



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

# **Business Papers** 2023

MID-WESTERN REGIONAL COUNCIL

ORDINARY MEETING  
**WEDNESDAY 15 MARCH 2023**

*A prosperous and progressive  
community we proudly call home*







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8 March 2023

Dear Councillor,

MEETING NOTICE  
**Ordinary Meeting**  
15 MARCH 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 15 February 2023**

#### Council Decision:

That the Minutes of the Ordinary Meeting held on 15 February 2023 be taken as read and confirmed.

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The Minutes of the Ordinary Meeting are separately attached.

## Item 4: Matters in Progress

SUBJECT	RESOLUTION NO. & DATE	RESOLUTION	ACTION
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.	To be reported to Council at a future meeting.
Section of Mebul Road to be Cleaned Up	347/20 Ordinary Meeting 18/11/2020	That a report be brought back to Council on the provision of additional maintenance to the area of road and roadside along the section of Mebul Road along the Cudgegong River at the old crusher site.	To be reported to Council at a future meeting.
Road Maintenance	198/22 Ordinary Meeting 20/07/2022	That Council receive a report for any or all opportunities to improve road network maintenance.	To be reported to Council at a future meeting.
MRI Machine for Mudgee Hospital	268/22 Ordinary Meeting 21/09/2022	That Council write to the Federal MP Andrew Gee and State MP Dugald Saunders seeking MRI Machine and engage with medical community to identify priorities of service needs within the LGA.	To be reported to Council at a future meeting.
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.	To be reported to Council at a future meeting.
Indoor Pool Business Case	Res 296/22 Ordinary Meeting 21/09/2022	Investigate financing options and grant opportunities for the construction of an indoor swimming pool.	To be reported to Council at a future meeting.
Declaration of Statewide Road Emergency	Res 356/22 (a) Ordinary Meeting 16/11/22	That Council joins with LGNSW and Country Mayors Association of NSW in declaring a Statewide Road Emergency and writes to the Hon Anthony Albanese MP, Prime Minister of Australia, and the Hon Dominic Perrottet MP, Premier of New South Wales, seeking immediate action for: <ul style="list-style-type: none"> <li>• an acceleration and significant increase in funding for the \$1.1 billion Fixing Local Roads and Fixing Country Bridges program from the New South Wales Government;</li> </ul>	<b><u>RECOMMENDED FOR COMPLETION.</u></b>



<b>SUBJECT</b>	<b>RESOLUTION NO. &amp; DATE</b>	<b>RESOLUTION</b>	<b>ACTION</b>
		<ul style="list-style-type: none"><li>• a boost to Road Block Grant funding to compensate for the damage to the regional road network from the Federal Government; and</li><li>• new funding to provide councils with plant machinery and skilled workers to expedite road repairs from the Federal Government.</li></ul>	

Item 5: Mayoral Minute

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Nil

## Item 6: Notices of Motion or Rescission

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### 6.1 State Government Funding to fight Youth Crime

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON

TO 15 MARCH 2023 ORDINARY MEETING

GOV400103, GOV400022, COS300028

#### MOTION

**That Council investigate the possibility of obtaining State Government funding to do something about youth crime in our region, in particular Gulgong.**

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#### Background

The NSW Liberal and Nationals Government recently announced a \$36 million package aimed at tackling youth crime and keeping at-risk youth on track. Crime and vandalism are still occurring in Gulgong and we need to do something to steer young people away from this. The package is about driving real change and is something that we should be a part of.

#### Officer's comments

In early March, the NSW Liberal and Nationals Government announced a \$36 million package aimed at tackling youth crime and keeping at-risk youth on track.

It is possible that this funding would be dependent on the return of the current Government at the State election later this month.

The \$36 million package includes:

- \$6.4 million over two years to the Violence Reduction Unit (VRU) model in Penrith and Wagga Wagga run by the Department of Community and Justice's Youth Justice team;
- \$10.2 million over four years to continue the Youth Action Meeting model in Coffs Harbour and Bourke, and expand the program to nine other locations across the State;
- \$6.5 million over two years to expand four key PCYC programs across the State; and
- \$13.6 million over two years to continue the Youth Justice program, Youth on Track, in seven locations.

At this stage, the Mid-Western Region, and Gulgong in particular, has not been mentioned as a potential beneficiary from this proposed funding. There do not appear to be any grant funding streams under this package that Council could apply for to support community concerns related to youth crime in our region.

## 6.2 Council support of Mudgee Guardian

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON

TO 15 MARCH 2023 ORDINARY MEETING

GOV400103, GOV400022, A0310019

### MOTION

**That Council consider doing further advertising in the Mudgee Guardian instead of producing the printed *Community News* circular.**

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### Background

The local newspaper is at risk of closure. Many members of the community rely on the Mudgee Guardian for access to important information, so losing it would have a huge impact and Council should be helping to support it or at least compare the production costs of *Community News* versus advertising costs.

### Officer's comments

Council currently distributes *Community News* within the boundaries of the LGA allowing all local residents and ratepayers to be targeted with content. By delivering direct to mailboxes and PO Boxes free of charge, *Community News* is inclusive of all demographics and sectors of the community and is not limited by resident's ability to pay or access to the hard copy newspaper or digital access to the online version of the Mudgee Guardian. *Community News* is produced in audio format (for the visually impaired), in e-edition and video format. Council uses other communication channels to keep the community informed including social media, website and press releases to all media outlets.

Council currently advertises weekly in the Mudgee Guardian regarding a range of issues including DAs, events, road closures and job advertisements.

Council provides a range of press releases to the Mudgee Guardian for publication and distribution of local content.

## 6.3 Support for NSW RFS Campaign

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, GOV400022, EME900015, A0120006

### MOTION

**That Council support the NSW Rural Fire Service Association campaign for candidates in the NSW election to sign a pledge of support for volunteer firefighters.**

---

### Background

The pledge will acknowledge the importance of NSW Rural Fire Service volunteers and the need to fund them adequately; and that the RFS would always remain a standalone independent body. The pledge would also acknowledge the need for appropriate support for volunteered that are injured while serving the community.

### Officer's comments

It will be the decision of Council as to whether they wish to support this campaign by the Rural Fire Service.

## 6.4 Seek financial assistance to mitigate feral deer problem

NOTICE OF MOTION LISTED BY CR PERCY THOMPSON  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, GOV400022

### MOTION

**That Council contact the Local Member Parliament to request financial support to try and do something about the feral deer.**

---

### Background

The feral deer population is becoming increasingly problematic to local farmers, especially in the Gulgong and surrounding areas.

### Officer's comments

Issues such as feral deer fall into the responsibility area of Local Land Service who offer information and support to landowners across the State in managing feral animals on their properties.

There is a great deal of information on the Local Land Services website which can be accessed at: <https://www.lls.nsw.gov.au/>.

Particular reference is made to a variety of factsheets and other information on the Feral Deer page: <https://www.lls.nsw.gov.au/regions/south-east/key-projects/every-bit-counts/resources/pest-animals/feral-deer>

## Item 7: Office of the General Manager

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### 7.1 Business Improvement Policy

REPORT BY THE EXECUTIVE MANAGER, PEOPLE AND PERFORMANCE  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, COR400065, GOV400066

#### RECOMMENDATION

##### That Council:

- 1. receive the report by the Executive Manager, People and Performance on the Business Improvement Policy; and**
  - 2. adopt the Business Improvement Policy.**
- 

#### Executive summary

This policy defines the Mid-Western Regional Council's (Council) approach to business improvement and its commitment to enhancing its processes and the way it delivers its services in a more customer focussed and efficient manner.

#### Disclosure of Interest

Nil

#### Detailed report

The Business Improvement Framework ensures Council's internal and external services are strategically aligned, efficient and delivered in a systems and process driven culture that seeks continuous improvement. The business Improvement program has been established under the framework to provide:

- A Continuous Improvement Process;
- Performance Measurement;
- An Integrated Review process;
- Business Process Management; and a
- Service Delivery Review Framework.

At the 17 February 2022 meeting, Audit Risk and Improvement Committee (ARIC) supported the Business Improvement Framework and on 17 February 2023 the committee endorsed the Business Improvement Policy.

At their quarterly meetings, the ARIC are routinely provided with an overview of previous and current Business Improvement efforts and updates on the progress against the Business Improvement program.

## 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**

The Business Improvement Framework impacts all council strategies and plans.

### **Council Policies**

Internal Audit Policy

Audit, Risk and Improvement Committee Charter

Enterprise Risk Management Framework

### **Legislation**

Local Government Act 1993

## Financial implications

A budget has been allocated in the 2023/2024 Operational Plan to meet the requirements of the Business Improvement Program.

## Associated Risks

Under the Act, Council is required to undertake Service Delivery Reviews. The Business Improvement Framework will ensure that a service review program is developed.

MICHELE GEORGE  
EXECUTIVE MANAGER, PEOPLE AND  
PERFORMANCE

21 February 2023

*Attachments:* 1. Business Improvement Policy.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER





## POLICY

### Business Improvement

*A prosperous  
and progressive  
community*

ADOPTED		VERSION NO	VERSION 1
COUNCIL MEETING MIN	[xx/xx]	REVIEW DATE	[DATE TO REVIEW]
DATE:	[INSERT DATE]	FILE NUMBER	COR400465

## Purpose

This policy defines the Mid-Western Regional Council's (Council) approach to business improvement and its commitment to enhancing its processes and the way it delivers its services in a more customer focussed and efficient manner.

## Scope

The requirements within this policy shall apply to all Council workers.

## Legislative requirements

Local Government Act 1993 (the Act)

## Related policies and plans

- ARIC Charter
- Enterprise Risk Management Framework
- All council's policies, strategies and plans

## Principles

In accordance with the Act, the Mid-Western Regional Council provides goods, services, facilities, and carries out activities, appropriate to the current and future needs of the community.

The guiding principles of the Act (Sections 8a, 8b and 8c) require each council to carry out its functions in a way that provides the best possible value for residents and ratepayers.

## Roles and Responsibilities

### Councillors

Adopt the policy and receive updates on the implementation of programs undertaken as part of the Business Improvement Framework (the Framework).

**POLICY: BUSINESS IMPROVEMENT | VERSION 1, [INSERT DATE]**

### Audit Risk and Improvement Committee (ARIC)

Under S428 of the Act, the ARIC has responsibility for keeping under its review service delivery reviews, Council's performance measurement data and the implementation of the community strategic plan, delivery program and strategies.

### Executive Team

The Executive Team will champion the Framework, programs and initiatives with all staff.

### Business Improvement Team

The Business Improvement Team will comprise of the following positions:

- Executive Manager People and Performance – Executive Sponsor
- Business Improvement Officer – Project Lead
- Financial Planning Coordinator – Technical Support
- Manager ICT – Technical Support
- Executive Assistant – People and Performance – Administrative Support

The team will manage and deliver business improvement projects including service delivery reviews.

### All staff

All staff are responsible for implementing business improvement systems, policies and processes and undertake work in accordance with and contribute to the program. Staff should actively contribute to the improvement of Council's processes and identify and share opportunities for improvement.

## Objective

The objective of this policy is to:

- Confirm Council's commitment to the Framework
- Ensure Council seeks to continuously improve its processes; and
- Ensure Council's internal and external services are:
  - efficient;
  - effective; and
  - appropriate.

## Policy

Implementing a formalised Framework will streamline the implementation of business improvement projects, systems and processes which will enhance Council's internal and external service delivery.

Council's Framework provides an umbrella under which other business methodologies and tools such as standards and/or best practice initiatives can be implemented. Council's Framework is comprised of a program of work including but not limited to:

- A Continuous Improvement Process;
- Performance Measurement;
- An Integrated Review process;
- Business Process Management; and a
- Service Delivery Review Framework.

To support the Framework, the organisation has committed to:

- A whole of organisation approach;
- A culture of continuous improvement across the organisation;
- Strong organisational support;
- Understanding the resourcing requirements; and
- Stakeholder engagement.

## 7.2 Policy Review - Risk Management

REPORT BY THE WHS AND RISK COORDINATOR  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, RIS900011

### RECOMMENDATION

#### That Council:

1. **receive the report by the WHS and Risk Coordinator on the Policy Review - Risk Management; and**
2. **adopt the Risk Management Policy.**

---

### Executive summary

The current Risk Management Policy was embedded within the Enterprise Risk Management Framework. Following a review of the policy it has been determined that a standalone policy is more appropriate and the revised policy documents Council's commitment to managing risk through a structured and consistent approach, enabling risk-informed decision making aligned with Council's strategic and operational objectives. The current Risk Management Policy was adopted by Council on 17 June 2020.

### Disclosure of Interest

Nil

### Detailed report

Council's Enterprise Risk Management Framework (the Framework) is a living document and will be regularly reviewed and updated as required to ensure the Framework is always up to date with current risk management regulations and legislation and current practices within Council. The Framework will be updated accordingly and approved by the Executive and the General Manager.

Ordinarily the framework would be due for review in June 2024, however, in accordance with the framework there are six changes which trigger the requirement that the Framework be reviewed. There has now been two changes that trigger a review, namely:

- 1) change in the Council's organisational structure in 2021; and
- 2) amendments to the Council strategic plans following the Council election.

The new Risk Management Framework, and the Risk Management Policy, is complete and was endorsed by the Executive on the 9th February 2023.

### Community Plan implications

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

## Strategic implications

### **Council Strategies**

It impacts all Council strategies.

### **Council Policies**

It impacts all Council policies.

### **Legislation**

It impacts all legislation that Council operates under.

## Financial implications

Not Applicable

## Associated Risks

If Council's Risk Management Policy is not regularly reviewed to ensure it is current and effective, it could impact Council's ability to deliver its strategic and operational objectives.

VERONIKA BARRY  
WHS AND RISK COORDINATOR

MICHELE GEORGE  
EXECUTIVE MANAGER, PEOPLE AND  
PERFORMANCE

2 March 2023

*Attachments:* 1. Risk Management Policy V2.0.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



## POLICY Risk Management

*A prosperous  
and progressive  
community.*

ADOPTED		VERSION NO	2.0
COUNCIL MEETING MIN	[xx/xx]	REVIEW DATE	[DATE TO REVIEW]
DATE:	[INSERT DATE]	FILE NUMBER	RM100 & RIS900011

### Purpose

This policy provides a basis for how Mid-Western Regional Council (Council) will manage risk. Risk shall be managed through a structured and consistent approach, enabling risk-informed decision making aligned with Council's strategic and operational objectives.

### Scope

The requirements within this policy shall apply to all Council workers (including labour hire and temporary employees), work experience people, volunteers, contractors and other relevant duty holders.

### Policy Statement

Council recognises that risk management is fundamental to the organisation achieving its strategic and operational objectives. It is integral to the day-to-day management and decision making at all levels in the organisation. Council is committed to developing and maintaining a robust and effective risk management framework that promotes a positive risk culture and proactively manages risks to ensure Council can achieve its strategic and operational objectives.

By properly understanding and managing risks within its operations, Council can provide greater assurance and security to its workers, community and other stakeholders. Effective risk management will enable Council to deliver on its commitments, make confident decisions on how it will develop, implement and manage its services and assets, and facilitate continual improvement.

### Objective

The objective of this policy is to:

- Confirm Council's continued commitment to maintaining a risk aware culture and embedding risk management practices within Council operations.
- Ensure risk identification and management is specific to the unique needs of Council, and considers its internal and external context.
- Detail Council's commitment to ongoing evaluation and improvement of its risk management activities.

### Legislative requirements

- Work Health and Safety Act 2011

**POLICY: RISK MANAGEMENT | [INSERT DATE]**

## Related policies, procedures and plans

- Risk Management Procedure, which includes:
  - Enterprise Risk Management Plan
  - Strategic Risk Management Plan

## Related Standards

- AS ISO 31000 Risk Management – Guidelines
- Draft Guidelines for Risk Management and Internal Audit Framework for Local Councils in NSW

## Item 8: Development

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### 8.1 ME0024/2023 - Section 4.55(1A) Modification to DA0135/2012 – Temporary Workers Accommodation – Lot 32 DP 750773 – 94 Main Street, Ulan

REPORT BY THE PLANNING COORDINATOR  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, P1411461 - Part 4

#### RECOMMENDATION

##### That Council:

- A. receive the report by the Planning Coordinator on ME0024/2023 - Section 4.55(1A) Modification to DA0135/2012 – Temporary Workers Accommodation – Lot 32 DP 750773 – 94 Main Street, Ulan; and
- B. approve ME0024/2023 - Section 4.55(1A) Modification to DA0135/2012 – Temporary Workers Accommodation – Lot 32 DP 750773 – 94 Main Street, Ulan subject to the following amended conditions and Statement of Reasons shown in [blue](#):

#### CONDITIONS

#### APPROVED PLANS

1. Development is to be carried out generally in accordance with stamped plans (~~Drawing No. 17239\_L01, 17239\_A01, Revision E, 17239\_A02, Revision C, 17239\_A03, Revision C and 17239\_A04 Revision C, dated 18 October 2011, drawn by Barnson, Site Plan - Dining Room Extension, Drawing No. 17239-A200, Revision B, Dated 07.12.2022, Floor Layout - Dining Room Extension, Drawing No. 17239-A201, Revision B, Dated 07.12.2022, Elevations - Dining Room Extension, Drawing No. 17239-A202, Revision B, Dated 07.12.2022, 40' Ablutions Laundry, Sheets 1 to 6 of 6, REV 3, DWG: RWT-NMD-HS777-001~~) and Statement of Environmental Effects prepared by Barnson, received by Council on 21 October 2011, the Water Supply Quality Assurance Program dated 14 March 2019, except as varied by the conditions listed herein. Any minor modification to the approved plans will require the lodgement and consideration by Council of amended plans. Major modifications will require the lodgement of a new development application. [Modified MA0036/2019] [[Modified ME0024/2023](#)]
2. Accessible units are to be provided within the development site in accordance with AS 1428.1 2009, the Building Code of Australia and the Access to Premises Code.
3. Communal facilities are to be provided with accessible features in accordance with the AS 1428.1 2009, the Building Code of Australia and the Access to Premises Code.

#### PRIOR TO ISSUE OF THE CONSTRUCTION CERTIFICATE



*The following conditions must be complied with prior to the Principal Certifying Authority (PCA) issuing a Construction Certificate. The conditions are required to satisfy the PCA that the proposal is consistent with the applicable development consent, the Building Code of Australia and any Australian Standards that are relevant.*

- ~~4. The applicant is to demonstrate that there is the ability to provide a water supply to the development from roof storm water. This assessment is to be undertaken by a professional engineer report and is to indicate the harvest potential available, the likely water supply demand for the development and alternate supplies should the demand exceed the harvest potential. [Deleted MA0036/2019]~~
5. Separate written application must be made under Section 68 of the Local Government Act 1993, as amended, to Council for all water supply, sewerage and drainage work associated with the development. Full details of the method of disposal of the sewerage/grey water must be submitted to the Council for approval prior to the issue of the Construction Certificate.
6. The proposed sewerage treatment system and irrigation areas are to comply with the Environmental Guidelines - Use of Effluent for Irrigation by the Department of Environment and Conservation. A report shall be prepared and submitted to Council for approval with the application under Section 68 of the Local Government Act for an onsite sewage management system. Note: The lid level of the Sewerage Treatment Plan shall be 448.5 416.0m AHD. [Modified MA0036/2019]
7. A registered Surveyors Certificate showing the boundaries of the site and the proposed building plotted thereon being submitted to the Principal Certifying Authority before construction is commenced.
8. Details of the engineered designed reinforced concrete slab/sand the wall and roof framing structural components of the building must be submitted with the required Construction Certificate.
9. In accordance with the provisions of section 94A of the Environmental Planning and Assessment Act 1979 and the Mid-Western Regional Council Section 94A Development Contributions Plan, a levy of 1% of the cost of carrying out the development shall be paid to Council in accordance with this condition for the purpose of:  
The levy is: \$28,000.00 based on the estimated cost of development of \$ 2,800,000.00.
10. Prior to the issue of the Construction Certificate, the Principal Certifying Authority (PCA) is to be supplied with certificates from telecommunications and energy service providers stating that suitable arrangements have been made for provision of underground telephone and electricity supplies for the proposed development.
11. The Principal Certifying Authority (PCA) is to be provided with details regarding the provision of essential fire safety services in accordance with the BCA and relevant Australian Standards.
12. If the Construction Certificate is not issued, for any reason whatsoever, within twelve (12) months of the date of determination, then the charges and contributions contained in this consent, may be increased to the current rate at the time of payment.

A site supervisor is to be nominated by the applicant prior to issue of the Construction Certificate.

13. A Traffic Control Plan (TCP) completed by a "Certified Person" for implementation during works is to be submitted to Mid-Western Regional Council prior to any work commencing. Contractor's insurance cover for a minimum of \$10,000,000 (Ten million dollars) is to be sighted and to be shown to Mid-Western Regional Council as an interested party.
14. Complete landscaping plans are to be submitted to Council for approval prior to issue of a Construction Certificate. All landscaping is to be established prior to occupation of the development and consist of advanced trees and shrubs. Tree and shrub species should be endemic to the Mid-Western Regional Local government Area, require minimal watering and be salt resistant.
15. The applicant is to submit a Drainage Report prepared in accordance with the Institution of Engineers publication Australian Rainfall and Run-off to the Principal Certifying Authority for approval prior to the release of the Construction Certificate. The report must demonstrate that stormwater runoff from the site is not increased beyond the existing undeveloped state up to and including a 100-year ARI. All storm water detention details including analysis shall be included with the drainage report.

#### **PRIOR TO THE COMMENCEMENT OF WORKS**

*These conditions are required to ensure that the site is ready for construction works to commence and satisfy the provisions of the Environmental Planning and Assessment Act 1979 and the Building Code of Australia.*

16. A sign must be erected in a prominent position on any work site on which the erection of a building is being carried out;
  - a) stating that unauthorised entry to the work site is prohibited, and
  - b) showing the name of the person in charge of the work site and a telephone number at which that person may be contacted outside working hours.
17. Prior to the commencement of any construction works, the following provisions of the Environmental Planning and Assessment Act 1979 (the Act) are to be complied with:
  - a) A Construction Certificate is to be obtained in accordance with Section 81A(2)(a) of the Act.
  - b) A Principal Certifying Authority is to be appointed and Council is to be notified of the appointment in accordance with Section 81A(2)(b) of the Act.
  - c) Council is to give at least 2 days' notice of the date intended for commencement of
  - d) building works, in accordance with Section 81A(2)(c) of the Act.
18. Run-off and erosion controls must be installed prior to clearing the site and incorporate:
  - a) diversion of uncontaminated upslope run-off around cleared and/or disturbed areas and areas to be cleared or disturbed.
  - b) sediment fences at the downslope perimeter of the cleared or disturbed areas to prevent sediment and other debris escaping from the land to pollute water ways and collection areas.
  - c) maintenance of all erosion control measures at maximum operational capacity until the land is effectively rehabilitated and stabilised.

19. During construction temporary toilet facilities are to be provided at or in the vicinity of the nominated work site and for this purpose provide either a standard flushing toilet or an approved sewage management facility.
20. If the work involved in the erection/demolition of the building is likely to cause pedestrian or vehicular traffic in a public place to be obstructed or rendered inconvenient, or building involves the enclosure of a public place, a hoarding or fence must be erected between the work site and the public place. If necessary, an awning is to be erected, sufficient to prevent any substance from, or in connection with, the work falling into the public place. Any such hoarding, fence or awning is to be removed when the work has been completed.
21. The proposed method(s) of compliance with the Building Code of Australia are to be clarified by documentation to be submitted with the Construction Certificate Application. In this regard, it appears that the Development Application plans do not comply with the following deemed-to-satisfy provisions of the BCA;
  - a) Section F2.4 -Facilities for people with disabilities.
  - b) Part D3 -Access for people with disabilities.
  - c) Section E- in particular, E1 Firefighting equipment, specifically the provision of fire hydrants and fire hose reels compatible to on-site water storage for firefighting.
  - d) E4 Emergency lighting and exit signs.
  - e) Section J - Energy efficiency (offices)
  - f) Section C- Fire resistance, in particular Type C Fire Resisting Construction of walls within 3 metres of the boundary (including front & rear return walls)
22. The developer is to make arrangements with an archaeologist or indigenous group representing the locality to have people available onsite during any works that require disturbance to the surface or sub surface of the site. This is required to ensure that no indigenous objects are disturbed or destroyed during construction activities.
23. A construction management plan is to be prepared for the development that has considered the impact of the construction phase of the project on adjoining properties.

## **BUILDING CONSTRUCTION**

*These conditions are provided to ensure that adequate standards are being observed during the construction phase of the development.*

24. Construction work noise that is audible at other premises is to be restricted to the following times:

Monday to Friday	7.00am to 6.00pm
Saturday	8.00am to 1.00pm

No construction work noise is permitted on Sundays or Public Holidays.
25. All building work must comply with the requirements of the Building Code of Australia 2011, Volume One, together with the relevant Australian standards and also the Environmental Planning and Assessment Act, 1979, as amended, and Regulations.
26. All mandatory inspections required by the Environmental Planning and

**Assessment Act and any other inspections deemed necessary by the Principal Certifying Authority must be carried out during the relevant stages of construction.**

- 27. All plumbing and drainage work must be carried out by a licensed plumber and drainer and must comply with the requirements of AS 3500 (National Plumbing & Drainage Code) and the NSW Code of Practice- Plumbing & Drainage. The selected plumber/drainer must provide Council with a drainage diagram detailing the location of the drainage system and the relevant connections. All plumbing and drainage inspections must be carried out by Council prior to the covering of any trenches or wall/ceiling linings.**
- 28. The development must be provided with car parking spaces and with adequate means of access for persons with disabilities in order to comply with Australian Standard 2809.6 - 2009 (Parking facilities- Off street parking for people with disabilities) the Building Code of Australia and the Access to Premises Code. Full details must be provided with the Construction Certificate.**
- 29. The development must be provided with sanitary facilities for people with disabilities in order to comply with Australian Standard 1428 2009 (Design for access and mobility), the Building Code of Australia and the Access to Premises Code. Full details must be provided with the required Construction Certificate.**
- 30. All areas not provided with natural ventilation in accordance with the provisions of the Building Code of Australia being provided with an approved mechanical ventilation and/or air conditioning system complying with Australian Standard 1668, Parts 1 and 2.**
- 31. The ~~rainwater~~ water storage tanks used as a potable water supply for human consumption, in particular, the supply to the amenities within the building, must be protected from contamination from industrial and urban traffic emissions, dead animals, mosquitoes, dust, pesticides, bushfires and any other form of contamination. [Modified MA0036/2019]**
- ~~32. Details of the method of protection of the water supply from contamination and the method of the subsequent implementation of a testing regime of the water supply must be designed by an approved hydraulic engineer and submitted to Council's Health & Building section prior to the issue of an Occupation Certificate. [Deleted MA0036/2019]~~**
- 33. A copy of the Final Fire Safety Certificate is to be provided to the Commissioner of NSW Fire Brigades and a further copy of the Certificate is to be prominently displayed in the building.**
- 34. For every 12 month period after the issue of the Final Fire Safety Certificate the owner/agent of the building must provide the Council with a copy of an Annual Fire Safety Statement certifying that specified fire safety measure is capable of performing to its specification.**
- 35. Smoke detector units are to be installed in accordance with the requirements of the Building Code of Australia. The smoke detectors are to be interconnected and connected to a permanent 240 volt power supply and provided with battery backup to activate the alarm units in the event of power failure. A detail of the system is to be submitted to Council for approval prior to installation.**

36. All building work must be carried out in accordance with the requirements of the Building Code of Australia. This includes but is not limited to the following:

- Part C1 Fire Resistance and Stability
- Part D3 Access for People with Disabilities
- Part F2 Sanitary and Other Facilities
- Part F2.4 Facilities for people with disabilities
- Part F5 Sound Transmission and Insulation
- Section J Energy efficiency

#### ENGINEERING CONSTRUCTION

37. All earthworks, filling, building, driveways or other works, are to be designed and constructed (including stormwater drainage if necessary) so that at no time will any ponding of storm water occur on adjoining land as a result of this development.

38. Vehicular entrances comprising concrete driveways and footway crossings are to be provided to the development. These should be constructed in accordance with Aus-Spec #1 and Council standard drawing M525-Rural Access, as outlined in Council's "Access to Properties Policy".

Concrete must not be poured until the excavation, formwork and reinforcing has been inspected by Council. The contractor/owner must arrange an inspection by contacting Council's Development Engineer between 8.00am and 4.30pm Monday to Friday, giving at least twenty four (24) hours' notice. Failure to have the work inspected may result in the access being removed and reconstructed at the contractors/owners expense.

39. A total of 154 car parking spaces are to be provided within the site of the development and comply with the following requirements:

- a) Each parking space is to have minimum dimensions of 5.5m x 2.6m;
- b) Each disabled car parking space is to be in accordance with the provisions of Councils Development Control Plan - Design for Accessibility.
- c) All car parking spaces are to be line-marked and provided with a two coat bitumen seal and must be maintained in a satisfactory condition at all times;
- d) Off street parking is to be encouraged by the placement of prominent signs indicating the available of parking.

40. The aisle widths, internal circulation, ramp widths and grades of the car park are to generally conform to the Roads and Traffic Authority (RTA) guidelines and Australian Standard AS 2890.1 -1993. Details of compliance are to be shown on the relevant plans and specifications.

41. The developer is to upgrade the school zone signage of the Ulan Public school such that it is provided with flashing lights during designated school zone times. All installation and approval requirements through the Local Traffic Committee shall be carried out by the developer sat full cost to the developer.

42. The developer is to upgrade Main Street for the full frontage of the proposed development, such that it has the following characteristics:

	Requirement
Half Road Pavement Width	6.5 metres (6.5 metre seal)

Concrete Footpaths	N/A
Seal	Two-coat flush seal-14/7 mm (Double/ Double) as required
Table Drains	Austrroads
Subsoil Drainage	N/A
Underground Drainage	N/A

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43. The Developer shall provide a 1.2 metre wide concrete footpath from the development site to the centre of the Ulan village. Full details are to be provided with the application for Construction Certificate.
44. Internal Roads shall be sealed with a minimum of 6 metres for two way traffic and 3.5 for one way. Turning heads shall be a minimum radius of 8.5 m. Provision of Kerb and Gutter is optional for internal access roads, but if provided shall comply with Council's Residential Standards.
45. Internal roads shall be designed to a 40km/h minimum speed. Actual speed limits within the development should be limited to 10km/hr for shared zones and signposted accordingly. Traffic regulatory, warning and guide signs throughout the development should be in accordance with AS1742.

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

*The following conditions are to be completed prior to occupation of the building and are provided to ensure that the development is consistent with the provisions of the Building Code of Australia and the relevant development consent.*

46. Prior to the occupation of a new building, or occupation or use of an altered portion of, or an extension to an existing building, an Occupation Certificate is to be obtained from the Principal Certifying Authority appointed for the erection of the building. An application for an Occupation Certificate must be set out in the form of the relevant part of Form 12 of the Environmental Planning and Assessment Regulations and must be accompanied by the relevant information required by Form 12.
- 46a. Prior to the issue of an Occupation Certificate, the applicant is required to arrange for a final inspection of the private water supply and obtain a satisfactory final inspection from Mid-Western Regional Council for the operation of the private water supply work.  
[New Condition MA0036/2019]
- 46b. Prior to the issue of an Occupation Certificate, an Approval to Operate the On-Site Sewage Management System granted under Section 68 of the Local Government Act 1993 is to be obtained.  
[New Condition MA0036/2019]
47. On completion of the building work, the owner/agent of the building must cause the Council to be provided with a Final Fire Safety Certificate from a competent person with respect to each essential service nominated in the Fire Safety Schedule issued with the Construction Certificate.
48. All building or site works or other written undertaking or obligation indicated in the submitted plans and supporting documentation or otherwise required under the terms of this consent being carried out or implemented prior to the occupation of the premises.

49. The developer and landowner (Crown) shall enter into a Mine Impact Agreement with Ulan Coal Mine Limited prior to the occupation of the development due to the location of the site potentially exceeding noise criterion.
- 49a. Prior to issue of an Occupation Certificate, Building Information Certificate and/or use of the development, an application shall be lodged and approved by Council pursuant to Section 68 of the Local Government Act, 1993 for the installation of an On Site Sewer Management System. The application shall be supported by amended Hydraulic Design Plans and supporting calculations including the dining room extension and laundry building. [Modified ME0024/2023]

## GENERAL

The following conditions have been applied to ensure that the use of the land and/or building is carried out in a manner that is consistent with the aims and objectives of the environmental planning instrument affecting the land.

50. This approval is limited to twenty-five (25) years from the issue of the Occupation Certificate and the facility shall be decommissioned in accordance with the approved Decommissioning Plan within six (6) months of the closure of the facility. [Modified ME0024/2023]
- ~~51. The proposed development is not to rely on any other water supply other than treated water from the onsite sewerage treatment facility and capturing roof water. Should the development run out of water, then it will close down until water supplies have been supplemented by further rain fall. The proposed development has provided that the water supply will be gained by capturing roof water for a potable water supply and can also be supplemented by treated water for toilets and laundry water supplies. [Deleted MA0036/2019]~~
- ~~51a. MA0037/2012 permits the use of piped water from the adjacent property of Ulan water to the facility for use in periods of low rainfall to supplement the onsite water supply. The use of water from Ulan Water is only permitted where the water can be piped from the Ulan water due to the location of a bore on the Ulan water site. The trucking in of water is not permitted either to the development site or the adjacent Ulan Water site. [Deleted MA0036/2019]~~
52. A Decommissioning Plan in accordance with Council's Temporary Workers Accommodation DCP is to be prepared and approved by Council prior to the issue of the Occupation Certificate for the development.
53. A Management Plan, including the identification of social impacts, in accordance with Council's Temporary Workers Accommodation DCP is to be prepared and approved by Council prior to the issue of the Occupation Certificate for the development.
54. All vehicles are required to enter and leave the site in a forward direction at all times. Signage to this effect is to be appropriately located within the site.
55. All loading and unloading in connection with the premises shall be carried out wholly within the site.
56. All exterior lighting associated with the development shall be designed and installed so

that no obtrusive light will be cast onto any adjoining property or roadways, in accordance with Australian Standard 4282 "Control of the Obtrusive Effects of Outdoor Lighting".

57. All waste generated by the proposed development shall be disposed of to an approved location in accordance with the Waste Minimization & Management Act 1995.
58. Security fencing is to be provided to the site and is to be a maximum of 2.1 metres in height and of pre coloured steel fencing. Full details of proposed fencing are to be included on the landscaping plan.
59. Adequate facilities being provided in a screened location within the premises for the storage of garbage, discarded or returnable packaging or other forms of trade wastes and arrangements being made for the regular removal and disposal of same.
60. There being no interference with the amenity of the neighbourhood by reason of the emission of any "offensive noise", vibration, smell, fumes, smoke, vapour, steam, soot, ash or dust, or otherwise as a result of the proposed development.
61. A public address system or sound amplifying equipment shall not, without the consent of Council, be installed in or upon the premises so as to cause or permit the emission of sound onto any public place or nearby residential area.
62. The proposed sewerage treatment plant is to be located at least 100 metres from the Goulburn River to ensure compliance with the Environmental Planning and Assessment Regulations 2000.
63. If any aboriginal artefacts are uncovered or identified during construction earthworks, such work is to cease immediately and the local aboriginal community and National Parks and Wildlife Service are to be notified. (Note: A suitably qualified person would be required to be present during earthworks to identify whether any artefacts were uncovered).
64. The existing community facilities (tennis court, grandstand and community building) are to be made available to the local community for community events at no cost for the life of the development.
65. The private water supply for the site is to be designed, installed and maintained in accordance with the Public Health Act 2010 and the Public Health Regulations 2012 at all times. [New Condition MA0036/2019]
66. The sites operators are to maintain and operate the private water supply in accordance with the quality assurance program (QAP) and which complies with the Public Health Regulations 2012. A Copy of the QAP is to be provided to the NSW Public Health Unit and records relating to managing the safety of the drinking water supply are to be kept onsite and made available on request of the Local Council or the NSW Public Health Unit. [New Condition MA0036/2019]
67. Any truck movements associated with supplying potable water to the site are to occur during normal business hours only and are limited to no more than two (2) movements per day. [New Condition MA0036/2019]

## STATEMENT OF REASONS



1. The proposed development is considered satisfactory in terms of the matters identified in Section 4.55(1A) of the *Environmental Planning and Assessment Act 1979*.
2. The proposed development is considered satisfactory in terms of the matters identified in Section 4.15 of the *Environmental Planning and Assessment Act 1979*.
3. **No submissions were received during the public exhibition period.**

#### OTHER APPROVALS

- (DA0135/2012)
- (MA0037/2012)
- (MA0036/2019)

#### ADVISORY NOTES

1. The removal of trees within any road reserve requires the separate approval of Council in accordance with the policy "Tree Removal and Pruning- Public Places".
2. The land upon which the subject building is to be constructed may be affected by restrictive covenants. This approval is issued without enquiry by Council as to whether any restrictive covenant affecting the land would be breached by the construction of the building, the subject of this approval. Persons to whom this approval is issued must rely on their own enquiries as to whether or not the building breaches any such covenant.
3. Any development in proximity to Essential Energy's infrastructure should comply with the latest industry guideline currently known as ISSC 20 Guideline for the Management of Activities within Electricity Easements and Close to Infrastructure. A copy of this guideline can be located at [www.resourcesandenergy.nsw.gov.au](http://www.resourcesandenergy.nsw.gov.au).
4. The development is subject to the requirements of the Rural Fires Act 1997 and separate approvals shall be obtained from the NSW Rural Fire Service, as relevant.
5. Section 8.3 of the Environmental Planning and Assessment Act (EP&A Act) gives you the ability to seek a review of the determination. This request is made to Council and must be made within 12 months after the date on which you receive this notice. The request must be made in writing and lodged with the required fee; please contact Council's Planning and Development Department for more information or advice.
6. If you are dissatisfied with this decision section 8.7 of the EP&A Act 1979 gives you the right to appeal to the Land and Environment Court within 12 months after the date on which you receive this notice.
7. To ascertain the date upon which the consent becomes effective, refer to Section 4.20 of the EP&AAct.
8. To ascertain the extent to which the consent is liable to lapse, refer to Section 4.53 of the EP&AAct.

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#### Executive summary

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OWNER/S

NSW Department of Industry – Crown Land  
(Registered Lease AH129615P)

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<b>APPLICANT:</b>	Barnson Pty Ltd
<b>PROPERTY DESCRIPTION:</b>	94 Main Street, Ulan (Lot 32 DP750773)
<b>PROPOSED DEVELOPMENT:</b>	Temporary Workers Accommodation
<b>ORIGINAL ESTIMATED COST OF DEVELOPMENT:</b>	\$2.8 Million
<b>REASON FOR REPORTING TO COUNCIL:</b>	Council approved the original development application and subsequent modifications.
<b>PUBLIC SUBMISSIONS:</b>	Nil

Council is in receipt of a Section 4.55 Application to modify DA0135/2012, lodged 31 January 2023. The modification proposes to alter condition 1 (amended plans), condition 43 (footpath requirement) and condition 50 (approval period) of the consent.

The applicant is now proposing the following key changes under this modification application:

- Amended plans to include the use of an unauthorised building adding to the existing dining/kitchen building, including an extension of approximately 72m<sup>2</sup> of dining area with an attached deck;
- Amended plans to include the use of an unauthorised building for additional laundry/amenities;
- Deleting condition No. 43 being the requirement to construct a footpath along Main Street to then Ulan village centre; and
- Amending condition No. 50 to extend the approval period to match the new Crown lease arrangements (from 20 years to 25 years).

It should be noted that the proposed deletion of condition 43 requiring a footpath to be constructed along Main Street is not supported by Engineering staff. Further, it is confirmed that both buildings have already been installed on the subject site.

The proposed development has been assessed in accordance with Council's LEP and DCP and is otherwise considered to generally remain consistent with Council's planning controls.

Pursuant to the powers handed down by the General Manager, conferred under Section 378 of the *Local Government Act 1993*, staff do not hold assumed delegation to determine the application as DA0135/2012 was approved at a full Council meeting on 15 February 2012, and consequently the modification to the consent shall be determined at a full Council meeting.

The section 4.55 Application was not required to be notified as per Council's DCP. However, as all prior applications have been notified, this proposal was also notified for 14 days. No submissions were received during the notification period.

The application is recommended for Approval.

## Disclosure of Interest

Nil

## Detailed report

Council granted consent to DA0135/2012 for the construction of Temporary Workers Accommodation, located at 94 Main Street, Ulan Lot 32 DP750773 at the February 2012 Council meeting.

At the June 2012 Council meeting, Council approved a modification (MA0037/2012) of ten (10) conditions of consent relating to a number of matters including BCA, DDA compliance, and school signage upgrades.

At the 15 May 2019 meeting, Council also approved a modification (MA0036/2019) of six (6) conditions relating to the provision of potable water and the construction level of the effluent management system.

Physical commencement has occurred, and consequently the consent remains active.

The approved development layout by Council is included as Figure 1 below. The proposed modified site layout is included within Figure 2 below.

The applicant also seeks to delete condition 43 (requiring footpath construction along Main Street) and amend condition 50, increasing from 20 years to 25 years and aligning with the Crown Lands lease of the site.

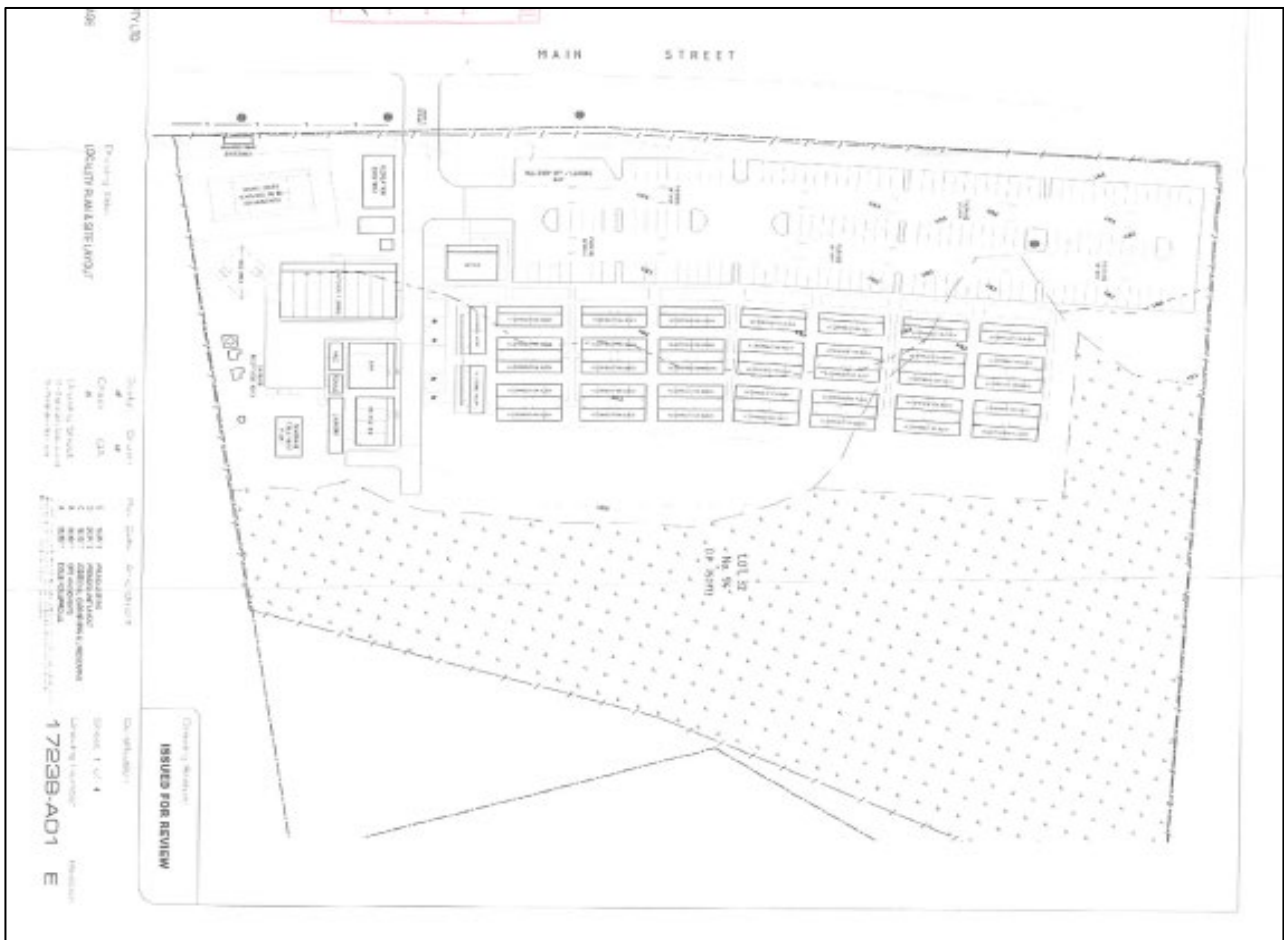


Figure 1 – Approved Site Plan

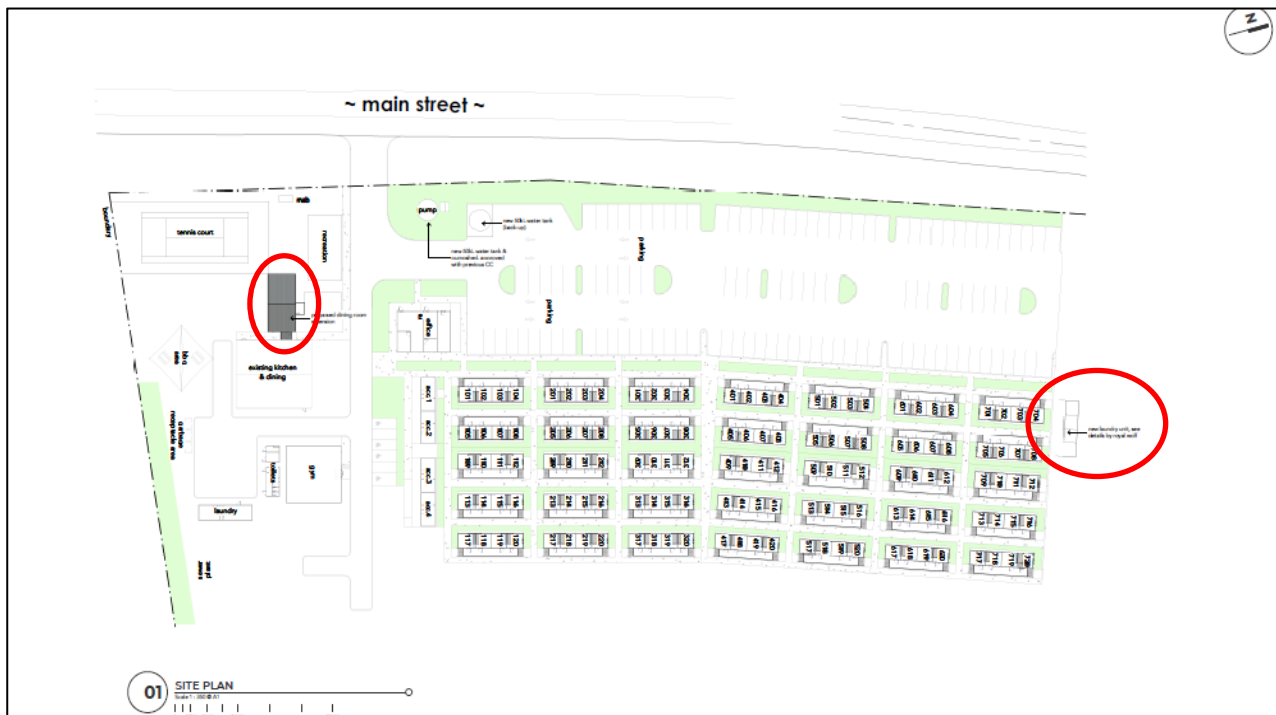


Figure 2 – Proposed Site Plan (additional buildings highlighted in red)

**LEGISLATIVE REQUIREMENTS**

The application has been assessed in accordance with Section 4.55 and 4.15 of the *Environmental Planning & Assessment Act 1979*. The main issues are addressed below as follows.

**4.55(1A) Modifications involving minimal environmental impact**

A consent authority may, on application being made by the applicant or any other person entitled to act on a consent granted by the consent authority and subject to and in accordance with the regulations, modify the consent if:

- (a) *it is satisfied that the proposed modification is of minimal environmental impact, and*

**Comment** The proposal to modify the conditions with the inclusion of the use of an unauthorised building being an extension of the dining room and separate laundry building are considered to be of generally minor in nature and are not considered to result and any significant adverse impacts to the site or surrounding land, subject to compliance with the existing conditions of consent imposed.

The approved use of the site for ‘temporary workers accommodation’ is retained and therefore the development and land use is considered to be substantially the same as originally approved by Council.

It should be noted that the proposed deletion of condition 43 (footpath requirement) sought by the applicant is not supported for the reasons contained later in this report.

- (b) *it is satisfied that the development to which the consent as modified relates is substantially the same development as the development for which the consent was originally granted and before that consent as originally granted was modified (if at all), and*

**Comment** Council is satisfied that the proposed modification is substantially the same development as the original consent.

(c) *it has notified the application in accordance with (i) the regulations, if the regulations so require, or (ii) a development control plan,*

**Comment** The S4.55 Application was not required to be notified to adjoining neighbours as per Council's CPP. However, as all prior applications have been notified, this proposal was also notified for 14 days.

(d) *it has considered any submissions made concerning the proposed modification within any period prescribed by the regulations or provided by the development control plan, as the case may be.*

**Comment** No submissions were received.

(3) *In determining an application for modification of a consent under this section, the consent authority must take into consideration such of the matters referred to in section 4.15 (1) as are of relevance to the development the subject of the application. The consent authority must also take into consideration the reasons given by the consent authority for the grant of the consent that is sought to be modified.*

**Comment** All matters under Section 4.15(1) of relevance to the modification are addressed below.

#### **4.15(1)(a) Evaluation – Matters for consideration**

*(i) Do any environmental planning instruments (SEPP, REP or LEP) apply to the land to which the Application relates?*

##### **State Environmental Planning Policy (Transport and Infrastructure) 2021**

The proposed modified development does not result in any additional impacts to electrical infrastructure. Previous comments and conditions provided by Essential Energy have been retained under this modification sought.

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

The original development was considered against the Mid-Western Regional Local Environmental Plan 2012. The proposed modification does not give rise to any new issues that need to be considered/reconsidered.

*(ii) Do any draft environmental planning instruments (EPI) apply to the land to which the Application relates?*

No draft environmental planning instruments apply to the land to which the Development Application relates.

*(iii) Do any development control plans apply to the land to which the Application relates?*

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

An assessment is made of the relevant chapters and sections of this DCP. Those chapters or sections not discussed here were considered not specifically applicable to this application or are discussed elsewhere in this report.

It is important to note that the existing Development Application was approved by Council prior to introduction and adoption of the Mid-Western DCP 2013. Notwithstanding, an assessment of the provisions contained in the DCP for this development is provided below.

**Section 6.2 – Temporary Workers Accommodation**

	<b>Requirements</b>	<b>Compliance</b>
<b>Location</b>	(i) if the development relates to a mine—within 5 kilometres of the relevant mining lease under the Mining Act 1992, or (ii) (ii) in any other case—within 5 kilometres of the large-scale infrastructure in which persons are to be employed. <ul style="list-style-type: none"> <li>• Provision of suitable arrangements for the disposal of waste water and the provision of a water supply. It should be noted that proposals relying on the provision of water transported by tankers will not be supported.</li> <li>• Design of the facility to ensure that there is no adverse visual impact discernible from outside the project site.</li> <li>• Submission of a plan of management to address the social concerns having regard to the particular location of the accommodation.</li> <li>• The application should address health and residential amenity issues that arise due to the location near the major infrastructure project site.</li> <li>• Provision of additional access and parking infrastructure commensurate with the additional demand.</li> <li>• Provision of a Social Impact Assessment.</li> <li>• The application should identify and address potential positive and negative economic impacts of the proposal.</li> </ul>	Yes, the proposal is within 5km of an existing mine however, as the proposal was approved prior to commencement of the DCP 2013, the proposal is not related to a specific mine or project.
<b>Need</b>	The proponent shall demonstrate the need for the facility by providing an analysis of the number of major infrastructure project (including mining) jobs currently approved and the total number of temporary workers accommodation beds approved. The expected life of the Temporary Workers Accommodation facility shall be included in the Statement of Environmental Effects indicating the expected timing of decommissioning to relate to the life of the major infrastructure project.	N/A – Existing approval in place.
<b>Social Impact Assessment</b>	The Social Impact Statement should include but is not limited to the following: <ul style="list-style-type: none"> <li>• Identification and an in-depth analysis of social impacts of the proposal.</li> </ul>	SIA to be submitted and approved prior to issue of CC as per existing retained condition of consent.

	<ul style="list-style-type: none"> <li>• Outline the process of community consultation and address issues raised by the community.</li> <li>• consideration of cumulative impacts, intergenerational equity, impacts on the provision of all services and identify ways to address these impacts.</li> <li>• The results of consultation with relevant service providers including police and health providers.</li> <li>• Identification of a strategy to mitigate impacts, encourage integration with the community, and permanent relocation to the area, timeframe for implementation of the strategy and a monitoring program.</li> <li>• Identify and implement provisions that will address the needs identified by the SIS and the demands generated by the development in a way that will not adversely impact upon the existing community.</li> </ul>	<p>The facility has a CC previously issued by a private certifier and is currently operational.</p>
Transportable Buildings	<p>The application must illustrate that all transportable buildings can be permanently affixed to the site by footings in accordance with the requirements of the National Construction Code and associated Engineer's Certification. Detail that all buildings and structures will have adequate form and appearance, including material and colours in soft earth browns, creams and greens, which do not detract from the visual amenity of the area. The use of reflective cladding material on walls will not be permitted.</p>	<p>Conditions to be retained to ensure that transportable building footings comply with the NCC.</p>
Accessibility	<p>Accessibility requirements established by Access to Premises Standard, the National Construction Code and the associated Australian Standards are to be addressed in the application.</p>	<p>Compliance with the NCC and Access to Premises Standard is conditioned via the existing approval.</p>
Density	<p>Development shall be limited to a maximum of 100 beds per hectare.</p>	<p>Complies. Site is 4ha and only 144 beds are approved under the existing consent.</p>
Facilities	<p>The accommodation facility is to provide the following facilities as a minimum:</p> <ul style="list-style-type: none"> <li>• Ablution facilities to be provided in each accommodation room including shower, toilet and washbasin connected to an approved effluent disposal system;</li> <li>• Communal laundry and associated facilities connected to an approved effluent disposal system;</li> </ul>	<p>Conditions exist on the consent to this affect and a Section 68 is required to be obtained from Council for the effluent management system.</p> <p>A limited time section 68 has been approved by Council previously with a current Section 68 application</p>

	<ul style="list-style-type: none"> <li>• A covered/ sheltered entry for each building;</li> <li>• An outdoor activity area of which part shall be shaded;</li> <li>• Adequate and secure storage space for workers, equipment and other material associated with the management and maintenance of the accommodation facility;</li> <li>• Adequate Lighting for pedestrian and vehicular safety and security throughout the complex; and</li> <li>• Paved internal pedestrian access to and between all buildings and facilities is to be provided.</li> </ul>	<p>submitted that remains undetermined.</p>
<p>Traffic and parking</p>	<p>Internal road and vehicular access provided in accordance with Australian Standard No. AS2890 Council standard.</p> <ul style="list-style-type: none"> <li>• Provision of one car parking space per room and one space per staff member in accordance with the car parking section of this DCP;</li> <li>• Designated bus parking and collection/drop off area located within the development area with sufficient manoeuvring area to allow the bus to enter and leave the site in a forward direction; and</li> <li>• Designated delivery areas.</li> </ul>	<p>Conditions imposed, no changes required as part of this modification.</p>
<p>Services</p>	<ul style="list-style-type: none"> <li>• Provision of a potable water supply capable of providing a minimum of 140 litres per person per day. A lower daily minimum may be acceptable where the proposed development includes water saving measures such as recycling systems or non-potable water supply sources;</li> <li>• A water balance is to be submitted demonstrating that the proposed provisions for water and sewer services can be met by the development;</li> <li>• Demonstration of adequate water supply to maintain the accommodation facility including landscaping;</li> <li>• Where the facility is to connect to a reticulated system approved by the local authority, the applicant must demonstrate that the reticulated system can support the additional demand generated by the Temporary Workers Accommodation whilst allowing adequate capacity to service existing demand, demand to meet land already zoned within the catchment, uses</li> </ul>	<p>Conditions imposed, no changes required as part of this modification.</p>



	<p>already approved to connect to the reticulated service and land identified in the Comprehensive Land Use Strategy;</p> <ul style="list-style-type: none"> <li>• Provision of waste collection and where necessary entering into a waste disposal agreement with Council or an approved waste collection operator; and</li> <li>• First aid facilities</li> </ul>	
Landscaping	<p>A landscape plan should be provided with the application. Where possible, remnant vegetation should be retained. Landscaping should focus on:</p> <ul style="list-style-type: none"> <li>• Providing a buffer to surrounding land, in this case vegetation should consist a combination of mature trees and shrubs to achieve a visual buffer;</li> <li>• Providing privacy within the development;</li> <li>• Improving the residential amenity through the provisions of shade;</li> <li>• Consist mainly of native species or species that thrive in this locality; and</li> <li>• At least 25% of the site should be open space. It will be a requirement of any development consent that the landscaping is to be maintained for the life of the development in accordance with the approved landscaping plan.</li> </ul>	<p>Condition exists for a landscaping plan prior to issue of the CC. No changes required as part of this modification.</p>
Plan of Management	<p>The applicant shall provide a Plan of Management that shall form part of any approval granted by Council. The Plan shall address, but is not limited to, the following issues:</p> <ul style="list-style-type: none"> <li>• Identification of measures introduced to mitigate social impacts;</li> <li>• Management of security and safety of tenants, community and surrounding residents;</li> <li>• Noise, dust, odour, light spill and litter;</li> <li>• Potential conflict with adjoining owners/occupiers that may be affected by the operation of the accommodation facility;</li> <li>• The method of transport of the workers to the project site;</li> <li>• The consumption of alcohol at the accommodation facility (if applicable);</li> <li>• Where adjacent to a town or village, access to facilities;</li> <li>• Access to medical services;</li> <li>• Method for the collection of waste within the site;</li> <li>• Emergency response procedures;</li> </ul>	<p>A condition exists for a plan of management prior to commencement of works and in the general conditions.</p> <p>A site management document was also submitted to Council on the 22 October 2019 which included a socioeconomic assessment, safety and security information along with environmental information (noise, waste, odour, light, dust, water and maintenance).</p> <p>Of relevance to the proposed modification, the management plan submitted in 2019 refers to the restoration and use of the community hall located on the site of the development. There is also a tennis court located at the front of the development site as shown on the submitted plans.</p>

	<ul style="list-style-type: none"> <li>• Soil, groundwater and surface water protection methods;</li> <li>• Details of signage at the entrance to the accommodation which is to include the following:                             <ul style="list-style-type: none"> <li>• Site Manager / Operator;</li> <li>• Specific Rules of the Accommodation site;</li> <li>• Emergency Contact Details; and</li> <li>• Complaints Handling Procedure that will be publicly available and include a compliant contact phone number.</li> </ul> </li> </ul>	<p>The management plan confirms that the community hall and supporting facilities are open to the Ulan community and staff / residence of the development.</p> <p>As a result, the footpath that is required to be installed along Main Street is considered to be a justifiable requirement to not only support the development but also improve and provide safe pedestrian connectivity from the Ulan Village to the community building and tennis court.</p>
Decommissioning	<p>The application shall be accompanied by a Decommissioning Plan that shall form part of any approval granted by Council. The Plan shall address the following issues: When the facility shall be decommissioned;</p> <ul style="list-style-type: none"> <li>• Works or facilities that shall remain in place following decommissioning;</li> <li>• Details of the clean – up and rehabilitation of the site;</li> <li>• The proposed use of the site after decommissioning; and</li> <li>• The transfer to public ownership of any legacy infrastructure.</li> </ul>	<p>A condition of consent exists for a decommission plan within the general conditions.</p> <p>A decommissioning plan was also provided to Council on the 22 October 2019.</p>
Developer Contributions	<p>Council will seek to negotiate planning agreements for major developments in accordance with s93F of the Environmental Planning and Assessment Act 1979. Proposals involving less than 50 beds will be assessed in accordance with Council Section 94 Contributions Plan as commercial development.</p>	<p>Section 94A contributions have been conditioned within the existing consent.</p> <p>Payment, including CPI was also made on the 30 April 2019.</p>

**Mid-Western Regional Development Contributions Plan 2005–2021**

The original application was levied with S94A contributions. This will continue to apply to the development under the existing conditions of consent.

*(iii) Do any planning agreement or any draft planning agreement apply?*

No Planning Agreements are applicable.

*(iv) The regulations*

**Environmental Planning and Assessment Regulation 2021**

No matters prescribed by the Regulations impact determination of the Application.

#### **4.15(1)(b) Likely impacts of the development**

The proposed changes are not likely to increase any impacts that were expected by the original development, thus resulting in minimal impact.

The proposed changes include minor building footprint increases (along with the uses considered to be ancillary to the approved temporary workers accommodation facility), the deletion of condition 43, and modification to condition 50.

As highlighted within this report, the deletion of condition 43 requiring a footpath to be constructed along Main Street is not supported by staff however, this matter is unlikely to create any greater environmental impacts as a result of the development.

#### **4.15(1)(c) Suitability of Site for the Development**

##### **(a) Does the proposal fit in the locality?**

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

##### **(b) Are the Site Attributes conducive to Development?**

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

#### **4.15(1)(d) Any submissions made in accordance with Act or Regulations**

##### **(a) Public Submissions**

Section 1.12 of the Community Participation Plan 2019 does not require notification/advertising of S4.55 Applications.

Notwithstanding this, as the original development application was notified, the proposed modification was re-notified and advertised. No submissions were received during the notification period.

##### **(b) Submissions from Public Authorities**

No submissions were sought or received from public authorities.

#### **4.15(1)(e) The Public Interest**

##### **(a) Federal, State and Local Government interests and Community interests**

No significant issues in the interests of the public are expected as a result of the proposed development. The development will remain the same in operational elements and no submissions were received during the notification period.

#### *CONSULTATIONS*

##### ***Health & Building***

Council's Health & Building Department have raised concerns with the proposal in respect of the unauthorised buildings that are subject of the amended plans in condition 1.

There is also concerns raised in respect of compliance with the previously modified development consent conditions in relation to the building work undertaken without a valid Construction Certificate. Building Information Certificates have however been submitted by the applicant which is proposed to address some components of the building work undertaken to-date.

At this stage, there are compliance matters that will need to be managed independent of the current Modification Application submitted and under consideration.

Additional conditions have therefore been recommended by Health and Building to address the hydraulic designs for the development (including the unauthorised buildings) and an updated approval for the Onsite Sewer Management System.

### **Development Engineer**

Council's Development Engineer has raised concerns with the deletion of condition 43 sought by the modification application. The referral response comments are provided below:

*Council granted consent (DA0135/2012) for the establishment of a Temporary Workers Accommodation for 144 persons including communal facilities, supporting infrastructure and car parking.*

*The applicant is now seeking to amend various aspects of the approved development:*

- *Alterations / additions to the existing dining / kitchen building*
- *Addition of a laundry / amenities building*
- *The amendment of Condition 50 seeking to extend the approval time limit from 20 to 25 years*
- *The deletion of Condition 43 requiring the installation of a footpath to the Ulan Village Centre.*

*From an engineering perspective, no objection is raised to the alterations / additions to the existing dining / kitchen building, the addition of a laundry and the amendment of Condition 50 as requested.*

*Condition 43 states the following:*

*"The developer shall provide a 1.2m wide concrete footpath from the development site to the centre of the Ulan village. Full details are to be provided with application for the Construction Certificate."*

*A review of Council's aerial photography showed no footpaths within the Ulan village, this was confirmed during a site inspection on 13<sup>th</sup> February 2023.*

*The applicant states that the construction of the footpath should not be required as it may encourage mine workers staying on-site to walk to the Post Office Hotel to consume alcohol. While this may occur, it is a personal choice made by the individual and not considered sufficient reason to remove the construction of the footpath. The scale of the development alone is considered sufficient to warrant the installation of pedestrian facilities in the area.*

*The footpath will provide a pedestrian linkage to the Ulan village to cater for additional pedestrian usage associated with the development, just as road upgrades within the village catered for the additional vehicle movements associated with the development.*

*It is therefore considered that the footpath will provide a valuable linkage from the development to the Ulan village. Given this application also seeks to extend the life of the consent to 2057, the predicted growth of mining in the region and the strong need for short term accommodation, the deletion of Condition 43 is not supported from an engineering perspective.*

As also highlighted earlier within this report, the developer stated within the 2019 site management plan that the Ulan Community Hall and its facilities are available for use by the Ulan community along with residents and staff of the Ulan Village Green. As a result, it is considered that the current requirement for a footpath to be provided along Main Street will provide a safe and accessible connection from the Ulan Village centre to the subject site for use of such Community assets in

accordance with the requirements of Part 6.2 of the Mid-Western Regional Development Control Plan 2013 and the developers site management plan.

## Community Plan implications

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

## Council Strategies

Not Applicable

### **Council Policies**

Mid-Western Local Environmental Plan 2012  
Mid-Western Development Control Plan 2013

### **Legislation**

Local Government Act 1993  
Public Health Act 2010  
Environmental Planning and Assessment Act 1979 (as amended)  
Environmental Planning and Assessment Regulation 2021

## Financial implications

Development Contributions have been paid to Council in accordance with the approved consent.

## Associated Risks

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

KAYLA ROBSON  
PLANNING COORDINATOR

ALINA AZAR  
DIRECTOR DEVELOPMENT

14 February 2023

*Attachments:* 1. Supporting Letter and Plans. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 8.2 Acceptance of NSW Government Grants

REPORT BY THE MANAGER - ECONOMIC DEVELOPMENT  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, GRA600052

### RECOMMENDATION

#### That Council:

1. receive the report by the Manager - Economic Development on the Acceptance of NSW Government Grants;
2. if successful, accept the grant funding from the following NSW Government grant funding bodies:

Grant Fund	Project	Grant Amount Requested
Smart Places Acceleration Program 2023	Mid-Western Region and Surrounds Flooded Roads Smart Warning System – 1 Location Trial	\$55,000
Arts and Cultural Funding Program – Round 2	Mudgee Arts Precinct Exhibition Program	\$198,050
Sheep and Goat Electronic Identification – Phase 1 Funding	Mudgee Saleyards – Planning and Design of Sheep and Goat Electronic Identification	\$5,000

3. if successful, amend the 2022/23 and 2023/24 budgets in accordance with the adjustments listed on the Financial Implication section of this report and authorise the General Manager to finalise and sign the funding agreements.

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### Executive summary

Council have applied to two funding bodies for projects identified in the Operational Plan and that will support the overall goals of the Community Plan.

The NSW Government funding bodies identified in this report include:

- Smart Places Acceleration Program 2023
- Arts and Cultural Funding Program 2022-23 (Round 2)
- Sheep and Goat Electronic Identification (Phase 1 Funding)

It is recommended that if Mid-Western Regional Council is successful in any of the above applications, that Council accepts the grant funding, and authorises the General Manager to sign the funding agreements and amend Council's Budget for 2022/23 and 2023/24.

### Disclosure of Interest

Nil

## Detailed report

### Smart Places Acceleration Program 2023

The Smart Places Acceleration Program allows regional NSW to accelerate smart technologies and capabilities. The program will:

- support economic and community recovery from the COVID-19 pandemic;
- encourage partnerships with and co-investment from local councils and industry to deliver smart place initiatives;
- support progress and implementation of the NSW Smart Places Strategy; and
- ensure NSW remains the leading state in implementing smart places initiatives.

The following project was identified as relevant and meeting the criteria of the grant fund:

- Mid-Western Region and surrounds flooded roads smart warning system. \$55,000

### Arts and Cultural Funding Program 2022-23

The Arts and Cultural Funding Program aims to enhance creative leadership and programming excellence in NSW; Grow NSW arts and cultural activity that drives community and social benefits; and Strengthen NSW as a leader in arts and cultural governance and financial management.

The following project was identified as relevant and meeting the criteria of the grant fund:

- Mudgee Arts Precinct Exhibition Program \$198,050

### Sheep & Goat Electronic Identification – Phase 1 Funding

Funding is available for saleyards and processors who undertake planning and design activities relating to the installation of e-ID related infrastructure.

The following project was identified as relevant and meeting the criteria of the grant fund:

- Mudgee Saleyards – Planning and Design of Sheep and Goat Electronic Identification \$5,000

## Community Plan implications

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

## Strategic implications

### Council Strategies

The identified projects support a number of Council strategies as identified in the Community Plan including:

- Support arts and cultural development across the region.
- Work with key partners and the community to reduce crime, anti-social behaviour and improve our community health and safety.
- Support the attraction and retention of a diverse range of businesses and industries.

### Council Policies

Nil

**Legislation**

Nil

Financial implications

**Smart Places Acceleration Program 2023** - Mid-Western Region and surrounds Flooded Roads Smart Warning System – 1 location trial.

In 2022/23 set an expenditure budget of \$55,000 to be fully funded by grants.

**Arts and Cultural Funding Program 2022-23** - Mudgee Arts Precinct Exhibition Program.

In 2023/24 increase the expenditure budget by \$198,050 to be funded by grants.

**Sheep & Goat Electronic Identification** – Mudgee Saleyards – Planning and Design of Sheep and Goat Electronic Identification.

In 2022/23 set an expenditure budget of \$5,000 to be fully funded by grants.

Budget Year	Operating Performance Ratio	Own Source Revenue	Building & Infrastructure Renewal
2022/23	-	-	X
Future Years	X	X	-

Associated Risks

If the grant funding for the above named projects is successful and not accepted by Council the projects may not be able to proceed or may be delayed due to funding restraints. There is a project delivery risk for each project. These risks are managed through Council’s policies and procedures.

MICHELE MINI  
MANAGER - ECONOMIC DEVELOPMENT

ALINA AZAR  
DIRECTOR DEVELOPMENT

20 February 2023

Attachments: Nil

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



## 8.3 Monthly Development Applications Processing and Determined

REPORT BY THE MANAGER, PLANNING  
TO 15 MARCH 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 February 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
- 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

1 March 2023

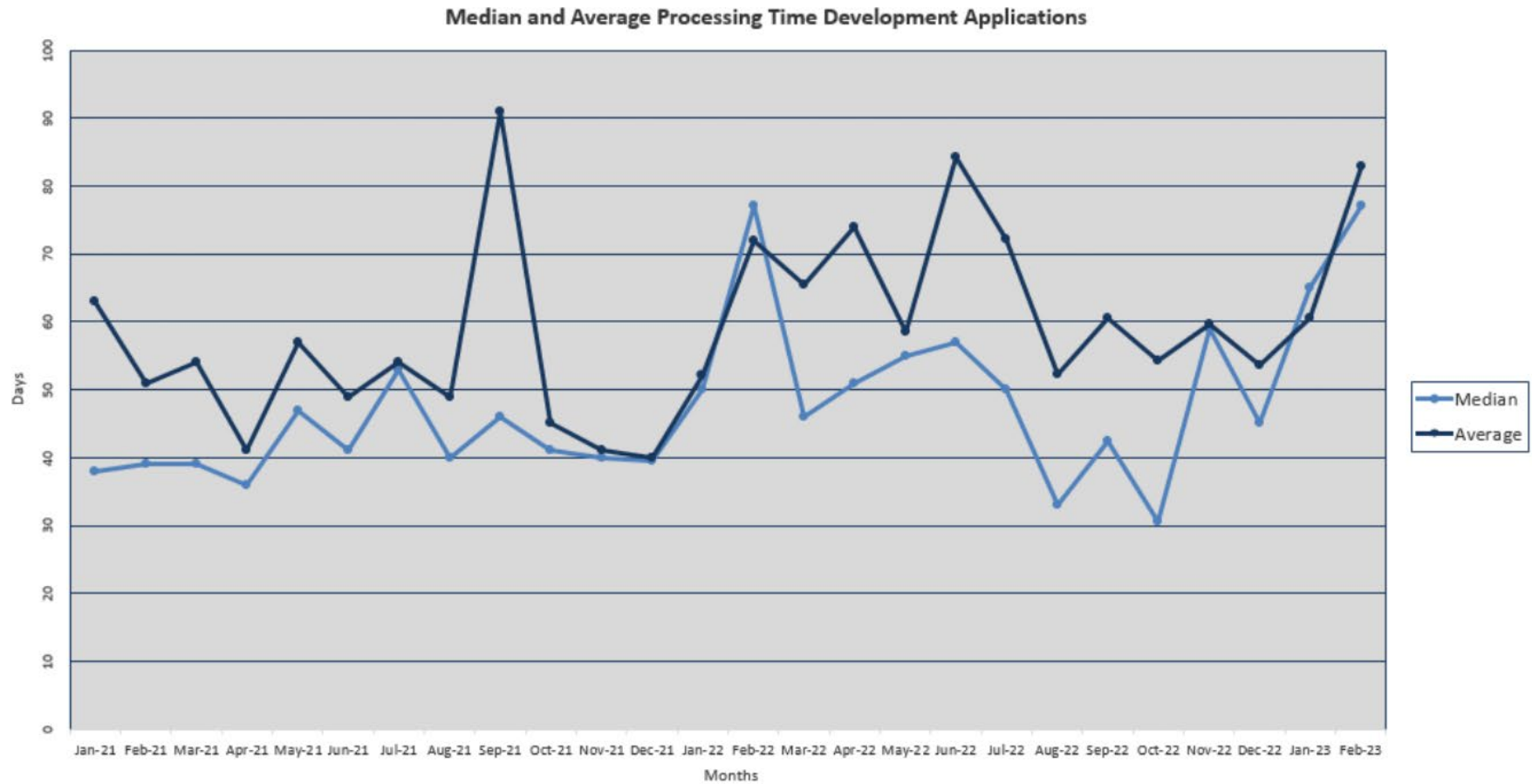
*Attachments:* 1. Monthly Development Applications Processing and Determined - February 2023.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## Monthly Development Application Processing Report – February 2023

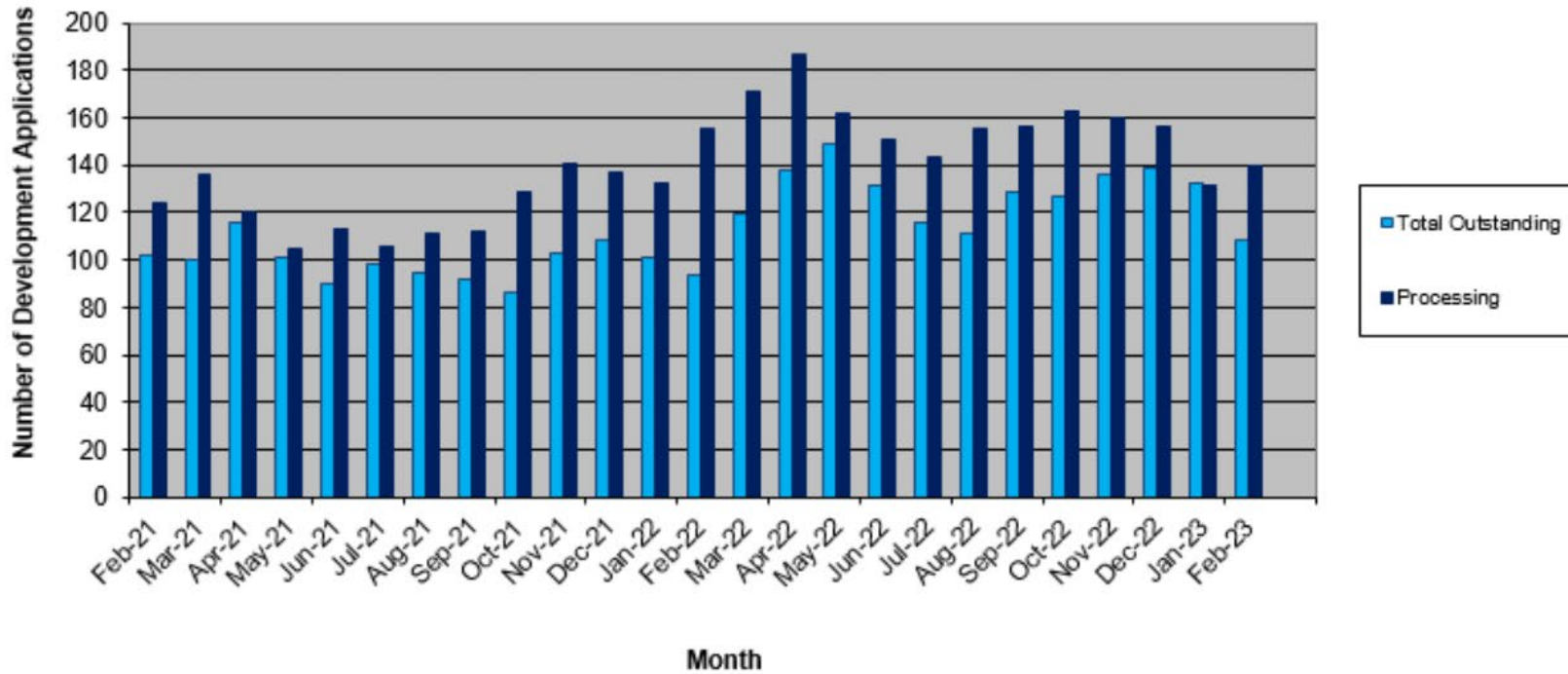
This report covers the period for the month of February 2023. Graph 1 indicates the processing times up to 28 February 2023 with the month of February having an average of 77 days and a median time of 83 days.



## Monthly Development Application Processing Report – February 2023

Graph 2 indicates the total number of outstanding applications, the number currently being processed is 94 and the number on “stop clock” is 46.

**Outstanding Development Applications**



The Planning and Development Department determined 24 Development Applications either by Council or under delegation during February 2023.

## Monthly Development Application Processing Report – February 2023

### Development Applications Determined – February 2023

App/Proc ID	Description	House No	Street Name	Locality
DA0312/2022	Subdivision - Torrens Title	55	Ilford Road	KANDOS
DA0001/2023	Alts & Adds - Kandos Library	42	Angus Avenue	KANDOS
DA0023/2023	Dwelling House	38	Rifle Range Road	MUDGEES
DA0042/2023	Camping Ground	5964	Castlereagh Highway	RUNNING STREAM
DA0048/2023	Secondary dwelling	68	Perry Street	MUDGEES
DA0080/2023	Alterations & additions @ Kellys Irish Pub	49	Church Street	MUDGEES
DA0084/2023	Subdivision - Torrens Title	7	Thomas Clark Place	MUDGEES
DA0092/2023	Secondary dwelling	156	Gladstone Street	MUDGEES
DA0099/2023	Garage	180	Broadhead Road	SPRING FLAT
DA0120/2023	Dual Occupancy	3	Suttor Ave	CAERLEON
DA0125/2023	Dual Occupancy	45	Nullo Mountain Road	OLINDA
DA0126/2023	Dual Occupancy	3	Beryl Road	GULGONG
DA0153/2023	Subdivision - Torrens Title	21	Douro Street	MUDGEES
DA0170/2023	Alterations & Additions	93	Norris Lane	GALAMBINE
DA0188/2023	Ancillary Residential Development	3	Florence Close	MUDGEES
DA0196/2023	Carport	177	Mortimer Street	MUDGEES
DA0196/2023	Garage	177	Mortimer Street	MUDGEES
DA0201/2023	Dwelling House	20	Steel Drive	SPRING FLAT
DA0211/2023	Change of use to Nail Salon	27	Byron Place	MUDGEES
DA0216/2023	Dwelling House	297	Mossy Rock	MONIVAE
DA0228/2023	Alterations & Additions	7	Lawson Street	MUDGEES
DA0234/2023	Shed >150m <sup>2</sup>	499	Ridge Road	COOKS GAP
DA0260/2023	Garage	76	Zimmmer Lane	GULGONG
DA0265/2023	Dwelling House	20	Dunnachie Street	MUDGEES

\*NOTE – One Development Application was approved with a variation to the DCP as listed below:

DA number	Number of DCP variation(s)	Level of variation
DA0234/2023	1	>10.00% floor area

## Monthly Development Application Processing Report – February 2023

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

Appl/Proc ID	Description	House No	Street Name	Locality
DA0247/2022	Ancillary Residential Development	25	Burrundulla Avenue	MUDGEE
DA0268/2022	Subdivision - Torrens Title	313	Magpie Lane	GALAMBINE
DA0329/2022	Construction of Commercial Buildings	19	Sydeny Road	MUDGEE
DA0349/2022	Subdivision - Torrens Title	26	Hone Creek Drive	CAERLEON
DA0406/2022	Subdivision - Torrens Title	36	Tinja Lane	PUTTA BUCCA
DA0417/2022	Alterations, Additions & Demolition to Commercial	59	Church Street	MUDGEE
DA0419/2022	Subdivision - Torrens Title	53	Cox Street	MUDGEE
DA0425/2022	Shed >150m2	56	Rocky Waterhole Road	MOUNT FROME
DA0427/2022	Subdivision - Torrens Title	161	Gladstone Street	MUDGEE
DA0453/2022	Secondary dwelling	209	Mortimer Street	MUDGEE
DA0016/2023	Dwelling House	1368	Castlereagh Highway	CULLENBONE
DA0027/2023	Demolition	134	Lions Drive	BURRUNDULLA
DA0032/2023	Shed >150m2	19	Creek Road	GULGONG
DA0033/2023	Shed >150m2	3	Saleyards Lane	GULGONG
DA0040/2023	Subdivision - Torrens Title	194	End Road	CAERLEON
DA0056/2023	Eco-Tourist Facility	1141	Crudine Road	CRUDINE
DA0068/2023	Shed >150m2	688	Queens Pinch Road	MULLAMUDDY
DA0074/2023	Industrial Building	38	Hill End Road	CAERLEON
DA0078/2023	Multi dwelling housing	232	Mortimer Street	MUDGEE
DA0090/2023	Dwelling House	1121	Ulan Road	BUDGEE BUDGE
DA0091/2023	Dwelling House	4	Eleanor Dark Court	MUDGEE
DA0107/2023	Subdivision - Torrens Title	28	Melton Road	MUDGEE
DA0111/2023	Training Camp Facility & Consolidation of Lots	58	Pitts Lane	PUTTA BUCCA
DA0113/2023	Dwelling House	14	Market Street	MUDGEE
DA0114/2023	Shed >150m2	36	Sydney Road	MUDGEE
DA0123/2023	Dual Occupancy	37	Fairydale Lane	MUDGEE
DA0128/2023	Dual Occupancy	21	Dunnachie Street	MUDGEE

### Monthly Development Application Processing Report – February 2023

DA0137/2023	Hangar	6	Wirrang Close	EURUNDEREE
DA0141/2023	Secondary dwelling	1199	Ulan Road	PUTTA BUCCA
DA0142/2023	Dual Occupancy	33	Fairydale Lane	MUDGEE
DA0145/2023	Subdivision - Torrens Title	37	Calderwood Road	RYLSTONE
DA0148/2023	Subdivision - Torrens Title	30	Paterson Avenue	MUDGEE
DA0149/2023	Dwelling House	252	Lawson Drive	BOMBIRA
DA0159/2023	Dwelling House	873	Blue Springs Road	STUBBO
DA0162/2023	Retaining Wall	38	Hughson Avenue	MUDGEE
DA0164/2023	Dual Occupancy	30	Dunnachie Street	MUDGEE
DA0166/2023	Swimming Pool	177	Snakes Creek Road	WILBERTREE
DA0172/2023	Multi dwelling housing	30	Meares Street	MUDGEE
DA0173/2023	Dwelling House	120	Rissler Road	STUBBO
DA0178/2023	Subdivision - Torrens Title	79	Fairydale Lane	MUDGEE
DA0181/2023	Dual Occupancy	42	Guntawang Street	GULGONG
DA0186/2023	Dwelling House	45	Callaghan Street	CLANDULLA
DA0190/2023	Subdivision - Torrens Title	132	Bruce Road	MUDGEE
DA0193/2023	Secondary dwelling	13	Cox Street	MUDGEE
DA0202/2023	Earthworks	33	Blain Road	CAERLEON
DA0205/2023	Dual Occupancy	11	Lachlan Street	RYLSTONE
DA0206/2023	Warehouse Unit Complex	38	Hill End Road	CAERLEON
DA0207/2023	Dwelling House	112	Glen Alice Road	RYLSTONE
DA0209/2023	Dual Occupancy	8	Dunnachie Street	MUDGEE
DA0213/2023	Shed >150m2	1046	Ulan Road	BUDGEE BUDGEE
DA0214/2023	Subdivision - Torrens Title	52	Court Street	MUDGEE
DA0215/2023	Dual Occupancy	12	Flinders Avenue	MUDGEE
DA0217/2023	Dual Occupancy	17	Flinders Avenue	MUDGEE
DA0220/2023	Signage	27	Sydney Road	MUDGEE
DA0221/2023	Dwelling House	655	Black Springs Road	BUDGEE BUDGEE
DA0223/2023	Dual Occupancy	23	Dunnachie Street	MUDGEE
DA0226/2023	Shed >150m2	1620	Spring Creek Road	COOKS GAP
DA0230/2023	Secondary dwelling	22	Mudgee Street	RYLSTONE
DA0231/2023	Dual Occupancy	521	Ulan Road	EURUNDEREE
DA0232/2023	Secondary dwelling	23	Robert Hoddle Grove	BOMBIRA

### Monthly Development Application Processing Report – February 2023

DA0233/2023	Subdivision - Torrens Title	1	Sydney Road	MUDGEE
DA0235/2023	Shed >150m2	45	Webster Street	BOMBIRA
DA0236/2023	Serviced Apartments	569	Hill End Road	ERUDGERE
DA0237/2023	Dwelling House	41	Fairydale Lane	MUDGEE
DA0238/2023	Subdivision - Torrens Title	11	Acacia Drive	RYLSTONE
DA0239/2023	Dwelling House	845	Ridge Road	COOKS GAP
DA0242/2023	Uniform Shop to Nail and Beauty Salon	82	Church Street	MUDGEE
DA0248/2023	Ancillary Residential Development	6	Avisford Court	MUDGEE
DA0249/2023	Alterations & Additions	144	Mortimer Street	MUDGEE
DA0250/2023	Shed >150m2	410	Cypress Drive	YARRAWONGA
DA0252/2023	Subdivision - Torrens Title	14	Robinson Street	WINDEYER
DA0253/2023	Subdivision - Torrens Title	251	Church Street	MUDGEE
DA0254/2023	Dwelling (Manufactured) Tourist Accommodation	1928	Goolma Road	TWO MILE FLAT
DA0255/2023	Dwelling House	6	Enfield Avenue	CAERLEON
DA0256/2023	Shed >150m2	1190	Black Springs Road	ST FILLIANS
DA0258/2023	Secondary dwelling	16	Lawson Street	MUDGEE
DA0259/2023	Alterations & Additions	23	Dewhurst Drive	MUDGEE
DA0262/2023	Shed >150m2	100	Tongbong Road	RYLSTONE
DA0263/2023	Dwelling House	200	Lesters Lane	PIAMBONG
DA0266/2023	Dwelling House	196	Robertson Road	MUDGEE
DA0267/2023	Camping Ground	48	Turners Lane	GULGONG
DA0268/2023	Shed >150m2	267	Ulan Road	BOMBIRA
DA0269/2023	2x Transportable dwellings, tourist accommodation	88	Gibsons Lane	ERUDGERE
DA0270/2023	Recreation Area	18	Industrial Avenue	MUDGEE
DA0271/2023	Secondary dwelling	8	Avisford Court	MUDGEE
DA0273/2023	Industrial Building	38	Hill End Road	CAERLEON
DA0274/2023	Subdivision - Torrens Title	3019	Valley Way	RYLSTONE
DA0275/2023	Change of Use - Vehicle Repair Station	5	Wilkins Crescent	MUDGEE
DA0276/2023	Dwelling House	19	Baskerville Drive	MUDGEE
DA0277/2023	Dwelling House	5	Dunnachie Street	MUDGEE
DA0278/2023	Shed >150m2	85	Angus Avenue	KANDOS
DA0279/2023	Demolition	20	Buchanan Street	KANDOS
DA0280/2023	Alterations and additions to existing preschool	2	Lovejoy Street	MUDGEE



### Monthly Development Application Processing Report – February 2023

DA0281/2023	Swimming Pool	56	Wollar Road	BUDGEE BUDGE
DA0283/2023	Dwelling House	7	Dunnachie Street	MUDGE
DA0284/2023	Shed >150m2	70	Gibsons Lane	ERUDGERE
DA0285/2023	Shed >150m2	19	Dunnachie Street	MUDGE
DA0286/2023	Warehouse Units	38	Hill End Road	CAERLEON
DA0287/2023	Warehouse Units x 10	38	Hill End Road	CAERLEON
DA0288/2023	Ancillary Residential Development	27	Fleming Street	KANDOS
DA0289/2023	Demolition	77	Herbert Street	GULGONG
DA0290/2023	Shed >150m2	98	Norris Lane	GALAMBINE
DA0291/2023	Dwelling House	22	Hosking Street	CAERLEON

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

App/Proc ID	Description	House No	Street Name	Locality
DA0271/2011	Alterations & Additions	87	Short Street	MUDGE
DA0198/2021	Change of use - Residential Flat Building to Serviced Apartments	110	Church Street	MUDGE
DA0224/2021	Commercial Alterations/Additions	23	Louee Street	RYLSTONE
DA0087/2022	Demolition	33	Horatio Street	MUDGE
DA0201/2022	Garage	74	Gladstone Street	MUDGE
DA0418/2022	Dual Occupancy	12	Little Bayly Street	GULGONG
DA0429/2022	Multi dwelling housing	81	Lawson Street	MUDGE
DA0052/2023	Dwelling House	15	Loy Avenue	MUDGE
DA0163/2023	Demolition	3	Farlane Street	MUDGE
DA0174/2023	Secondary dwelling	156	Mayne Street	GULGONG
DA0177/2023	Alterations & Additions	66	Douro Street	MUDGE
DA0180/2023	Change of use	19	Church Street	MUDGE
DA0184/2023	Dual Occupancy	2	Mealey Street	MUDGE
DA0189/2023	Commercial Alterations & Additions	83	Mortimer Street	MUDGE
DA0191/2023	Alterations & Additions	73	Belmore Street	GULGONG
DA0195/2023	Alterations & Additions	1719	Hill End Road	GRATTAI
DA0212/2023	Alterations & Additions	41	Lawson Street	MUDGE

### Monthly Development Application Processing Report – February 2023

DA0218/2023	Hotel accommodation	141	Mayne Street	GULGONG
DA0227/2023	Signage	77	Church Street	MUDGEE
DA0251/2023	Alterations & Additions	74	Mayne Street	GULGONG
DA0257/2023	Shed >150m2	126	Gladstone Street	MUDGEE
DA0261/2023	Recreation Area	93	Mortimer Street	MUDGEE
DA0272/2023	Retrospective Change of Use (Garage to Granny Flat)	7	Lawson Street	MUDGEE
DA0282/2023	Hotel accommodation	63	Horatio Street	MUDGEE
DA0292/2023	Ancillary Residential Development	12	Lawson Street	MUDGEE

## Item 9: Finance

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### 9.1 Monthly Budget Review - February 2023

REPORT BY THE ACCOUNTANT REPORTING & ANALYSIS  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, FIN300315

#### RECOMMENDATION

##### That Council:

1. receive the report by the Accountant Reporting & Analysis on the Monthly Budget Review - February 2023; and
  2. amend the 2022/23, 2023/24, 2024/25 & 2025/26 budget in accordance with the variations as listed in the Monthly Budget Review attachment to this report.
- 

#### Executive summary

This report provides Council with information on the progress of the 2022/23 Capital Works Program at 28 February 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

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

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#### 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
2022/23	✘	-	-
Future Years	-	-	✔

### Associated Risks

Not Applicable

SUMEDHA UPRETI  
ACCOUNTANT REPORTING & ANALYSIS

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

1 March 2023

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

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



*Good  
Government*

## MONTHLY BUDGET REVIEW - 28 FEBRUARY 2023

ATTACHMENT 1 – CAPITAL  
PROGRAM UPDATE

15 MARCH 2023

MID-WESTERN REGIONAL COUNCIL  
CORPORATE: FINANCE

 TOWARDS 2030



1. PROPOSED BUDGET VARIATIONS

FUNDING SUMMARY

Fund	Funding Source	22/23	23/24	Grand Total
General	ASSET REPLACEMENT RESERVE		-191,000	-191,000
	CAPITAL PROGRAM RESERVE		-500,036	-500,036
	GRT - BUSHFIRE & EMERGENCY SERVICES -OP	-50,000		-50,000
	GRT - OTHER GRANT INCOME (OPERATING)	80,000	-80,000	0
	GRT - RECREATION - CAPITAL	1,177,029	1,614,000	2,791,029
	GRT - ROADS & BRIDGES OTHER CAPITAL		2,213,200	2,213,200
	GRT - SHOWGROUND CAPITAL		-387,500	-387,500
	SEAL EXTENSION PROGRAM RESERVE		553,300	553,300
	UCF - RMS STATE ROADS - ORDERED WORKS	-780,000		-780,000
	Unrestricted Cash	149,071	-105,000	44,071
<b>General Total</b>		<b>576,100</b>	<b>3,116,964</b>	<b>3,693,064</b>
<b>Grand Total</b>		<b>576,100</b>	<b>3,116,964</b>	<b>3,693,064</b>

2022/23 VARIATIONS

Fund	Variation	Movement	Expenditure Budget Variation \$	Revenue Funding Source 1	Revenue Funding Source 1 Variation \$	Restricted Funding Source 1	Restricted Funding Source 1 Variation \$	Restricted Funding Source 2	Restricted Funding Source 2 Variation \$	Unrestricted Cash Variation \$
General	Ow - Springfield Widened Centre Line - Adding budget for TFNSW Safety area Ordered works grant.	F	678,261	UCF - RMS STATE ROADS - ORDERED WORKS	(780,000)	-	0	-	0	101,739
General	NSW Planning Portal API Integration - Budget Moved to 2024 FY as will not be used this year.	F	-185,000	GRT - OTHER GRANT INCOME (OPERATING)	80,000	-	0	-	0	105,000
General	Env - Cudgegong River - Adding budget to cover the extra cost for woody weed control along the Cudgegong river.	F	-27,880		0	-	0	-	0	27,880
General	Red Hill Reserve - Maintenance - Moving budget as it was allocated to incorrect account originally.	F	-15,000		0	-	0	-	0	15,000

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW – FEBRUARY 2023

Fund	Variation	Movement	Expenditure Budget Variation \$	Revenue Funding Source 1	Revenue Funding Source 1 Variation \$	Restricted Funding Source 1	Restricted Funding Source 1 Variation\$	Restricted Funding Source 2	Restricted Funding Source 2 Variation \$	Unrestricted Cash Variation \$
General	Plant Purchases - Recommended to replace spray unit early \$18.4k, rover upgrade with GNSS unit \$24k	U	42,673	-	0	-	0	-	0	(42,673)
General	Red Hill - Building Maintenance - Moving budget as it was incorrectly allocated originally.	U	15,000	-	0	-	0	-	0	(15,000)
General	Rural Sealed Road Land Matters - Adding Budget for Maloneys Road Realignment & Acquisition.	U	10,000	-	0	-	0	-	0	(10,000)
General	Airport - Beacon Lighting Pole Replacement - Adding emergency replacement budget for the beacon lights pole approved by GM.	U	10,000	-	0	-	0	-	0	(10,000)
General	Commercial Prop -Airport Subdivision - Budget added for agreement preparation of new subdivision and leasing of lots at Mudgee Airport.	U	7,475	-	0	-	0	-	0	(7,475)
General	Property - Income - Additional budget for Hazard reduction slashing required by RFS - Saleyards lane.	U	6,000	-	0	-	0	-	0	(6,000)
General	Airport - Operations & Maintenance - Budget for legal advice Mudgee Airport Development Controls.	U	5,000	-	0	-	0	-	0	(5,000)
General	Revenue Collection - Adding budget to cover the legal cost for renewable power generation developments business sub-category.	U	4,400	-	0	-	0	-	0	(4,400)
General	Putta Bucca Training Camp Facility - Removing Budget as the funding application was unsuccessful and adding extra capital program reserve budget.	C	-1,177,029	GRT - RECREATION - CAPITAL	1,177,029	-	0	-	0	0
General	Natural Disaster Bocoble Road (Requires Grant) - Natural Disaster funding grant amount added.	C	30,000	GRT - BUSHFIRE & EMERGENCY SERVICES -OP	(30,000)	-	0	-	0	0
General	Natural Disaster Jacksons Lane (Requires Grant) - Natural Disaster funding grant amount added.	C	20,000	GRT - BUSHFIRE & EMERGENCY SERVICES -OP	(20,000)	-	0	-	0	0

CORPORATE: FINANCE | MONTHLY BUDGET REVIEW – FEBRUARY 2023

Fund	Variation	Movement	Expenditure Budget Variation \$	Revenue Funding Source 1	Revenue Funding Source 1 Variation \$	Restricted Funding Source 1	Restricted Funding Source 1 Variation \$	Restricted Funding Source 2	Restricted Funding Source 2 Variation \$	Unrestricted Cash Variation \$
<b>Total</b>			<b>(576,100)</b>		<b>427,029</b>		<b>0</b>		<b>0</b>	<b>149,071</b>

2023/24 VARIATIONS

Fund	Variation	Movement	Expenditure Budget Variation \$	Revenue Funding Source 1	Revenue Funding Source 1 Variation \$	Restricted Funding Source 1	Restricted Funding Source 1 Variation \$	Restricted Funding Source 2	Restricted Funding Source 2 Variation \$	Unrestricted Cash Variation \$
General	Seal Extension - Bocoble Road (Requires Grant) - Grant not successful thus the budget is to be removed.	F	-2,766,500	GRT - ROADS & BRIDGES OTHER CAPITAL	2,213,200	SEAL EXTENSION PROGRAM RESERVE	553,300	-	0	0
General	Rylstone Showground - Amenities Change Room Upgrade (Require - Combined budget with Rylstone Showground Arena - upgrade as it was related to the same project.	F	-400,000	GRT - RECREATION - CAPITAL	200,000	CAPITAL PROGRAM RESERVE	200,000	-	0	0
General	Red Hill Reserve - Maintenance - Moving budget as it was allocated to incorrect account originally.	F	-15,000	-	0	-	0	-	0	15,000
General	Putta Bucca Training Camp Facility - Removing Budget as the funding application was unsuccessful and adding extra capital program reserve budget.	U	-913,964	GRT - RECREATION - CAPITAL	1,414,000	CAPITAL PROGRAM RESERVE	(500,036)	-	0	0
General	Rylstone Showground Arena - Upgrade (Partial Grant Required) - Combined Project Rylstone Showground - Amenities Change Room Upgrade and added extra budget for the additional grant applied.	U	778,500	GRT - SHOWGROUND CAPITAL	(387,500)	ASSET REPLACEMENT RESERVE	(191,000)	CAPITAL PROGRAM RESERVE	(200,000)	0



CORPORATE: FINANCE | MONTHLY BUDGET REVIEW – FEBRUARY 2023

General	NSW Planning Portal API Integration - Budget Moved to 2024 FY as will not be used this year.	U	185,000	GRT - OTHER GRANT INCOME (OPERATING)	(80,000)	-	0	-	0	(105,000)
General	Red Hill - Building Maintenance - Moving budget as it was incorrectly allocated originally.	U	15,000	-	0	-	0	-	0	(15,000)
<b>Total</b>			<b>(3,116,964)</b>		<b>3,359,700</b>		<b>62,264</b>		<b>(200,000)</b>	<b>(105,000)</b>

2024/25 VARIATIONS

Fund	Variation	Movement	Expenditure Budget Variation \$	Revenue Funding Source 1	Revenue Funding Source 1 Variation \$	Restricted Funding Source 1	Restricted Funding Source 1 Variation \$	Restricted Funding Source 2	Restricted Funding Source 2 Variation \$	Unrestricted Cash Variation \$
General	Red Hill Reserve - Maintenance - Moving budget as it was allocated to incorrect account originally.	F	-15,000	-	0	-	0	-	0	15,000
General	Red Hill - Building Maintenance - Moving budget as it was incorrectly allocated originally.	U	15,000	-	0	-	0	-	0	(15,000)
<b>Total</b>			<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	<b>0</b>

2025/26 VARIATIONS

Fund	Variation	Movement	Expenditure Budget Variation \$	Revenue Funding Source 1	Revenue Funding Source 1 Variation \$	Restricted Funding Source 1	Restricted Funding Source 1 Variation \$	Restricted Funding Source 2	Restricted Funding Source 2 Variation \$	Unrestricted Cash Variation \$
General	Red Hill Reserve - Maintenance - Moving budget as it was allocated to incorrect account originally.	F	-15,000	-	0	-	0	-	0	15,000

General	Red Hill - Building Maintenance - Moving budget as it was incorrectly allocated originally.	U	15,000	-	0	-	0	-	0	(15,000)
<b>Total</b>			<b>0</b>		<b>0</b>		<b>0</b>		<b>0</b>	<b>0</b>

2. CAPITAL WORKS PROGRAM

Summary of capital works program as at 28 February 2023.

**\$ 22.85 M**

Actual YTD

**249**

Capital Projects

**\$74.91 M**

Budget

**\$12.64 M**

Commitments

\$'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 - COOKS GAP STATION (CAPITAL)	1	0	1	0	0%	9	Construction
RURAL FIRE SERVICE - LUE STATION (CAPITAL)	111	0	111	13	12%	41	Construction
RURAL FIRE SERVICE - BOTOBOLAR STATION (CAPITAL)	10	0	10	9	92%	0	Construction
BUSHFIRE RECOVERY - EMERGENCY RADIO COMMUNICATIONS	35	0	35	0	0%	28	Construction
RURAL FIRE SERVICE - CLANDULLA STATION EXTENSION (CAPITAL)	300	0	300	0	0%	0	Consultation
RURAL FIRE SERVICE - MUDGEE AIRBASE SHED (CAPITAL)	30	0	30	2	8%	27	Initial works
MUDGEE POUND UPGRADE - RENOVATION & EXTENSION	214	0	214	173	81%	10	Final works
COMM. TRANSPORT- VEHICLE PURCHASE	121	0	121	37	31%	0	Procurement
COUNTRY UNIVERSITY CENTER CAPITAL	94	0	94	5	5%	1	Design
KILLDALLON RENOVATION (L BLOCK)	15	0	15	9	58%	0	Construction
CEMETERY CAPITAL PROGRAM	16	0	16	19	114%	0	Construction
GULGONG CEMETERY ROAD UPGRADE	30	0	30	0	0%	0	Procurement
CEMETERY SHORING	15	0	15	0	0%	0	Procurement
PUBLIC TOILETS - ROBERTSON PARK MUDGEE	10	0	10	9	90%	0	Initial works
PUBLIC TOILETS - ANZAC PARK CAPITAL	8	0	8	4	46%	0	Construction
LIBRARY BOOKS	95	0	95	54	57%	0	Construction
MUDGEE LIBRARY AIR CONDITIONING	11	0	11	6	54%	0	Construction
HARGRAVES COURT HOUSE BUILDING - EXTERNAL WORKS	24	0	24	0	0%	14	Construction
COMMUNITY CENTRE - COURT STREET CAPITAL WORKS	63	0	63	46	74%	7	Construction
CAPITAL UPGRADE - RYLSTONE GUIDE HALL ROOF REPLACEMENT	40	0	40	33	81%	0	Construction

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
KANDOS HALL & LIBRARY - EXTERNAL PAINTING & KITCHEN UPGRADE	12	0	12	12	100%	0	Complete
KANDOS HALL & LIBRARY - TOILETS	59	0	59	5	8%	0	Consultation
RYLSTONE SHOWGROUND - AMENITIES CHANGE ROOM UPGRADE (REQUIRE	45	0	45	0	0%	0	Construction
KANDOS COMMUNITY HALL - FLOORING REFURBISHMENT	102	0	102	100	98%	0	Complete
GULGONG MEN'S SHED - EXTERNAL WALL REPLACEMENT	35	0	35	0	0%	20	Initial works
GOOLMA HALL - FLOORING & WINDOW REFURB	20	0	20	18	92%	0	Complete
CAP UPGRD- SWIMMING POOLS BUDGET ONLY	(0)	0	(0)	0	0%	0	Budget only
GULGONG/ KANDOS POOL - LOCKERS	10	0	10	0	0%	0	Procurement
KANDOS POOL - EXTERNA WORKS	55	0	55	29	53%	0	Construction
POOL SHADE PROGRAM	46	0	46	44	95%	0	Complete
LIGHTING UPGRADE - POOLS	50	0	50	0	0%	0	Procurement
GULGONG POOL HEATERS	105	0	105	0	0%	0	Procurement
ACTIVE PARKS - GLEN WILLOW ACCESSIBLE AMENITIES BUILDING	103	0	103	15	14%	3	Construction
MUDGEES SHOWGROUNDS - REDEVELOPMENT	126	0	126	126	100%	0	Complete - awaiting invoices
GLEN WILLOW SPORTS GROUND UPGRADES	777	0	777	444	57%	27	Construction
CAHILL PARK SYNTHETIC CRICKET WICKET	30	0	30	25	83%	4	Final works
VICTORIA PARK MUDGEES - FENCING	115	0	115	0	0%	98	Consultation
GULGONG TENNIS COURTS	230	0	230	5	2%	0	Initial works
CLANDULLA RECREATION PARK AMENITIES	120	0	120	0	0%	0	Consultation
VICTORIA PARK GULGONG- GRANDSTAND IMPROVEMENTS	20	0	20	0	0%	0	Initial works
GLEN WILLOW - NETWORK ACCESS FIBRE CONNECTIVITY	120	0	120	0	0%	118	Construction
RYLSTONE & KANDOS DOG PARK	90	0	90	20	23%	26	Initial works
GLEN WILLOW STORMWATER RETICULATION SYSTEM	266	0	266	249	94%	0	Complete - awaiting invoices
PUTTA BUCCA TRAINING CAMP FACILITY	3,115	(1,177)	1,938	718	37%	319	Construction

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
MUDGEES SHOWGROUNDS - PATHWAY IMPROVEMENTS	40	0	40	24	60%	0	Initial works
GLEN WILLOW - PUMP TRACK	700	0	700	0	0%	0	Initial works
WALKERS OVAL MUDGEES CARPARK UPGRADES	20	0	20	0	0%	0	Design
VICTORIA PARK GULGONG - CANTEEN EQUIPMENT	10	0	10	0	0%	0	Initial works
GLEN WILLOW PARKING - LIGHTING AND SECURITY	76	0	76	0	0%	0	Design
MUDGEES SHOWGROUND - MAIN ARENA RENOVATION	47	0	47	41	87%	0	Construction
MUDGEES SHOWGROUNDS - ROAD REHAB AND FENCING	75	0	75	0	0%	0	Procurement
MUDGEES SHOWGROUNDS - GRANDSTAND FIT-OUT	196	0	196	184	94%	0	Complete - awaiting invoices
VICTORIA PARK MUDGEES - SIGHT SCREENS & SEATING	80	0	80	0	0%	0	Procurement
VICTORIA PARK GULGONG - SHOT PUT/DISCUS REPLACEMENT	25	0	25	3	13%	0	Initial works
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	Design
MUDGEES SHOWGROUND EQUIPMENT	52	0	52	52	100%	0	Complete
RYLSTONE SHOWGROUND ARENA - UPGRADE (PARTIAL GRANT REQUIRED)	30	0	30	0	0%	0	Initial works
RYLSTONE SHOWGROUND ACCESS ROAD	56	0	56	2	4%	1	Initial works
SAMMY'S FLAT FENCE REPLACEMENT (RYLSTONE SHOWGROUND)	105	0	105	36	34%	18	Construction
RED HILL - PATHWAY AND LANDSCAPING UPGRADE	40	0	40	0	1%	0	Initial works
RED HILL EXHIBITION SPACE	50	0	50	15	30%	8	Construction
ROBERTSON PARK - EQUIPMENT UPGRADE	159	0	159	0	0%	0	Procurement
PUBLIC SPACES - INSTALL CAMERA & SECURITY LIGHTING	60	0	60	13	22%	28	Construction
HENRY LAWSON MEMORIAL RENEWAL	15	0	15	0	0%	0	Consultation
JACK TINDALE PARK RYLSTONE - ROAD UPGRADE	40	0	40	0	1%	0	Initial works
SHADE SAIL - MUDGEES DOG PARK	12	0	12	9	73%	1	Construction

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
SCULPTURES ACROSS THE REGION	61	0	61	49	80%	0	Construction
RYLSTONE RIVER WALK - IMPROVEMENT (REQUIRES GRANT FOR 2024)	20	0	20	0	0%	0	Construction
JACK TINDALE PARK ROADS	11	0	11	7	61%	0	Construction
ROTUNDA PARK KANDOS - IRRIGATION RENEWAL	36	0	36	3	8%	0	Initial works
GILBEY PARK - FENCING	10	0	10	0	0%	9	Construction
MEMORIAL PARK MUDGEES - IRRIGATION RENEWAL	35	0	35	0	0%	0	Deferred/Cancelled
PLAYGROUND SHADING PROGRAM	152	0	152	0	0%	38	Initial works
RED HILL CAPITAL WORKS	362	0	362	245	68%	51	Final works
CORONATION PARK FENCE	45	0	45	18	39%	0	Construction
PLAYGROUND EQUIPMENT UPGRADE - LAWSON PARK MUDGEES	30	0	30	28	92%	0	Construction
CORONATION PARK GULGONG - IRRIGATION RENEWAL	30	0	30	0	0%	20	Construction
PLAYGROUND EQUIPMENT UPGRADE - RYLSTONE SHOWGROUND	292	0	292	4	1%	243	Construction
BRIDGE AND STEPS REPLACEMENT - RYLSTONE COMMON	40	0	40	0	1%	0	Initial works
MUDGEES RIVERSIDE - WALKING TRACK IMPROVEMENTS	35	0	35	0	0%	0	Initial works
PASSIVE PARK SIGNAGE REPLACEMENT	21	0	21	0	0%	0	Procurement
FLIRTATION HILL MUDGEES - MASTER PLAN WORKS	750	0	750	0	0%	0	Design
ART GALLERY FACILITY	821	0	821	658	80%	128	Construction
STREET SCAPE IMPROVEMENTS	31	0	31	0	0%	0	Design
STREETSCAPE - STREET BINS	8	0	8	8	100%	0	Complete
<b>Total</b>	<b>11,684</b>	<b>(1,177)</b>	<b>10,507</b>	<b>3,625</b>	<b>34%</b>	<b>1,295</b>	

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
<b>Protecting our Natural Environment</b>							
RURAL WASTE DEPOT UPGRADES	380	0	380	5	1%	341	Initial works
MUDGEES WASTE DEPOT UPGRADES	53	0	53	20	38%	12	Construction
NEW TIP CELL CONSTRUCTION	3,291	0	3,291	465	14%	76	Initial works
NEW RECYCLING BINS	30	0	30	4	15%	17	Procurement
WASTE SITES REHABILITATION	90	0	90	4	5%	55	Initial works
REMOTE SECURITY CAMERAS AT WTS	39	0	39	31	81%	3	Construction
LEACHATE POND ENLARGEMENT	11	0	11	0	0%	2	Final works
KANDOS WTS OFFICE REPLACEMENT	0	0	0	0	99%	0	Procurement
DRAINAGE CAPITAL IMPROVEMENTS	11	0	11	15	138%	0	Deferred/Cancelled
CULVERTS, SHOULDER & K&G - BELLVUE RD MUDGEES	1	0	1	1	100%	0	Complete
CAUSEWAY IMPROVEMENT - TALLAWAY ST GULGONG	23	0	23	2	7%	0	Complete
PUTTA BUCCA WETLANDS CAPITAL	17	0	17	0	0%	0	Consultation
PUTTA BUCCA WETLANDS TOILET	95	0	95	93	98%	0	Complete
PUTTA BUCCA WETLANDS INFRASTRUCTURE - CAPITAL	379	0	379	185	49%	3	Construction
WATER NEW CONNECTIONS	147	0	147	63	43%	0	Construction
WATER AUGMENTATION - MUDGEES HEADWORKS	1,173	0	1,173	56	5%	900	Construction
WATER MAINS - CAPITAL BUDGET ONLY	557	0	557	0	0%	0	Budget only
WATER MAINS - MAYNE STREET	247	0	247	127	52%	111	Construction
WATER MAINS - BAYLY STREET	110	0	110	0	0%	22	Construction
WATER MAINS - TALLAWANG ROAD	180	0	180	0	0%	22	Initial works
WATER MAINS - LITTLE BAYLY STREET	70	0	70	13	19%	22	Initial works
WATER MAINS - HORATIO ST COURT TO COX	77	0	77	76	99%	0	Construction
WATER MAINS - SYDNEY ROAD	90	0	90	0	0%	0	Consultation
WATER MAINS - SAVILLE ROW KANDOS	30	0	30	8	26%	5	Project Scope
WATER PUMP STATION - CAPITAL RENEWALS	175	0	175	18	10%	0	Initial works

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
RAW WATER SYSTEMS RENEWALS	78	0	78	12	15%	16	Procurement
WATER TREATMENT PLANT - RENEWALS	120	0	120	0	0%	8	Initial works
SEWER NEW CONNECTIONS	68	0	68	25	36%	0	Construction
SEWER AUGMENTATION - RYLSTONE & KANDOS	417	0	417	68	16%	39	Construction
MUDGEES SEWERAGE NETWORK & TREATMENT PLANT UPGRADE	550	0	550	2	0%	0	Initial works
SEWER MAINS - CAPITAL BUDGET ONLY	1,745	0	1,745	447	26%	67	Budget only
RISING MAIN ULAN RD TO PUTTA BUCCA	0	0	0	0	100%	0	Project Scope
SEWER PUMP STATION - CAPITAL RENEWALS	1,130	0	1,130	0	0%	0	Consultation
SEWER TREATMENT WORKS - RENEWALS	187	0	187	0	0%	0	Consultation
<b>Total</b>	<b>11,572</b>	<b>0</b>	<b>11,572</b>	<b>1,741</b>	<b>15%</b>	<b>1,721</b>	

### Building a Strong Local Economy

CUDGEGONG WATERS CARAVAN PARK - KIOSK & OFFICE	508	0	508	165	32%	261	Construction
RYLSTONE CARAVAN PARK - CAPITAL	466	0	466	200	43%	117	Construction
RIVERSIDE CARAVAN PARK FIRE SERVICES	1	0	1	0	0%	2	Construction
MUDGEES VALLEY PARK UPGRADE	0	0	0	0	100%	0	Complete
CUDGEGONG WATERS PARK CAMP KITCHEN (REQUIRES GRANT)	60	0	60	0	0%	0	Consultation
CUDGEGONG WATERS PARK HOUSE	258	0	258	180	70%	63	Construction
MUDGEES VALLEY PARK EXPANSION	3,140	0	3,140	2,129	68%	301	Construction
CUDGEGONG WATERS - PUBLIC TOILETS (REQUIRES GRANT)	10	0	10	4	40%	0	Design
MUDGEES VALLEY PARK EXPANSION ROADS	380	0	380	1	0%	118	Construction
CARAVAN PARK - CUDGEGONG WATERS CAPITAL	12	0	12	0	0%	0	Consultation
SIGNAGE UPGRADE	161	0	161	0	0%	15	Initial works
ELECTRIC VEHICLE CHARGING STATION - CAPITAL	50	0	50	0	0%	0	Initial works



\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
SALEYARDS - POST AND RAIL REPLACEMENT	16	0	16	0	0%	0	Procurement
TOOHEYS PARK - BUILDING	20	0	20	0	0%	0	Deferred/Cancelled
PROPERTY - EX SALEYARDS STAGE II	2,396	0	2,396	28	1%	11	Construction
PROPERTY - DEVELOPMENT MORTIMER ST	10	0	10	5	50%	0	Consultation
PROPERTY - BURRUNDULLA AVE CONCEPT PLAN	500	0	500	27	5%	115	Construction
COMMERCIAL PROP - AERODROME COTTAGE RENOVATIONS	25	0	25	10	41%	0	Initial works
COMMERCIAL PROP - OLD GULGONG FIRE STATION SECURITY CAMERAS	15	0	15	7	44%	0	Construction
<b>Total</b>	<b>8,029</b>	<b>0</b>	<b>8,029</b>	<b>2,755</b>	<b>34%</b>	<b>1,003</b>	

### Connecting our Region

MUDGEE CDB HIGH PEDESTRIAN ACTIVITY AREA	66	0	66	4	6%	0	Construction
URBAN RESEALS - BELMORE ST GULGONG	52	0	52	0	0%	0	Initial works
URBAN RESEALS - BARIGAN STREET WOLLAR	14	0	14	14	98%	0	Complete
URBAN RESEALS - BARNETT STREET WOLLAR	13	0	13	12	90%	0	Complete
URBAN RESEAL - DABEE RD	12	0	12	12	102%	0	Complete
RESEAL - HENRY BAYLEY DRIVE	23	0	23	21	91%	0	Complete
URBAN RESEALS - JACQUES STREET KANDOS	39	0	39	0	0%	10	Construction
URBAN RESEAL - MEDLEY STREET GULGONG	10	0	10	0	0%	8	Construction
URBAN RESEAL - MORTIMER STREET MUDGEE	39	0	39	0	0%	36	Construction
URBAN RESEALS - INGLIS ST MUDGEE	32	0	32	13	41%	18	Construction
URBAN RESEALS - SALEYARDS LN GULGONG	14	0	14	0	0%	12	Construction
URBAN ROADS KERB & GUTTER CAPITAL	17	0	17	0	2%	0	Construction
URBAN HEAVY PATCHING	21	0	21	5	22%	0	Construction
URBAN REHAB - DUNN STREET KANDOS SEG 10-30	176	0	176	104	59%	0	Complete

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
ROAD EXTENSION - BETWEEN PUTTA BUCCA & GLEN WILLOW	230	0	230	155	68%	50	Construction
URBAN REHAB - BROADHEAD RD SPRINGFL	230	0	230	185	81%	40	Construction
URBAN REHAB - LAWSON/SHORT STREET INTERSECTION MUDGEES	105	0	105	0	0%	0	Construction
URBAN REHAB - LOVEJOY STREET MUDGEES	30	0	30	0	0%	0	Construction
URBAN REHAB - SHORT STREET	30	0	30	0	0%	0	Construction
URBAN RESEALS - ANDERSON STREET GULGONG	16	0	16	5	31%	16	Construction
URBAN RESEALS - NANDOURA STREET GULGONG	27	0	27	23	86%	0	Construction
URBAN RESEALS - WYNELLA STREET GULGONG	14	0	14	7	52%	8	Construction
URBAN RESEALS - BENT STREET KANDOS	22	0	22	2	8%	0	Construction
URBAN RESEALS - CROWN STREET KANDOS	21	0	21	17	79%	0	Construction
URBAN RESEALS - MCLACHLAN STREET - KANDOS	12	0	12	0	0%	10	Construction
URBAN RESEALS - CASSIN LANE MUDGEES	10	0	10	10	98%	0	Construction
URBAN RESEALS - GRANT STREET MUDGEES	10	0	10	10	96%	0	Construction
URBAN RESEALS - HARDY CRESCENT MUDGEES	19	0	19	14	75%	0	Construction
URBAN RESEALS - HORATIO STREET MUDGEES	20	0	20	24	121%	0	Construction
URBAN RESEALS - LANG STREET MUDGEES	15	0	15	16	105%	0	Construction
URBAN RESEALS - MENCHIN STREET MUDGEES	13	0	13	13	97%	0	Construction
URBAN RESEALS - MULGOA WAY MUDGEES	15	0	15	12	83%	0	Construction
URBAN RESEALS - RAYNER STREET MUDGEES	10	0	10	0	0%	8	Construction
URBAN RESEALS - CUDGEGONG STREET RYLSTONE	21	0	21	17	81%	0	Construction
URBAN RESEALS - LOUEE STREET RYLSTONE	36	0	36	28	77%	0	Construction
URBAN RESEALS - SHORT STREET - RYLSTONE	18	0	18	18	99%	0	Construction
URBAN RESEALS - TONGBONG STREET RYLSTONE	14	0	14	14	97%	0	Construction
RESHEETING - URBAN ROADS	11	0	11	0	0%	0	Construction
URBAN SEALING - BRUCE ROAD	410	0	410	420	102%	0	Construction

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
MUDGEES SCHOOL ZEBRA CROSSING INFRASTRUCTURE UPGRADE	205	0	205	205	100%	7	Construction
KERB AND GUTTER REPLACEMENT KANDOS & RYLSTONE	100	0	100	0	0%	0	Procurement
URBAN ROADS LAND MATTERS CAPITAL	15	0	15	3	19%	0	Construction
RURAL RESEAL - LUE RD	436	0	436	4	1%	379	Construction
RURAL RESEAL - YARRAWONGA RD	171	0	171	0	0%	137	Construction
RURAL RESEAL - WINDEYER RD GRATTAI	110	0	110	1	0%	78	Construction
RURAL RESEAL - CUDGEGONG RD	192	0	192	97	51%	93	Construction
RURAL RESEAL - BOTOBOLAR RD	148	0	148	71	48%	98	Construction
RURAL RESEAL - BROGANS CREEK RD CLANDULL	34	0	34	30	87%	0	Construction
RURAL REHAB - LUE ROAD MOUNTKNOW	500	0	500	42	8%	158	Construction
RURAL REHAB - CUDGEGONG RD CARWELL	3	0	3	3	100%	0	Deferred/Cancelled
RURAL REHAB - HENRY LAWSON DR	0	0	0	0	0%	0	Deferred/Cancelled
HEAVY PATCHING	48	0	48	66	137%	6	Construction
ULAN WOLLAR ROAD - STAGE 1	3	0	3	1	33%	0	Construction
RURAL RESEAL - BUDGEES BUDGEES	55	0	55	0	0%	0	Design
RURAL RESEAL - CAMPBELLS CREEK ROAD WINDEYER	139	0	139	2	1%	129	Construction
RURAL RESEALS - GREVILLEA GROVE RYLSTONE	15	0	15	14	92%	0	Construction
RURAL RESEALS - KALUDABAH ROAD CULLENBO	34	0	34	0	0%	24	Construction
RURAL RESEALS - LINBURN LANE	142	0	142	102	72%	7	Construction
RURAL RESEALS - PYANGLE ROAD LUE	7	0	7	0	2%	7	Construction
RURAL RESEALS - WHITE CEDARS ROAD TOTNESVA	27	0	27	0	0%	26	Construction
RURAL RESEALS - CAMERONS ROAD RUNNINGS	3	0	3	0	0%	3	Construction
BLUE SPRING ROAD UPGRADE - ACEA STUBBO SOLAR	3,912	0	3,912	850	22%	727	Construction
RURAL ROAD - COOPER DR AND CHARBON RD INTERSECTION UPGRADE	100	0	100	76	76%	0	Construction
RURAL SEALED ROAD LAND MATTERS	12	10	22	1	5%	0	Initial works

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
RURAL SEALED REGIONAL ROAD REPAIR PROGRAM 2021/22	198	0	198	198	100%	0	Construction
RURAL SEALED REGIONAL ROAD REPAIR PROGRAM 2022/23	796	0	796	11	1%	330	Construction
RURAL HEAVY PATCHING - GOLLAN ROAD	263	0	263	136	52%	0	Construction
BYLONG VALLEY WAY HEAVY PATCHING PROGRAM	34	0	34	2	6%	0	Construction
MUNGHORN GAP REALIGNMENT & UPGRADE	1,321	0	1,321	426	32%	83	Construction
MUNGHORN GAP SHOULDER WIDENING BLACKSPOT	137	0	137	85	62%	17	Construction
HILL END ROAD SAFETY IMPROVEMENTS	1,940	0	1,940	422	22%	151	Construction
BVW UPGRADE RNSW 2080	900	0	900	28	3%	133	Construction
RURAL SEALED REGIONAL ROAD LAND MATTERS CAPITAL	8	0	8	4	52%	0	Construction
SEALING - GRIMSHAW LANE	18	0	18	16	89%	0	Complete
ZIMMER LANE (NOW MAINTAINED)	81	0	81	37	46%	0	Construction
BADGERS LANE (NOW MAINTAINED)	98	0	98	0	0%	0	Construction
SEAL EXTENSION - AARONS PASS RD	239	0	239	241	101%	3	Complete
SEAL EXTENSION - QUEENS PINCH RD	1,387	0	1,387	770	55%	190	Construction
SEAL EXTENSION - COXS CREEK RD	1,756	0	1,756	978	56%	172	Construction
SEAL EXTENSION - MEBUL RD	2	0	2	2	122%	0	Construction
SEAL EXTENSION - BOTOBOLAR RD	968	0	968	65	7%	140	Construction
SEAL EXTENSION - CORICUDGY ROAD	13	0	13	13	100%	16	Deferred/Cancelled
RESHEETING	2,056	0	2,056	1,358	66%	628	Construction
UNSEALED ROADS LAND MATTERS CAPITAL	15	0	15	2	13%	0	Construction
GOODIMAN CREEK BRIDGE REPLACEMENT	950	0	950	702	74%	87	Construction
DIXONS LONG POINT CROSSING	30	0	30	29	96%	0	Initial works
BRIDGE TO PUTTA BUCCA ROAD	3,102	0	3,102	1,205	39%	232	Construction
REGIONAL ROAD BRIDGE CAPITAL	32	0	32	0	0%	0	Construction

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
GOULBURN RIVER BRIDGE ULAN ROAD	30	0	30	30	100%	0	Construction
ULAN ROAD - REHABS, WIDENING AND CONFORMING RESEALS - BUDGET	235	0	235	0	0%	0	Construction
ULAN ROAD - COPE RD TO ULAN WOLLAR RD REHAB	300	0	300	22	7%	140	Construction
ULAN ROAD - BLACKSPRINGS ROAD TO BUCKAROO LANE	174	0	174	(0)	0%	0	Initial works
FOOTPATH REPLACEMENT	207	0	207	20	10%	3	Initial works
PEDESTRIAN ACCESS AND MOBILITY PLAN WORKS	204	0	204	18	9%	128	Construction
SHARED PATHWAY - GLEN WILLOW TO PUTTA BUCCA WETLANDS AREA	42	0	42	0	0%	0	Construction
AIRPORT - AIRCRAFT PARKING	20	0	20	19	95%	0	Complete
AIRPORT AMBULANCE TRANSFER BAY (REQUIRES PARTIAL GRANT)	100	0	100	27	27%	53	Construction
AIRPORT HANGER AND STUDIO	249	0	249	2	1%	0	Procurement
AIRPORT - DRAINAGE PLAN DEVELOPMENT	50	0	50	0	0%	0	Initial works
AIRPORT - BEACON LIGHTING POLE REPLACEMENT	0	10	10	0	0%	9	Initial works
CARPARK - MUDGEES COMMON	42	0	42	34	80%	0	Construction
CARPARK - GULGONG POOL	11	0	11	7	70%	0	Construction
<b>Total</b>	<b>26,305</b>	<b>20</b>	<b>26,325</b>	<b>9,651</b>	<b>37%</b>	<b>4,606</b>	

### Good Government

CORPORATE BUILDINGS UPGRADE BUDGET ONLY	0	0	0	0	0%	0	Budget only
COMMUNITY SERVICES BUILDING CAPITAL	7	0	7	0	0%	0	Consultation
OLD POLICE STATION CAPITAL	50	0	50	0	0%	20	Initial works
BUILDINGS MASTER KEY SYSTEM	131	0	131	2	1%	118	Complete - awaiting invoices
MUDGEES ADMIN BUILDING EXTENSION	727	0	727	121	17%	467	Construction
MUDGEES ADMIN BUILDING - EAST WING OFFICES RECONFIGURATION	15	0	15	6	41%	0	Construction

\$'000	Current Annual Budget	Proposed Variations	Proposed Annual Budget	Actual YTD	Actual YTD/ Proposed Annual Budget	Commitments	Project Status
IT SPECIAL PROJECTS	28	0	28	0	0%	3	Initial works
IT - NETWORK UPGRADES	245	0	245	65	27%	16	Construction
IT CORPORATE SOFTWARE	186	0	186	51	27%	29	Construction
IT - PAPER CUT SECURE PRINTING	25	0	25	0	0%	0	Consultation
PLANT PURCHASES	7,124	43	7,167	4,503	63%	3,038	Budget only
RYLSTONE DEPOT - CAPITAL UPGRADE	80	0	80	17	22%	20	Construction
SOLAR FARM INITIATIVE	421	0	421	197	47%	261	Procurement
GULGONG DEPOT - CAPITAL UPGRADE	65	0	65	19	30%	16	Construction
SOLAR FARM INITIATIVE - STAGE 3	8,082	0	8,082	0	0%	0	Procurement
ROLLER BRAKING SYSTEM	61	0	61	56	92%	1	Final works
MUDGEES DEPOT - SECURITY CAMERAS	25	0	25	22	89%	0	Construction
RYLSTONE WORKSHOP OFFICE - CAPITAL	30	0	30	15	52%	11	Construction
RYLSTONE EMULSION TANK	15	0	15	0	0%	13	Consultation
<b>Total</b>	<b>17,318</b>	<b>43</b>	<b>17,361</b>	<b>5,075</b>	<b>29%</b>	<b>4,014</b>	
<b>Total Capital Works Program</b>	<b>74,908</b>	<b>(1,114)</b>	<b>73,793</b>	<b>22,846</b>	<b>31%</b>	<b>12,639</b>	

## 9.2 Monthly Statement of Investments as at 28 February 2023

REPORT BY THE FINANCIAL PLANNING COORDINATOR  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, FIN300053

### RECOMMENDATION

#### That Council:

1. **receive the report by the Financial Planning Coordinator on the Monthly Statement of Investments as at 28 February 2023; and**
2. **note the certification of the Responsible Accounting Officer.**

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### 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 28 February 2023.

### 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

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

AMANDA AVNELL  
FINANCIAL PLANNING COORDINATOR

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

27 February 2023

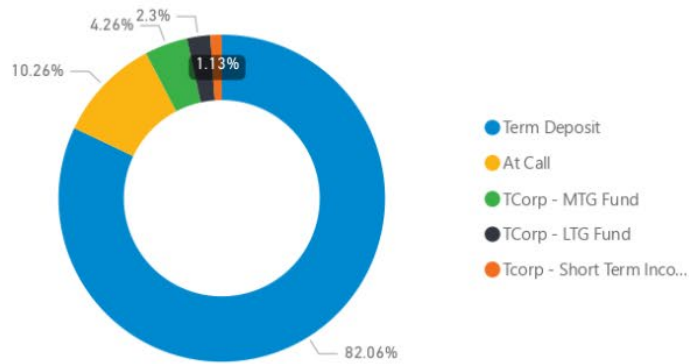
*Attachments:* 1. Investment Report February 2023.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



Investments by Type

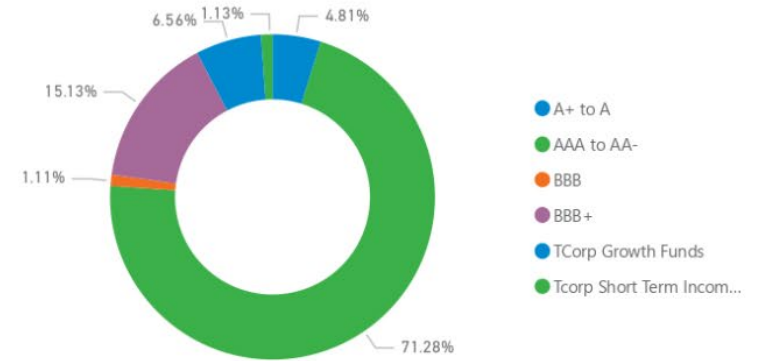


## Mid-Western Regional Council Cash and Investments as at 28 February 2023

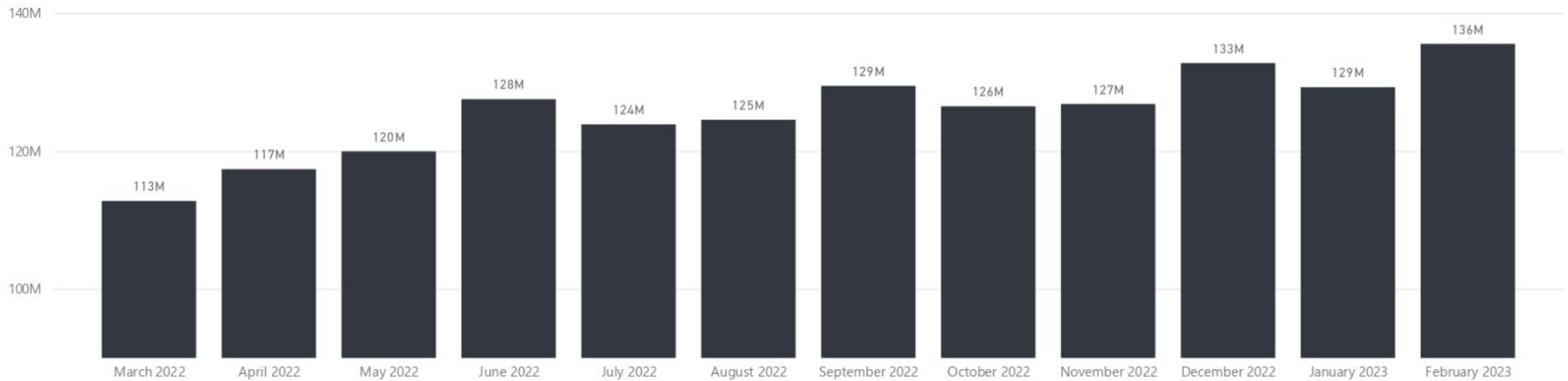
Total Investment Portfolio (\$)

**135.54M**

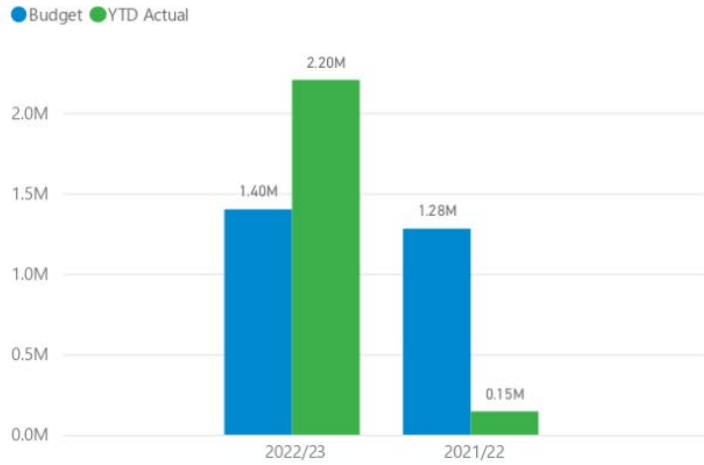
Investments by Long Term Rating



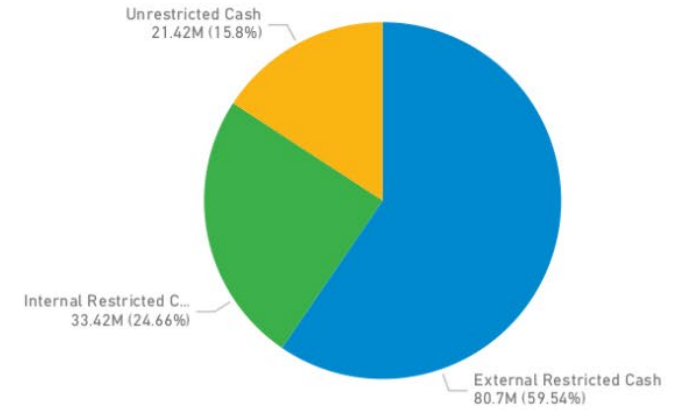
Portfolio Balance at End of Month (\$)



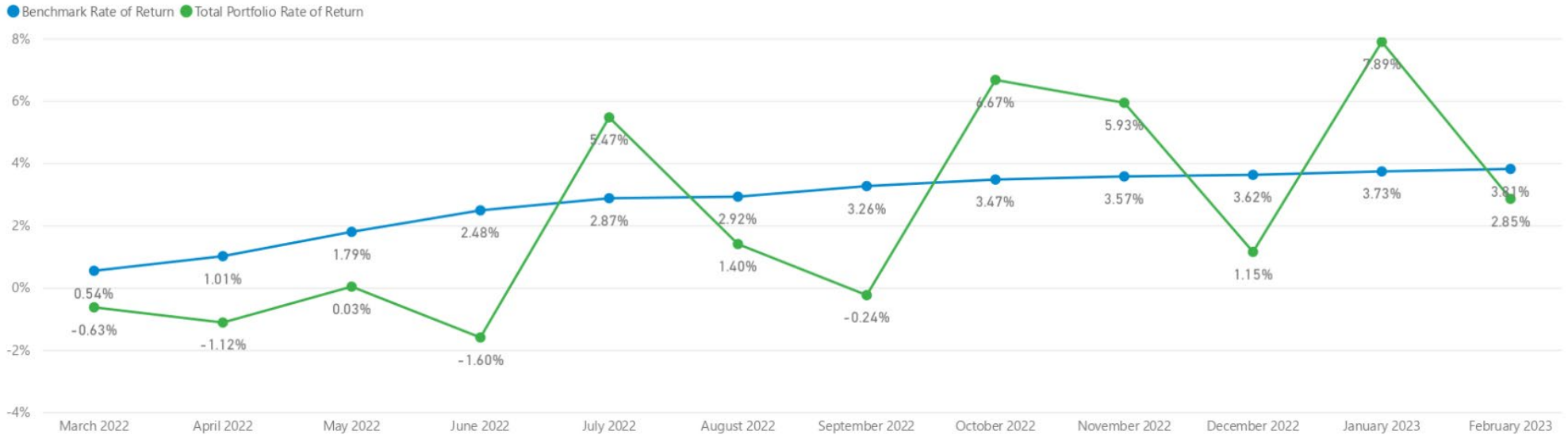
Income from Investments (\$)



Balance by Cash Category (\$)



Investment Performance



Investment Portfolio Summary

Term to Maturity	Amount	Actual	Cumulative Actual	Cumulative Minimum	Policy Compliance
Less than 3 months	\$ 43,035,319	32%	32%	20%	OK
Between 3 months and 1 year	\$ 50,500,000	37%	69%	40%	OK
Between 1 year and 2 years	\$ 42,000,000	31%	100%	50%	OK
Between 2 years and 4 years	\$ -	0%	100%	85%	OK
More than 5 years	\$ -	0%	100%	0%	OK
<b>Total</b>	<b>\$ 135,535,319</b>				

Long Term Rating	Institution	Policy Limit	Policy Compliance (Institution)	% of Portfolio	Amount
<b>AA-</b>	<b>CBA</b>	40%	OK	26%	\$ 35,000,000
	<b>NAB</b>	40%	OK	26%	\$ 35,609,438
	<b>Westpac</b>	40%	OK	19%	\$ 26,000,000
<b>A+</b>	<b>Macquarie</b>	20%	OK	3%	\$ 3,514,077
<b>A</b>	<b>ING</b>	20%	OK	2%	\$ 3,000,000
<b>BBB+</b>	<b>Australian Unity</b>	10%	OK	7%	\$ 9,500,000
	<b>Bank Of Queensland</b>	10%	OK	7%	\$ 9,500,000
	<b>MyState Bank</b>	10%	OK	1%	\$ 1,500,000
<b>BBB</b>	<b>Defence Bank</b>	5%	OK	1%	\$ 1,500,000
	<b>TCorp - Long Term Growth Fund</b>	15%	OK	2%	\$ 3,115,854
<b>TCorp Growth Funds</b>	<b>TCorp - Medium Term Growth Fund</b>	15%	OK	4%	\$ 5,770,246
	<b>Tcorp - Short Term Income Fund</b>	15%	OK	1%	\$ 1,525,704
<b>Tcorp Short Term Income Fund</b>				1%	\$ 1,525,704
<b>Grand Total</b>				<b>100%</b>	<b>\$ 135,535,319</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>71%</b>	<b>\$ 96,609,438</b>
<b>BBB</b>	<b>20%</b>	<b>OK</b>	<b>15%</b>	<b>\$ 20,500,000</b>
<b>TCorp Growth Funds</b>	<b>5%</b>	<b>OK</b>	<b>1%</b>	<b>\$ 1,500,000</b>
<b>Tcorp Short Term Income Fund</b>	<b>15%</b>	<b>OK</b>	<b>7%</b>	<b>\$ 8,886,100</b>
<b>Fund</b>	<b>15%</b>	<b>OK</b>	<b>1%</b>	<b>\$ 1,525,704</b>
<b>A+ to A</b>	<b>50%</b>	<b>OK</b>	<b>5%</b>	<b>\$ 6,514,077</b>
<b>Grand Total</b>			<b>100%</b>	<b>\$ 135,535,319</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)	4,053,140		13,909,438
TCorp - Cash Fund	-		-
TCorp - Long Term Growth Fund	3,142,142		3,115,854
TCorp - Medium Term Growth Fund	5,815,514		5,770,246
TCorp - Short Term Income Fund	1,520,406		1,525,704
<b>Total</b>	<b>14,531,203</b>	<b>-</b>	<b>24,321,242</b>

The below table shows matured term deposits

Institution	Yield	Maturity Date	Principal Amount	Total Interest Amount
Westpac	3.71%	6/02/2023	2,000,000	18,511
NAB	0.48%	1/02/2023	1,000,000	6,352
NAB	0.79%	15/02/2023	1,500,000	14,090
AMP	1.10%	1/02/2023	1,500,000	16,625
Westpac	0.95%	22/02/2023	2,000,000	18,948
<b>Total</b>			<b>8,000,000</b>	<b>74,526</b>

The below table shows new term deposits

Institution	Yield	Maturity Date	Principal Amount	Total Interest Amount
Westpac	0.65%	5/05/2023	2,000,000	3,134
ING	4.62%	3/07/2024	1,500,000	98,349
Westpac	5.05%	14/08/2024	1,000,000	74,574
<b>Total</b>			<b>4,500,000</b>	<b>176,057</b>

**At Call Fund and Managed Funds**

Institution	Yield	Term to Maturity	Principal	Amount
NAB	3.00%	0	\$	13,909,438
TCorp - Cash Fund	3.00%	1	\$	-
TCorp - Long Term Growth Fund	3.00%	5	\$	3,115,854
TCorp - Medium Term Growth Fund	3.00%	5	\$	5,770,246
Tcorp - Short Term Income Fund	3.00%	5	\$	1,525,704
<b>Total</b>			<b>\$</b>	<b>24,321,242</b>

**Current Term Deposits**

Institution	Yield	Term to Maturity	Principal	Amount
Australian Unity	3.50%	295	\$	2,000,000
Australian Unity	4.35%	274	\$	2,000,000
Australian Unity	4.10%	365	\$	1,500,000
Australian Unity	4.30%	337	\$	2,000,000
Australian Unity	4.50%	407	\$	2,000,000
Bank Of Queensland	1.20%	71	\$	2,000,000
Bank Of Queensland	3.92%	393	\$	1,000,000
Bank Of Queensland	4.25%	267	\$	1,000,000
Bank Of Queensland	4.55%	393	\$	1,500,000
Bank Of Queensland	4.40%	134	\$	4,000,000
CBA	0.72%	463	\$	2,000,000
CBA	0.77%	561	\$	1,000,000
CBA	0.85%	603	\$	2,500,000
CBA	3.68%	99	\$	1,500,000
CBA	0.73%	57	\$	1,500,000
CBA	3.05%	421	\$	2,000,000
CBA	2.63%	225	\$	1,500,000
CBA	2.31%	85	\$	1,500,000
CBA	2.75%	197	\$	1,500,000
CBA	3.15%	92	\$	1,000,000
CBA	4.15%	484	\$	2,000,000
CBA	4.17%	113	\$	1,000,000
CBA	3.94%	120	\$	1,000,000
CBA	3.72%	141	\$	1,500,000
CBA	3.99%	169	\$	1,500,000
CBA	4.20%	253	\$	1,500,000
CBA	4.47%	288	\$	2,000,000
CBA	4.52%	456	\$	1,000,000
CBA	4.55%	281	\$	2,000,000
CBA	4.63%	477	\$	4,000,000
CBA	4.76%	323	\$	1,500,000
Defence Bank	3.20%	92	\$	1,500,000
ING	3.21%	148	\$	1,500,000
ING	4.62%	491	\$	1,500,000
Macquarie	1.40%	1	\$	1,014,077
Macquarie	1.15%	29	\$	1,000,000
Macquarie	4.50%	316	\$	1,000,000
Macquarie	4.50%	316	\$	500,000
MyState Bank	4.02%	127	\$	1,500,000
NAB	0.57%	1	\$	1,700,000
NAB	0.65%	120	\$	2,000,000
NAB	0.80%	547	\$	1,500,000

Institution	Yield	Term to Maturity	Principal Amount
NAB	0.64%	239	\$ 3,000,000
NAB	0.70%	211	\$ 2,500,000
NAB	0.85%	29	\$ 1,500,000
NAB	0.95%	29	\$ 1,500,000
NAB	1.51%	183	\$ 2,500,000
NAB	1.21%	57	\$ 1,000,000
NAB	4.49%	659	\$ 2,500,000
NAB	4.45%	575	\$ 2,000,000
Westpac	0.65%	66	\$ 2,000,000
Westpac	1.06%	351	\$ 2,000,000
Westpac	0.78%	15	\$ 1,500,000
Westpac	0.90%	43	\$ 2,500,000
Westpac	2.28%	379	\$ 1,500,000
Westpac	3.70%	519	\$ 2,000,000
Westpac	4.22%	281	\$ 1,000,000
Westpac	4.35%	505	\$ 1,500,000
Westpac	4.30%	323	\$ 1,000,000
Westpac	4.67%	295	\$ 1,000,000
Westpac	4.78%	449	\$ 2,500,000
Westpac	4.89%	701	\$ 2,500,000
Westpac	4.46%	435	\$ 1,500,000
Westpac	4.55%	295	\$ 1,000,000
Westpac	4.40%	365	\$ 1,500,000
Westpac	5.05%	533	\$ 1,000,000
<b>Total</b>			<b>\$ 111,214,077</b>

## 9.3 Mudgee Common Plan of Management - Adoption

REPORT BY THE MANAGER PROPERTY AND REVENUE  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, COU500102, P2210411

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager Property and Revenue on the Mudgee Common Plan of Management - Adoption;**
2. **note the changes advocated by Crown in Table 1 of this Report and the submissions received during the exhibition period as cited in Attachment 2 to this Report and accept the recommendations proposed by staff;**
3. **note that further Native Title Manager advice as cited in Attachment 3 to this Report has been considered in relation to the Plan of Management for the Mudgee Common, Crown Reserve 120019, Lot 7304 DP1151583;**
4. **adopt the Mudgee Common Plan of Management as cited in Attachment 4 to this Report, in accordance with Section 40 of the Local Government Act 1993 and in accordance with Section 3.23(6) of the Crown Land Management Act 2016;**
5. **authorise the General Manager to make minor editorial modifications in the finalisation of the Mudgee Common Plan of Management if necessary; and**
6. **forward the adopted Mudgee Common Plan of Management to the NSW Department of Planning and Environment – NSW Crown Lands for information.**

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### Executive summary

At the Meeting of Council held on 19 May 2021, Council was presented with the Draft Mudgee Common Plan of Management (PoM).

Council resolved via Minute142-21 to refer the draft PoM to the Minister (Crown) administering the Crown Land Management 2016 (CLMA), conduct a public hearing in accordance with s40A Local Government Act 1993 (Act) and receive a further report at the conclusion of the public exhibition period to consider any submissions received.

Following the enactment of these resolutions, this report now seeks Council's consideration of the submissions received and a resolution to finalise and adopt the PoM in accordance with s40 of the Act and s3.23(6) of the CLMA.

### Disclosure of Interest

Nil

### Detailed report

Council Minute 142-21 of 19 May 2021 is appended to this Report as Attachment 1.

The outcomes of the enactment of the resolutions are as follows –

Referral of the draft PoM to Crown & Crown’s consent

The PoM was referred to Crown seeking landowners consent in accordance with section 39 of the Act on 9 June 2021.

Council received initial feedback from Crown on 18 February 2022 requesting a response to the following 3 queries. Council’s responses were prepared by the Council managers of the Mudgee Common in conjunction with advice from the consultant who was appointed to draft the PoM.

**TABLE 1**

<b>Crown’s Queries</b>	<b>Council’s Response &amp; Changes made after 21 May 2021 PoM before PoM placed on exhibition</b>
<b>Pg. 4</b> - the <i>Commons Management Act 1989</i> is still in effect, the sentence reads (to me) as though it has been repealed. Although you are correct that this reserve is not managed under the CM Act.	Sentence corrected.
<b>Pg. 6</b> - all PoMs require Ministers consent to adopt, since the Reg. amendment of June 2021, not only those that change the category.	Paragraph changed to - “This POM alters the initial categorisation assigned under section 3.23(2) of the CLM Act. Consent of the Minister administering the CLM Act for the adoption of this POM is required under Section 70B of the Crown Land Management Regulation 2018.”
<b>Pg. 20</b> - is there need to refer to development of another plan for the works listed? They should be covered in this PoM	It is proposed to relocate the carpark to Common Road (outside the Reserve) and not to continue with the lookout, picnic table and viewing platform. All reference to these works have been removed from the PoM, excepting a note that a carpark will be established on adjoining land.

The PoM was amended to reflect these changes. Crown confirmed that the PoM satisfied the requirements under s3.23(6) CLMA and approval given on 23 August 2022 to exhibit the amended draft PoM in accordance with s38 of the Act. Consent was also given for Council to adopt the PoM following public exhibition, provided it was not altered from the exhibited draft PoM.

Public Exhibition in accordance with s38 of the Act

The draft PoM was publically exhibited from 26 August 2022 to 23 September 2022 with submissions accepted until 7 October 2022.

The draft PoM was available for viewing on Council’s website with hard copies available at Council’s Administration Services Centres. A walk-in information session was also conducted on 5 September 2022.

Submissions were received from 3 parties. Attachment 2 to this Report contains a summary of the discussions and issues raised along with Council manager recommendations to address the issues and where considered necessary or plausible, amend the draft PoM.

S40(2)(b) of the Act states that a council, if it is of the opinion that the amendments are not substantial, can adopt an amended draft plan of management without public exhibition. It is



considered that the proposed amendments to the PoM are not substantial and do not require re-exhibition of the PoM. The Crown also confirmed the minor nature of the proposed amendments and has given approval for Council to proceed with its adoption.

#### Public Hearing in accordance with s40A the Act

Council was not required to hold a public hearing under s40A of the Act for the change in categorisation of the Mudgee Common from *Park* to *Natural Area – Bushland*. This is due to an exemption under clause 70A of the Crown Land Management Regulation 2018 which came into force on 11/10/2021 (some months after Council's resolution of 19/5/2021).

#### Native Title Managers' Advice

Plans of management for Crown reserves must be compliant with the statutory requirements of the Commonwealth Native Title Act 1993 (NTA). Council cannot adopt a plan of management until it has obtained written advice from a Native Title Manager that a plan of management complies with the applicable provisions of the NTA legislation.

The Native Title Managers' Advice presented to Council on 19 May 2021 indicated that the draft PoM complied with the applicable provisions of the NTA, in this case being valid future acts under s24JA. Council advised and gave the opportunity to comment to NTSCorp Limited as the representative aboriginal body for New South Wales, under s24JB(6) of the NTA. No comment was received from NTSCorp.

The Native Title Managers' Advice presented to Council on 19 May 2021 has been reviewed in light of the proposed amendments to the PoM. It is considered that the proposed revised PoM still complies with the applicable provisions of the NTA being valid future acts under s24JA. The reviewed advice is appended as Attachment 3 to this Report.

#### Recommendation

It is recommended that the PoM as appended as Attachment 4 to this Report be adopted by Council.

### 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**

The PoM will provide strategic direction for Community classified Crown Land and is consistent with Council's responsibilities under the LGA and the CLMA. The PoM identifies the permissible uses and potential development for the land parcel cited. Council may not undertake any activities, uses or developments which are not provided for in the PoM.

#### **Council Policies**

Not Applicable

#### **Legislation**

##### Crown Land Management Act 2016

Division 3.4 – Crown Land managed by Councils

Division 3.6 – Plans of Management and other plans

Section 8.7 – When advice of Native Title Manager is required

Crown Land Management Regulation 2018

Local Government Act 1993

Part 2 Division 2 – Use and Management of Community Land

Local Government (General) Regulation 2005

Part 4 Community land, Division 1 – Guidelines for the categorisation of Community Land

Native Title Act 1993 (Commonwealth)

Section 233 – Future Act

Section 24JA – Reservations, leases etc.

NSW Aboriginal Land Rights Act 1983

Biodiversity Conservation Act 2016

Environment Protection and Biodiversity Conservation Act 1999

## Financial implications

The adoption of the PoM will not have an immediate financial impact. Any future works priorities identified as part of the PoM will be considered through the normal operational planning and budget processes. Council received funding from the NSW Government through the *Plans of Management Funding Support Program* to develop compliant plans of management under the LGA for all Council managed Crown reserves. The cost of preparing the PoM has been funded from this resource.

## Associated Risks

It is a requirement under the LGA and CLMA for Council to produce compliant plans of management for all Council managed Crown reserves. One of the key aims of a plan of management is to ensure that management of Crown Reserves is conducted in accordance with requirements of the *NSW Aboriginal Land Rights Act 1983* and *Native Title Act 1993*, reducing the potential for Council to be in breach of either piece of legislation. The PoM addresses all requirements and clearly sets out the obligations.

The risk of producing a plan of management which did not align with the community's vision for the reserve was mitigated by public consultation facilitated by the exhibition of the draft PoM, additional community consultation and due consideration of submissions received.

DIANE SAWYERS  
MANAGER PROPERTY AND REVENUE

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

20 January 2023

- Attachments:*
1. Minute 142-21 19 May 2021. (separately attached)
  2. Summary of submissions and recommendations. (separately attached)
  3. Native Title Manager's Advice 28/2/2023. (separately attached)
  4. Mudgee Common PoM. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.4 Mudgee Showground Plan of Management - Adoption

REPORT BY THE MANAGER PROPERTY AND REVENUE  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, COU500102, P0210911

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager Property and Revenue on the Mudgee Showground Plan of Management - Adoption;**
2. **note the changes advocated by Crown in Table 1 of this Report and the submissions received during the exhibition period as cited in Attachment 2 to this Report and accept the recommendations proposed by staff;**
3. **note that further Native Title Manager advice as cited in Attachment 3 to this Report has been considered in relation to the Plan of Management for the Mudgee Showground, Crown Reserves 520010, 1001140 and 1000252;**
4. **adopt the Mudgee Showground Plan of Management as cited in Attachment 4 to this Report, in accordance with Section 40 of the Local Government Act 1993 and in accordance with Section 3.23(6) of the Crown Land Management Act 2016;**
5. **authorise the General Manager to make minor editorial modifications in the finalisation of the Mudgee Showground Plan of Management if necessary; and**
6. **forward the adopted Mudgee Showground Plan of Management to the NSW Department of Planning and Environment – NSW Crown Lands for information.**

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### Executive summary

At the Meeting of Council held on 3 November 2021, Council was presented with the Draft Mudgee Showground Plan of Management (PoM).

Council resolved via Minute 336-21 to refer the draft PoM to the Minister (Crown) administering the Crown Land Management 2016 (CLMA), conduct a public hearing in accordance with s40A Local Government Act 1993 (Act) and receive a further report at the conclusion of the public exhibition period to consider any submissions received.

Following the enactment of these resolutions, this report now seeks Council's consideration of the submissions received and a resolution to finalise and adopt the PoM in accordance with s40 of the Act and s3.23(6) of the CLMA.

### Disclosure of Interest

Nil

### Detailed report

Council Minute 336-21 of 3 November 2021 is appended to this Report as Attachment 1.

The outcomes of the enactment of the resolutions are as follows –

Referral of the draft PoM to Crown & Crown’s consent

The PoM was referred to Crown seeking landowners consent in accordance with section 39 of the Act on 16 November 2021.

Council received initial feedback from Crown on 18 February 2022 requesting a response to the following 2 queries. Council’s responses were prepared by the managers of the Mudgee Showground in conjunction with advice from the consultant who was appointed to draft the PoM.

**TABLE 1**

<b>Crown’s Queries</b>	<b>Council’s Response &amp; Changes made after 3 November 2021 before PoM placed on exhibition</b>
<b>Pg. 5</b> - I’m not sure that reference to the <i>LG Amendment (Community Land Management) Act 1998</i> will be meaningful to the general public.	Reference removed.
<b>At 11.3</b> - More detail should be provided in relation to existing tenures, including expiration dates and/or term of the tenure.	Detail was added to the current tenure at the Showground.

The PoM was amended to reflect these changes. Crown confirmed that the PoM satisfied the requirements under s3.23(6) CLMA and approval was given on 24 June 2022 to exhibit the amended draft PoM in accordance with s38 of the Act. Consent was also given for Council to adopt the PoM following public exhibition under clause 70B of the Crown Land Management Regulation 2018, provided it was not altered significantly from the exhibited draft PoM.

Public Exhibition in accordance with s38 of the Act

The draft PoM was publically exhibited from 26 August 2022 to 23 September 2022 with submissions accepted until 7 October 2022.

The draft PoM was available for viewing on Council’s website with hard copies available at Council’s Administration Services Centres. A walk-in information session was also conducted on 5 September 2022.

Submissions were received from 5 parties. Attachment 2 to this Report contains a summary of the discussions and issues raised along with Council manager recommendations to address the issues and where considered necessary or plausible, amend the draft PoM.

S40(2)(b) of the Act states that a council, if it is of the opinion that the amendments are not substantial, can adopt an amended draft plan of management without further public exhibition. It is considered that the proposed amendments to the PoM are not substantial and do not require re-exhibition of the PoM. The Crown also confirmed the minor nature of the proposed amendments and has given approval for Council to proceed with its adoption.

Public Hearing in accordance with s40A the Act

Council was not required to hold a public hearing.

Native Title Managers’ Advice

Plans of Management for Crown reserves must be compliant with the statutory requirements of the Commonwealth Native Title Act 1993 (NTA). Council cannot adopt a plan of management until it

has obtained written advice from a Native Title Manager that a plan of management complies with the applicable provisions of the NTA legislation.

The Native Title Managers' Advice presented to Council on 3 November 2021 indicated that the draft PoM complied with the applicable provisions of the NTA, in this case being valid future acts under s24JA.

Council advised and gave the opportunity to comment to NTSCorp Limited as the representative aboriginal body for New South Wales, under s24JB(6) of the NTA. No comment was received from NTSCorp.

The Native Title Managers' Advice presented to Council on 3 November 2021 has been reviewed in light of the proposed amendments to the PoM. It is considered that the proposed revised PoM still complies with the applicable provisions of the NTA being valid future acts under s24JA. The reviewed advice is appended as Attachment 3 to this Report.

#### Recommendation

It is recommended that the PoM as appended as Attachment 4 to this Report be adopted by Council.

### 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**

The PoM will provide strategic direction for Community classified Crown Land and is consistent with Council's responsibilities under the LGA and the CLMA. The PoM identifies the permissible uses and potential development for the land parcel cited. Council may not undertake any activities, uses or developments which are not provided for in the PoM.

#### **Council Policies**

Not Applicable

#### **Legislation**

##### Crown Land Management Act 2016

Division 3.4 – Crown Land managed by Councils

Division 3.6 – Plans of Management and other plans

Section 8.7 – When advice of Native Title Manager is required

##### Crown Land Management Regulation 2018

##### Local Government Act 1993

Part 2 Division 2 – Use and Management of Community Land

##### Local Government (General) Regulation 2005

Part 4 Community land, Division 1 – Guidelines for the categorisation of Community Land

##### Native Title Act 1993 (Commonwealth)

Section 233 – Future Act

Section 24JA – Reservations, leases etc.

NSW Aboriginal Land Rights Act 1983

## Financial implications

The adoption of the PoM will not have an immediate financial impact. Any future works priorities identified as part of the PoM will be considered through the normal operational planning and budget processes.

Council received funding from the NSW Government through the *Plans of Management Funding Support Program* to develop compliant plans of management under the LGA for all Council managed Crown reserves. The cost of preparing the PoM has been funded from this resource.

## Associated Risks

It is a requirement under the LGA and CLMA for Council to produce compliant plans of management for all Council managed Crown reserves. One of the key aims of a plan of management is to ensure that management of Crown Reserves is conducted in accordance with requirements of the *NSW Aboriginal Land Rights Act 1983* and *Native Title Act 1993*, reducing the potential for Council to be in breach of either piece of legislation. The PoM addresses all requirements and clearly sets out the obligations.

The risk of producing a plan of management which did not align with the community's vision for the reserve was mitigated by public consultation facilitated by the exhibition of the draft PoM, additional community consultation in the form of a walk-in information session and due consideration of submissions received.

DIANE SAWYERS  
MANAGER PROPERTY AND REVENUE

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

31 January 2023

*Attachments:*

1. Minute 336-21 3 November 2021. (separately attached)
2. Summary of submissions and recommendations. (separately attached)
3. Native Title Manager's Advice 28-2-2023. (separately attached)
4. Mudgee Showground PoM V3.6. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.5 Cudgegong Waters Park Plan of Management - Adoption

REPORT BY THE MANAGER PROPERTY AND REVENUE  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, COU500102, P2044711

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager Property and Revenue on the Cudgegong Waters Park Plan of Management - Adoption;**
2. **note the changes advocated by Crown in Attachment 2 to this Report and accept the recommendations proposed by staff; and**
3. **note that no submissions were received during the exhibition period; and**
4. **note that further Native Title Manager advice as cited in Attachment 3 to this Report has been considered in relation to the Plan of Management for the Cudgegong Waters Park, Crown Reserve 190025, Lots 1-3 DP737266; and**
5. **adopt the Cudgegong Waters Park Plan of Management as cited in Attachment 4 to this Report, in accordance with Section 40 of the Local Government Act 1993 and in accordance with Section 3.23(6) of the Crown Land Management Act 2016; and**
6. **authorise the General Manager to make minor editorial modifications in the finalisation of the Cudgegong Waters Park Plan of Management if necessary; and**
7. **forward the adopted Cudgegong Waters Park Plan of Management to the NSW Department of Planning and Environment – NSW Crown Lands for information.**

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### Executive summary

At the Meeting of Council held on 20 April 2022, Council was presented with the Draft Cudgegong Waters Park Plan of Management (PoM).

Council resolved via Minute 117/22 to refer the draft PoM to the Minister (Crown) administering the Crown Land Management 2016 (CLMA), place the draft PoM on public exhibition and receive a further report at the conclusion of the public exhibition period to consider any submissions received.

Following the enactment of these resolutions, this report now seeks Council's consideration to finalise and adopt the PoM in accordance with s40 of the Act and s3.23(6) of the CLMA.

### Disclosure of Interest

Nil

### Detailed report

Council Minute 117/22 of 20 April 2022 is appended to this Report as Attachment 1.

The outcomes of the enactment of the resolutions are as follows –

Referral of the draft PoM to Crown & Crown’s consent

The PoM was referred to Crown seeking landowners consent in accordance with section 39 of the Act on 9 May 2022.

Council received initial feedback from Crown on 30 May 2022. Council’s responses of 12 September 2022 were prepared by the managers of the Cudgegong Waters Park in conjunction with advice from the consultant who was appointed to draft the PoM. Crown’s queries and Council’s responses are appended to this Report as Attachment 2.

The PoM was amended to reflect the relevant changes. Crown confirmed that the PoM satisfied the requirements under s3.23(6) CLMA and approval was given on 11 October 2022 to exhibit the amended draft PoM in accordance with s38 of the Act. Consent was also given for Council to adopt the PoM following public exhibition under clause 70B of the Crown Land Management Regulation 2018, provided it was not altered significantly from the exhibited draft PoM.

Public Exhibition in accordance with s38 of the Act

The draft PoM was publically exhibited from 21 October 2022 to 18 November 2022 with submissions accepted until 2 December 2022.

The draft PoM was available for viewing on Council’s website with hard copies available at Council’s Administration Services Centres. A walk-in information session was also conducted on 9 November 2022.

No submissions were received.

Native Title Managers’ Advice

Plans of management for Crown reserves must be compliant with the statutory requirements of the Commonwealth Native Title Act 1993 (NTA). Council cannot adopt a plan of management until it has obtained written advice from a Native Title Manager that a plan of management complies with the applicable provisions of the NTA legislation.

The Native Title Managers’ Advice presented to Council on 20 April 2022 indicated that the draft PoM complied with the applicable provisions of the NTA, in this case being valid future acts under s24JA.

Council advised and gave the opportunity to comment to NTSCorp Limited as the representative aboriginal body for New South Wales, under s24JB(6) of the NTA on 21 April 2022. No comment was received from NTSCorp.

The Native Title Managers’ Advice presented to Council on 20 April 2022 has been reviewed in light of the amendments brought forward by Crown in May 2022 to the PoM. It is considered that the proposed revised PoM still complies with the applicable provisions of the NTA being valid future acts under s24JA. The reviewed advice is appended as Attachment 3 to this Report.

Recommendation

It is recommended that the PoM as appended as Attachment 4 to this Report be adopted by Council.

## Community Plan implications

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

The PoM will provide strategic direction for Community classified Crown Land and is consistent with Council's responsibilities under the LGA and the CLMA. The PoM identifies the permissible uses and potential development for the land parcel cited. Council may not undertake any activities, uses or developments which are not provided for in the PoM.

### **Council Policies**

Not Applicable

### **Legislation**

#### Crown Land Management Act 2016

Division 3.4 – Crown Land managed by Councils

Division 3.6 – Plans of Management and other plans

Section 8.7 – When advice of Native Title Manager is required

#### Crown Land Management Regulation 2018

#### Local Government Act 1993

Part 2 Division 2 – Use and Management of Community Land

#### Local Government (General) Regulation 2005

Part 4 Community land, Division 1 – Guidelines for the categorisation of Community Land

#### Native Title Act 1993 (Commonwealth)

Section 233 – Future Act

Section 24JA – Reservations, leases etc.

#### NSW Aboriginal Land Rights Act 1983

## Financial implications

The adoption of the PoM will not have an immediate financial impact. Any future works priorities identified as part of the PoM will be considered through the normal operational planning and budget processes.

Council received funding from the NSW Government through the *Plans of Management Funding Support Program* to develop compliant plans of management under the LGA for all Council managed Crown reserves. The cost of preparing the PoM has been funded from this resource.

## Associated Risks

It is a requirement under the LGA and CLMA for Council to produce compliant plans of management for all Council managed Crown reserves. One of the key aims of a plan of management is to ensure that management of Crown Reserves is conducted in accordance with requirements of the *NSW Aboriginal Land Rights Act 1983* and *Native Title Act 1993*, reducing the potential for Council to be in breach of either piece of legislation. The PoM addresses all requirements and clearly sets out the obligations.

The risk of producing a plan of management which did not align with the community's vision for the reserve was mitigated by public consultation facilitated by the exhibition of the draft PoM and additional community consultation in the form of a walk-in information session.

DIANE SAWYERS  
MANAGER PROPERTY AND REVENUE

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

20 February 2023

- Attachments:*
1. Minute 117/22 of 20 April 2022. (separately attached)
  2. Queries from Crown May 22 & Council's responses Sept 22. (separately attached)
  3. Native Title Manager's Advice 28/2/2023. (separately attached)
  4. Cudgegong Waters Park PoM V2.5. (separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.6 MWRC Solar Array - Market Participation Update

REPORT BY THE CHIEF FINANCIAL OFFICER  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, ENE100032

### RECOMMENDATION

#### That Council:

1. **receive the report by the Chief Financial Officer on the MWRC Solar Array - Market Participation Update; and**
2. **approve going to tender for a less restrictive market participation model, instead of limiting Council to a Revolving Offtake Agreement.**

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### Executive summary

At the 9 December 2020 Council Meeting, Council provided endorsement of the use of a Revolving Offtake Agreement market participation model for procurement purposes in the proposed MWRC Solar Array.

This report seeks to update Council on the progress of the Solar Array and obtain an amendment to the market retail model to be tendered.

### Disclosure of Interest

Nil

### Detailed report

#### PROJECT SCOPE

The project has been broken into 4 stages:

- **STAGE 1:** Concept design, community consultation, capital expenditure reporting, Development Application, and engineering and grid connection approval.
- **STAGE 2:** Detailed design and construction trade package tender process
- **STAGE 3:** Onsite construction, commissioning and energisation
- **STAGE 4:** System operation, tuning and maintenance

#### STAGE 1 PROGRESS

- ✓ PROJECT TEAM ESTABLISHMENT
- ✓ CONCEPT DESIGN & FEASIBILITY CONFIRMATION
- ✓ DEVELOPMENT APPLICATION

The DA has now been approved through the Regional Planning Panel.

#### ➤ CONNECTION INVESTIGATION SERVICES AGREEMENT (CISA)

Council holds a current CISA for the site. Written confirmation from Essential Energy that the studies to determine whether the project is allowable have been approved, now awaiting formal Offer to Proceed.

After Offer to Proceed is obtained, Council will progress towards an Offer to Connect.

➤ CONFIRM COMMERCIAL & INDUSTRIAL (C&I) CUSTOMER UPTAKE LEVELS AND PRICING, AND MARKET PARTICIPANT PROVIDER

Further C&I customer interest consultation is on hold until the project progresses to construction.

Council requires a Market Participant to facilitate the sale of energy from the array and purchase of same at council sites. An EOI was run to confirm if the Revolving Offtake Agreement (ROA) model identified in the initial modelling stages was still available and/or to identify an alternate model. The EOI was also used to update indicative pricing to inform the business case and to establish retailers that could address the gap between end of the current contract and project energisation.

A project memo on the commercial in confidence result of the EOI is included as Attachment 1 (Confidential).

The EOI was successful, with 6 responses received. Of the 6 responses received, 4 have provided workable models for Council Market Participant model. It is recommended that these 4 responders are invited to a selective tender to be Councils Market Participant.

### STAGE 2 PROGRESS

Given the positive modelling results from Stage 1, Stage 2 was endorsed by Council on 20 October 2020:

➤ DETAILED DESIGN

The detailed design is progressing with delays based on finalisation of the connection path to the grid.

➤ CONSTRUCTION TRADE TENDER PACKAGE DEVELOPMENT

Tender packages have been prepared and the procurement process is progressing, with packages currently being assessed.

Investigation is ongoing to add Sewerage Treatment Plant 'behind the meter' for further Council savings, and to determine the case for inclusion of battery storage. Currently, this work is excluded from DA approvals and engineering designs.

➤ BIODIVERSITY CORRIDOR (TREE PLANTING)

Tree planting can now progress, as the DA has been approved. The biodiversity corridor is currently included in a procurement package for civil and landscaping works. The biodiversity corridor is required to be planted before solar panel installation can occur, under the construction certificate conditions.

### STAGE 3 UPDATE

After confirmation of updated design and cost estimates, and a review of the pricing model, council staff will report back to Council to obtain endorsement, or otherwise, for Stage 3.

## Community Plan implications

Theme	Good Government
Goal	An effective and efficient organisation
Strategy	Pursue efficiencies and ongoing business improvement

## Strategic implications

### Council Strategies

Operational Plan and Development Plan

### Council Policies

Local Preference Policy

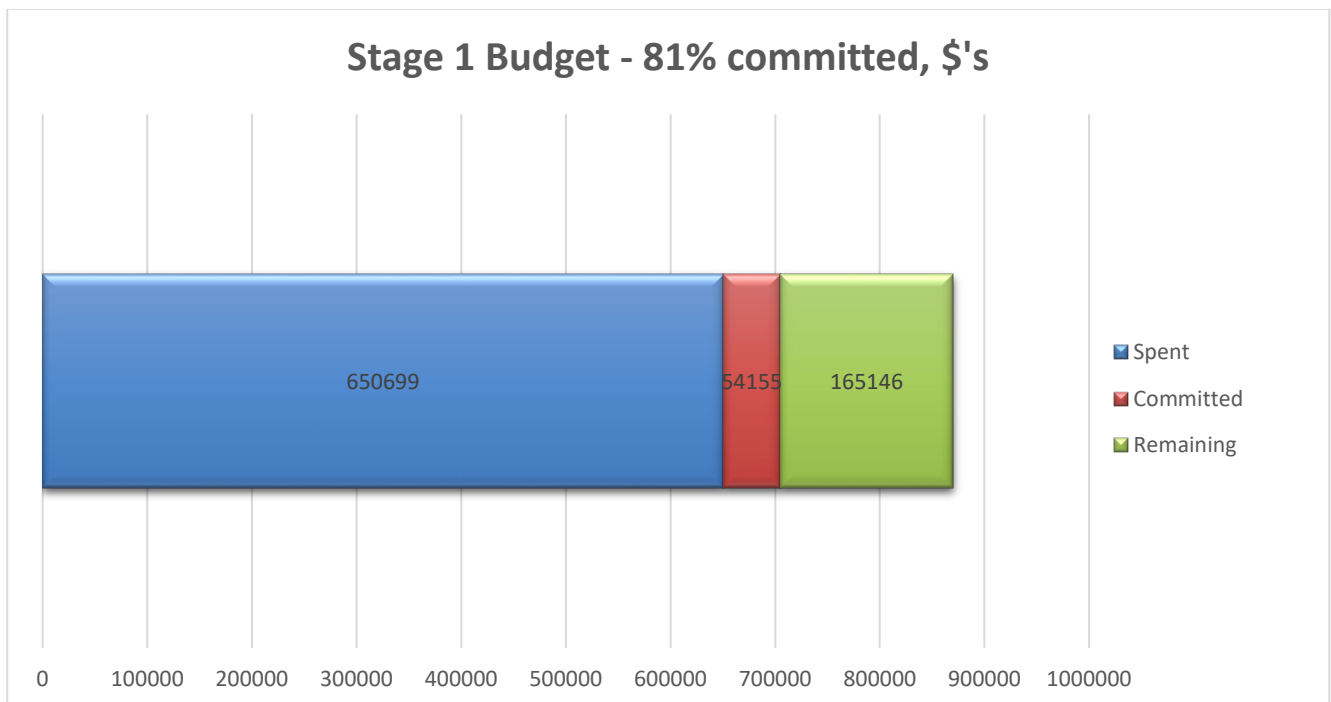
### Legislation

In accordance with Section 23A of the Local Government Act 1993, Council is required to undertake a capital expenditure review when it spends money to buy, construct, renovate or acquire an asset.

The NSW Office of Local Government's Capital Expenditure Guidelines apply to capital projects for infrastructure facilities, expected to cost in excess of council's annual ordinary rate revenue or \$1 million whichever is the greater amount (GST exclusive). As the estimated construction price of the solar array is \$8.8 million, a capital expenditure review has been completed and noted by the Office of Local Government.

## Financial implications

### STAGES 1&2 BUDGET UPDATE



A budget of \$870,000 was approved for Stages 1 & 2, including biodiversity corridor works. So far, \$650,700 has been spent with an additional \$54,155 committed, leaving \$165,000 remaining. Network design rework may result in a variation which will be processed through the QBR if required.

### STAGE 3 BUDGET

A further \$8.08 million has been allocated for the completion of Stage 3. Nothing has been committed against this budget, and a report to Council to approve progression to Stage 3 is still required.

It should be noted that prices for components and shipping increased in 2021 but have been stable in 2022. A review of total costs for construction will be included in the Stage 3 progression report.

Timing of this budget is required to be pushed back as construction is anticipated to start in the second half of 2023.

### FUNDING BUDGET ALLOCATIONS

In the December 2022 QBR, a budget variation for the allocation of grant funding was processed. The budget funding for Stage 3 is currently:

GRANT FUNDING RECEIVED	\$4,500,000
TRANSFER FROM CAPITAL PROGRAM RESERVE	\$3,581,696
TOTAL STAGE 3 BUDGET	\$8,081,696

The proposed change in funding source will positively impact the business case for the construction of the Solar Array, by reducing the amount of interest expense and reducing the payback period for this project. An updated business case will be provided to Council with the Stage 3 progression report.

### Associated Risks

Risks have been identified and actions are being taken to mitigate projects risks, as a part of Stage 1 and continuing. At this stage, the notable risks are:

- **Estimates for connection and construction are incorrect** - it should be noted that the estimates for network connection and construction are on the conservative/high side, and contingency has been built in. However fluctuations in import pricing over the recent year or so, means this risk remains relevant and is being constantly monitored.

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

30 November 2022

*Attachments:* 1. Market Participation CR December 2020.  
2. Market Participation EOI CE memo. (Confidential - separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 9.8 MWRC Solar Array - Market Participation Model

REPORT BY THE CHIEF FINANCIAL OFFICER  
TO 09 DECEMBER 2020 ORDINARY MEETING  
GOV400087, ENE100032

### RECOMMENDATION

#### That Council:

1. receive the report by the Chief Financial Officer on the MWRC Solar Array - Market Participation Model; and
2. approve the use of a Revolving Offtake Agreement market participation model for procurement purposes in the proposed MWRC Solar Array.

### Executive summary

At the 21 October 2020 Council Meeting, Council provided endorsement of Stage 2 of a 5 MW (battery ready) solar array.

Stage 1 was previously approved by Council in November 2019, and included completion of a concept design, community consultation, capital expenditure reporting, Development Application, and engineering and grid connection approval.

Stage 2 endorsement included completion of a detailed design and completion of the construction trade package tender process.

Works in both stages are now continuing. Before going to market, it is recommended to make a decision on the preferred market participation model for selling energy from the proposed Solar Array to go to market with. We may get alternate options from the open market, and if that occurs, those options will be assessed and any recommendation for change brought back to Council.

### Disclosure of Interest

Nil

### Detailed report

Under the proposed new 5MW solar generator, MWRC will be in a position to:

- sell the generated energy into the National Energy Market (NEM) – also referred to as “the Grid”; and
- Purchase utility (or “grid”) energy for use at the various MWRC sites and infrastructure, including street lighting.

It is expected that Council will consume approximately 2/3 of the energy produced leaving the balance as excess which can be sold to the market.

### MARKET OPTIONS

Under the Stage 1 business case two options were considered:

## 2

- Pool Pass Through and
- Revolving Offtake Agreement

Both models resulted in the project achieving a simple payback of approximately 10 years (excluding Cost of capital/finance, annual maintenance costs and ignoring the potential uplift from LGCs). The intention is to market test the preferred model to ensure competitive pricing and contract arrangements are achieved.

### **POOL PASS THROUGH**

This is the model originally proposed in which the selected Retailer (Market participant) agrees to purchase electricity from the array under the following arrangement:

- The Retailer will purchase from the solar array at an agreed price for those times that the array is generating and for the volumes of consumption at MWRC facilities during that same time.
- The Retailer will purchase from the solar array at an agreed price for those times that the array is generating and for the volumes of consumption at (Commercial & Industrial) C&I Customer facilities during that same time.
- The Retailer, on behalf of MWRC will trade the excess generation (not taken up by MWRC or C&I customers) in the electricity Spot market at the Spot market price at that time.

In addition, at times when the MWRC solar array is not generating energy, the Retailer will:

- Provide MWRC sites and facilities with a wholesale market electrical supply agreement for purchasing energy from the market at the available Spot price.
- Provide C&I customers with a fixed tariff electrical supply agreement for purchasing energy from the grid. This latter option could also be provided to MWRC if required.

### **REVOLVING OFFTAKE AGREEMENT**

Under the alternative model known as a Revolving Offtake Agreement, the Retailer agrees to purchase 100% of the solar array export, to effectively manage the portfolio on behalf of MWRC, such that the retail component of Council's bill is zero and any excess volume is sold on behalf of Council to the Spot market or C&I customers.

This is achieved through the Retailer purchasing the full annual equivalent of MWRC consumption, plus a top-up percentage to account for transaction costs and costs for managing the balance of the market position between generating / non-generating periods over the course of the year.

Through this mechanism, the Retailer manages the market position on behalf of MWRC between the annual generation of energy during daylight and purchasing from the Wholesale market for non-generating times. Essentially the Retailer removes the need for MWRC to participate in the Wholesale Energy market (Spot market) for the full value of all energy used by MWRC during the course of the year. The Retailer levies a "top up", taken from the "excess" generation of energy from the solar array.

### **MARKET MODEL ASSESSMENTS**

The confidential attachment to this report further discusses the benefits and failings of each model, as well as the model assumptions. This assessment is confidential due to its protected commercial nature. The assessment shows that the Revolving Offtake Agreement is Council's preferred method. The reduced risk, reduced resources and increased certainty are the reasons the Revolving Offtake Agreement method is recommended to pursue for procurement.



## Community Plan implications

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

## Strategic implications

### **Council Strategies**

Not applicable

### **Council Policies**

Not applicable

### **Legislation**

Not applicable

## Financial implications

There is no budget variation recommended in this report. The budget for Stage 1 and Stage 2 of this project has previously been approved by Council.

Financial implications of the 2 models are further discussed in the confidential attachment.

## Associated Risks

There are risks within both models, around low performance. The revolving offtake agreement is the preferred model due to the reduced risk of exposure through lower poor performance. On the opposing side, there is less benefit during high performance.

LEONIE JOHNSON  
CHIEF FINANCIAL OFFICER

25 November 2020

*Attachments:* 1. solar array market participation model. (Confidential - separately attached)

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## Item 10: Operations

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### 10.1 Drinking Water Annual Report and Factsheet

REPORT BY THE WATER QUALITY OFFICER  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, GOV400098, WAT500075

#### RECOMMENDATION

##### That Council:

- 1. receive the report by the Water Quality Officer on the Drinking Water Annual Report and Factsheet; and**
  - 2. note that the Drinking Water Annual Report and Factsheet will be publicly available and updated yearly.**
- 

#### Executive summary

The Drinking Water Annual Report and Factsheet will be available on the MWRC Website in order to satisfy the requirements of Element 8 (*Community Involvement and Awareness*) of the Australian Drinking Water Guideline Framework for the management of drinking water quality.

#### Disclosure of Interest

Nil

#### Detailed report

The attached "Drinking Water" factsheet and "Drinking Water Annual Report" will be available on the external website for the Community and will have the data updated yearly.

The Annual Report provides the Community with information on results of drinking water testing in Mudgee, Gulgong and Rylstone as well improvements made to the water supply systems over the last year. The Factsheet provides information on the monitoring program, the Australian Drinking Water Guidelines and has a schematic flowchart of the 3 water supply systems.

Having these two documents available on the website will go some way in satisfying the requirements of Element 8 (*Community Involvement and Awareness*) of the Australian Drinking Water Guidelines Framework for Management of Drinking Water Quality.

The need to keep the Community informed about Water Quality was also identified in the Drinking Water Improvement Plan (Task 179: Annual Report to be published on Website).

## Community Plan implications

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

## Strategic implications

### Council Strategies

Not Applicable

### Council Policies

The Drinking Water Quality Policy highlights the need to promote community participation in decision-making processes and ensures that community expectations are considered. Having these two documents available on the website will give the community information on their drinking water quality.

### Legislation

Not Applicable

## Financial implications

Not Applicable

## Associated Risks

Not Applicable

FRANCOISE PIELTAIN  
WATER QUALITY OFFICER

JULIAN GEDDES  
DIRECTOR OPERATIONS

14 February 2023

*Attachments:* 1. Drinking Water Annual Report 2022.  
2. Drinking Water Factsheet.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

# ANNUAL DRINKING WATER QUALITY REPORT 2022

MID-WESTERN REGIONAL COUNCIL



# OVERVIEW

## Council's report card



### Health

100% compliance with Australian Drinking Water Guidelines (ADWG) achieved.



### Aesthetic

100% compliance with ADWG achieved for Mudgee and Gulgong, and 98% for Rylstone.



### Events and improvements

- The unusual amount of rainfall in the region led to a precautionary boil water alert in Rylstone (Mar 22) as well as taste and odour issues in Mudgee and Gulgong (Dec 22)
- Unlined cast iron mains in Gulgong are causing occasional clarity issues. Replacement of mains is progressing well with around 12.5km replaced to date
- PLC board and Ferric delivery system upgraded at Mudgee water plant. Activated carbon and soda ash delivery systems upgraded at Rylstone water plant
- Mudgee fluoride delivery system failed and is currently not operational due to WHS concerns. System audited at the end of 2022 and now at planning stage to be replaced, followed by replacement of Gulgong and Rylstone fluoride systems

## Verification monitoring of distribution systems

Council is committed to providing the communities of Mudgee, Gulgong, Rylstone, Kandos, Charbon and Clandulla with safe, secure, reliable and high quality water. This annual report is produced to inform the community of the quality of the drinking water over the course of the year.



### HEALTH MEASURES



#### E.coli

A gut bacterium. Used as an indicator of fresh faecal contamination of water.



#### Fluoride

Improves dental health.



#### Free chlorine

Disinfection of the water. At higher levels it can cause taste, odour and health issues.



#### Manganese

Occurs naturally in water. Concentrations over 0.5mg/L can cause health concerns.



### AESTHETIC MEASURES



#### pH

Indication of how acidic/basic the water is. pH less than 6.5 may be corrosive. pH greater than 8.5 may cause scale and taste problems.



#### Turbidity

A measure of the relative clarity of the water. Turbidity is caused by particles suspended in the water.



#### Iron

Occurs naturally in water. High concentrations stain laundry and fittings.



#### Hardness

Caused by calcium and magnesium. 60-200mg/L indicates good quality water.



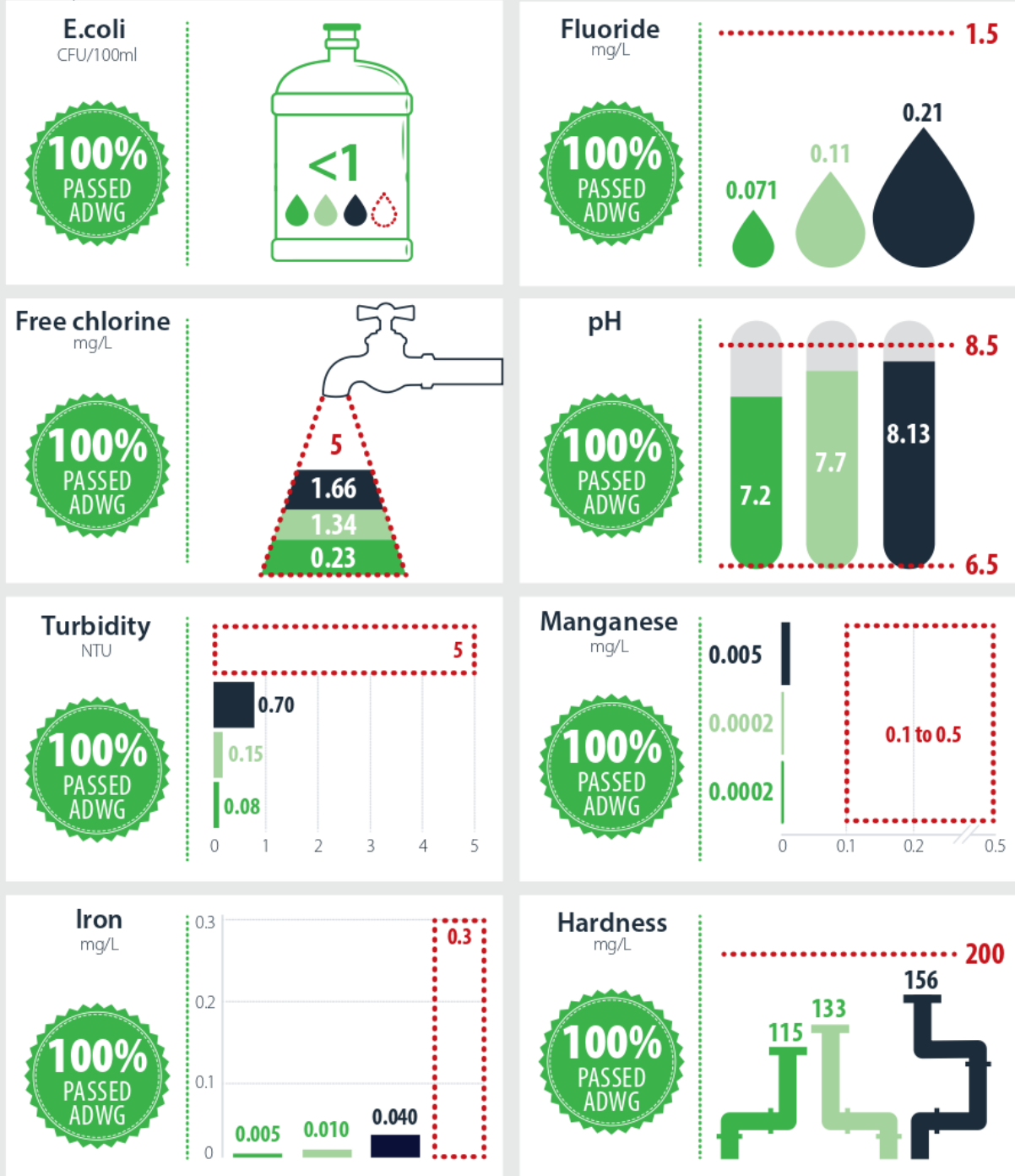
#### Manganese

Occurs naturally in water. Concentrations over 0.1mg/L can cause taste and staining.

# DRINKING WATER RESULTS – MUDGEE

..... Australian Drinking Water Guideline (ADWG) Value    ■ Minimum    ■ Median    ■ Maximum

Note: Graphs not to scale

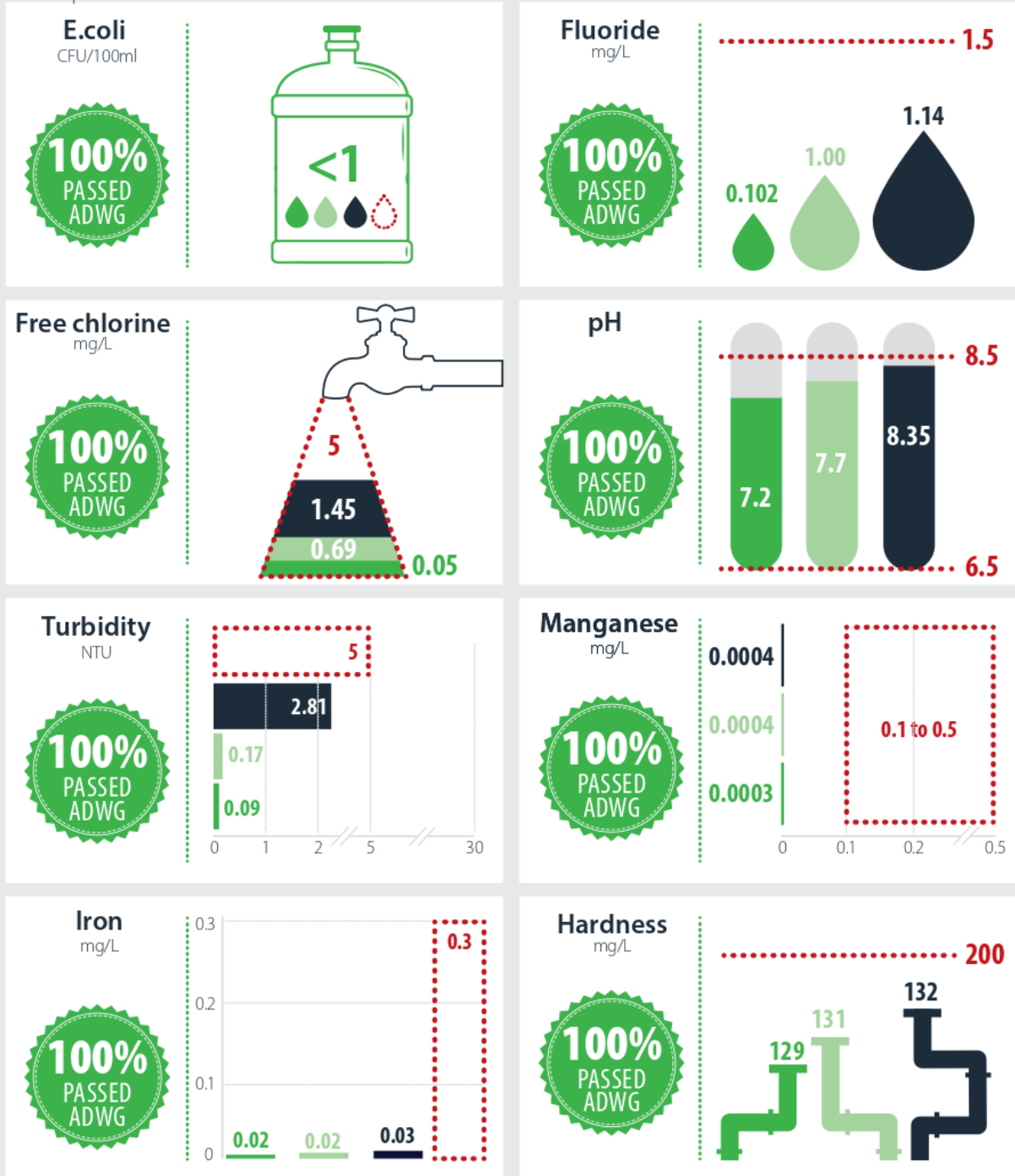


Source: Results from Weekly Verification monitoring – NSW Health Database

# DRINKING WATER RESULTS – GULGONG

..... Australian Drinking Water Guideline (ADWG) Value    ■ Minimum    ■ Median    ■ Maximum

Note: Graphs not to scale

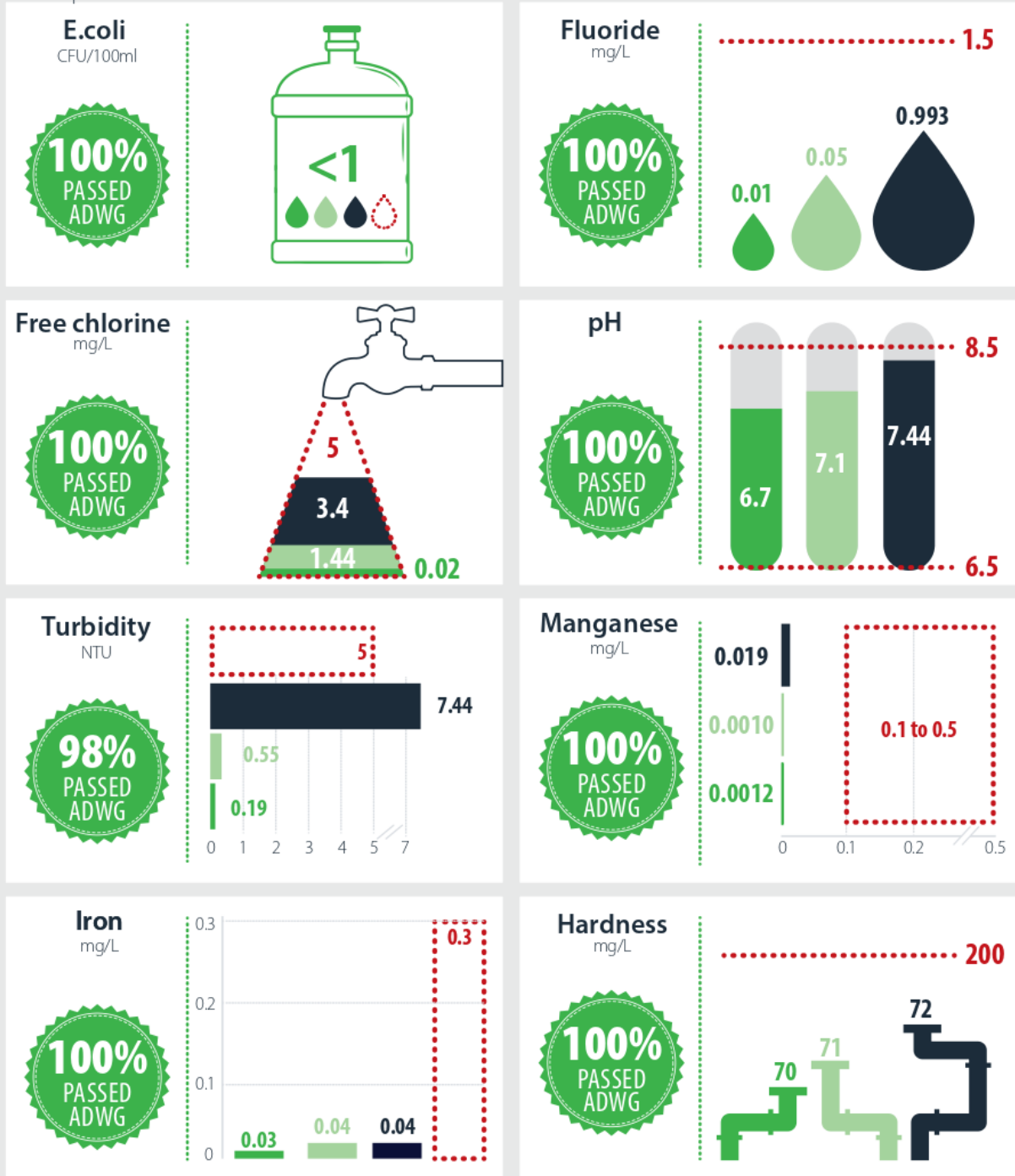


Source: Results from Weekly Verification monitoring – NSW Health Database

# DRINKING WATER RESULTS – RYLSTONE

..... Australian Drinking Water Guideline (ADWG) Value    ■ Minimum    ■ Median    ■ Maximum

Note: Graphs not to scale



Source: Results from Weekly Verification monitoring – NSW Health Database





# Drinking water

Council provides drinking water to communities within Mudgee, Gulgong, Rylstone, Kandos, Charbon and Clandulla. Council complies with its own Drinking Water Management System (DWMS), meeting the requirements of the Public Health Act 2010 and its regulations, and the Australian Drinking Water Guidelines.

## OVERVIEW

Council is committed to providing its residents with safe, secure, reliable and high quality drinking water. To ensure this, Council's Drinking Water Management System requires a range of quality, safety and aesthetic tests be regularly undertaken from the point of collection to the household tap.

## WATER MONITORING

A comprehensive monitoring program from catchment to tap has been developed in consultation with NSW Health, testing over 35 characteristics including turbidity, colour, micro-organisms and chemicals.

Samples are analysed on site and at accredited laboratory service providers including the NSW Forensic and Analytical Science Service. Monitoring occurs online, daily, weekly, monthly and annually (depending on criticality).

Samples are taken from Rylstone Dam, Cudgegong River, Burrundulla Bores, at the three water filtration plants, and from 38 locations through our water distribution systems.

## WHAT IS THE AUSTRALIAN DRINKING WATER GUIDELINES?

- An authoritative reference on what defines safe, good quality water, how it can be achieved and how it can be assured
- A nationally accepted framework for good management of drinking water supplies based on the best available scientific evidence
- Designed to assure fit for purpose drinking water at its point of use
- Cover safety and aesthetic quality of drinking water through a range of values

## COUNCIL'S REPORT CARD



### Health results

100% compliance with ADWG achieved.



### Aesthetic results

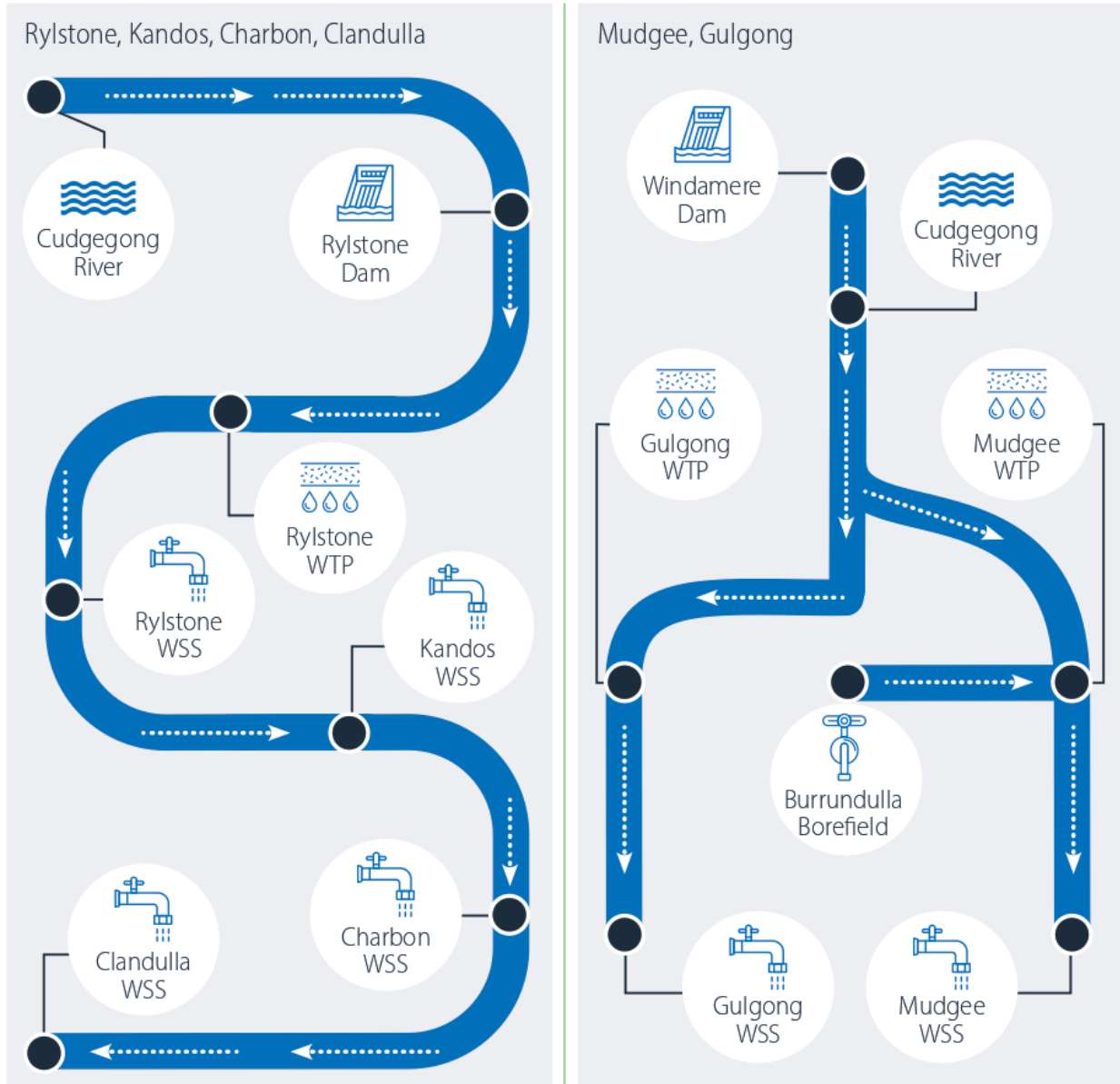
100% compliance with ADWG achieved for Mudgee and Gulgong, and 98% for Rylstone.



### Events and improvements

- The unusual amount of rainfall in the region led to a precautionary boil water alert in Rylstone (Mar 22) as well as taste and odour issues in Mudgee and Gulgong (Dec 22)
- Unlined cast iron mains in Gulgong are causing occasional clarity issues. Replacement of these mains is progressing well with around 12.5km replaced to date
- In 2022, the PLC board and Ferric delivery system have been upgraded at Mudgee water plant. The activated carbon and soda ash delivery systems were also upgraded at Rylstone water plant
- Mudgee fluoride delivery system failed and is currently not operational due to WHS concerns. The system was audited at the end of 2022 and now at planning stage to replace the Mudgee system followed by replacement of the Gulgong and Rylstone systems

**MID-WESTERN REGION WATER SUPPLY SYSTEMS FLOWCHART**



WSS = Water Supply System; WTP = Water Treatment Plant

= Source; 
 = Collection; 
 = Treatment; 
 = Distribution

**FOR MORE INFORMATION**

Visit Council's website [midwestern.nsw.gov.au](http://midwestern.nsw.gov.au)  
 Council's Water and Sewer Team are available to assist on 6378 2850 or at [council@midwestern.nsw.gov.au](mailto:council@midwestern.nsw.gov.au)

**DISCLAIMER**

The information contained in this fact sheet is general in nature and should not be relied upon as the complete source of information to be considered. This document is not intended as a substitute for consulting relevant legislation or for obtaining appropriate professional advice relevant to your particular circumstances.

## Item 11: Community

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### 11.1 Privacy Management Plan

REPORT BY THE GOVERNANCE CO-ORDINATOR  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, GOV400047

#### RECOMMENDATION

##### That Council:

- 1. receive the report by the Governance Co-ordinator on the Review - Privacy Management Plan;**
  - 2. place the Draft Privacy Management Plan on exhibition for 28 days to seek feedback from the community; and**
  - 3. adopt the Privacy Management Plan if no submissions are received during the exhibition period.**
- 

#### Executive summary

Council's Privacy Management Plan has not been updated since April 2010. The Governance Coordinator has reviewed and updated the plan to bring it into line with current legislation and Council processes.

#### Disclosure of Interest

Nil

#### Detailed report

Section 33 of the *Privacy and Personal Information Protection Act 1998* (PPIP Act) requires agencies to have a privacy management plan outlining Council's commitment to privacy of Councillors, staff and members of the public.

The Privacy Management Plan explains Council's functions and activities and the main types of personal or health information we use to carry out those functions as well as ensuring that the requirements of the PPIP Act and the *Health Records and Information Privacy Act 2002* (HRIP Act) apply to the personal and health information that Council manages.

The plan needs to contain enough information so that Council staff can understand how to deal with personal and health information and members of the public can understand Council's functions, the type of information Council use, the policies Council has put in place to comply with privacy legislation and how a person can request an amendment to their information or request a privacy internal review.

Changes were made to the existing Privacy Management Plan using the Information and Privacy Commission NSW checklist. It was identified that a lot of the requirements for a Privacy Management Plan were not currently included. Consultation was sought from Council's Records, Finance, Human

Resources, Customer Service, Waste, IT, Community Services, Family Day Care and Economic Development team to ensure that Council's current functions were captured.

Key changes to the existing Privacy Management plan are the inclusion of additional information Council collects, the removal of references to repealed legislation, the reasons for information disclosure, the inclusion of new policies and plans and the updating to out of date information.

On adoption of a Privacy Management Plan, a copy must be provided to the NSW Privacy Commissioner where a review will be completed within 28 days from the date of receipt in accordance with section 33(5) of the PPIP Act.

## 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

Privacy and Personal Information Protection Act 1998  
Health Records and Information Privacy Act 2022

## Financial implications

Not Applicable

## Associated Risks

Privacy Breaches could occur should Council staff not be familiar with their obligations.

ASHLEIGH MARSHALL  
GOVERNANCE CO-ORDINATOR

SIMON JONES  
DIRECTOR COMMUNITY

9 February 2023

*Attachments:* 1. Privacy Management Plan - New Format - Track Changes. (separately attached)  
2. Checklist\_Privacy\_Management\_Plans\_September\_2019\_0. (separately attached)

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## 11.2 Legislative Compliance Policy

REPORT BY THE GOVERNANCE CO-ORDINATOR  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, GOV400047

### RECOMMENDATION

#### That Council:

1. **receive the report by the Governance Co-ordinator on the Legislative Compliance Policy; and**
2. **adopt the revised Legislative Compliance Policy.**

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### Executive summary

At the Audit, Risk and Improvement Committee meeting held in October 2022, it was recommended and agreed upon that the Legislative Compliance Policy would be reviewed and presented to the February 2023 ARIC meeting. At this meeting, ARIC endorsed the draft policy and recommended the policy be presented to Council.

### Disclosure of Interest

Nil

### Detailed report

In the past Council's Auditors identified Legislative Compliance as a risk for Council to manage. Council must comply with the vast amount of law applicable to NSW Councils and also demonstrate such compliance.

The revised policy outlines the use of the Legislative Compliance Database as a tool for keeping up to date with legislative compliance as well as guiding staff on the responsibilities their role has in maintaining legislative compliance. The policy has also been updated to reflect the need for staff to report any legislative breaches to ARIC. ARIC will advise whether Council is managing the risk effectively as well as providing advice on the policies and procedures Council have in place.

A form has been created for the reporting of non-compliance incidents by any staff member. The form will be reviewed by the relevant manager and executive staff member who will forward to the Governance team in the event of a legislative breach. Governance will keep a register and report any breaches received to ARIC.

### 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**

Enterprise Risk Management Framework

### **Council Policies**

Not Applicable

### **Legislation**

All legislative requirements of Local Government in NSW.

## Financial implications

Non-compliance of legislation can result in large financial penalties.

## Associated Risks

Councils Auditors have previously identified Legislative Compliance as a risk for Council to manage. Council must not only comply with the vast amount of law applicable to Local Government but also demonstrate such compliance.

An Implementation Roadmap – Legislative Compliance Policy and Database was created and is being reported on to ARIC to address Council's risk when complying with legislative requirements.

Council will continue to report and address any identified breaches of legislation as well as ensuring policies and procedures are regularly reviewed to capture changes in legislation.

ASHLEIGH MARSHALL  
GOVERNANCE CO-ORDINATOR

SIMON JONES  
DIRECTOR COMMUNITY

1 March 2023

*Attachments:* 1. Legislative Compliance Policy - Draft.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



## POLICY Legislative Compliance

*A prosperous  
and progressive  
community.*

ADOPTED		VERSION NO	1.2
COUNCIL MEETING MIN	201/20	REVIEW DATE	MAY 2021
DATE:	17 JUNE 2020	FILE NUMBER	GOV100047

### Objective

Council, in its role as a Local Government Authority in NSW, is committed to compliance with all statutory and common law requirements relating to its operations and governance. Council must maintain the highest standards of diligence in all areas of public accountability through its policies; in meeting its legal obligations; and in the maintenance of a compliance management system.

It is the objective of Mid-Western Regional Council and its staff to not only comply with legislative requirements but also clearly and routinely demonstrate such compliance.

If **legislative** breaches are committed by Council, or **people staff** at Council, **as a result of legislation not being complied with**, legal action could be taken against Council, staff and Councillors. The reputational damage to Council could also be considerable.

### Legislative requirements

- NSW Legislation: <https://www.legislation.nsw.gov.au/#/>
- Local Government Act 1993
- Local Government General Regulation 2005
- Office of Local Government: <https://www.olg.nsw.gov.au/>
- Audit Office NSW: <https://www.audit.nsw.gov.au/our-stakeholders/local-government>

### Related policies and plans

- **Many of** Council's policies and plans are publicly consulted and **are** available on its website. A policy register is maintained and routinely reported to the Executive to monitor the currency of its policies.  
<http://www.midwestern.nsw.gov.au/council/council-documents/Policies--Strategies-2/>
- A primary function of Council is to give lawful effect **of-to** both NSW government legislation and local policies. Public officials (council staff) are employed to assist the Council to do so. Council staff **must should** therefore give effect to a lawful policy of the Council whether or not they personally agree with or approve of it.

### Policy

Council is committed to the principles of effective compliance programs. These principles are outlined in the NZS/AS 3806:2006. It is noted that the International Standard ISO 19600:2015 supersedes the Australian Standard. At this time Council's Audit Risk **&and** Improvement Committee has resolved to initially work toward achievement of the Australian standard before the adoption of the International standard.

POLICY: LEGISLATIVE COMPLIANCE | 1.2, [ERROR! REFERENCE SOURCE NOT FOUND. 17 JUNE 2020](#)

Council will apply appropriate resources and procedures to ensure that the following principles are integrated into Council's legislative compliance.

### Principles

#### COMMITMENT

1. Commitment by the Council and the Executive to achieve effective compliance across all areas of the organisation
2. The compliance policy is aligned to the organisation's strategy and business objectives, and is endorsed by Council
3. Appropriate resources are allocated to develop, implement, maintain and improve the compliance program
4. The Council and the Audit Risk ~~and~~ Improvement Committee will endorse the objectives and strategy of the compliance program
5. The Executive will routinely assess Council's compliance obligations
6. Managers will ensure that they keep up to date with changes in the Legislative Compliance Database, with the assistance of the Governance ~~department~~team.

#### IMPLEMENTATION

- ~~7.~~7. Responsibility for compliance is clearly articulated and assigned
- ~~8.~~7. Behaviours that create and support compliance programs are encouraged, and behaviours that compromise compliance are not tolerated
- ~~9.~~8. Controls are in place to manage the identified compliance obligations and achieve ~~desired behaviours~~desired behaviours

#### PERFORMANCE

- ~~10.~~9. Performance of the compliance program is monitored, measured and reported on
- ~~11.~~10. The organisation is able to demonstrate its compliance program through both documentation and practice

#### CONTINUOUS IMPROVEMENT

11. The compliance program is regularly reviewed and continually improved
12. Competence and training needs are identified in order to meet compliance obligations
- 12.

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### Responsibilities

Councils **Audit Risk and Improvement Committee** (ARIC) will review and provide advice and recommendations on Council's Legislative Compliance Framework and internal audit processes and report to Council as required.

The **General Manager** shall have overall responsibility for Council's legislative compliance framework.

The **Executive** should ensure that adequate training and instruction is given to staff to ensure that legal obligations for their responsibilities are identified and met. The Executive will receive reports of significant non-compliance that must be promptly addressed and the necessary steps taken to comply. Significant nonNon-compliance will be reported to ARIC.

**Managers** must ensure that procedures and systems are established to support compliance with Council's Legislative Compliance Policy. Procedures will cover all necessary council activities and will be regularly updated as required.

**Managers**, through using Local Government Legal Legislative Compliance Database, have a responsibility to ensure that they remain abreast of legislation changes which affect their area of work to ensure that they and their staff are aware of their legislative obligations with the goal that compliance is achieved at all times.

**All employees** must immediately report through their Supervisors and Managers any areas of non-compliance identified.

### Maintenance

Council will ensure adequate processes are in place to ensure that timely advice is received regarding changes to compliance obligations and good governance practices by:

- Maintaining the Local Government Legal Legislative Compliance Database
- continuingContinuing memberships with professional bodies (areas such as engineering, accountancy, planning, health and building and Local Government)-.
- sSubscribing to relevant information services
- Attending industry forums, conferences, workshops and seminars

### Implementation and Review

Legislative compliance is primarily a management responsibility and therefore commitment mustCommitment to legislative compliance must be demonstrated by all levels of management leadership to ensure Council's legal obligations within their area of responsibility are met at all levels.-

To achieve Council's compliance objective, Council has engaged with Local Government Legal for access to their Legislative Compliance Database (LCD). Access to the database will assist Managers to monitoring and review council's legislative obligations and responsibilities. Managers will access the database and acknowledge their understanding of the legislative obligations of their role with Council.

Where necessary expert advice will be sought following Executive approval to guide management actions.

| POLICY: LEGISLATIVE COMPLIANCE | 1.2, [\[ERROR! REFERENCE SOURCE NOT FOUND.17 JUNE 2020\]](#)

POLICY: LEGISLATIVE COMPLIANCE | 1.2, 17 JUNE 2020

To support the achievement of the Legislative Compliance Policy objectives Managers will:

- Promote a culture of compliance and good governance;
- Uphold a culture of open disclosure of non-compliance without fear of reprisal;
- Document and review Council processes to ensure they comply with applicable laws and regulations;
- Attend training and be established as users of the LCD to enable understanding of compliance obligations and required management actions;
- Continue to monitor and report on compliance to identify breaches or system failures;
- Promptly address identified breaches or other non-compliances to mitigate council's exposure to legal risk.
- Advise staff of the LCD and their ability to access the system in order to be familiar with and easily refer to legislation that is relevant to their role.
- Immediately report all major non-compliance events to the Executive.

Council's staff are required to report any legislative breaches of compliance to their manager and director who will then advise the Governance Team and any external authorities that require mandatory reporting. The Governance Team will report to the Executive and to the Audit Risk and Improvement Committee The level of compliance will be assessed by the Audit Risk & Improvement and Improvement Committee and reported to the General Manager and Council. The Committee will advise the effectiveness of Council's Risk Management Framework in terms of identifying and managing Council's financial and business risks, the effectiveness of key controls including policy, procedure and governance processes

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## 11.3 Library Collection Development Policy

REPORT BY THE MANAGER LIBRARY SERVICES  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, F0620008

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager Library Services on the Collection Development Policy;**
2. **place the Collection Development Policy on exhibition for 28 days to seek feedback from the community; and**
3. **adopt the Collection Development Policy if no submissions are received during the exhibition period.**

---

### Executive summary

Mid-Western Regional Council Library has been operating under a Collection Development Strategy last updated in June 2014. As expected, many changes have occurred during this time and the need for an updated and revised Collection Development Policy is imperative.

### Disclosure of Interest

Nil

### Detailed report

The purpose of a Collection Development Policy is to provide guidance, within budgetary and space limitations, for the informed and timely selection and evaluation of library materials that support our library's mission:

*to provide the residents of the Mid-Western Regional Council local government area with a comprehensive, current, visually inviting and accessible library service, enabling them to meet their information, recreation, education and cultural needs.*

This dynamic document outlines collection building standards, strategies and guidelines for the purpose, content, growth and development of Mid-Western Regional Council Library's collections, which include:

- Adult Fiction, Non-Fiction and Large Print
- ESL/Core Literacy
- Children's Picture Books, Board Books, Beginner, Easy Reader, Junior Fiction, Junior Non-Fiction, Young Adult, Graphic Novels, Premiers' Reading Challenge
- Multimedia – Audio, Young Adult Audio, Junior Audio, DVD, Children's DVD's
- Magazines and Newspapers
- Local and Family History, State Library of NSW Specialist Collections, Children's Services Resources

- Book Group Kits, Resource Kits, Tabletop Games and Puzzles, Staff Reference and Work Resources, Moolarben Chinese Collection.

This Collection Development Policy seeks to provide a framework for the continued development of the Library's collections, guide staff in item selection and retention, and inform the community of the principles upon which selections and collection management decisions are made.

## Community Plan implications

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

## Strategic implications

### **Council Strategies**

Delivery Program 2022/23–2025/26  
Operational Plan 2022/23

### **Council Policies**

Not Applicable

### **Legislation**

Not Applicable

## Financial implications

Not Applicable

## Associated Risks

Not Applicable

RACHEL GILL  
MANAGER LIBRARY SERVICES

SIMON JONES  
DIRECTOR COMMUNITY

1 March 2023

*Attachments:* 1. Collection Development Policy.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER



**COLLECTION  
DEVELOPMENT  
POLICY**

**2023**

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## **Introduction:**

The purpose of Mid-Western Regional Council Library's *Collection Development Policy* is to provide a framework for the continued development of the Library's collections, guide staff in item selection, and inform the public of the principles upon which selections are made.

This document includes information about the Library Service, the clientele we serve, our selection process and methodology, and the collection, both current and as we would like to see it in the future.

Mid-Western Regional Council Library provides library and information services to residents, workers and visitors to the Mid-Western Regional Council LGA. Our service is enhanced by online platforms and e-resources, providing 24/7 access to information, either in the library or at home, and a range of ancillary activities and services. However, use and loan of the Library's resources remains the reason for the majority of library visits. Therefore, the *Collection Development Policy* is essential to ensure the maintenance of a comprehensive, current, visually inviting and accessible collection.

The Collection and its use must be continually evaluated and developed to ensure it meets evolving needs. A key long-term success factor is to make significant investments in eliminating aged and non-value-adding collection items, identifying relevant collection items and securing the financial resources needed to acquire these items on a timely basis.

## **Mission statement:**

To provide the residents of the Mid-Western Regional Council local government area with a comprehensive, current, visually inviting and accessible library service, enabling them to meet their information, recreation, education and cultural needs.

To achieve our Mission we:

- Develop collections that are comprehensive and balanced in content, visually inviting, and that reflect the diverse needs of the community
- Purchase popular and best-selling works, as well as classics
- Purchase in a variety of formats to meet the needs of specific groups
- Actively collect, preserve and organise material relating to the local area
- Select material based on standardised and widely-used selection criteria, including durability and presentation
- Consider value for money

## **Mid-Western Regional Council Library:**

Mudgee Shire Library was established originally when the Mechanics Institute started a Library in August 1857. In 1975, Mudgee Municipal Council assumed control of the Institute, with the Library collection moving to the old Town Hall in 1979. Additions to the Town Hall building were made during 1979, 1991 and 1994, with a major renovation and refurbishment taking place during 2012 and into early 2013.

The Library Service consists of four branches and a Mobile Library. The main Library branch is situated at Mudgee, with physical branches at Gulgong, Kandos and Rylstone. The addition of eResources effectively adds a sixth branch, with 24/7 availability of resources, and complemented by the December 2022 launch of the Mid-Western Regional Council Library App.

### **Community profile:**

The Mid-Western Regional Council LGA is situated in Central West NSW, and is just over 3 hours' drive from both Sydney and Newcastle. It covers 8752.3 square kilometres, and includes the major centres of Mudgee, Gulgong, Kandos and Rylstone, as well as smaller rural settlements and villages. The population stands at just over 25,700 people.

Business and investment in the Mudgee Region is driven by four major industry sectors – agriculture, viticulture, tourism and mining.

*Indicative of a generally ageing population in Australia, the Mid-Western Regional Council area has a high percentage of people 60 years or older (27.4%), and people of working age (around 47 percent). 25.4% of residents are 25 years of age and under, including 13% aged 0-9 (Australian Bureau of Statistics 2021 Census of Population and Housing).*

### **Issues affecting the Mid-Western Regional Council area:**

The following are major issues that are affecting / will affect the Region:

- Expected population growth due to increase of mining in region, and continued expansion of tourism, retail and hospitality
- The identification of the MWRC area as a Regional Energy Zone
- The expected demands on existing infrastructure, including shortage of housing, and ongoing housing affordability
- Declining population in the smaller rural villages and localities.

### **Client profile:**

All residents of the Mid-Western Regional Council LGA can become members of the Library. The Library has 12,191 active members (as at 1 January 2023), which includes residents of neighbouring LGAs, and temporary members (visitors to the Region).

Recreational reading is the major preference of library users, including large print and audio books in both fiction and non-fiction, and magazines. Non-fiction books on subjects such as gardening, craft, cooking, health and history are popular. The Library's local history and genealogy resources are also in high demand.

All branches are well used by both primary and secondary students for homework and study. All branches also run children's programs which are well attended.

### **The selection process:**

Each item is considered on its own merits and the intended audience. When choosing materials, Library staff use their experience and knowledge, understanding of the community and its needs and demands, the existing collection, and the Library budget.

### **Selection responsibility:**

Mid-Western Regional Council delegates responsibility for the management of the collection to the Manager Library Services, who may delegate responsibility to other staff as appropriate. Community input is encouraged through suggestions for purchase. Library vendors also provide standing orders based on collection profiles provided by the Library.

**General selection criteria:**

- Currency of material
- Popular interest and demand
- Suitability of the format
- Cost of the item
- Australian content
- Reliability of content
- Existing subject coverage in the collection

**Selection methodology:**

- Online vendor catalogues
- Promotional material
- Standing orders
- Suggestions for purchase from library customers and staff
- Bookshop visits
- Local purchases at discount/department stores

Missing or long overdue items may be replaced if still in demand, and available for purchase.

The number of duplicate copies purchased is based on reservations and circulation statistics.

Acceptance of self-published materials will be discretionary and decided upon on a case-by-case basis.

**Resources not collected:**

- Second hand materials, except in the case of the Local History collection
- Foreign language materials
- Items of inappropriate physical dimensions
- Items prohibited by law
- Ephemeral items
- Material of a technical or highly specialist nature, including tertiary text-books – Inter Library Loans can be arranged for these items.

**Donations:**

The Library generally does not accept unsolicited donations. The Library will assess gifts of books and other library items from authors and outside organisations against the criteria for collection. However, the Library reserves the right to allocate donated material to any collection or branch, to sell or appropriately discard unwanted items, and refuse donations of unsuitable materials. It is noted that donated material incurs processing costs that must be met by the Library.

**Weeding/replacement:**

The collection is intended for circulation, and is not (with the exception of the Local History collection) a collection of deposit. Weeding is a routine library process, and supports the collection's currency, attractiveness and accessibility. It ensures space is available for new resources and facilitates browsing of the collection.

Criteria for weeding include:

- Poor physical condition
- Infrequent use
- The subject area is no longer of current interest or relevance
- The subject is over-represented
- Multiple copies are no longer in demand
- The edition has been superseded
- Online availability of information
- Capacity of library buildings
- Age of item

Damaged or soiled items are assessed for repair, and mended/cleaned where appropriate and cost effective.

Fiction titles considered to be standards or classics are replaced as they wear out.

Non-fiction titles are generally replaced by either new editions, or new titles on the same subject.

Local History materials are exempt from standard weeding processes.

Discarded items may be:

- Disposed of as per *Asset Management Policy*
- Given free of charge to charitable or not-for-profit organisations
- Items that are not usable are recycled or otherwise discarded

Requests by individuals for specific library resources after discard are not able to be accommodated.

### **Censorship/controversial material:**

Mid-Western Regional Council Library aims to provide a representative collection on all subjects of interest to the community, including politics, social issues and religion, no matter how controversial or objectionable these ideas may be to some people in a democratic society. To this end, Mid-Western Regional Council Library is supported by the Australian Library and Information Association's *Statement on free access to information* [Appendix 1 – available at <https://www.alia.org.au/about-alia/policies-standards-and-guidelines/statement-free-access-information>].

Materials prohibited by law are not included in the collection, such as materials produced for audiences that are rated: Restricted (R 18+).

All items, including DVDs, are lent in accordance with the classifications allocated by the Office of Film and Literature Classification.

Responsibility for the reading, listening and viewing of library materials by children rests with their parent or guardian, rather than with library staff. Selection of materials will not be inhibited by the possibility that inappropriate items may inadvertently come into the possession of children.

### **Changing/new formats:**

Mid-Western Regional Council Library's materials are selected to meet and anticipate community needs and trends. The Library is therefore committed to the acquisition of a range of emergent downloadable digital media forms, such as eBooks, eAudiobooks and Digital Magazines.

The increased availability of information and publications online also strongly influences the makeup and acquisition of the Library's print collections.

### **Access:**

Mid-Western Regional Council Library ensures access by:

- Ensuring staff are trained, knowledgeable and helpful
- Providing an online catalogue and app for use both within libraries and from home
- Ensuring items are attractively presented, clearly labelled and shelved correctly
- Items are available to all members of the Library service, regardless of the location of the item

Regular stocktaking ensures the physical collection and information on the catalogue match as closely as possible.

Access is further enabled by the practices of stock allocation, ongoing stock rotation, customer reservations on desired items, and item processing to ensure both access and discovery.

The provision of a Mobile Library service facilitates access for customers physically unable to visit the Library.

### **Evaluation:**

Mid-Western Regional Council Library evaluates its collection using statistical analysis, feedback from library users, and staff assessment, with staff identifying collection gaps to support collection building.

### **Inter Library Loans:**

Mid-Western Regional Council Library recognises that it is not possible to cater for the needs of all borrowers and so provides a Document Delivery service to obtain items not held in the collection. As this is not a core service, there is a charge to obtain Inter Library Loans. Items in all formats, and photocopies, may be obtained. MWRC Library complies with the Australia Interlibrary Resource Sharing (ILRS) Code and borrows reciprocally from public libraries around Australia, TAFE, University and special libraries, as well as from the State Library of NSW and the National Library of Australia.

## Collection statements:

### Adult Collections

<b>COLLECTION</b>	<b>Adult Fiction (includes: Australian Classic Collection, Best Seller Collection)</b>
LOCATION/S	All branches and Mobile Van
SCOPE	The aim of this collection is to: <ul style="list-style-type: none"><li>• Provide recreational reading material and major works of literature</li><li>• Enhance interest in literature and reading</li></ul>
CLIENTELE	All adult and young adult members of the community
ACCESS	Standard access conditions apply
FORMAT/S	<ul style="list-style-type: none"><li>• Both hardcover and paperback</li><li>• Downloadable eBooks to personal devices</li><li>• Standard weeding criteria apply</li><li>• Existing collection refreshed with new editions of standards and classic titles</li></ul>
WEEDING/REPLACEMENT	
FUTURE PLANS	Balance maintenance and growth of Adult Fiction print collection with expected future purchase of digital items
<b>COLLECTION</b>	<b>Adult Non-Fiction (includes: Biography)</b>
LOCATION/S	All branches
SCOPE	The aim of this collection is to: <ul style="list-style-type: none"><li>• Provide resources suitable for recreational and informational purposes</li><li>• Support individuals of all ages pursuing their interests of independent life-long learning</li><li>• Enhance interest in literature and reading</li></ul>
CLIENTELE	All members of the community
ACCESS	<ul style="list-style-type: none"><li>• Standard access conditions apply</li><li>• Biographies are shelved separately</li><li>• Both hardcover and paperback</li><li>• Downloadable eBooks (Biographies only) to personal devices</li></ul>
FORMAT/S	<ul style="list-style-type: none"><li>• Standard weeding criteria apply</li><li>• Law and medicine/health items are replaced with latest editions</li></ul>
WEEDING/REPLACEMENT	<ul style="list-style-type: none"><li>• Continue to identify obvious gaps in the collection's coverage, and purchase items to fill these gaps, as funding allows</li><li>• Investigate which subjects are better covered by magazines</li></ul>
FUTURE PLANS	
<b>COLLECTION</b>	<b>Large Print</b>
LOCATION/S	All branches and Mobile Van
SCOPE	The aim of this collection is to: <ul style="list-style-type: none"><li>• Provide resources suitable for recreational reading purposes</li><li>• Enhance interest in literature and reading</li></ul>
	This includes, but is not limited to: <ul style="list-style-type: none"><li>• Wide range of adult fiction titles</li></ul>

CLIENTELE	<ul style="list-style-type: none"> <li>Selected range of adult non-fiction titles</li> </ul> <p>All members of the community who prefer the Large Print format, or who have a visual impairment.</p>
ACCESS FORMAT/S	<p>Standard access conditions apply</p> <ul style="list-style-type: none"> <li>Both hardcover and paperback</li> <li>Text is of larger size</li> <li>Downloadable eBooks to personal devices*</li> </ul>
WEEDING/REPLACEMENT	<ul style="list-style-type: none"> <li>Standard weeding criteria apply</li> <li>In-demand, classic or Australian titles are replaced, if available for purchase</li> </ul>
FUTURE PLANS	<p>It is expected that demand for Large Print materials will continue to increase in the future, however, eBooks give members the option to increase/change fonts to suit individual needs* - no recommendations to increase standing orders of Large Print at this time</p>

**COLLECTION**

LOCATION/S  
SCOPE

**ESL/Core Literacy**

Mudgee branch

The aim of this collection is to:

- Provide resources suitable for recreational and informational purposes
- Support individuals of all ages pursuing their interests of independent life-long learning
- Enhance interest in literature and reading

This includes, but is not limited to:

- Factual materials in print format
- Literature, e.g. drama, poetry, letters, essays, but not fiction
- Members of the ESL community
- Customers whose literacy levels inhibit their enjoyment of written resources

CLIENTELE

ACCESS  
FORMAT/S

Standard access conditions apply

- Both hardcover and paperback
- CDs and DVDs that facilitate understanding
- Standard weeding criteria apply
- Items are replaced if justified by customer demand

WEEDING/REPLACEMENT

FUTURE PLANS

Continue to identify obvious gaps in coverage, and purchase to fill these gaps as funding allows

**Children's Collections**

**COLLECTION**

LOCATION/S  
SCOPE

**Picture Books (including Board Books)**

All branches and Mobile Van

The aim of this collection is to:

- Provide resources suitable for non-readers, i.e. alphabet, counting, nursery rhymes etc., and picture story books for parents to read to pre-schoolers
- Encourage the developmental needs of the target group
- Enable the sharing of stories, rhyme and information at an age appropriate level

	<ul style="list-style-type: none"><li>• Introduce children to the enjoyment of literature, love of books and encouragement towards reading</li></ul>
	This includes but is not limited to:
	<ul style="list-style-type: none"><li>• Works by international, Australian and local authors</li><li>• Works by popular authors</li><li>• Recognised classics</li><li>• Award winning titles</li><li>• Easy to read picture books</li><li>• Premier’s Reading Challenge titles</li></ul>
CLIENTELE	Children from birth to primary age (approximately 0-8 years)
ACCESS	Standard weeding criteria apply
FORMAT/S	<ul style="list-style-type: none"><li>• Board Books</li><li>• Both hardcover and paperback picture books</li></ul>
ADDITIONAL SELECTION	Board Books:
CRITERIA	<ul style="list-style-type: none"><li>• Of robust make</li><li>• Contains simple language, familiar topics, and appropriate illustrations</li></ul>
	Picture Books
	<ul style="list-style-type: none"><li>• Imaginative and original writing</li><li>• High quality illustrations that complement the story line</li><li>• Books to stimulate imagination and speech</li><li>• Books that introduce a variety of experiences, settings, themes, feelings, situations, characters, artwork and language</li><li>• Attractive physical presentation</li><li>• Standard weeding criteria apply</li><li>• Items are replaced if justified by customer demand</li></ul>
WEEDING/REPLACEMENT	
FUTURE PLANS	Investigate cost and availability of Picture eBooks, to complement print collection
<b>COLLECTION</b>	<b>Beginner (Frogs)</b>
LOCATION/S	All branches and Mobile Van
SCOPE	The aim of this collection is to:
	<ul style="list-style-type: none"><li>• Provide resources suitable for beginner readers</li><li>• Introduce children to the enjoyment of literature, love of books and to encourage their continued reading</li></ul>
CLIENTELE	Children who are beginning to read simple words and sentences
ACCESS	Standard access conditions apply
FORMAT/S	Both hardcover and paperback
ADDITIONAL SELECTION	<ul style="list-style-type: none"><li>• Imaginative and original writing, using large script and simple vocabulary</li><li>• Attractive physical presentation</li><li>• Books to stimulate imagination and speech</li><li>• Books where the illustrations clearly depict the words</li><li>• Standard weeding criteria apply</li><li>• Items are replaced if justified by customer demand</li></ul>
CRITERIA	
WEEDING/REPLACEMENT	
FUTURE PLANS	Investigate cost and availability of Beginner eBooks, to complement print collection



**COLLECTION**

LOCATION/S  
SCOPE

CLIENTELE

ACCESS

FORMAT/S

ADDITIONAL SELECTION

CRITERIA

WEEDING CRITERIA

FUTURE PLANS

**Easy Reader**

All branches and Mobile Van

The aim of this collection is to:

- Provide resources suitable for early readers
- Introduce children to the enjoyment of literature, love of books and to encourage their continued reading

Children who are developing into confident readers

Standard access conditions apply

Both hardcover and paperback

- Imaginative and original writing
- Current reading trends
- Attractive physical presentation
- To continue/complete a popular series
- Premier’s Reading Challenge titles
- Standard weeding criteria apply
- Items are replaced if justified by customer demand

Continue to purchase Easy Reader eBooks, to complement print collection

**COLLECTION**

LOCATION/S  
SCOPE

CLIENTELE

ACCESS

FORMAT/S

ADDITIONAL SELECTION

CRITERIA

WEEDING/REPLACEMENT

FUTURE PLANS

**Junior Fiction (includes: Junior Fiction Graphic Novels)**

All branches and Mobile Van

The aim of this collection is to:

- Provide a wide range of recreational resources, supporting varying levels of reading ability and interest
- Promote literacy through suitable resources
- Encourage the enjoyment of reading

Children from primary to early secondary level (approximately 8-12 years)

- Standard access conditions apply
- Graphic novels are shelved separately, as a browsing collection
- Both hardcover and paperback
- Graphic novels
- Downloadable eBooks to personal devices
- Easy-to-read fiction to encourage reluctant readers
- Premier’s Reading Challenge titles
- Standard weeding criteria apply
- Copies of classics will be replaced

Continue to purchase Junior Fiction eBooks, to complement print collection

**COLLECTION**

LOCATION/S  
SCOPE

**Junior Non-Fiction**

All branches

The aim of this collection is to:

- Provide resources to satisfy information requests, and are suitable for young readers
- Enhance interest in literature
- Encourage an enjoyment of reading
- Include materials that support educational learning

This includes, but is not limited to:

CLIENTELE	<ul style="list-style-type: none"><li>• Factual materials in print format</li><li>• Premier’s Reading Challenge titles</li></ul> Children from infants to middle secondary level (approximately 5-14 years)
ACCESS	Standard access conditions apply
FORMAT/S	Both hardcover and paperback
WEEDING/REPLACEMENT	Standard weeding criteria apply
FUTURE PLANS	<ul style="list-style-type: none"><li>• Continue to identify obvious gaps in the collection’s coverage, purchasing items to fill these gaps, as funding allows</li><li>• Target purchases which are of interest to young readers for recreational purposes</li><li>• Investigate cost and availability of eBooks to complement print collection</li></ul>

**COLLECTION**

LOCATION/S  
SCOPE

**Young Adult (includes: Graphic Novels)**

All branches and Mobile Van

The aim of this collection is to:

- Provide resources suitable for recreational reading purposes
- Enhance interest in literature and reading

This includes but is not limited to:

- Works by international, Australian and local authors
- Works by popular authors
- Recognised classics
- Award winning titles, e.g. Children’s Book Council Awards
- Premier’s Reading Challenge titles

CLIENTELE  
ACCESS

Young adults (approximately 12 years upwards)

- Standard access conditions apply
- Graphic novels are shelved separately, as a browsing collection
- Paperbacks preferred, but both hardback and paperbacks collected
- Graphic novels
- Downloadable eBooks to personal devices

FORMAT/S

ADDITIONAL SELECTION  
CRITERIA

Both Young Adult items and Graphic Novels are selected with particular attention on themes and genres as appropriate to the target group.

WEEDING/REPLACEMENT  
FUTURE PLANS

Standard weeding criteria apply

Continue to purchase Young Adult eBooks, to complement the print collection

**Multimedia Collection**

**COLLECTION**

LOCATION/S  
SCOPE

**Audio**

All branches and Mobile Van

The aim of this collection is to:

- Provide resources suitable for recreational listening purposes

This includes but is not limited to:

- Works by international, Australian and local authors

CLIENTELE ACCESS FORMAT/S	<ul style="list-style-type: none"><li>• Works by popular authors</li><li>• Recognised classics</li><li>• Award winning titles</li></ul> All adult members of the community Standard access conditions apply <ul style="list-style-type: none"><li>• Talking books on CD</li><li>• Talking books on MP3</li><li>• Downloadable eAudiobooks to personal devices</li></ul>
WEEDING/REPLACEMENT FUTURE PLANS	Standard weeding criteria apply Continue to monitor usage, with a view to reducing physical collections, while increasing the eAudio collection
<b>COLLECTION</b> LOCATION/S SCOPE	<b>Young Adult Audio</b> All branches and Mobile Van The aim of this collection is to: <ul style="list-style-type: none"><li>• Provide resources suitable for recreational listening purposes</li></ul> This includes but is not limited to: <ul style="list-style-type: none"><li>• Works by international, Australian and local authors</li><li>• Works by popular authors</li><li>• Recognised classics</li><li>• Award winning titles</li></ul>
CLIENTELE ACCESS FORMAT/S	Young adults (approximately 12 years upwards) Standard access conditions apply. <ul style="list-style-type: none"><li>• Talking books on CD</li><li>• Talking books on MP3</li><li>• Downloadable Audiobooks to personal devices</li></ul>
WEEDING/REPLACEMENT FUTURE PLANS	Standard weeding processes apply Continue to monitor usage, with a view to reducing physical collections, while increasing the eAudio collection
<b>COLLECTION</b> LOCATION/S SCOPE	<b>Junior Audio</b> All branches and Mobile Van The aim of this collection is to: <ul style="list-style-type: none"><li>• Provide resources suitable for recreational listening purposes</li></ul>
CLIENTELE ACCESS FORMAT/S	Children from Infants to late Primary school level (approximately 5-12 years) Standard access conditions apply <ul style="list-style-type: none"><li>• Talking books on CD</li><li>• Talking books on mp3</li><li>• Downloadable Audiobooks to personal devices</li></ul>
WEEDING/REPLACEMENT FUTURE PLANS	Standard weeding processes apply Continue to monitor usage, with a view to reducing physical collections, while increasing the eAudio collection

**COLLECTION**

LOCATION/S  
SCOPE

**DVD**

All branches and Mobile Van  
The aim of this collection is to provide access to recorded material for recreational and educational viewing, in a variety of styles, including:

- Documentaries
- Self-help/DIY titles
- Popular television productions, especially with Australian content
- Musicals and animations
- A broad range of creative film
- BBC/ABC series
- Classic movies, particularly those which reflect Australian culture or have literary, dramatic or artistic merit
- Anime

CLIENTELE  
ACCESS  
FORMAT/S

Adult members of the community  
Standard access conditions apply

- Only Digital Video Discs (DVDs) clearly encoded Zone 4 only are purchased, to ensure compatibility with Australian equipment
- Items in Blu-Ray DVD format are not currently purchased

ADDITIONAL SELECTION  
CRITERIA  
WEEDING/REPLACEMENT  
FUTURE PLANS

In addition to a broad range of genres/styles, new and commercially popular movies are also purchased  
Standard weeding criteria apply

- Continue DVD standing orders where appropriate
- Investigate cost and availability of streaming services for libraries

**COLLECTION**

LOCATION/S  
SCOPE

**Children's DVDs**

All branches and Mobile Van  
The aim of this collection is to provide access to recorded material for recreational and educational viewing, in a variety of styles, including:

- Documentaries
- Self-help/DIY titles
- Popular television productions, especially with Australian content
- Musicals and animations
- A broad range of creative film
- BBC/ABC series
- Classic movies, particularly those which reflect Australian culture or have literary, dramatic or artistic merit
- Anime

CLIENTELE  
ACCESS  
FORMAT/S

Infants to young adult members of the community  
Standard access conditions apply

- Only Digital Video Discs (DVDs) clearly encoded Zone 4 are purchased, to ensure compatibility with Australian equipment
- Items in Blu-Ray DVD format are not currently purchased

ADDITIONAL SELECTION CRITERIA	Includes new and commercially popular movies
WEEDING/REPLACEMENT FUTURE PLANS	Standard weeding criteria apply <ul style="list-style-type: none"><li>• Continue DVD standing orders where appropriate</li><li>• Investigate cost and availability of streaming services for libraries</li></ul>

## Periodicals

### COLLECTION LOCATION/S SCOPE

### Magazines and Newspapers

All branches

The aim of this collection is to:

- Supplement and support the non-fiction collection across a broad range of subjects
- Provide an interesting collection of popular material, ranging from general publications to those focusing on special interests

This includes but is not limited to:

- Magazines of popular interest
- Magazines focusing on current affairs and other issues of interest to Australian readers
- Popular children’s magazines
- National and local newspapers

### CLIENTELE ACCESS

All members of the community

- Magazines are available for loan
- Newspapers are not for loan
- Magazines
- Print newspapers
- Downloadable magazines to personal devices
- Currency and regularity of issue
- Australian publications preferred
- Standard weeding criteria apply
- Newspapers are recycled when they have outlived their working life, or exceeded storage requirements
- All local papers are kept until copies are available on microfilm
- No magazines or newspapers are replaced
- Investigate whether magazines can better cover some non-fiction subject areas
- Compare cost and availability of online magazines with a view to reducing purchases of print magazines

### FORMAT/S

### ADDITIONAL SELECTION CRITERIA WEEDING/REPLACEMENT

### FUTURE PLANS

## Not for Loan collections

<b>COLLECTION</b>	<b>Local History/Family History (includes: Louisa &amp; Henry Lawson, Genealogy Reference, Local History, Maps/Plans)</b>
LOCATION/S	All branches
SCOPE	The Local History collection includes: <ul style="list-style-type: none"><li>• Materials relating to the history of the Mudgee Region</li><li>• Materials relating to the history of Central Western NSW</li><li>• Materials written by local writers</li><li>• Family histories of local families</li><li>• Memoirs with significant reference to the Mudgee District</li><li>• Other assorted materials of historical relevance</li></ul>
CLIENTELE	Local and family history researchers and students
ACCESS	Items are not available for loan, but are available to all members of the Library service for use in any of the branches
FORMAT/S	All formats collected
ADDITIONAL SELECTION	All relevant and available material is collected
CRITERIA	
WEEDING/REPLACEMENT	No material is weeded
FUTURE PLANS	Continue to collect all relevant material as it becomes available
<b>COLLECTION</b>	<b>State Library of NSW Specialist Collections</b>
LOCATION/S	All branches
SCOPE	Up-to-date and accurate Legal Information Access Centre (LIAC) and DrugInfo resources
CLIENTELE	All members of the community
ACCESS	Items from this collection are not available for loan, however some duplicate titles are also held in the non-fiction collection and are available for loan
FORMAT/S	Both hardcover and paperback
ADDITIONAL SELECTION	These materials are selected under the guidance of State Library of NSW
CRITERIA	<ul style="list-style-type: none"><li>• Material which is outdated and/or inaccurate is discarded - discarded material is not suitable for sale or donation</li><li>• Items are replaced as newer editions become available.</li></ul>
WEEDING/REPLACEMENT	
FUTURE PLANS	Continue to receive (or when necessary purchase) core materials as per recommendations from the State Library of NSW
<b>COLLECTION</b>	<b>Children's Services Resources</b>
LOCATION/S	Mudgee Branch
SCOPE	The aim of this collection is to: <ul style="list-style-type: none"><li>• Ensure books are available for staff to use at scheduled children's programs</li><li>• Promote literacy through suitable resources</li></ul>
CLIENTELE	Children's Services staff
ACCESS	<ul style="list-style-type: none"><li>• Staff use only</li></ul>

FORMAT/S	<ul style="list-style-type: none"> <li>• Items are not available for customer loan</li> <li>• Both hardcover and paperback</li> <li>• ‘Big Books’</li> </ul>
ADDITIONAL SELECTION CRITERIA	To complement a Children’s Services activity ‘theme’
WEEDING/REPLACEMENT	<ul style="list-style-type: none"> <li>• Standard weeding criteria apply</li> <li>• Items are replaced when they support an ongoing Children’s Services program</li> </ul>
FUTURE PLANS	As Children’s Services programs are renewed over time, items are purchased to complement Children’s Services ‘themes’

**Other Collections**

**COLLECTION**

LOCATION/S  
SCOPE

**Book Group (includes: Adult Fiction, Adult Non-Fiction, Junior Fiction)**

Mudgee Branch

The aim of this collection is to:

- Maintain Book Group Kits to facilitate Book Group discussions, both by library staff and external groups

CLIENTELE

All members of the community

ACCESS

- Access to the collection requires membership of a Book Group
- External Book Groups must have previously contacted library staff to arrange

FORMAT/S

Hardback and paperback

ADDITIONAL SELECTION CRITERIA

- Book Group Kits are purchased in multiples of 10 items
- Generally purchased titles have been published within the last 2 years

WEEDING/REPLACEMENT

Items are weeded and replaced to ensure long-term viability of Book Groups, or are swapped between external library networks.

FUTURE PLANS

Continue to maintain contemporary and appealing Book Group collection

**COLLECTION**

LOCATION/S  
SCOPE

**Kits**

All branches

The aim of this collection is to:

- Provide specialist information and curated grab-and-go kits containing multiple items and resources

This includes but is not limited to:

- Born to Read Book Packs
- Power Saving Kits
- Gold Resources Kits

CLIENTELE

All members of the community

ACCESS

Standard access conditions apply

FORMAT/S

Miscellaneous

ADDITIONAL SELECTION CRITERIA

- Born to Read Packs are prepared by library staff
- Specialist kits are generally donated by governing industry bodies, but can be purchased if necessary

WEEDING/REPLACEMENT

Standard weeding criteria apply

FUTURE PLANS Monitor availability and maintain awareness of unique resource kits including those held by other public libraries, and request a donation or purchase materials if appropriate

**COLLECTION**

LOCATION/S

SCOPE

CLIENTELE

ACCESS

FORMAT/S

ADDITIONAL SELECTION

CRITERIA

WEEDING/REPLACEMENT

FUTURE PLANS

**Tabletop Games and Puzzles**

All branches

An extensive collection of tabletop games and puzzles for all ages which can be borrowed from the library

All members of the community

Standard access conditions apply

Boxes or various containers/pouches

- Donations accepted from MWR Youth Council as well as members of the community
- Some games may be purchased on an ad-hoc basis

Standard weeding criteria apply

Monitor popular gaming trends, and continue to source additions to the collection via donations and purchases

**COLLECTION**

LOCATION/S

SCOPE

CLIENTELE

ACCESS

FORMAT/S

ADDITIONAL SELECTION

CRITERIA

WEEDING/REPLACEMENT

FUTURE PLANS

**Staff Reference/Work Resources/Organisational Development**

Mudgee Branch

The aim of the collection is to:

- Provide work/library related resources for in-house use by Library and Council staff
- Up-to-date and accurate resources covering major topics of interest to Library and Council staff

Library and Council staff

Not for Loan – available for in-house use only

Hardback and paperback

Resources related to the day-to-day activities, team-work, management and leadership of libraries, local government and organisations

Standard weeding criteria apply

Continue to monitor for additional relevant resources

**COLLECTION**

LOCATION/S

SCOPE

CLIENTELE

ACCESS

FORMAT/S

SELECTION CRITERIA

WEEDING/REPLACEMENT

FUTURE PLANS

**Moolarben Chinese Collection**

Mudgee Branch

A collection of English and Chinese texts relating to China and Chinese history and culture – donated by Moolarben Coal

All members of the community

Standard access conditions apply

Both hardcover and paperback

Items donated as a complete collection

Standard weeding criteria apply

Review collection periodically



## Appendix 1.

# Statement on free access to information

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## ALIA objects addressed

To promote the free flow of information and ideas in the interests of all Australians and a thriving culture and democracy.

## Principle

Freedom can be protected in a democratic society only if its citizens have unrestricted access to information and ideas.

## Statement

There are several different levels at which the free flow of ideas can be impeded. At the societal level, legislative bodies of all kinds are expected to consider the legal and regulatory frameworks they put in place to support the free flow of information and ideas about the interests and concerns of citizens. At the institutional level, library and information services are expected to encourage the free flow of information and ideas within the scope of their roles and responsibilities. At the individual level, citizens are expected to make informed decisions in exercising their rights and responsibilities.

The Australian Library and Information Association believes that library and information services have particular responsibilities in supporting and sustaining the free flow of information and ideas including:

1. asserting the equal and equitable rights of citizens to information regardless of age, race, gender, religion, disability, cultural identity, language, socioeconomic status, lifestyle choice, political allegiance or social viewpoint;
2. adopting an inclusive approach in developing and implementing policies regarding access to information and ideas that are relevant to the library and information service concerned, irrespective of the controversial nature of the information or ideas;
3. ensuring that their clients have access to information from a variety of sources and agencies to meet their needs and that a citizen's information needs are met independently of location and an ability to pay;
4. catering for interest in contemporary issues without promoting or suppressing particular beliefs and ideas;
5. protecting the confidential relationships that exist between the library and information service and its clients;
6. resisting attempts by individuals or groups within their communities to restrict access to information and ideas while at the same time recognising that powers of censorship are legally vested in state and federal governments;
7. observing laws and regulations governing access to information and ideas but working towards the amendment of those laws and regulations which inhibit library and information services in meeting the obligations and responsibilities outlined in this Statement.

Amended 2007 - (Replaced "Free library services to all, freedom to read. Adopted 1971, amended 1979, 1985)

## Item 12: Reports from Committees

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### 12.1 Audit Risk and Improvement Committee Minutes - 17 February 2023

REPORT BY THE EXECUTIVE MANAGER, PEOPLE AND PERFORMANCE  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, COR400236

#### RECOMMENDATION

##### That Council:

1. **receive the report by the Executive Manager, People and Performance on the Audit Risk and Improvement Committee Minutes - 17 February 2023;**
2. **endorse the minutes and recommendations of the Audit Risk and Improvement Committee meeting 17 February 2023; and**
3. **endorse the following ARIC meeting schedule for the next twelve months:**
  - **26 May 2023**
  - **15 August 2023**
  - **24 November 2023**
  - **23 February 2023**
4. **endorse the following internal audit plan for 2023/2024:**
  - **Development Applications Fund Management**
  - **Monitoring of the Delivery Program and Operational Plan**

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#### Executive summary

This report is to advise Council of the matters given consideration at the meeting of the Audit Risk and Improvement Committee held on 17 February 2023

#### Disclosure of Interest

Nil

#### Detailed report

The Audit Risk and Improvement Committee Charter requires the Committee to report to Council at the first opportunity (dependent on meeting schedules) after each meeting held. Attached to this report are the minutes of the 17 February 2023 meeting.

## 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**

Audit Risk and Improvement Committee Charter  
Internal Audit Policy

### **Legislation**

Local Government Act 1993

## Financial implications

Not Applicable

## Associated Risks

Nil

MICHELE GEORGE  
EXECUTIVE MANAGER, PEOPLE AND  
PERFORMANCE

21 February 2023

*Attachments:* 1. ARIC minutes - 17 February 2023 Meeting.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

## Minutes of the Audit, Risk and Improvement Committee

Held at the Council Chambers, 86 Market Street, Mudgee  
on 17 February 2023, commencing at 9.09am and concluding at 11.04am

COMMITTEE MEMBERS PRESENT ARIC Chair J Stuart, Committee Member K Dicker, Independent Member J Bentley.

COUNCIL OFFICIALS PRESENT General Manager (Brad Cam), Executive Manager People and Performance (Michele George), Acting Director Community (Peter Raines), Director Development (Alina Azar), Chief Financial Officer (Leonie Johnson), Manager Customer Service and Governance (Richard Cushway), WHS and Risk Coordinator (Veronika Barry), Business Improvement Officer (Erin Reid) EA People & Performance (Paula Ewart).

EXTERNAL PARTIES PRESENT VIA AVL Prosperity (Luke Malone) and (NSW Audit Office) Cassie Malone, Amir Moussa (Crowe), Alison Lee (Crowe).

### Item 1: Apologies

There were no apologies

### Item 2: Confirmation of Minutes

01/23 MOTION: Bentley / Stuart

**The Minutes of the previous ARIC Meeting held on 14 October 2022 are taken as read and confirmed.**

*The motion was carried with the Committee Members voting unanimously.*

Item 3: Matters in Progress

SUBJECT	MEETING DATE	RESOLUTION	ACTION
Draft 2021/22 External Audit Engagement	25/02/2022	<p><a href="#">05/22</a>  <b>MOTION: Bentley / Stuart</b></p> <p><b>That the Audit Risk and Improvement Committee:</b></p> <p>a) endorse the draft 2021/22 External Audit Engagement Plan; and</p> <p>b) schedule an ARIC meeting between 7 October and 19 October 2022 in accordance with the draft 2021/22 External Audit Engagement Plan.</p>	<p><b>22 Mar 2022</b>                  22/3/22 Erin Reid - In consultation with Neil Bungate, a report for the May ARIC Meeting will set the Schedule of Meetings for the next 12 months. A suitable date will be selected for an October 2022 ARIC meeting for the committee to deal with the 2021/2022 Financial Statements as per the draft 2021/22 External Audit Engagement Plan.</p> <p><b>03 Jun 2022</b>                  On 20 May 2022, ARIC endorsed the forward 12 month meeting plan. The Financial Statements will be presented to the 14 October 2022 meeting.</p> <p><b>09 Feb 2023</b>                  The Financial Statements were presented to the 14 October 2022 ARIC Meeting.</p> <p><b>See report 5.2 of this agenda for the Final Engagement Closing Report 2022 and the Final Management Letter 2022.</b></p>
ARIC Annual Workplan and Four Year Strategic Plan and update on the Draft Risk Management and Internal Audit for Local Councils Guidelines.	25/02/2022	<p><a href="#">15/22</a>  <b>MOTION: Bentley / Stuart</b></p> <p><b>That the Audit, Risk and Improvement Committee:</b></p> <p>1. note the report on the ARIC Annual Work plan and Four Year Strategic Plan and update on the Draft Risk Management and Internal Audit for Local Councils Guidelines; and</p> <p>2. determined to wait for the commencement of the guidelines and develop the annual</p>	<p><b>22 Mar 2022</b>                  22/3/2022 Erin Reid - the Risk Management and Internal Audit Guidelines due to be adopted into legislation in June 2022. ARIC work plans to be created in the 22/23 financial year.</p> <p><b>01 Aug 2022</b>                  29/07/2022 Erin Reid – advice provided at the Local Government Internal Auditors Network meeting from the OLG is that the Draft Guidelines will come into effect in the coming months.</p> <p><b>09 Feb 2023</b>                  9/02/2023 Erin Reid - The new Draft Risk Management and Internal Audit Guidelines are attached to report 8.3.</p>

		<p><b>work plan and four year strategic plan in the 22/23 financial year.</b></p>	<p>The guidelines will commence with the amendment of the regulations which is due in early 2023.</p>
Enterprise Risk Management Update	12/08/2022	<p><a href="#">41/22</a>  <b>MOTION: Dicker / Bentley</b></p> <p><b>That the Audit, Risk and Improvement Committee note the Enterprise Risk Management update.</b></p> <p><b>The Committee requested that the Mid-Western Regional Council's organisation structure be presented to ARIC once complete in TechOne.</b></p>	<p><b>28 Sep 2022</b>                  Erin Reid - The Organisational Hierarchy is being updated by the Finance Team for the purposes of moving TechOne to CI anywhere. This work has progressed to the test environment and once completed the committee will be provided with an update.</p>
Legislative Compliance Report	14/10/2022	<p><a href="#">54/22</a>  <b>MOTION: Dicker / Bentley</b></p> <p><b>The Audit, Risk and Improvement Committee:</b></p> <p><b>1. noted the Legislative Compliance report; and</b></p> <p><b>2. supported the revised Legislative Compliance Policy and Database Implementation Roadmap; and</b></p> <p><b>3. requested that the Draft Legislative Compliance Policy be presented to the next committee meeting.</b></p>	<p><b>09 Feb 2023</b>                  Please refer to Report 6.5 of this agenda</p>

9.14am Councillor Dicker Joined the meeting

**Item 5: Audit**

5.4 INTERNAL AUDIT - COMMUNICATION AND COMMUNITY ENGAGEMENT STRATEGY REVIEW

COR400236, COR400236

**02/23 MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee noted;**

- 1. the final report by the internal auditors on Communication and Community Engagement Strategy; and**
- 2. the actions to be undertaken.**

*The motion was carried with the Committee Members voting unanimously.*

7.3 COMMUNITY ENGAGEMENT STRATEGY

COR400236, COR400235

**03/23 MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee noted the Community Engagement Strategy.**

*The motion was carried with the Committee Members voting unanimously.*

9.23am Alina Azar left the meeting.

5.1 DRAFT 2022/23 EXTERNAL AUDIT ENGAGEMENT

COR400236, COR400243

**04/23 MOTION: Dicker / Bentley**

**The Audit Risk and Improvement Committee endorsed the draft 2022/23 External Audit Engagement Plan**

The Committee welcomed the new lead auditor, Cassie Malone, NSW AO.

*The motion was carried with the Committee Members voting unanimously.*

5.2 FINAL AUDIT MANAGEMENT LETTER FOR YEAR ENDED 30 JUNE 2022

COR400236, FIN300347

**05/23 MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee received the Management Letter on the Final Phase of the Audit for the year ended 30 June 2022.**

The Chair noted that he would like an explanation why the report by Colin Parker, commissioned by OLG, was ignored by NSW AO.

*The motion was carried with the Committee Members voting unanimously.*

5.3 INTERNAL AUDIT PROGRAM STATUS REPORT

COR400236, COR400243

**06/23 MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee received the Crowe Internal Audit Program Status Report.**

*The motion was carried with the Committee Members voting unanimously.*

Item - 5.4 Internal Audit - Communication and Community Engagement Strategy review - has been moved to another part of the document.

5.5 UPDATE ON INTERNAL AUDIT ACTION ITEMS

COR400236, COR400236

07/23

**MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee noted the progress on the internal action items.**

*The motion was carried with the Committee Members voting unanimously.*

5.6 UPDATE ON EXTERNAL AUDIT ACTION ITEMS

COR400236, COR400236

08/23

**MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee noted the progress on the external action items.**

*The motion was carried with the Committee Members voting unanimously.*

9.49am Cassie Maole, Amir Moussa, Alison Lee and Luke Malone left the meeting.

**Item 6: Risk**

6.1 WORK HEALTH AND SAFETY REPORTS

COR400236, COR400236

09/23

**MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee noted the WHS Reports for September 2022, October 2022, November 2022 and December 2022.**

*The motion was carried with the Committee Members voting unanimously.*

9.54am Richard Cushway joined the meeting

6.2 ENTERPRISE RISK MANAGEMENT UPDATE

COR400236, COR400236

10/23

**MOTION: Bentley / Dicker**



**The Audit, Risk and Improvement Committee noted the Enterprise Risk Management update.**

The Committee congratulated Veronika Barry, WHS & Risk Coordinator on the procedure.

*The motion was carried with the Committee Members voting unanimously.*

6.3 FRAUD INCIDENT & PROCUREMENT BREACH REGISTERS  
COR400236, COR400236

11/23 **MOTION: Dicker / Bentley**

**The Audit Risk and Improvement Committee noted;**

1. that there was one fraud incident since the last ARIC meeting; and
2. that there was one procurement breach incident since the last ARIC meeting.

*The motion was carried with the Committee Members voting unanimously.*

6.4 LEGISLATIVE COMPLIANCE BREACHES  
COR400236, GOV400047

12/23 **MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee noted;**

1. the 11 legislative breaches that have not previously been reported to ARIC; and
2. the corrective actions taken to address the legislative breaches.

The Committee thanked the Governance staff for the report.

*The motion was carried with the Committee Members voting unanimously.*

6.5 REVIEW - LEGISLATIVE COMPLIANCE POLICY (DRAFT)  
COR400236, GOV400047

13/23 **MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee;**

1. endorsed the draft reviewed Legislative Compliance Policy; and
2. recommended a report be prepared for Council consideration.

*The motion was carried with the Committee Members voting unanimously.*

**Item 7: Improvement**

7.1 ICAC OPERATION WHITNEY - INVESTIGATION INTO THE  
CONDUCT OF THE LOCAL MEMBER FOR DRUMMOYNE  
COR400236, COR400236

14/23 **MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee;**

1. noted the ICAC Operation Whitney - Investigation into the conduct of the local member for Drummoyne; and
2. noted the Mid-Western Regional Council's position against the relevant ICAC recommendations.

*The motion was carried with the Committee Members voting unanimously.*

7.2 UPDATE ON BUSINESS IMPROVEMENT AT COUNCIL  
COR400236, COR400236

15/23 **MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee;**

1. endorsed the Business Improvement Policy;
2. noted the Service Delivery Review Framework; and
3. noted the progress of the Business Improvement program.

Michele George acknowledged the hard work of Veronika Barry (WHS & Risk Coordinator) and Erin Reid (Business Improvement Officer).

The Committee congratulated Erin Reid (Business Improvement Officer) on a job well done.

*The motion was carried with the Committee Members voting unanimously.*

Item - 7.3 Community Engagement Strategy - has been moved to another part of the document.

7.4 ANNUAL REPORT 2021/22  
COR400236, COR400236

16/23 **MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee noted the Annual Report for the year ending 2021/22.**

The ARIC congratulated the staff for the presentation and quality of the Annual Report.

*The motion was carried with the Committee Members voting unanimously.*

7.5 UPDATE ON BUSINESS IMPROVEMENT ACTION ITEMS

COR400236, COR400236

17/23

**MOTION:** Bentley / Dicker

The Audit, Risk and Improvement Committee noted the progress on the Business Improvement action items for;

- Fraud Control Improvement;
- Probity;
- Bushfire Lessons Learnt; and
- CivicRisk Mutual/Nexon Cybersecurity Risk Audit

*The motion was carried with the Committee Members voting unanimously.*

7.6 COUNCIL SERVICE DELIVERY BENCHMARKING REPORT -  
2020/21 DATA COMPARATIVES

COR400236, COR400236

18/23

**MOTION:** Bentley / Dicker

The Audit, Risk and Improvement Committee;

1. received the report by the Chief Financial Officer on the Council Service Delivery Benchmarking Report - 2020/21 Data Comparatives; and
2. noted the comparative analysis provided in the OLG Mid-Western Regional Council Report and the Snowy Monaro Group 4 Financial Sustainability Benchmarking Report.

*The motion was carried with the Committee Members voting unanimously.*

**Item 8:**

**General Business**

8.1 ANNUAL REPORT BY THE COMMITTEE CHAIR

COR400236, COR400236

19/23

**MOTION:** Bentley / Dicker

The Audit, Risk and Improvement Committee noted the 2021/2022 ARIC Annual Report.

The Chair raised the issue of redacting/removing signatures from official documents. A policy and procedure will be investigated further by Council Staff.

*The motion was carried with the Committee Members voting unanimously.*

8.2 NEXT MEETING DATES AND AUDIT PLAN 2022/23 AND  
2023/24

COR400236, COR400236

20/23

**MOTION: Bentley / Dicker**

**The Audit Risk and Improvement Committee;**

1. endorsed the forward 12 month meeting plan, including meeting dates as follows:
  - 26 May 2023
  - 25 August 2023
  - 24 November 2023
  - 23 February 2024
2. noted the internal audit plan for 22/23 previously endorsed on 14 May 2021; and
3. endorsed the changes to the 23/24 internal audit program:
  - a. Development Applications Fund Management
  - b. Monitoring of the Delivery Program and Operational Plan

*The motion was carried with the Committee Members voting unanimously.*

8.3 UPDATE: NEW GUIDELINES FOR RISK MANAGEMENT AND  
INTERNAL AUDIT FOR LOCAL GOVERNMENT IN NSW

COR400236, COR400236

21/23

**MOTION: Bentley / Dicker**

**The Audit, Risk and Improvement Committee noted;**

1. the approved New draft Guidelines for Risk Management and Internal Audit for Local Government in NSW;
2. that the amendments to the supporting regulations giving statutory force are expected to be made by early 2023; and
3. that council must comply with the guidelines from 1 July 2024.

*The motion was carried with the Committee Members voting unanimously.*

**Item 9: Closure**

There being no further business the meeting concluded at 11.04am.

The next Audit, Risk and Improvement Committee will be held on the Friday, 26 May 2023 at Council Chambers, 86 Market Street, Mudgee.

## 12.2 Local Traffic Committee Meeting Minutes - February 2023

REPORT BY THE OPERATIONS ADMINISTRATION ASSISTANT  
TO 15 MARCH 2023 ORDINARY MEETING  
GOV400103, A0100009

### RECOMMENDATION

**That Council receive the report by the Operations Administration Assistant on the Local Traffic Committee Meeting Minutes for February 2023.**

### Executive summary

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

### Disclosure of Interest

Nil

### Detailed report

The Local Traffic Committee meeting was held on Friday, 17 February 2023.

Two event reports were considered:

- 18th National Historic Machinery Rally 2023
- Mudgee RSL Sub Branch ANZAC Day Parade

One traffic report was considered:

- Parking on Lisbon Road near Lifeskills Plus

General Business items included:

- Jeff Neill Ogden's Coaches – Discuss painted slip lane for bus pick up zone
- St. Matthews Secondary College – Spring Flat Road operational opening debrief

Correspondence items included:

- Mudgee Classic 2023: Slight change of courses
- Rylstone police intersection review – Coomber St & Mudgee St, Rylstone

Full discussion notes are included in the attached report.

### 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**

Not Applicable

### **Legislation**

Not Applicable

## Financial implications

Not Applicable

BETHANY PALMER  
OPERATIONS ADMINISTRATION ASSISTANT

JULIAN GEDDES  
DIRECTOR OPERATIONS

28 February 2023

*Attachments:* 1. Minutes February Local Traffic Committee.

APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

Mid-Western Regional Council

Date: 17 February 2023

## Minutes of the Local Traffic Committee

Held at the Operations Meeting Room, 54 Depot Road Mudgee  
on 17 February 2023.

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Present	Mr P Blackman (Community Representative), Mr T Worley (Transport for NSW Representative), Cr A Karavas (Council Representative), Mr R Kearns (Council Representative), Mr J Holgate (NSW Police), Mr G McGovern (NSW Police), Mrs S Cecchini (Road Safety Officer), Secretary BP Palmer (Administration Assistant), Mr P Cooper (Ogdens Coaches Representative)
Apologies	Mr W Hazelton (Transport for NSW Representative), Mr M Fehon (NSW Police), Mr S Fogarty (NSW Police)

The LTC meeting commenced at 9:30am.

### MINUTES OF PREVIOUS MEETING

**MOTION: Mr Garry McGovern / Philip Blackman**

**That the Minutes of the previous Local Traffic Committee held on 16 December 2022 be taken as read and confirmed.**

2

MATTERS IN PROGRESS – FEBRUARY 2023			
SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
<b>Perry Street Parking Issues (Surrounding Mudgee High School)</b>	<b>15.06.22</b>	To monitor the parking issues that surround Mudgee High School	18/3/2022 – This will be included as part of the audit. 23/5/2022 – brief with Ray Kearns for approval 21/7/2022-Pull together a brief to put forward to a consultant. 19/8/2022-Ongoing 16/12/2022 – RFQ for 2023. Consultant for access. <b>17/02/2023 – Ongoing. Request for Quote from consultant</b>
<b>Denison Street and Church Street Intersection (Aldi)</b>	<b>01.08.22</b>		Put down traffic counters at the intersection of Denison and Church Street to measure traffic numbers Physical traffic counts have been collected. Report to follow.  21/7/2022- Council to look at DA consent for a left only turn. 19/8/2022-No information in the DA, report to be created and letter to Aldi to see if they are interested in putting up a left turn only. 16/9/2022- Correspondence with Head Office Aldi. 28/10/2022- Letter has been drafted to Aldi (left out only) 16/12/2022 – No response. Follow up again. <b>17/02/2023 – Send recommendation to council. Left Only Sign on crossover. Double Barrier Line between Aldi &amp; Mitre 10. Endorsed by (TfNSW &amp; NSW Police).</b>
<b>Henry Lawson Drive and Ulan Rd</b>	<b>N/A</b>		18/3/2022 Ray advised a Road Audit will be undertaken for this intersection. 27/7/2022- Information is still to be collected and official report to follow. 19/8/2022- TfNSW to review Road Safety Report. 16/9/2022- Look at speed in between Henry Lawson Drive and Ulan Rd. 28/10/22 – Possible budget allocation. Council will revise the scope to road safety audit and Transport NSW will do a speed zone assessment. 16/12/2022 – Waiting for budget review. Follow up with finance. TfNSW speed zone assessment waiting for finalised report. <b>17/02/2023 – Refer Road Safety for assessment. TfNSW Speed Zone Assessment should be approved in the coming weeks – discussion around 60km/hr zone.</b>



**MATTERS IN PROGRESS – FEBRUARY 2023**

SUBJECT	RES NO. & DATE	RESOLUTION	ACTION
<b>Jaques Street Kandos</b>	<b>01.03.22</b>	CLOSE OFF	Request to extend the bus zone on Fleming Street to Jaques Street to be investigated by Council and TfNSW.  23/5/2022 – TfNSW to review changes from 2019. 21/7/2022- Meeting between stake holders for consultation 19/8/2022- Meeting took place with Stakeholders. 16/9/2022- Wayde working with stakeholders and the Safety Around School Officer from TfNSW. Further investigation required 28/10/22 – Still being investigated 16/12/2022 – Refer to report below <b>17/02/2023 – Council Report Supported. Sammy managing the action list. Contact WR enquiries.</b>

PAST EVENT DEBRIEF

EVENT

CALENDAR OF EVENTS

2022		
JANUARY	DATE	COMMENTS
FEBRUARY	DATE	COMMENTS
NRL Charity Shield	26 February 2022	
MARCH	DATE	COMMENTS
Outback Classic Trial	31 March 2022	
Sunset Sounds	26 March 2022	cancelled
Mudgee Endurance Ride		cancelled
APRIL	DATE	COMMENTS
NRL Premiership Round 4	2/4/2022	
ANZAC Day Parade and Marches	25/4/2022	
MAY	DATE	COMMENTS
Mudgee Classic Cycle Event	1 May 2022	
Windeyer Endurance Ride	14 & 15 May 2022	LTC approval not required.
Kandos Street Machine and Hot	2 May 2022	LTC endorsed

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Rod Show		
JUNE	DATE	COMMENTS
Mudgeeque	4 June 2022	
Henry Lawson Festival	11 June 2022	
JULY	DATE	COMMENTS
Small Farm Field Days	8 & July 2022	
AUGUST	DATE	COMMENTS
Mudgee Running Festival	21 August 2022	
SEPTEMBER	DATE	COMMENTS
Mudgee High School Rainbow Day	22 September 2022	
Flavours of Mudgee	24 September 2022	
OCTOBER	DATE	COMMENTS
Mudgee Triathlon Season	23 October 2022	
A-League Central Coast	29 October 2022	Postponed
Mariners v Western United		
NOVEMBER	DATE	COMMENTS
Rylstone Street Feast	5 November 2022	
Windeyer Endurance Ride	5 & 6 November 2022	LTC approval not required
Alpine Classic	19 & 20 November 2022	
DECEMBER	DATE	COMMENTS
<b>2023</b>		
JANUARY	DATE	COMMENTS
Kandos Street Machine and Hot Rod Show	27 January 2023 – 29 January 2023	
FEBRUARY	DATE	COMMENTS
St George Illawarra Dragons V South Sydney Rabbitoh	18 February 2023	
MARCH	DATE	COMMENTS
Manly Sea Eagles v Newcastle Knights	1 April 2023	
APRIL	DATE	COMMENTS
Dirty Mudgee 2023	29 April 2023	Feb Council Report
Mudgee Classic 2023	30 April 2023	Amended Route in Correspondence
18 <sup>th</sup> National Historic Machinery Rally	14 <sup>th</sup> – 16 <sup>th</sup> April 2023	March Council Report
MAY	DATE	COMMENTS
JUNE	DATE	COMMENTS
JULY	DATE	COMMENTS
AUGUST	DATE	COMMENTS
SEPTEMBER	DATE	COMMENTS

OCTOBER	DATE	COMMENTS
NOVEMBER	DATE	COMMENTS
DECEMBER	DATE	COMMENTS

Red = Unapproved  
 Green = Approved

23/001 18TH NATIONAL HISTORIC MACHINERY RALLY 2023

**RECOMMENDATION**

That Council approve the event –“18th National Historic Machinery Rally 2023”, be classified as a Class 1 event under the ‘Guide to Traffic and Transport Management for Special Events Version 3.5’ and proceeds with the following conditions:

- a) A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.4 and submitted to and approved by Council prior to the event;
- b) Comply with local road rules
- c) Events are to be undertaken in accordance with the requirements of the NSW Police Force with their approval documentation forwarded to Council for notation;
- d) Controlling noise as required by the Protection of The Environment Operations (Noise Control) Regulation 2000;
- e) Reimbursing Council for the cost of damage repairs;
- f) Complying with Council's Law Enforcement Officers' directives;
- g) Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
- h) Any person directing traffic on a public road is required to possess an appropriate traffic controller’s certificate;
- i) The event convener is to notify all affected businesses and residents adjacent to the proposed closure indicating the period during which their accesses will be affected. Such notification is to be in writing;
- j) Maintain a four-metre wide emergency vehicle lane;
- k) Notifying affected residents and businesses in writing at least two weeks prior to event commencement;
- l) The organiser is to notify NSW Fire and Rescue and the NSW Ambulance Service of the event.
- m) Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, the Transport for NSW and NSW Police Force are indemnified against any possible action as the result of the event;
- n) The organiser is to have a debrief with Council and Police with all traffic control documentation and controls tabled for review;

**MOTION:** Cr Alex Karavas / Garry McGovern

That the above recommendation be accepted and approved.

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MID-WESTERN REGIONAL COUNCIL | LOCAL TRAFFIC COMMITTEE - 17 FEBRUARY 2023

### 23/002 PARKING ON LISBON ROAD NEAR LIFESKILLS PLUS

#### RECOMMENDATION

That Council install “No Stopping” signs on the northern side of Lisbon Road and double barrier (BB) line with a Give Way marking, 55m from the intersection with Oporto Road in Mudgee.

**MOTION:** Cr Alex Karavas / Garry McGovern

That the above recommendation be accepted and approved.

### 0.0 LATE REPORT: MUDGEE RSL SUB BRANCH ANZAC DAY PARADE

#### RECOMMENDATION

That Council

1. Approve the event Mudgee ANZAC Day Parade and March, held 25 April 2023 and classify as a Class 2 event under the “Guide to Traffic and Transport Management for Special Events Version 3.5” with the following conditions:
  - a. A Special Events Transport Management Plan (TMP), is to be prepared in accordance with the Guide to Traffic and Transport Management for Special Events Version 3.5 and submitted to and approved by Council prior to the event.
  - b. An updated Traffic Guidance Scheme/s (TGS) certified by a person with a ‘Worksite Traffic Control Certificate’ be included in the TMP;
  - c. Any person directing traffic on a public road is required to possess a valid traffic controller’s certificate;
  - d. Events are to be undertaken in accordance with the requirements of the NSW Police Service with their approval documentation forwarded to Council for notation;
  - e. Council must be provided with a current copy of a public liability insurance policy in the amount of at least \$20 million. Such a policy is to note that Council, the Transport for NSW and NSW Police are indemnified against any possible action as the result of the event;
  - f. Controlling noise as required by the Protection Of The Environment Operations (Noise Control) Regulation 2000;
  - g. Reimbursing Council for the cost of any damage repairs;
  - h. Complying with any of Council’s Law Enforcement Officers’ directives;
  - i. Maintain areas in a clean and tidy condition. No obstructions are to be left on the roadways or footpaths;
  - j. The event convener is to consult with all affected businesses and residents adjacent to the proposed closure, in writing, indicating the period during which their accesses will be affected at least two weeks prior to event commencement;
  - k. Advertise the proposed event in local newspapers and radio with relevant

- information at least two weeks prior to the date;
- I. Maintain a four-metre wide emergency vehicle lane;
  - m. Notify NSW ambulance and NSW Fire Brigade of the event;
  - n. The organiser is to debrief with Council and Police with all traffic control documentation and controls tabled for review.
  - o. Traffic Guidance Scheme to be in accordance with Transport for NSW's Traffic Control at Worksites Manual

**MOTION:** Cr Alex Karavas / Philip Blackman

That the above recommendation be accepted and approved.

23/003 GENERAL BUSINESS

#### RECOMMENDATION

That Council receive the general business as noted and any actions from the general business to be investigated by the Committee further.

- **JEFF NEILL OGDEN'S COACHES – DISCUSS PAINTED SLIP LANE FOR BUS PICK UP ZONE – MOVE TO MATTERS IN PROGRESS**

- Cudgegong Valley Public School painted island
  - Paint chevrons on the current island

[Painted Island TfNSW Road Rule](#)

(2) A driver may drive on or over a single continuous line along the side of or surrounding a painted island for up to 50 metres—

- (a) to enter or leave the road, or
- (b) to enter a turning lane that begins immediately after the painted island, or
- (c) to enter a part of the road of one kind from a part of the road of another kind (for example, moving to or from a service road or emergency stopping lane), or
- (d) to park in angle parking on the opposite side of the road provided that the driver does not need to perform a U-turn to reach the parking area.

- Mt. Matthews Primary College – Service Lane. Design discussion with Ogden's, Police & TfNSW.
  - Ogden's use of bus zone outside of school hours; events, charter hire etc.
  - Feedback on design; signage & parking comments for March LTC from TfNSW & Police

- **ST. MATTHEWS SECONDARY COLLEGE – SPRING FLAT ROAD OPERATIONAL OPENING DEBRIEF – MOVE TO MATTERS IN PROGRESS**

- Pedestrian/Cyclist concerns
- Discussions around out of hours parking on Broadhead Road; not endorsed by TfNSW & MWRC Road Safety.
- Intersection Design for coach left / right movements Broadhead Road
- Final Plan required from Department of Planning

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MID-WESTERN REGIONAL COUNCIL | LOCAL TRAFFIC COMMITTEE - 17 FEBRUARY 2023

- TfNSW & Police to complete a site inspection for further comment

23/004 CORRESPONDENCE

### RECOMMENDATION

That Council receive the below correspondence as noted by the Local Traffic Committee

- **MUDGEES CLASSIC 2023: SLIGHT CHANGE OF COURSE**
  - Update traffic management plan & risk assessment.
  - Speed Signage; Potential speed of cars - Gulgulg > Henry Lawson Drive.
  - Re-submit to council.
- **RYSLTONE POLICE INTERSECTION REVIEW – COOMBER ST & MUDGEES ST, RYSLTONE**
  - Referred to TfNSW & Road Safety to review
  - Traffic Counters on Mudgees Street & Coombers Street
  - Submit report for LTC at future date after data review

### CLOSURE

There being no further business the meeting concluded at 11.56am

## Item 13: Urgent Business Without Notice

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### URGENT BUSINESS WITHOUT NOTICE

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

### GIVING NOTICE OF BUSINESS

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

### BUSINESS WITHOUT NOTICE

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





## Item 14: Confidential Session

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### LOCAL GOVERNMENT ACT, 1993

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

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

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

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

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**DISCLOSURE AND MISUSE OF INFORMATION**

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

**Maximum penalty: 50 penalty units**

## MOTION

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

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

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

## CHAIRMAN

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

### **14.1 Major Events Glen Willow Exemption from Tender**

***The reason for dealing with this report confidentially is that it relates to commercial information of a confidential nature that would, if disclosed prejudice the commercial position of the person who supplied it in accordance with Section 10A(2)(d)(i) of the Local Government Act, 1993.***

***Discussion of this matter in an open meeting would be, on balance, contrary to the public interest as it involves discussion of commercial negotiations.***

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

The General Manager will read out any written representations received.

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

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

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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