me very proud to have the Flynn family name considered as a name for the bridge at the Burrendong Dam road over a Meroo Creek .



I have used some quotes from Dale Edwards book Ghosts of Burrendong to show my connection to the area below .

“ Merrendee Station was originally owned by the Webb family and later leased by Gundowda's C.E Suttor. For the years C.E Suttor had control of Merrendee, the big old homestead was lived in by Bert and Mary McGrath .”

“Merrendee station was later sold by the Webb family and purchased by the Flynn family.”

My great grandfather Thomas Flynn and his wife Rose purchased the property and his son.

“Neil Flynn and his wife Beverley moved to live in this lovely old homestead and at that time had carried out renovations to improve and modernise this very impressive building that still stands gracefully looking out over the Burrendong waters where old Yarrabin village once stood .

The Flynn's were still the owners at the time of resumption by the WC and IC

They had some country along the river totally resumed including some of their best flats and the old Merrendee woodshed where so many thousands of sheep had over the years passed through to be shorn .

Merrendee was later sold by the Flynn family and is still a very successful grazing property today . “

My grandfather Neil Flynn is buried at Mudgee .

I recently had his grave restored .

I visit the area regularly and hope that my proposal will be favourably considered .

A few photos of my family at Merrendee and a more recent visit where I was shown through the homestead by the current manager .

Michelle ( granddaughter of Neil Flynn ) and Deborah Flynn ( daughter of Neil Flynn ) on the

Burrendong Dam at Merrendee around 1971



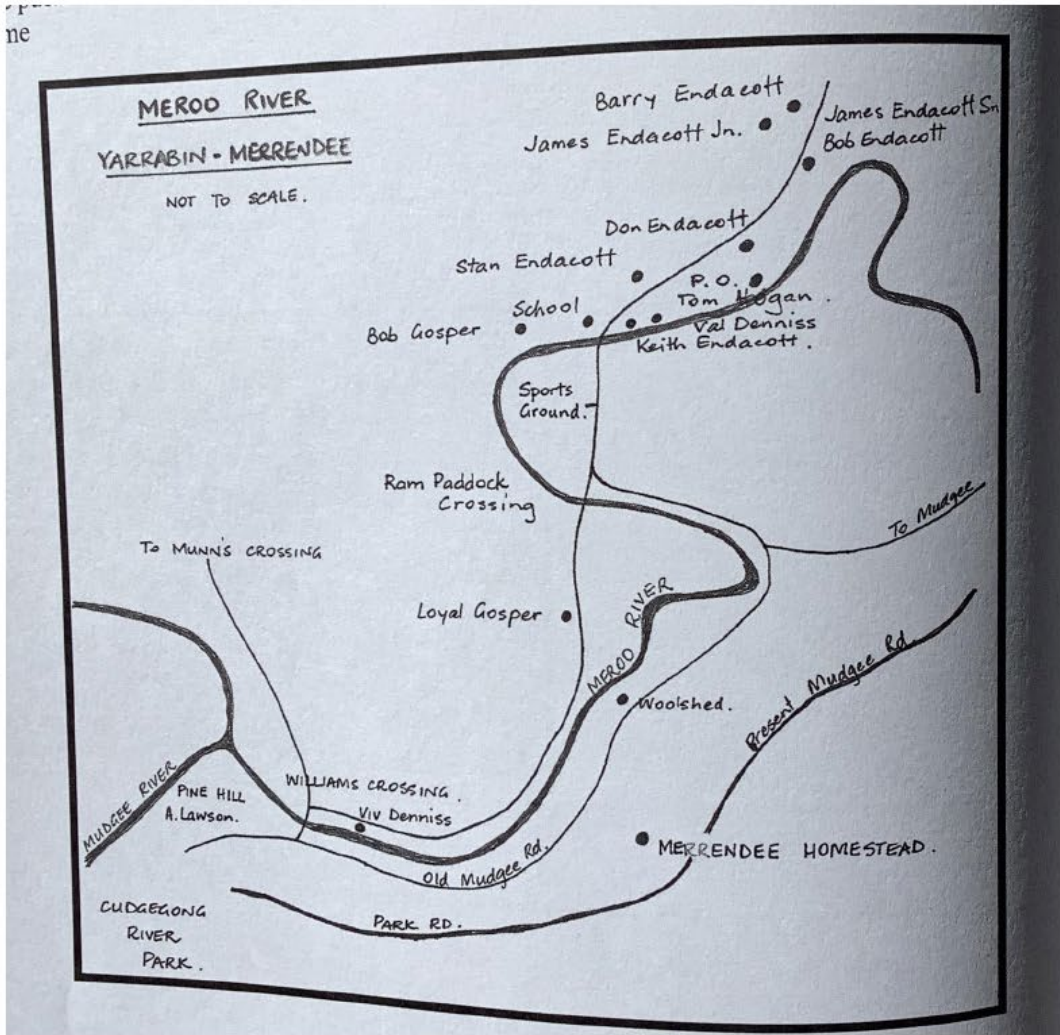
Michael Flynn with daughters Nicole Michelle and Peta Flynn at Merrendee .



Pictures of the Dam and homestead at Mudgee 2022 .

Kind regards  
Michelle Flynn

Sent from my iPad













TO THE GENERAL MANAGER  
MID WESTERN COUNCIL  
MUDGEE



SUBJECT: REQUEST FOR SUBMISSION RE PROPOSED  
NAMING OF BRIDGE ON BURRENDONG  
DAM ROAD OVER MEROO CREEK AS  
ADVERTISED MUDGEE GUARDIAN 23/6/23  
I HAVE TWO SUGGESTIONS FOR NAMING  
THAT BRIDGE

(1) AUB EDWARDS BRIDGE - HE WAS A FORMER  
OWNER OF WORLDS END AT THE BRIDGE,  
PRIOR TO CURRENT SUBDIVISION

OR

(2) NEIL FLYNN BRIDGE - HE WAS THE FORMER  
OWNER OF MERENDEE STATION ON MEROO  
CREEK

OR

EDWARDS OR FLYNN BRIDGE.

REGARDS OWEN FITZSIMMONS

23/6/23

**Sarah Pringle**

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**From:** Rhonda Mellor  
**Sent:** Wednesday, 24 May 2023 1:03 PM  
**To:** Council  
**Subject:** Naming a bridge crossing

I would formally like to put in a request on behalf of Merrendee Station Burrendong Dam Rd Yarrabin to have the bridge over the Meroo River named MERRENDEE BRIDGE.

(Photo included of point of interest)

Please let me know if this is possible and how we go about it. Many thanks

Andrew Mellor

Manager

Merrendee Station



Sent from my iPhone

Amelia Eveston

19 September 2023

Attention: Diane Saywers  
Manager Revenue and Property  
Mid-Western Regional Council  
PO Box 156 Mudgee NSW 2850

Via email: council@midwestern.nsw.gov.au

**RE: SUPPORT FOR BRIDGE NAMING PROPOSAL - FLYNN BRIDGE**

Dear Ms Sawyers,

I write to support the Mid-Western Regional Council meeting of 16 August 2023 whereby Council agreed its intent to name the bridge over Merro Creek on Burrendong Dam Road *Flynn Bridge*.

My support of my Aunty, Michelle Flynn's proposal of 14 July 2023 for the naming of the Bridge in honor of my Great Great Grandparents, Great Grandfather and Grandfather Michael Flynn.

My mother has shown us the family property Merrendee, with heartfelt memories and souvenirs held to this day. I hope this naming can come to fruition.

Kind regards

Amelia Eveston

**Elsie Atkins**

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**To:** [Redacted]  
**Subject:** Flynn Bridge

My family lived just on the Mudgee side of the bridge crossing the Meroo river. I agree with the name Flynn bridge. When the river was in flood one time we got home one night just after dark and was unable to cross the course way just before the bridge spent the night in the car with 4 young children. At daylight we were able to get to the bridge no trouble and there was Neil Flynn on the tractor to check the river and see if any one needed help. The water was still going over the bridge a little, Neil pulled us across. I believe in the years he lived out there we were not the only ones he helped. Many stuck on the Dam side not being able to get back into town.



MID WESTERN REGIONAL COUNCIL council@midwestern.nsw.gov.au

**NOTIFICATION OF BRIDGE NAME PROPOSAL**

SP: ROA100071 28 August 2023

1<sup>st</sup> SEPTEMBER 2023

**NOTIFICATION OF BRIDGE NAME PROPOSAL OVER MEROO CREEK**

Following their 16/8/23 Council Meeting, notice is hereby given that Mid-Western Regional Council, pursuant to Section 162 of the Roads Act, 1993 as amended; is intending to name the bridge over Meroo Creek on Burrendong Dam Road:

Proposed Name: Location:

Flynn Bridge Burrendong Dam Road YARRABIN

ATTENTION : Carolyn Atkins or Sarah Pringle of Council's Revenue & Property Dept  
18/10/2023 Council meeting.

Our submissions for against this intention is as follows:

The Bridge name over the Meroo Creek should be called the

**SARAH LOWE BRIDGE**

SARAH LOWE OWNED MERRENDEE IN THE MID 1800'S. HER DECEASED HUSBAND ROBERT ACQUIRED MERRENDEE BUT HE DIED SO SARAH AND HER 11 CHILDREN LEFT THE CAMDEN AREA OF SYDNEY AND TRAVELLED TO MUDGEE TO BEGIN A NEW LIFE.

SARAH DID FARM MERRENDEE AND OTHER PROPERTIES IN THE MUDGEE/GULGONG AREAS.

FLYNN WAS AFTER HER AND WE STRONGLY OBJECT TO THE NAME AS I BELIEVE SARAH HAD A GREATER AND STRONGER CONNECTION TO THIS AREA THAN FLYNN DID.

LOWES WINERY IS A DECENDANT OF SARAH LOWE AS I BELIEVE I AM TOO HAVING LOWE AS MY MAIDEN NAME AND SIMILAR RELATIVES TO DAVID.

OUR PROPOSAL IS: NO TO FLYNN BRIDGE...

**YES TO SARAH LOWE BRIDGE OVER THE MEROO CREEK**

MANY THANKS

ANDREW AND RHONDA MELLOR



## Item 10: Operations

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Nil

## Item 11: Community

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### 11.1 Community & Cultural Services Quarterly Update - July to September 2023

REPORT BY THE DIRECTOR COMMUNITY  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, COS300010

#### RECOMMENDATION

##### That Council:

1. **receive the report by the Director Community on the Community & Cultural Services Quarterly Update - July to September 2023; and**
  2. **note the recent services provided and activities coordinated by Council's Community & Cultural Services Team.**
- 

#### Executive summary

This report aims to familiarise Council with services and activities provided by its Community & Cultural Services Department and to inform it of issues and events of note that arose during the period July to September 2023 (inclusive).

#### Disclosure of Interest

Nil

#### Detailed report

Details of Community & Cultural Services quarterly activities, events, milestones and points of note are contained in the attachment to this report. Of particular interest:

- Successful NAIDOC Week celebrations held across the region
- Family Day Care has secured additional funding over the next two years to support the recruitment of additional Educators that are desperately needed to manage demand for the service
- Meals on Wheels is looking for a new hot meal provider after the existing provider has decided not to continue; and
- Mudgee Arts Precinct hosted a successful ArtExpress exhibition between June and August with nearly 8,000 visits to the exhibition.

Attached to this report is a summary report from Arts OutWest on the services provided to the Mid-Western region throughout 2022. The report demonstrates the value for money gained through Council's membership in Arts OutWest and the support provided to the cultural community across the region.



## 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**

Cultural Plan

### **Council Policies**

Not Applicable

### **Legislation**

Not Applicable

## Financial implications

Not Applicable

## Associated Risks

Not Applicable

SIMON JONES  
DIRECTOR COMMUNITY

3 October 2023

*Attachments:*

1. Community Services Quarterly Report to Council Q3 2023.
2. Mudgee Arts Precinct Quarterly Report July September 2023.
3. Arts OutWest report for Mid-Western Region 2022.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## Community Services Quarterly Report July-September 2023

### Community Development

#### **Mudgee & Gulgong Interagency**

Monthly meetings for Mudgee & Gulgong Interagency members have continued to be consistently attended over the past quarter. Meetings have been held mostly via MS-teams with a hybrid meeting planned quarterly to provide attendees the choice of meeting remotely or face-to-face. Common themes and discussion from the group are regarding homelessness and housing shortage in the region, domestic & family violence issues and mental health services available, in particular to younger people in the community.

Attendance		Some types of services attending meetings
July	Meeting cancelled	Health NSW, Salvation Army, Transport NSW, Services NSW (Centrelink), Housing and Homelessness (Housing Plus), Mental Health (Marathon Health, TAFE NSW, Disability, Family Support, etc).
August	22	
September	24	

#### **Kandos & Rylstone Interagency**

Meetings have been held every 6 weeks via MS-teams. Common themes and discussion from the group include youth mental health services in Kandos/Rylstone, disability support and transport for education, training and employment.

Attendance		Some types of services attending meetings
July	10	Disability services, Health NSW, Transport NSW
August	10	

#### **Wollemi Voices (Kandos Singing Group)**

This group met weekly during the school term and has grown so much that a bigger venue has been sourced. Apart from weekly gatherings, the group is working towards a concert with Mudgee Concert Band and the Llewellyn Choir from Canberra on Sat 9<sup>th</sup> December at Rylstone Memorial Hall.

#### **Wirambili-yanhi Wirambili walan Indigenous Plants Community Garden**

Members of the working party are working on a further grant application to develop better access to the garden. One of NAIDOC Week's activities was a workshop with Pat Collins (Indigenous Plants for Health) making products with Indigenous plants at 28 Angus Ave, from 10am – 4pm. There were **26 attendees** not including children.

#### **NAIDOC Week**

NAIDOC Week had events across the region to celebrate the history, culture and achievement of Aboriginal & Torres Strait Islander peoples. This year's theme is 'For Our Elders' and activities were held in the week of 2 July – 9 July 2023 and will include all communities nationwide.

A Flag Raising, Smoking Ceremony and performance was held at Kandos Museum on Thursday 6<sup>th</sup> of July with **60 people in attendance**.

The movie The Last Daughter screening in Mudgee at 6pm on Thursday 6<sup>th</sup> July at the Cultural Workshops at MAP, Mudgee with **12 attendees** and Friday 7<sup>th</sup> at Wirimbili Kandos with **19 attendees**.

## Youth Services

Winter school holidays	11 activities	111 participants
Events included a Cyanotype Workshop, Flower Press Mailout kit, Rylstone Skatepark event, Level Up gaming session, 3D Printing Workshop and a Photography Competition.		
Two making sessions were also held with artists Clare Healy and Sean Cordeiro and Mudgee Arts Precinct staff. In these sessions, young people from the region collaborated with the artists to create a large-scale art installation as part of their exhibition at Mudgee Arts Precinct.		

### Other Programs

Monthly programs, Crafternoon, Manga & Anime Squad and Level Up were held outside school holiday periods with regular attendance.

Youth Services hosted a Wear It Purple Day youth short film screening on 25 August. Wear it Purple Day celebrates diversity and shows support to young people from the LGBTQIA+ community. Although attendance numbers were low, there was positive feedback from the community regarding the support shown by hosting events such as these.

Youth Services have been advised that the Youth Services vehicle on order has been further delayed, with delivery expected in late November. This has impacted on some program planning for outreach areas.

### Youth Council

The Youth Council met in August and discussed a number of issues including school holiday event planning, Wear it Purple Day activities and ideas on creating meaningful engagement for youth in our region.

### Mudgee Town Hall Cinema

The Youth Council sponsored several movies as part of Town Hall Cinema's monthly movie weekends. These films included; Spider-Man: Across the Spider-Verse, The Flash and Barbie. Overall, these sessions were extremely well attended with 695 tickets sold across the three weekends.

## Meals on Wheels

	Main Meals (including hot meals, chilled desserts, sandwiches & soups)	Frozen Meals
July	613	143
August	751	166
September	640	125
<b>TOTAL</b>	<b>2004</b>	<b>434</b>

Current number of clients for Meals on Wheels	
Active	32
New	8
Exited	13

Volunteers – 115
Volunteers are meeting demand for delivery. Appreciation for volunteers placed in July Community News for Volunteers Week.

Referrals through the My Aged Care System have been steady with many taking up the service when contacted, however there still remains those who register for the service but do not want meal services immediately. There has been an increase in clients receiving meals under home care packages.

Main meal supplier, Rollo's, was taken over by new owners who have withdrawn their provision of service. Meals are being sourced from a frozen meal supplier until another supplier is engaged. All clients have been contacted and are happy to receive frozen options in the interim.

Other potential suppliers have been approached with nursing homes, child care centres and the hospital reporting they are not interested or do not have the capacity to cater for Meals on Wheels. Club Mudgee have been approached with the proposal being taken to the board and costings evaluated by the club.

## Family Day Care

Family Day Care Educators	
Mudgee	3
Gulgong	2
Kandos	1
Wellington	3
<b>TOTAL</b>	<b>9</b>

Changes to section 201B (1) of the A New Tax System (Family Assistance) (Administration) Act 1999, on 1 July 2023 means families using childcare must pay their gap fee using EFT, and therefore cash payments are no longer permitted. Mid-Western Regional Family Day Care will continue to operate under the decentralised model, where the educators act as an agent on behalf of the provider and collect the childcare subsidy (CCS) gap fees. Under the new requirements the Coordination unit has developed an internal auditing procedure to verify CCS gap fees are being paid on time and correctly. The Department of Education will undertake service provider audits to ensure compliance with the new CCS gap fee payment requirement.

Our waiting list has continued to grow as the demand for Educators across our region continues to be in short supply. The short supply of Educators in our region is causing all early childhood services to have similar waiting lists.

A grant has successfully been secured under the Community Child Care fund – establishing childcare in limited supply areas. The grant is for \$70,000 paid over two years for Mudgee surrounds – West. This grant will be used to assist prospective Educators located within the SA2 area (primarily Gulgong and surrounds) with the cost of training and resources such as cots, sleep mats etc. The money cannot be used for capital works.

### Community Transport

Transport figures	
Commonwealth Home Support Program trips	562
Community Transport Program trips	137
National Disability Insurance Scheme trips	87
Department of Veterans Affairs trips	17
Health related transport trips	116
Full cost recovery trips	162
Non reportable trips	24
<b>TOTAL</b>	<b>1105</b>

Unmet requests for transport	
Requests made when service was already fully booked	22
Cancellations by clients and/or medical service	52
No drivers available for Sydney or long distance trips	11
<b>TOTAL</b>	<b>85</b>

Volunteers – 19 registered
<ul style="list-style-type: none"> <li>• Driver availability was reduced as some volunteers were on extended holidays.</li> <li>• Two volunteers resigned due to leaving the area.</li> <li>• A recruitment drive has been held on local radio for new volunteers resulting in one potential new volunteer.</li> </ul>

Vehicles - 6
<ul style="list-style-type: none"> <li>• 2 x Kia Carnivals</li> <li>• 1 x Subaru 4WD</li> <li>• 3 x Camry sedans</li> </ul> <p>Two vehicles have been approved by Transport NSW to be retained beyond contractual odometer limits.</p>

NDIS trip statistics are comparatively lower this quarter due to client’s health conditions and regular cancellations. Day Programs recommenced late in the reporting period and are continuing which will increase trip outputs. Social outings and promotion of services are ready to be distributed to clients to increase outputs.

**Quarterly Report: Mudgee Arts Precinct July - September 2023**

**Programming:**

**ARTEXPRESS 2 June - 27 August 2023**

ARTEXPRESS was MAP's first touring exhibition which featured exemplary artworks created by New South Wales visual arts students for the High School Certificate exams. This was the first time the touring exhibition had been exhibited in our region and featured 27 artists exhibiting in media such as sculpture, ceramics, painting, photography, time-based forms and drawing.

Around 150 people attended the opening of the exhibition, including six of the artists who were exhibited. One flew all the way from Norfolk Island to attend.

A very successful exhibition which drew many school groups through.

**ARTEXPRESS visitation numbers**

- 7,943 instances of visitation across the 86 days, making the average visitation 92 people per day.
- Instances of visitation during this period to the upstairs galleries was 2,754 - 35% of visitors to the main gallery also visited the upstairs galleries.

**ARTEXPRESS Tours**

We had 195 students attend organised tours of the exhibition and completed exhibition learning activities with MAP staff. This included the following:

Mudgee Preschool - 20 students  
St Matthews Catholic School Mudgee - 85 students  
Merriwa Central School - 10 students  
St Michaels Catholic School Dunedoo - 15 students  
Gulgandra High School - 5 students  
Happy Days Preschool and childcare Gulgong - 20 Students  
Kandos High School - 20 Students  
Mudgee High School Support Unit - 20 students

**Waste 2 Art 12 May - 19 June 2023**

We had 28 entries for Waste 2 Art showing a strong growth in interest in being part of the exhibition. The Mudgee exhibition took place ahead of the Regional Showcase which was held at Blayney Railway Station from 23 July - 20 August 2023.

The Secondary 2D winner was Dominick Carpenter from Mudgee who won \$300 for his artwork 'City from Above'.

**Waste 2 Art visitation:**

1,102 instances of visitation

Note: Due to tampering of a people counter on the stairs complete visitation data was not collected during the first week of the exhibition.



**Waste 2 Art 2023 Mid-Western Competition  
 WINNERS**

Class	Section	Artist	Artwork Title
Community	2 Dimensional	Kylie Whale	Qwerty Integration
Community	Functional - furniture, craftworks, wearable	'The Loft' after school activity program Kandos (Sandra Smith)	Free Fashion Forever
Community	3 Dimensional	Molly O'Byrne	Polly dog
Open	Functional - furniture, craftworks, wearable	Kirrily Duff	Waagan.
Open	3 Dimensional	Helen McLennan	"Cotton Waisted"
Primary School	3 Dimensional	Cudgegong Valley Public School	Crazy, Wired Animals
Primary School	2 Dimensional	Art by You Term 2 c/o Felicity Cavanough	Woof woof
Secondary School	2 Dimensional	Dominick Carpenter	City from Above
Secondary School	3 Dimensional	Piper Hannaford	Creatures

**Highly Commended**

Community	Functional - furniture, craftworks, wearable	Jenny Davenport	The Driftwood Yacht Club
Open	3 Dimensional	Felicity Cavanough	Shine
Open	3 Dimensional	Jayne Blake	Material Girl
Open	3 Dimensional	Barbara Gow	Yarn Bowl
Open	Functional - furniture, craftworks, wearable	Christina Tomlinson	"Nostalgia"

**The Wynne Prize**

Mudgee Arts Precinct will host The Wynne Prize 2023 exhibition touring from the Art Gallery of New South Wales for the first time since it began over 125 years ago. It will give our local community the chance to see the best of Australian contemporary landscape painting and sculpture much closer to home.

The \$50,000 Wynne Prize is an open competition judged by the trustees of the Art Gallery of New South Wales and awarded annually to the best landscape painting of Australian scenery or figure sculpture, alongside the Archibald and Sulman Prizes.

**Funding**

MAP has applied for some additional program funding in recent weeks. This included:

- Regional Arts Fund
- Create NSW Annual Funding
- Dobell Exhibition Grant (administered by Museums & Galleries NSW)

**IMAGinE Awards**

Mudgee Arts Precinct has been nominated for an IMAGinE Award which highlight the resilience, innovation and creativity of museums, galleries and Aboriginal cultural space and recognise the people who work in them. The prestigious award was won last year by Mudgee Arts Precinct in the category of Innovation and Resilience.





## Summary for

# Mid-Western Regional Council 2022

## Arts OutWest

To accompany the Arts OutWest 2022 Annual Report

Arts OutWest is the regional arts and cultural development organisation for the Central West of New South Wales, covering the council areas of Bathurst Region, Blayney, Cabonne, Cowra, Forbes, Lachlan, Lithgow, Mid-Western Region, Oberon, Orange, Parkes and Weddin.

Established in 1974 as the first of the now 15 NSW Regional Arts Development Organisations funded to deliver services in regional NSW.

We receive operational funding from our 12 contributing local governments. the NSW Government through Create NSW and the Australian Government through IVAIS.



### Mission:

To promote, facilitate, educate and advocate for arts and cultural development for the communities of the NSW Central West.

### Goals:

from our 2021-24 Strategic Plan  
Leadership  
Facilitation  
Advocacy  
Promotion  
Education  
Management

12 Council areas

78,000km<sup>2</sup>

207,000 population

2022

9 permanent staff (4.6 FTE)

200 artists and facilitators employed

30,000 participants and audience

in Arts OutWest activities

50,000 digital audience



### Watch online:

Our 2022 year in review video (6 minutes)

<https://artsoutwest.org.au/annual-review-2022/>



This council page accompanies the Arts OutWest 2022 Annual Report

<https://artsoutwest.org.au/wp-content/uploads/2023/06/AOW-Annual-Report-2022-with-links.pdf>



For a copy of our full audited 2022 financial statements

email us at [artsoutwest@csu.edu.au](mailto:artsoutwest@csu.edu.au)

## Summary

Arts OutWest working with your communities in 2022 (calendar year)

**Mid-Western Regional LGA POPULATION: 21,516** (source: ABS 2020 ERP estimate)

Mid-Western Regional Council contribution to the regional arts program:  
 On a per capita basis @ 69.42c per person **\$17,747 +GST**

Estimated value of Arts OutWest services to communities in Mid-Western Regional Council area 2022:

**ARTS MEDIA PROGRAM** **\$15,750**  
 210 events promoted @ \$75 per event.

**SPECIFIC PROJECTS** **\$16,558**  
 Country Arts Support Program, Culture Maps, While the World Waits exhibition,  
 Virtual Art Snacks aged care program in Rylstone & Gulgong MPS,  
 AOW Media Associates, Online networks.

**WORKSHOPS** **\$500**  
 AARA & funding workshops

**CORE SERVICES** **\$3,755**  
 Includes time spent giving advice and support in Mid-Western Regional and time  
 spent on regional advocacy.

**TOTAL ESTIMATED VALUE: \$36,563**

**This conservative estimate of services represents a 206% return on the council's contribution to Arts OutWest.**

## Representaton

From the Mid-Western Regional LGA:  
**AOW ADVISORY COMMITTEE**  
 Cr Sam Paine



## Return on investment to AOW in 2022

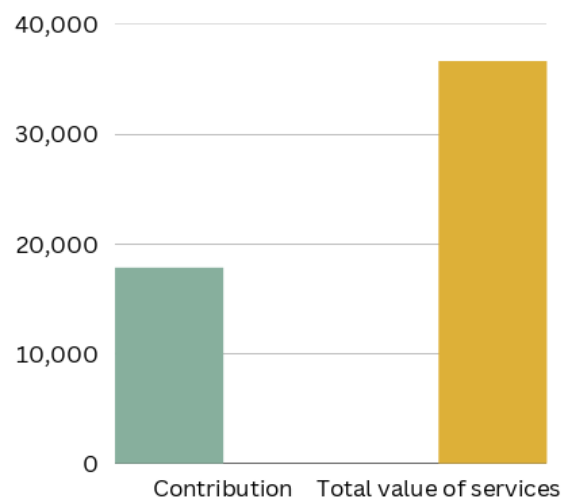
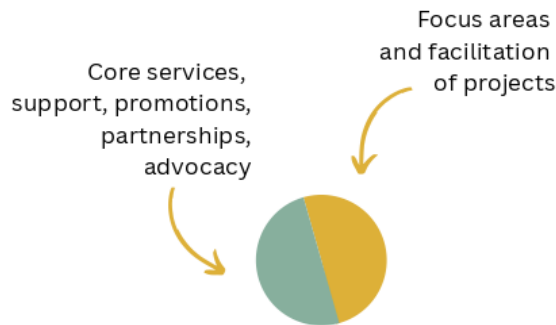


Image: Panel discussion as part of the While the World Waits exhibition at Mudgee Arts Precinct/ photo: Carolyn Hide.

In the Mid-Western LGA

## Specific Projects



In our 2021-24 Strategic Plan we have four key focus areas:

### ARTS AND HEALTH

Virtual Art Snacks program in Rylstone & Gungahlin.

### MUSIC INDUSTRY SUPPORT

Support for music industry professionals with employment of a Music Industry Support Officer (2021-2022)

Live music program Live and Kicking presenting live original music at venues.

### ABORIGINAL ARTS

Exhibiting and selling of work by Aboriginal artists through National Parks and Wildlife Service's Kew-Y-Ahn Gallery at Hartley, including Mid-Western Regional-based artists.

### CULTURAL TOURISM

Culture Maps.

Arts OutWest's interactive map showing all the cultural tourism assets of the region continued.  
[www.centralnsw.com](http://www.centralnsw.com)

#### Culture Maps:

Locations pinned on maps at [www.centralnsw.com](http://www.centralnsw.com)

552 total across the region

58 in Mid-Western Regional Council LGA including:

28 public art,

8 galleries and studios,

8 museums and heritage,

16 shop for handmade,

4 Aboriginal experiences

## Support

### KEY RELATIONSHIPS

Organisations that we worked with or assisted in 2022:

- Mudgee Arts Precinct
- Cementa
- Kandos Museum
- WAYOUT Artspace

### Letters of support:

Arts OutWest wrote 9 letters of support for people in Mid-Western Regional Council area.

### Paid artists:

6 artists from the Mid-Western Regional LGA were paid for professional practice as part of Arts OutWest projects.

### WHILE THE WORLD WAITS EXHIBITION

Regional touring exhibition featuring 20 Central West artists, traveling to 8 venues in 2022 and 3 in 2023.

Exhibition was at Mudgee Arts Precinct with Smith & Jones performance and a public discussion panel.

Read more on page 12 on the Annual Report.

### SMALL GRANTS

#### NSW Government's Country Arts Support Program (CASP)

- Fast Cars Yarners \$2000 (Jo Albany/Leanne Wicks)
- Leanne Wicks \$1058



Image: Arts OutWest's While the World Waits exhibition at Mudgee Arts Precinct/photo Carolyn Hide.

## Support

### SUPPORT

- Attended events such as gallery openings, performances, consultations sessions, judged art competitions, met with individuals and organisations, provided advice by phone and email.
- Promoted events, assisted people to promote their events

## Promotions

see full stats on page 14 of the Annual Report.

Specific to Mid-Western Regional Council LGA in 2022:

210 events promoted via online What's On

200 individual events mentioned in radio spots

Regular spot on ABC Central West

Regular spots on 2MCE

Regular spot on Orange Community Broadcasters

Regular spot on 2MMM

Occasional spot on 2LT

### AOW Media Associates Program.

This program has established photographers across the AOW region who are available to document the work of Arts OutWest and other arts activity in the region. Arts OutWest provides.

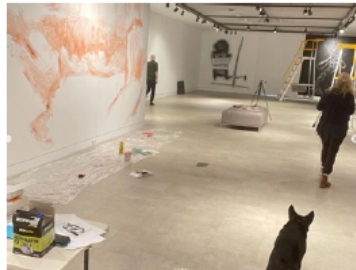


Image: Arts OutWest's  
Steven Cavanagh  
Assisting exhibition install  
at Mudgee Arts Precinct.

## Representation and Advocacy

Arts OutWest worked regionally or advocated for the region in 2022 including:

- Attended Regional Arts meetings in Sydney and online with other RADOs, Regional Arts NSW and Create NSW
- Attended meetings with Western NSW Local Health District
- Member of the Arts and Health Network leadership team for NSW/ACT
- Attended meetings with the Central West JO's Tourism Managers group
- Attended consultation sessions with CSU; Executive Director a member of CSU's Macquarie Consultative Committee
- Delivered an ongoing cross-region project in aged care within the NSW Health System to investigate
- Provided advocacy through representing the needs of our area at meetings in Sydney to government and other key organisations, met directly with politicians and government workers (Create NSW, Office of the Arts within Australian Government) locally and in Sydney submitted to National Arts Policy, surveys and reviews, contributed to research making the case for regional arts, liaised with Regional Arts NSW and the RADO network in NSW
- Provided increased commentary in the media about the impacts floods.
- Contributed to the Regional Futures (RADO network)

More information and links about our projects, people and organisation are available on our website:  
[www.artsoutwest.org.au](http://www.artsoutwest.org.au) | [artsoutwest@csu.edu.au](mailto:artsoutwest@csu.edu.au) | 02 6338 4657 | @artsoutwest on

Facebook, Instagram and Twitter  
PO Box 8272 CSU LPO BATHURST NSW 2795

Arts OutWest acknowledges the traditional custodians of the county on which we work, the Wiradjuri/Wiradyuri people and recognise their continuing connection to land, waters and culture. We pay our respects to their elders past, present and emerging.

**bathurst | blayney | cabonne | Forbes | forbes | lachlan  
lithgow | mid-western | oberon | orange | parkes | weddin**



## 11.2 Mudgee Centre of Excellence Training Facility Progress Report

REPORT BY THE DIRECTOR COMMUNITY  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, FIN300368

### RECOMMENDATION

#### That Council:

1. **receive and note the report by the Director Community on the Mudgee Centre of Excellence Training Facility Progress Report; and**
2. **provide an additional \$3,000,000 in funding in the 2024/25 year for the Mudgee Centre of Excellence Training Facility Project to be funded from unrestricted cash.**

---

### Executive summary

This report provides an update to Council on the progress of the Mudgee Centre of Excellence training camp facility. The project is currently well into its construction design phase to enable a Construction Certificate to be issued. This will allow construction of the buildings to commence as soon as possible.

### Disclosure of Interest

Nil

### Detailed report

The Mudgee Centre of Excellence training camp project is a major project being delivered to provide an accommodation facility to compliment the Glen Willow Regional Sporting Complex. The training camp is being designed to cater for elite sporting teams as well as schools and junior sports teams and other groups that can make use of the area and the sporting facilities at Glen Willow.

In total, the approved budget for the project includes \$1,792,893 for the 2022/23 financial year and \$9,725,487 for the 2023/24 financial year – totalling \$11,518,380.

Over \$2 million has already been spent on the facility. The majority of this early work has been involved in the earthworks and construction of the extensive retaining walls around the accommodation area, as well as significant expenditure in providing potable water to the site through Council's town water supply. These works have now been completed and, along with the completion of the access road to Putta Bucca, the site of the complex is ready for construction.

A contract has been signed with North Construction for the building of the main three buildings (two accommodation blocks and the training camp building that will house the dining facilities, kitchen, seminar room and gymnasium). Since the timing of the tender earlier in the year there have been a variety of cost escalations. Alongside this, there have also been changes to the Design and

Building Practitioners Act 2020 for accommodation class buildings that have come into force between the tender and the contract signing. These changes have led to complications in understanding who is required to take responsibility for the overall design of all of the works undertaken under the Development Application consent. Council is currently undertaking further consultation with North Construction on these matters.

Further estimates have been undertaken to consider new budgeting (including contingencies) for the overall works, construction costs and fit out of the buildings. It is estimated that up to \$3 million in additional funding may be required to complete the works on the project.

In considering these additional costs, it is worth noting that Council has been highly successful in securing funds for this project. A total of \$8 million has been received from the following grant funding programs:

- Office of Sport (NSW Government) - \$5,000,000
- Resources for Regions (NSW Government) - \$1,046,288
- Local Roads & Community Infrastructure Program (Australian Government) - \$2,761,864

This means that, even with an additional \$3 million in Council funds added to the budget, Council's contribution will be less than 40% of the project costs. It is recommended that this \$3 million in funding be sourced from surplus unrestricted cash, mostly the result of savings from last financial year outcomes.

As part of the process of considering this change to the project, a review of the business case has taken place given the additional amount of funding requested. This review has shown that the cost benefit ratio remains positive at 1.66 and continues to provide a strong benefit to Council and the community into the future.

## 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

There is currently \$9,725,487 available as an approved budget for the 2023/24 financial year. It is probable that some of these funds may need to be transferred to the 2024/25 financial year as the project reaches completion towards the end of 2024. It is proposed that the additional funds requested with this report go directly to the 2024/25 financial year.

<b>Budget Year</b>	<b>Operating Performance Ratio</b>	<b>Own Source Revenue</b>	<b>Building &amp; Infrastructure Renewal</b>
<b>2022/23</b>	-	-	-
<b>Future Years</b>	-	-	<b>X</b>

## Associated Risks

It is important that Council has a full appreciation of the range of costs associated with this project and getting the Centre of Excellence to a position where it can be opened for business. Work with the contractors over the past few months has highlighted a number of areas where additional costs may be required. The risk of not adding additional budget to this project at this time is that it potentially creates bottle necks during the construction timeline where work may need to be paused while additional budget is sought.

SIMON JONES  
DIRECTOR COMMUNITY

4 October 2023

*Attachments:* Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 11.3 Policy Review - Camera Surveillance

REPORT BY THE GOVERNANCE CO-ORDINATOR  
TO 18 OCTOBER 2023 ORDINARY MEETING  
GOV400103, GOV400047

### RECOMMENDATION

#### That Council:

1. receive the report by the Governance Co-ordinator on the Policy Review - Camera Surveillance;
2. place the draft Camera Surveillance policy on public exhibition for 28 days; and
3. adopt the Camera Surveillance policy if no submissions are received through the public exhibition process.

---

### Executive summary

The Camera Surveillance policy outlines the way in which Council will operate camera surveillance in public areas and how it will be managed, including the security and access to the information collected in line with privacy legislation.

***Council does not operate CCTV in conjunction with NSW Police.***

### Disclosure of Interest

Nil

### Detailed report

Council operates a number of camera surveillance devices through the Mid-Western Regional Council local government area. The purchase, installation and use of camera surveillance devices must be approved by the Executive Team. The primary objective of implementing camera surveillance is for the protection and safety of Council assets, including infrastructure and equipment.

***It is important to emphasise that camera surveillance is not intended for staff monitoring purposes.***

All camera surveillance devices, including dash cams, iPhones, iPads and digital cameras will be operated in accordance with the *Privacy and Personal Information Protection Act 1998*, *Workplace Surveillance Act 2005* and the *Surveillance Devices Act 2007*. Updates to the policy outline the following measures that will be implemented in order to maintain legislative compliance and also to ensure the safety of the personal information of Council staff and the general public:

- Signage will be displayed at the entrance of all areas under camera surveillance, including entry points to Council events to inform individuals that surveillance is in operation and the reason that surveillance is occurring.



- Footage will only be access for legitimate purposes such as investigating security incidents, reviewing footage related to asset protection or law enforcement purposes.
- Footage retrieved through camera surveillance will be stored on a secure drive with only authorised staff having access.

Council's Executive Team has endorsed an internal Camera Surveillance procedure to guide staff on the operation of camera surveillance devices and the use of information collected.

## Community Plan implications

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

## Strategic implications

### Council Strategies

Asset Management Strategy – Surveillance cameras are in place for the protection of Council assets.

### Council Policies

- Privacy Management Plan – Information captured by surveillance devices may include the personal information of individuals.
- Access to Information Policy – As the information captured by surveillance devices is a Council record, requests for access to information can be made by an individual where the information relates to themselves or under the *Government Information (Public Access) Act 2009*.
- Asset Management Policy – Surveillance cameras in place for the protection of Council assets.

### Legislation

Surveillance Devices Act 2007  
Privacy and Personal Information Protection Act 1998  
Privacy and Personal Information Protection Regulation 2019  
Government Information (Public Access) Act 2009  
Local Government Act 1993  
Workplace Surveillance Act 2005

## Financial implications

Not Applicable

ASHLEIGH MARSHALL  
GOVERNANCE CO-ORDINATOR

SIMON JONES  
DIRECTOR COMMUNITY

3 October 2023

*Attachments:* 1. Draft Camera Surveillance Policy.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



## POLICY Camera Surveillance

*A prosperous  
and progressive  
community.*

ADOPTED		VERSION NO	1.1
COUNCIL MEETING MIN	<a href="#">CLICK HERE TO</a>	REVIEW DATE	OCTOBER 2027
DATE:	OCTOBER 2023	FILE NUMBER	GOV400047

### Objective

The Camera Surveillance Policy informs the community of Council's use of camera surveillance devices in public places. The purposes for which Council use camera surveillance in public places are:

- The protection of community assets,
- Recording of Council works and operations,
- Recording for regulatory and compliance investigations and inspections
- Recording of Council functions / events and;
- Staff safety

The Council does not operate a Closed Circuit Television (CCTV) scheme in cooperation with NSW Police. Information about CCTV used by Government agencies in NSW is available by referring to the link below.

[http://www.crimeprevention.nsw.gov.au/documents/councils-publications/cctv\\_guidelines.pdf](http://www.crimeprevention.nsw.gov.au/documents/councils-publications/cctv_guidelines.pdf)

### Legislative Requirements

- Surveillance Devices Act 2007
- Privacy and Personal Information Protection Act 1998
- Privacy and Personal Information Protection Regulation 2019
- Government Information (Public Access) Act 2009
- Local Government Act 1993
- Workplace Surveillance Act 2005

### Related Policies and Plans

- Camera Surveillance Procedure
- Privacy Management Plan
- Access to Information Policy
- Asset Management Policy
- Asset Management Strategy

POLICY: | 1.1, 2 JUNE 2023

## Policy

### Privacy

Council will comply with the Information Protection Privacy Principles outlined in the *Privacy and Personal Information Protection Act 1998* that underpin the minimum requirements of Council when collecting personal information such as camera surveillance footage and images in public places. The Information Protection Privacy Principles can be viewed at <https://www.ipc.nsw.gov.au/information-protection-principles-ipp-agencies> and are also attached as annexure .

Council must inform the public that camera surveillance is occurring within the Mid-Western Local Government Area. Council will signpost all sites that have fixed camera video surveillance.

Council will also inform people attending Council facilities, functions and events that video recordings or photography is used. Such information may include signage or a statement at the point of ticket sale that surveillance recordings from these facilities or events may be used in promotions undertaken by the Council.

Cameras will not be used to look into adjacent or nearby premises and no sound will be recorded in public places.

### Security

Council is responsible for the maintenance, management and security of all surveillance cameras and the protection of the interests of the public. Council staff will follow the internal Camera Surveillance procedure to ensure that access to recorded footage is restricted and protected from unauthorised access and to maintain compliance with the statutory obligations of Government Agencies under the *Privacy and Personal Information Protection Act 1998 (PPIP Act)* and the *Surveillance Devices Act 2007*.

**Council Executive staff** must approve the purchase, installation and use of surveillance cameras.

As at November 2022 approved use includes:

- Surveillance of Council waste facilities including Waste Transfer Stations
- Surveillance of Council assets that are buildings in public places
- Surveillance of Council assets in Parks (play/exercise equipment, seating, bins etc.)
- Surveillance of Council assets in Libraries
- Surveillance of Council assets, materials and equipment in public areas of council depots and offices.

Authorised Officers vehicle Dash Cams, iPhones, iPads and digital cameras.

Council has established a dedicated local network drive specifically for the storage of camera surveillance data. This drive is secure and routinely backed up. Only the Managers and authorised staff who operate cameras will have access to their Department's folders within this drive for the filing and viewing of surveillance data. Recorded material will only be accessed when an issue has been identified at a location for the purpose of this policy. An exception to this is at the Mudgee Waste Facility where live footage is visible in the weighbridge office for the purpose of inspecting vehicle loads.

The release of camera surveillance data will only be provided to comply with:

**POLICY: CAMERA SURVEILLANCE | ERROR! REFERENCE SOURCE NOT FOUND. , ERROR! REFERENCE SOURCE NOT FOUND.**

- Internal reporting requirements at Executive or Management levels only;
- The requirements of law enforcement agencies in relation to the investigation of crime;
- A subpoena;
- A valid formal request for public information to which Council decides to provide access under section 58 of the Government Information (Public Access) Act 2009.

## Complaints

Council's Complaints Policy is intended to ensure complaints are handled fairly, efficiently and effectively. The complaints management system enable staff to respond to issues raised by people making complaints in a timely and cost-effective way, to boost public confidence in the administrative processes and provide information that can be used to deliver quality improvements in the services, facilities, staff and overall handling of complaints.

Council will acknowledge receipt of complaints within fourteen (14) working days and will keep you up to date with the progress of the complaint and provide a date of which we will respond.

Council's Complaints Policy can be found at <https://www.midwestern.nsw.gov.au/Council/Policies-plans-and-reporting/Policies/Complaints-Policy>

POLICY: | 1.1, 2 JUNE 2023

Annexure A



Fact Sheet

Updated May 2020

## Information Protection Principles (IPPs) for agencies

The 12 Information Protection Principles (IPPs) are your key to the *Privacy and Personal Information Protection Act 1998* (PPIP Act).

### General information

There are legal obligations which NSW public sector agencies, statutory bodies, universities and local councils must abide by when they collect, store, use or disclose personal information. As exemptions may apply in some instances, it is therefore suggested you contact the Privacy Contact Officer in your agency or our office for further advice.

### Collection

#### 1. Lawful

Only collect personal information for a lawful purpose, which is directly related to the agency's function or activities and necessary for that purpose.

#### 2. Direct

Only collect personal information directly from the person concerned, unless they have authorised collection from someone else, or if the person is under the age of 16 and the information has been provided by a parent or guardian.

#### 3. Open

Inform the person you are collecting the information from why you are collecting it, what you will do with it and who else might see it. Tell the person how they can view and correct their personal information, if the information is required by law or voluntary, and any consequences that may apply if they decide not to provide their information.

#### 4. Relevant

Ensure that the personal information is relevant, accurate, complete, up-to-date and not excessive and that the collection does not unreasonably intrude into the personal affairs of the individual.

### Storage

#### 5. Secure

Store personal information securely, keep it no longer than necessary and dispose of it appropriately. It should

also be protected from unauthorised access, use, modification or disclosure.

### Access and Accuracy

#### 6. Transparent

Explain to the person what personal information about them is being stored, why it is being used and any rights they have to access it.

#### 7. Accessible

Allow people to access their personal information without excessive delay or expense.

#### 8. Correct

Allow people to update, correct or amend their personal information where necessary.

### Use

#### 9. Accurate

Make sure that the personal information is relevant, accurate, up to date and complete before using it.

#### 10. Limited

Only use personal information for the purpose it was collected unless the person has given their consent, or the purpose of use is directly related to the purpose for which it was collected, or to prevent or lessen a serious or imminent threat to any person's health or safety.

### Disclosure

#### 11. Restricted

Only disclose personal information with a person's consent or if the person was told at the time that it would be disclosed, if disclosure is directly related to the purpose for which the information was collected and there is no reason to believe the person would object, or the person has been made aware that information of that kind is usually disclosed, or if disclosure is necessary to prevent a serious and imminent threat to any person's health or safety.

Information and Privacy Commission NSW  
[www.ipc.nsw.gov.au](http://www.ipc.nsw.gov.au) | 1800 IPC NSW (1800 472 679)

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POLICY: CAMERA SURVEILLANCE | ERROR! REFERENCE SOURCE NOT FOUND. , ERROR! REFERENCE SOURCE NOT FOUND.

## Information Protection Principles for agencies

## Fact Sheet

### 12. Safeguarded

An agency cannot disclose sensitive personal information without a person's consent, for example, information about ethnic or racial origin, political opinions, religious or philosophical beliefs, sexual activities or trade union membership. It can only disclose sensitive information without consent in order to deal with a serious and imminent threat to any person's health or safety.

Full text of the Information Protection Principles, can be seen in the relevant sections of the Privacy and Personal Information Protection Act, 1998 available on the Legislation NSW website: [www.legislation.nsw.gov.au](http://www.legislation.nsw.gov.au)

If you would like further advice about the IPPs we encourage you to contact us. Before doing so, we suggest you review our [Fact Sheet - The Role of the Privacy Commissioner: Consulting the IPC on Initiatives and Projects](#).

#### For more information

Contact the Information and Privacy Commission NSW (IPC):

**Freecall:** 1800 472 679  
**Email:** [ipcinfo@ipc.nsw.gov.au](mailto:ipcinfo@ipc.nsw.gov.au)  
**Website:** [www.ipc.nsw.gov.au](http://www.ipc.nsw.gov.au)

*NOTE: The information in this fact sheet is to be used as a guide only. Legal advice should be sought in relation to individual circumstances.*

## 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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Nil

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CONFIDENTIAL  
SESSION

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Item 15: Urgent Confidential Business Without Notice

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Item 16: Open Council

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Item 17: Closure