



# AGENDA

## INFRASTRUCTURE, PLANNING AND ENVIRONMENT COMMITTEE

### 11 APRIL 2024

MEMBERSHIP: Councillors J Black, L Burns, S Chowdhury, M Dickerson, V Etheridge, J Gough, R Ivey, D Mahon, P Wells and M Wright.

The meeting is scheduled to commence at 5.30 pm.

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	Page	
<b>IPEC24/12</b>	<b>ACKNOWLEDGEMENT OF COUNTRY (ID24/89)</b>	
<b>IPEC24/13</b>	<b>LEAVE OF ABSENCE (ID24/62)</b>	
<b>IPEC24/14</b>	<b>CONFLICTS OF INTEREST (ID24/65)</b> In accordance with their Oath/Affirmation under the Act, and Council's Code of Conduct, Councillors must disclose the nature of any pecuniary or non-pecuniary interest which may arise during the meeting, and manage such interests accordingly.	
<b>IPEC24/15</b>	<b>BUILDING SUMMARY - MARCH 2024 (ID24/493)</b> The Committee had before it the report dated 2 April 2024 from the Director Development and Environment regarding Building Summary - March 2024.	4
<b>IPEC24/16</b>	<b>DRAFT PLANNING AGREEMENT - CONCRETE WORKS - 19L AND 20L SHERATON ROAD, DUBBO (ID24/526)</b> The Committee had before it the report dated 19 March 2024 from the Team Leader Growth Planning Projects regarding Draft Planning Agreement - Concrete Works - 19L and 20L Sheraton Road, Dubbo.	18
<b>IPEC24/17</b>	<b>DRAFT PLANNING AGREEMENT - ORANA BATTERY ENERGY STORAGE SYSTEM (ID23/2869)</b> The Committee had before it the report dated 27 March 2024 from the Team Leader Growth Planning Projects regarding Draft Planning Agreement - Orana Battery Energy Storage System.	26

<b>IPEC24/18</b>	<b>DRAFT PLANNING AGREEMENT - WELLINGTON SOUTH BATTERY ENERGY STORAGE (ID23/2866)</b>	<b>31</b>
	The Committee had before it the report dated 27 March 2024 from the Team Leader Growth Planning Projects regarding Draft Planning Agreement - Wellington South Battery Energy Storage.	
<b>IPEC24/19</b>	<b>DUBBO REGIONAL HOUSING ROADMAP - PROGRESS REPORT (ID24/236)</b>	<b>37</b>
	The Committee had before it the report dated 7 March 2024 from the Growth Planner regarding Dubbo Regional Housing Roadmap - Progress Report.	
<b>IPEC24/20</b>	<b>DRINKING WATER MANAGEMENT SYSTEM – ANNUAL REPORT (ID24/150)</b>	<b>46</b>
	The Committee had before it the report dated 27 March 2024 from the Water and Sewer Treatment Engineer regarding Drinking Water Management System – Annual Report.	
<b>IPEC24/21</b>	<b>DISABLED PARKING SPACES - BRISBANE STREET DUBBO (ID24/627)</b>	<b>111</b>
	The Committee had before it the report dated 3 April 2024 from the Senior Traffic Engineer regarding Disabled Parking Spaces - Brisbane Street Dubbo.	
<b>IPEC24/22</b>	<b>2024 CENTRAL WEST CHARITY TRACTOR TREK (ID24/628)</b>	<b>116</b>
	The Committee had before it the report dated 3 April 2024 from the Senior Traffic Engineer regarding 2024 Central West Charity Tractor Trek.	
<b>CONFIDENTIAL</b>		
<b>IPEC24/23</b>	<b>TENDER TO SUPPLY AND PLACE ASPHALT SURFACING - TAMWORTH STREET PAVEMENT RECONSTRUCTION (ID24/549)</b>	
	The Committee had before it the report dated 21 March 2024 from the Project Engineer regarding Tender to Supply and Place Asphalt Surfacing - Tamworth Street Pavement Reconstruction.	

*In accordance with the provisions of Section 9 (2A) of the Local Government Act 1993 the Chief Executive Officer is of the opinion that consideration of this item is likely to take place when the meeting is closed to the public for the following reason: information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business (Section 10A(2)(c)).*



## REPORT: Building Summary - March 2024

**DIVISION:** Development and Environment  
**REPORT DATE:** 2 April 2024  
**TRIM REFERENCE:** ID24/493

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"> <li>Provide review and update</li> </ul>		
<b>Issue</b>	<ul style="list-style-type: none"> <li>Statistical overview of the number and type of development approvals for the Dubbo Regional Local Government Area (LGA) for the Financial Year 2023/2024.</li> <li>The 'total number of dwellings' approved in March was 20, including 11 single dwellings and 9 'other' dwellings.</li> <li>The projected number of residential approvals for the full Financial Year is 405 dwellings.</li> <li>The value of development applications approved for the financial year to date is over \$251M.</li> <li>The month of March included approval of: <ul style="list-style-type: none"> <li>D2023-260 Mixed use commercial development, 99-103 Macquarie Street Dubbo, valued at \$8.4M.</li> <li>D2023-681 Multi-dwelling housing (3 units), 158 Bultje Street Dubbo, valued at \$1.15M.</li> </ul> </li> </ul>		
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>Provide data relating to approved Development Applications.</li> <li>Provide specific statistics of the number of dwellings and other residential development approved.</li> <li>Provide comparative data for corresponding period.</li> </ul>		
<b>Financial Implications</b>	<table border="1"> <tr> <td>Budget Area</td> <td>There are no financial implications arising from this report.</td> </tr> </table>	Budget Area	There are no financial implications arising from this report.
Budget Area	There are no financial implications arising from this report.		
<b>Policy Implications</b>	<table border="1"> <tr> <td>Policy Title</td> <td>There are no policy implications arising from this report.</td> </tr> </table>	Policy Title	There are no policy implications arising from this report.
Policy Title	There are no policy implications arising from this report.		

### STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes six principal themes and a number of objectives and strategies. This report is aligned to:

Theme: 1 Housing

CSP Objective: 1.1 Housing meets the current and future needs of our community

Delivery Program Strategy: 1.1.1 A variety of housing types and densities are located

close to appropriate services and facilities

Theme:	3 Economy
CSP Objective:	3.3 A strategic framework is in place to maximise the realisation of economic development opportunities for the region
Delivery Program Strategy:	3.3.1 Land is suitably zoned, sized and located to facilitate a variety of development and employment generating activities

**RECOMMENDATION**

**That the report of the Director Development and Environment dated 2 April 2024, be noted.**

*Stephen Wallace*  
Director Development and Environment

*SW*  
Director Development and Environment

**REPORT**

**Consultation**

Council’s Statutory Planning and Building and Development Certification staff assess Development Applications in accordance with Section 4.15 of the *Environmental Planning and Assessment Act 1979* and consult in accordance with Council’s adopted Community Participation Plan.

**Resourcing Implications**

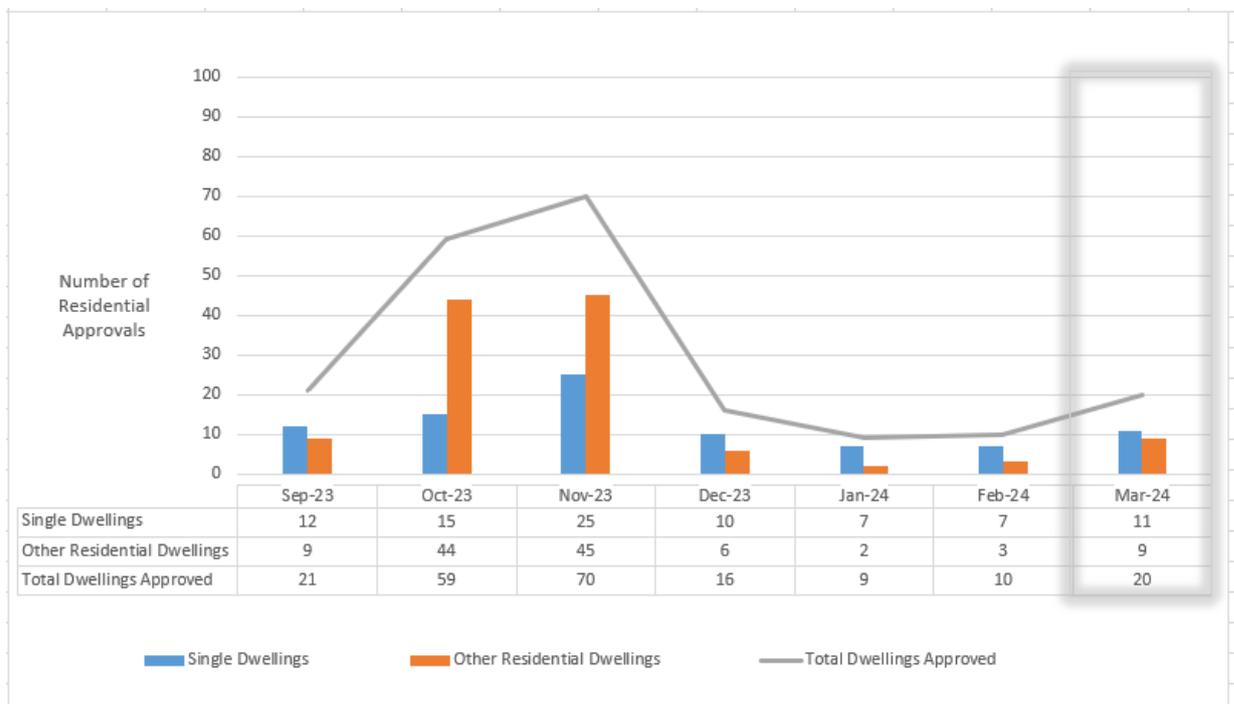
Council employ staff to receipt, lodge, assess, determine and monitor compliance of the determinations referred to in this report.

**Building Summary**

Provided, for information, are the latest statistics (as at the time of production of this report) for development and complying development approvals for Dubbo Regional Council.

**Residential Building Summary**

Dwellings and other residential developments approved during March 2024, and for comparison purposes, the six month prior are shown in graph 1.



**Graph 1:** Residential Approvals Summary – September 2023 to March 2024

A summary of residential approvals for financial years from 2013-2014 are shown in graph 2. The graph also includes both an actual and a projected figure for the financial year to date.



**Graph 2: Residential Approvals Summary – Comparative Financial Years**

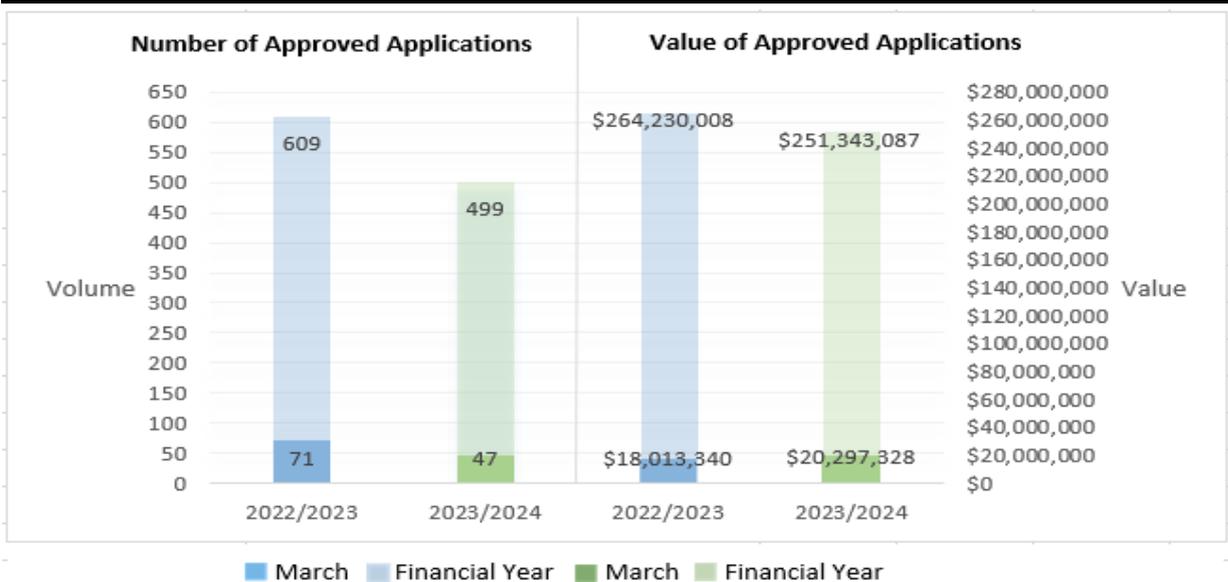
For consistency with land use definitions included in the Local Environmental Plan (LEP), residential development has been separated into ‘Single Dwellings’ (defined in the LEP as ‘dwelling house’) and ‘Other residential development’ (comprising ‘dual occupancies’, ‘secondary dwellings’, ‘multi dwelling housing’, ‘seniors housing’, ‘shop top housing’ and ‘residential flat buildings’).

These figures include development applications approved by private certifying authorities (in the form of Complying Development Certificates).

A numerical summary of residential approvals for the former Dubbo City Council area since 2013/2014 is included in **Appendix 1**. However, it should be noted that the figures from July 2017 onwards include the approvals within the former Wellington Local Government Area as a consequence of the commencement of the merged application system.

**Approved Development Applications**

The total number of approved Development Applications (including Complying Development Certificates) for March 2024, a comparison with figures 12 months prior, together with the total for the respective financial years to date, are as follows:



A summary breakdown of the figures is included in **Appendices 2-5**.

### Online Application Tracking

All development applications, construction certificates and complying development certificates are tracked online and can be accessed at any time. A link is available on Councillor iPads for assistance (<https://planning.dubbo.nsw.gov.au/Home/Disclaimer>).

What information is available:

- All development applications, construction certificates and complying development certificates submitted from 1 November 2015 will provide access to submitted plans and supporting documents as well as tracking details of the progress of the application.
- More limited information is provided for applications submitted from 1 January 2001 to 31 October 2015.
- Occupation certificates (where issued) are provided from 2010.

What information is not available:

- Application forms.
- Documentation associated with privately certified applications.
- Internal assessment reports.

The information included in this report is provided for notation.

### APPENDICES:

- 1 [↓](#) Building Summary - March 2024
- 2 [↓](#) Approved Applications - 1 March 2024 to 31 March 2024
- 3 [↓](#) Approved Applications 1 March 2023 to 31 March 2023

- 4 [↓](#) Approved Applications - 1 July 2023 to 31 March 2024
- 5 [↓](#) Approved Applications - 1 July 2022 to 31 March 2023

## STATISTICAL INFORMATION ON SINGLE DWELLINGS AND OTHER RESIDENTIAL DEVELOPMENTS

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>2013/2014</b>													
Single Dwellings	23	17	25	20	14	15	19	10	18	14	19	14	<b>208</b>
Other Residential Developments	0	1	1	0	0	1	4	2	1	2	0	3	<b>15</b>
(No of units)	0	2	2	0	0	2	46	1	2	4	0	6	<b>65</b>
<b>2014/2015</b>													
Single Dwellings	19	34	19	21	13	16	14	12	20	19	15	20	<b>222</b>
Other Residential Developments	3	1	6	5	6	12	0	4	2	1	9	5	<b>54</b>
(No of units)	6	2	31	50	6	21	0	87	4	1	25	10	<b>243</b>
<b>2015/2016</b>													
Single Dwellings	27	20	26	19	21	26	19	14	16	17	17	22	<b>244</b>
Other Residential Developments	6	8	8	4	1	3	3	3	3	5	3	8	<b>55</b>
(No of units)	50	98	12	7	2	5	18	4	5	14	6	23	<b>244</b>
<b>2016/2017</b>													
Single Dwellings	24	13	17	18	12	21	16	18	18	14	18	36	<b>225</b>
Other Residential Developments	8	5	7	4	6	5	3	2	1	5	4	7	<b>57</b>
(No of units)	10	10	13	7	10	16	6	75	2	8	13	14	<b>184</b>
<b>2017/2018</b>													
Single Dwellings	26	21	13	12	16	19	4	22	16	21	22	16	<b>208</b>
Other Residential Developments	6	9	2	1	9	1	5	5	11	1	3	5	<b>58</b>
(No of units)	11	16	3	2	16	2	8	5	23	2	3	9	<b>100</b>
<b>2018/2019</b>													
Single Dwellings	15	26	13	7	17	8	19	5	8	11	19	6	<b>154</b>
Other Residential Developments	3	4	3	0	6	2	2	1	5	7	9	5	<b>47</b>
(No of units)	4	7	5	0	11	29	4	1	12	25	15	10	<b>123</b>
<b>2019/2020</b>													
Single Dwellings	16	11	8	18	27	14	4	5	10	8	8	8	<b>137</b>
Other Residential Developments	4	4	3	4	11	6	1	4	2	1	1	1	<b>42</b>
(No of units)	8	7	6	7	19	10	2	7	2	2	2	1	<b>73</b>

	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
<b>2020/2021</b>													
Single Dwellings	7	17	21	12	20	46	18	25	30	27	17	20	<b>260</b>
Other Residential Developments	5	2	5	6	3	15	2	6	5	5	7	9	<b>70</b>
(No of units)	7	4	11	10	4	35	5	10	8	9	47	14	<b>164</b>
<b>2021/2022</b>													
Single Dwellings	31	17	17	13	16	40	9	17	23	14	19	13	<b>229</b>
Other Residential Developments	9	7	3	4	5	8	9	9	7		3	4	<b>68</b>
(No of units)	84	63	5	6	13	12	12	16	9		4	5	<b>229</b>
<b>2022/2023</b>													
Single Dwellings	15	32	46	8	28	13	19	15	15	11	6	6	<b>214</b>
Other Residential Developments	4	3	3	4	9	4	7	13	2	6	5	4	<b>64</b>
(No of units)	7	3	5	6	84	8	14	19	3	8	62	35	<b>254</b>
<b>2023/2024</b>													
Single Dwellings	17	25	12	15	25	10	7	7	11				<b>129</b>
Other Residential Developments	5	7	5	5	19	4	2	2	4				<b>53</b>
(No of units)	45	12	9	44	45	6	2	3	9				<b>175</b>

Note 1. Single Dwellings = Single 'Dwelling House'

Note 2. Other Residential Developments = Dual occupancies, secondary dwellings, multi dwelling housing, seniors housing, shop top housing and residential flat buildings



Approved Development and Complying Development Applications by Dubbo Regional Council and Private Certifiers - Period 1/3/2024 - 31/3/2024

Development Type	Number Of Applications	Estimate \$	Developments	Estimate \$	Additions And Alterations	Estimate \$	New Dwellings	New Lots
Ancillary Structures	1	15,034	1	15,034	0	0	0	0
Balconies, decks patios terraces or verandah	3	34,720	3	34,720	0	0	0	0
Demolition	1	0	1	0	0	0	0	0
Dual Occupancy	3	2,065,839	3	2,065,839	0	0	6	3
Dwelling House	16	7,043,043	16	7,043,043	5	0	11	0
Food and drink premises	1	8,000	1	8,000	0	0	0	0
Mixed use development	1	8,400,000	1	8,400,000	0	0	0	0
Multi-dwelling housing	1	1,157,926	1	1,157,926	0	0	3	0
Pools / decks / fencing	10	555,700	10	555,700	0	0	0	0
Restaurant or cafe	1	300,000	1	300,000	0	0	0	0
Retail Premises	1	420,000	1	420,000	0	0	0	0
Shed	9	172,066	9	172,066	0	0	0	0
Subdivision - Strata	1	5,000	1	5,000	0	0	0	11
Subdivision - Torrens	4	120,000	4	120,000	0	0	0	10
Subdivision of land	1	0	1	0	0	0	0	3
<b>Total Value</b>		<b>20,297,328</b>						

Total Number of Applications for this period: 47

28/3/2024



Approved Development and Complying Development Applications by Dubbo Regional Council and Private Certifiers - Period 1/3/2023 - 31/3/2023

Development Type	Number Of Applications	Estimate \$	Developments	Estimate \$	Additions And Alterations	Estimate \$	New Dwellings	New Lots
Alterations and additions to commercial	3	1,553,261	0	0	3	1,553,261	0	0
Alterations and additions to industrial	1	208,000	0	0	1	208,000	0	0
Balconies, decks patios terraces or verandah	5	59,444	5	59,444	0	0	0	0
Business Premises	1	150,000	1	150,000	0	0	0	0
Demolition	1	30,000	1	30,000	0	0	0	0
Dwelling House	21	10,614,550	21	10,614,550	5	0	16	0
Farm buildings	1	76,500	1	76,500	0	0	0	0
Garages carports and car parking spaces	5	109,487	5	109,487	0	0	0	0
Group homes	1	868,500	1	868,500	0	0	2	0
Health services facilities	1	43,258	1	43,258	0	0	0	0
Industrial Development	1	1,367,750	1	1,367,750	0	0	0	0
Pools / decks / fencing	15	676,100	15	676,100	0	0	0	0
Pub	1	60,000	1	60,000	0	0	0	0
Recreational uses	2	250,000	2	250,000	0	0	0	0
Retail Premises	1	0	1	0	0	0	0	0
Secondary Dwelling	1	125,000	1	125,000	0	0	1	0
Shed	12	354,490	12	354,490	0	0	0	0
Signage	2	10,000	2	10,000	0	0	0	0
Stratum / community title subdivision	1	5,000	1	5,000	0	0	0	2
Subdivision of land	6	1,402,000	6	1,402,000	0	0	0	44
Take-away food and drink premises	1	50,000	1	50,000	0	0	0	0
<b>Total Value</b>		<b>18,013,340</b>						

Total Number of Applications for this period: 71

28/3/2024



Approved Development and Complying Development Applications by Dubbo Regional Council and Private Certifiers - Period 1/7/2023 - 31/3/2024

Development Type	Number Of Applications	Estimate \$	Developments	Estimate \$	Additions And Alterations	Estimate \$	New Dwellings	New Lots
Alterations and additions to commercial	7	5,817,878	0	0	7	5,817,878	0	0
Alterations and additions to industrial	1	145,000	0	0	1	145,000	0	0
Ancillary Structures	7	705,891	7	705,891	0	0	0	0
Balconies, decks patios terraces or verandah	30	867,734	30	867,734	0	0	0	0
Business Premises	5	1,825,694	5	1,825,694	0	0	0	0
Centre based childcare	1	3,175,000	1	3,175,000	0	0	0	0
Change of Use	5	52,000	5	52,000	0	0	0	0
Civic Infrastructure	1	35,200	1	35,200	0	0	0	0
Demolition	6	0	6	0	0	0	0	0
Dual Occupancy	24	15,850,556	24	15,850,556	0	0	48	13
Dwelling House	158	75,651,969	158	75,651,969	33	0	125	0
Earthworks / change in levels	1	440,000	1	440,000	0	0	0	0
Educational establishment	4	10,911,272	4	10,911,272	0	0	0	0
Food and drink premises	3	4,417,928	3	4,417,928	0	0	0	0
Garages carports and car parking spaces	19	401,586	19	401,586	0	0	0	0
Group homes	1	1,760,000	1	1,760,000	0	0	3	0
Health services facilities	4	1,233,000	4	1,233,000	0	0	0	0
Industrial Development	15	17,232,384	15	17,232,384	0	0	0	0
Mixed use development	2	73,665,000	2	73,665,000	0	0	41	0
Multi-dwelling housing	4	11,232,926	4	11,232,926	0	0	55	0
Office Premises	4	1,318,801	4	1,318,801	0	0	0	0
Other	3	1,685,000	3	1,685,000	0	0	0	0
Pools / decks / fencing	85	4,132,255	85	4,132,255	0	0	0	0
Recreational uses	1	20,000	1	20,000	0	0	0	0
Restaurant or cafe	3	460,000	3	460,000	0	0	0	0
Retail Premises	11	2,957,981	11	2,957,981	0	0	0	0
Retaining walls, protection of trees	1	0	1	0	0	0	0	0
Secondary Dwelling	22	3,923,173	22	3,923,173	0	0	22	0
Seniors housing	1	1,584,066	1	1,584,066	0	0	6	0
Shed	86	2,304,824	86	2,304,824	0	0	0	0
Signage	9	678,857	9	678,857	0	0	0	0
Stratum / community title subdivision	3	1,355,463	3	1,355,463	0	0	0	13

28/3/2024

<b>APPENDIX NO: 4 - APPROVED APPLICATIONS - 1 JULY 2023 TO 31 MARCH 2024</b>						<b>ITEM NO: IPEC24/15</b>		
Subdivision - Strata	3	5,000	3	5,000	0	0	0	19
Subdivision - Torrens	19	190,000	19	190,000	0	0	0	38
Subdivision of land	24	4,103,650	24	4,103,650	0	0	0	149
Take-away food and drink premises	1	9,999	1	9,999	0	0	0	0
Telecommunications and communication facility	5	1,193,000	5	1,193,000	0	0	0	0
<b>Total Value</b>		<b>251,343,087</b>						

Total Number of Applications for this period: 499

28/3/2024



Approved Development and Complying Development Applications by Dubbo Regional Council and Private Certifiers - Period 1/7/2022 - 31/3/2023

Development Type	Number Of Applications	Estimate \$	Developments	Estimate \$	Additions And Alterations	Estimate \$	New Dwellings	New Lots
Alterations and additions to commercial	19	20,072,228	0	0	19	20,072,228	0	2
Alterations and additions to industrial	3	908,000	0	0	3	908,000	0	0
Balconies, decks patios terraces or verandah	33	805,076	33	805,076	0	0	0	0
Business Premises	2	650,000	2	650,000	0	0	0	0
Centre based childcare	3	6,727,991	3	6,727,991	0	0	0	0
Change of Use	4	6,001	4	6,001	0	0	0	0
Demolition	11	1,073,702	11	1,073,702	0	0	0	0
Dual Occupancy	24	13,002,647	4	13,002,647	0	0	45	0
Dwelling House	237	96,346,915	237	96,346,915	44	0	193	2
Earthworks / change in levels	8	274,560	8	274,560	0	0	0	0
Educational establishment	7	10,849,903	7	10,849,903	0	0	0	0
Emergency services facility and bush fir	1	165,000	1	165,000	0	0	0	0
Farm buildings	2	216,500	2	216,500	0	0	0	0
Food and drink premises	2	40,500	2	40,500	0	0	0	0
Garages carports and car parking spaces	25	611,753	25	611,753	0	0	0	0
Group homes	1	868,500	1	868,500	0	0	2	0
Health services facilities	3	855,461	3	855,461	0	0	0	2
Industrial Development	11	10,905,050	11	10,905,050	0	0	0	0
Mixed use development	1	390,000	1	390,000	0	0	0	0
Multi-dwelling housing	3	20,627,000	3	20,627,000	0	0	80	5
Office Premises	1	7,150,000	1	7,150,000	0	0	0	0
Other	5	11,019,024	5	11,019,024	0	0	0	0
Pools / decks / fencing	90	4,046,573	90	4,046,573	0	0	0	0
Pub	1	60,000	1	60,000	0	0	0	0
Recreational uses	3	27,882,657	3	27,882,657	0	0	0	0
Retail Premises	7	2,608,311	7	2,608,311	0	0	0	0
Retaining walls, protection of trees	3	12,320	3	12,320	0	0	0	0
Secondary Dwelling	19	4,360,826	19	4,360,826	0	0	19	0
Shed	87	3,587,661	87	3,587,661	0	0	0	0
Shop top housing	2	2,590,400	2	2,590,400	0	0	3	2
Signage	8	674,250	8	674,250	0	0	0	0

28/3/2024

**APPENDIX NO: 5 - APPROVED APPLICATIONS - 1 JULY 2022 TO 31 MARCH 2023****ITEM NO: IPEC24/15**

Stratum / community title subdivision	4	5,000	4	5,000	0	0	0	96
Subdivision of land	46	8,155,000	46	8,155,000	0	0	0	299
Take-away food and drink premises	4	3,657,645	4	3,657,645	0	0	0	0
Telecommunications and communication facility	3	3,023,554	3	3,023,554	0	0	0	0
<b>Total Value</b>		<b>264,230,008</b>						

Total Number of Applications for this period: 609

28/3/2024



## REPORT: Draft Planning Agreement - Concrete Works - 19L and 20L Sheraton Road, Dubbo

**DIVISION:** Development and Environment  
**REPORT DATE:** 19 March 2024  
**TRIM REFERENCE:** ID24/526

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"> <li>Seek endorsement</li> <li>Fulfil legislated requirement</li> </ul>	
<b>Issue</b>	<ul style="list-style-type: none"> <li>Council has received an offer from Regional Hardrock Pty Ltd to enter into a Planning Agreement. The Planning Agreement is associated with Development Application D22-528 currently under assessment by Council. The application seeks consent to extend the production rate of the existing concrete works, approved under D20-542, at 19L and 20L Sheraton Road, Dubbo from 150 tonnes per day or 30,000 tonnes per annum to 250,000 tonnes per annum.</li> <li>Should the Development Application be approved, and the offer accepted, the Proponent would be required to pay 10 cents per tonne of concrete transported offsite in excess of 30,000 tonnes per annum. This could be equivalent to a yearly figure of \$22,000.</li> <li>The funds will be utilised for heavy patching and road rehabilitation of Sheraton Road.</li> <li>A draft Planning Agreement is required to be placed on public display for a minimum period of 28 days in accordance with the provisions of the Environmental Planning and Assessment Act 1979.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>Part 7.1 of the Environmental Planning and Assessment Act 1979 and associated regulations.</li> </ul>	
<b>Financial Implications</b>	Budget Area	Growth Planning Branch
	Funding Source	Council could receive up to \$22,000 per annum
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.

### STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes six principal themes and a number of objectives and strategies. This report is aligned to:

Theme: 4 Leadership

CSP Objective: 4.1 Council provides transparent, fair and accountable leadership and governance

Delivery Program Strategy: 4.1.1 Council encourages and facilitates two-way communication with and between stakeholders and the community

## RECOMMENDATION

1. That a draft Planning Agreement be prepared in accordance with the terms identified in this report and the letter of offer provided by Regional Hardrock Pty Ltd (attached in Appendix 1).
2. That a further report be presented to Council for consideration if a Planning Agreement cannot be successfully negotiated.
3. That a draft Planning Agreement and Explanatory Note prepared in accordance with the terms identified in this report be placed on public exhibition in accordance with the provisions of the Environmental Planning and Assessment Act 1979.
4. That following the conclusion of the public exhibition period, a further report be presented to Council for consideration, including any submissions received.

*Stephen Wallace*  
Director Development and Environment

*TH*  
Team Leader Growth  
Planning Projects

## BACKGROUND

### 1. What is a Planning Agreement?

A Planning Agreement is an agreement entered into between Council and a developer where the developer agrees to fund public amenities or infrastructure, dedicate land at no cost to Council, or provide monetary contributions or any other material public benefit, for a public purpose. In accordance with Part 7, Division 7.1 of the Environmental Planning and Assessment Act 1979 (EP&A Act), a public purpose includes any of the following:

- The provision of public amenities or services;
- The provision of affordable housing;
- The provision of transport or other infrastructure relating to land;
- The funding or recurrent expenditure relating to the provision of public amenities or public services, affordable housing or transport or other infrastructure;
- The monitoring of the planning impacts of development;
- The conservation or enhancement of the natural environment.

### 2. Development Application D20-542: Concrete Works

On 8 February 2021, Council approved Development Application D20-542 for a concrete works at 19L and 20L Sheraton Road, Dubbo. The application granted consent for the production of up to 150 tonnes per day/30,000 tonnes per annum of concrete. To satisfy the demand the development would have on the Council's Road network, urban roads infrastructure contributions were levied in accordance with Council's Section 94 Contributions Plan – Roads, Traffic Management and Car Parking.

## REPORT

### 1. Development Application D22-528: Concrete Works (increase production of existing concrete works)

Council is currently assessing Development Application D22-528 that seeks consent to increase the maximum production rate of the existing concrete works at 19L and 20L Sheraton Road, Dubbo, from 150 tonnes per day/30,000 tonnes per annum to 250,000 tonnes per annum. Additionally, to transport the materials from the site to destination sites, the applicant is seeking approval for the use of Sheraton Road as a primary haulage route. The proposed development and haulage route is identified in **Figure 1**.

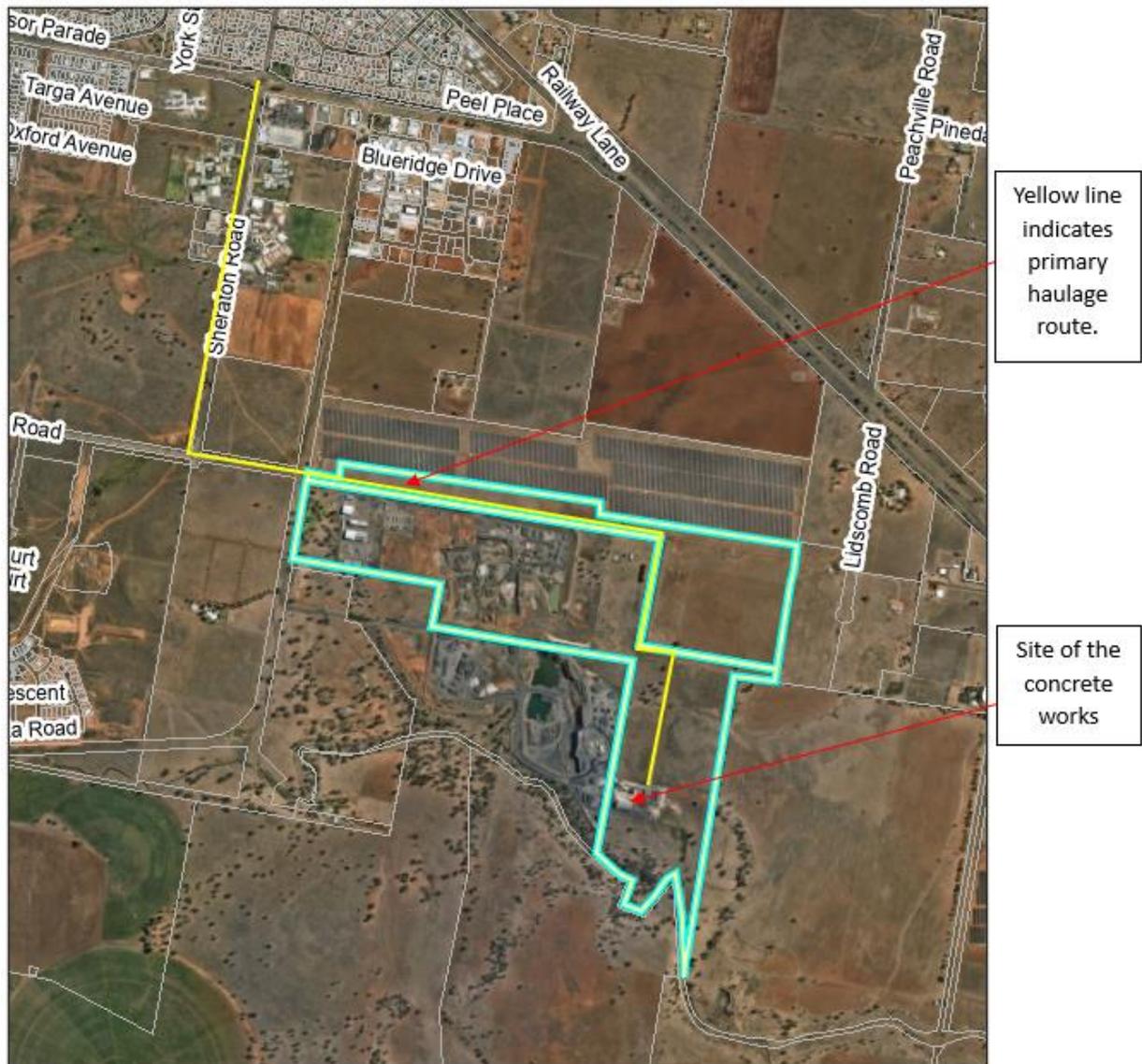


Figure 1: Site location and proposed primary haulage route.

## 2. Planning Agreement

Council has received a request to enter into a Planning Agreement from Regional Hardrock Pty Ltd (RHPL). A copy of the offer is attached in **Appendix 1**.

The terms of the offer require RHPL to pay to Council 10 cents per tonne of concrete (both batched and concrete products) dispatched from the concrete works for production exceeding 30,000 tonnes per annum. Subject to approval of the Development Application, this could be equivalent to:

- Contribution per annum: Up to \$22,000
- Timing of payment: Biannually, based on the amount of concrete dispatched between 1 July to 31 December and 1 January to 30 June
- Length of agreement: For the life of the development

As the demand on Council infrastructure relating to the production of up to 30,000 tonnes of concrete per annum has been satisfied under Development Application D20-542, the Planning Agreement would apply to the additional production rate of 220,000 tonnes per annum.

The documentation submitted with the Development Application has estimated the proposed development will result in an additional 146 heavy vehicle movements per day along the primary haulage route. As such, the demand on Council's Road network and maintenance requirements will significantly increase and will be ongoing for the life of the development whilst utilising this route. The funds collected as part of the Planning Agreement will assist in funding the heavy patching and maintenance requirements of Sheraton Road.

### 3. Consultation

Following Council's consideration, a draft Planning Agreement and Explanatory Note will be prepared and placed on public exhibition for a minimum of 28 days in accordance with the Environmental Planning and Assessment Act 1979. A notice will be placed on Council's website, in Customer Experience Centres, and the Daily Liberal newspaper. Letters will also be sent to adjoining landowners.

Following completion of the public exhibition period, a further report will be presented to Council for consideration, including any submissions received.

### 4. Timeframe

The below estimated timeline provides a mechanism to monitor and resource the various steps required to progress the draft Planning Agreement:

Key Date	Explanation
11 April 2024	Consideration by Infrastructure, Planning and Environment Committee
April 2024	Consideration by Council
May 2024	Public exhibition period
June 2024	Consideration of submissions
July 2024	Consideration by Council

#### APPENDICES:

- [1](#) Planning Agreement Offer - Regional Hardrock Pty Ltd



29 February 2024

Dubbo Regional Council  
PO Box 81  
Dubbo NSW 2830

20L Sheraton Rd, Dubbo NSW 2830  
PO Box 4921, Dubbo NSW 2830

**Attention: Tim Howlett**

Dear Tim,

Regional Hardrock Pty Limited (RHPL) offers to enter into a Planning Agreement with Dubbo Regional Council (Council), in accordance with Subdivision 2 of Division 7.1 of the *Environmental Planning and Assessment Act 1979* (EP&A Act).

The offer is made in relation to the submitted Development Application (D2022-528) for an increase to production at the South Keswick Concrete Works (the Concrete Works) above the approved 30,000 tonne per annum limitations of Development Consent D2020-542.

The Concrete Works is currently operated on Lot 211 DP1220433 under the approved conditions of D2020-542 which was determined on 8 February 2021 for production of up to 30,000 tonnes (t) of concrete. Under the provisions of D2020-542 a developer contribution of \$21,188.70 was paid by RHPL for the levied Urban Roads Contribution in accordance with Council's adopted amended *Section 7.11 Contributions Plan – Roads, Traffic Management and Car Parking* of 3 March 2016. This accounted for the vehicle movements (39) associated with the production of 30,000 tonne of concrete annually (tpa).

D2022-528 seeks to increase the production limit of concrete from the Concrete Works (to 250,000 tpa) and extend the hours of concrete batching and concrete product manufacture to 24 hours (Monday to Saturday) and hours of haulage to:

- 4:00am to 10:00pm Monday to Friday, and
- 4:00am to 6:00pm Saturday.

Upon discussion with Councils delegate *Team Leader, Growth Planning Projects - Growth Planning* it is clear Council would prefer RHPL propose to enter into a Planning Agreement with Council for the increased impact upon local roads, traffic management and car parking above the 30,000tpa from that otherwise payable under Councils applicable *Section 7.11 Contributions Plan*. As a result, the provision of offer by RHPL to enter into a Planning Agreement with Council is as follows.

1. A contribution of 10c per tonne of concrete dispatched from the Concrete Works for production exceeding 30,000 tonnes per annum to be paid by RHPL to Council.

*Note: RHPL has paid to Council the full contribution payable under D2020-542 in accordance with Section 7.11 of the EP&A Act for production of concrete up to 30,000 tpa.*

2. The contribution to be paid twice annually for the periods:

- (i) 1 July to 31 December, and
- (ii) 1 January to 30 June.

3. The process for calculation and payment of each contribution is proposed as follows.
  - 3.1. On or before 31 January and 31 July each year, RHPL will supply to Council correspondence which provides:
    - 3.1.1. the dispatch of concrete for the period 1 July – 31 December and 1 January – 30 June each year, and
    - 3.1.2. the calculated contribution based on the nominated rate and dispatch.
  - 3.2. Council will issue an invoice for the contribution amount payable consistent with the provisions of this Planning Agreement.
  - 3.3. RHPL will make payment within 30 business days of receipt of invoice.
4. The contribution will be paid for the period of operation approved by the development consent (once issued). The contribution will continue to be paid for the life of Concrete Works development.
5. The agreement excludes the application of the following provisions of the EP&A Act to the development.
  - (i) Section 7.11.
  - (ii) Section 7.12.
  - (iii) Division 7.1, Subdivision 4.
6. In the event of a Dispute between RHPL and Council, the resolution process for both parties is to be as follows:
  - 6.1. This applies to any Dispute arising in connection with the Planning Agreement.
  - 6.2. A Dispute is taken to arise if one Party gives another Party a notice in writing specifying particulars of the Dispute.
  - 6.3. If a notice of Dispute is given, the Parties are to meet within 21 days of the notice to resolve the Dispute.
  - 6.4. If the Dispute is not resolved within a further 28 days, the Parties are to mediate the Dispute in accordance with the Mediation Rules of the Law Society of New South Wales published from time to time and are to request the President of the Law Society to select a mediator.
  - 6.5. If the Dispute is not resolved by mediation within a further 28 days, or such longer period as may be necessary to allow any mediation process which has been commenced to be completed, then the Parties may exercise their legal rights in relation to the Dispute, including by the commencement of legal proceedings in a court of competent jurisdiction in New South Wales.
  - 6.6. Each Party is to bear its own costs arising from or in connection with the appointment of a mediator and the mediation.
  - 6.7. The Parties are to share equally the costs of the President, the mediator, and the mediation.

7. RHPL proposes the inclusion of enforcement provisions as follows.
  - 7.1. If Council reasonably considers that the Developer is in breach of any obligation under this Deed, it may give a written notice to the Developer:
    - 7.1.1. specifying the nature and extent of the breach requiring RHPL to rectify the breach if it reasonably considers it is capable of rectification, and
    - 7.1.2. specifying the period within which the breach is to be rectified or compensation paid, being a period that is reasonable in the circumstances.
  - 7.2. Prior to commencing any enforcement action, the Council must first notify RHPL of its intention to do so and include information on:
    - 7.2.1. the reason for the proposed enforcement action
    - 7.2.2. the likely effects of non-compliance with the Planning Agreement, and
    - 7.2.3. options for RHPL to rectify the non-compliance.
  - 7.3. Following consultation as nominated in 7.2, Council may only initiate enforcement action where:
    - 7.3.1. it has reasonably formed the opinion RHPL has no reasonable excuse for the non-compliance,
    - 7.3.2. it has notified RHPL in writing that it intends to take enforcement action not earlier than 14 days from the date of the notice, and
    - 7.3.3. the notice specifies the enforcement action it intends to take.
  - 7.4. Enforcement action may not be taken if dispute resolution provisions have been commenced.

The offer provided above has been prepared with reference to Section 4.2 of *Planning agreements: Practice Note* – February 2021 issued by the NSW Department of Planning, Industry and Environment (DPIE, 2021).

In accordance with Section 7.7(2) of the EP&A Act, and as noted in DPIE (2021), consideration of this offer should not impact on the determination of D2022-582.

Should further information be required, please do not hesitate to contact the General Manager Regional Group Australia Richard Tomkins at [info@regionalgrouppaustralia.com.au](mailto:info@regionalgrouppaustralia.com.au) or [REDACTED].

Your sincerely,

Richard Tomkins  
General Manager  
Regional Group Australia

[REDACTED]



## REPORT: Draft Planning Agreement - Orana Battery Energy Storage System

**DIVISION:** Development and Environment  
**REPORT DATE:** 27 March 2024  
**TRIM REFERENCE:** ID23/2869

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"> <li>Seek endorsement</li> <li>Fulfil legislated requirement</li> </ul>	
<b>Issue</b>	<ul style="list-style-type: none"> <li>Council has received an offer from Akaysha Energy Pty Ltd to enter into a Planning Agreement associated with the Orana Battery Energy Storage System, located at 6945 Goolma Road, Montefiores. This project is a State Significant Development Application (SSD-45242780) that was approved by the NSW Government on 22 December 2023.</li> <li>The offer would require Akaysha Energy Pty Ltd to pay to Council a monetary contribution of \$3.2 million (or 0.36% of Capital Investment Value) over the life of the project (20 years), with \$1.3 million paid at commencement of operations, and \$160,000 paid annually from year 8 onwards from the anniversary of commencement of operations.</li> <li>The first monetary contribution would be utilised for the Wellington Road Shared Pathway, and the secondary and annual monetary contributions would be utilised to benefit the community through delivering projects described in the Renewable Energy Benefit Framework.</li> <li>The offer was received before Council amended the Renewable Energy Benefit Framework on 15 February 2024 that requires funding for battery energy storage systems to be either 0.5% of Capital Investment Value as an upfront payment or 0.75% as annual payments.</li> <li>A draft Planning Agreement is required to be placed on public display for a minimum period of 28 days in accordance with the provisions of the Environmental Planning and Assessment Act, 1979.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>Part 7.1 of the Environmental Planning and Assessment Act 1979 and associated Regulation.</li> </ul>	
<b>Financial Implications</b>	Budget Area	Growth Planning Branch
	Funding Source	Council will receive \$3,000 as part of the lodgement fees.
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.

## STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes six principal themes and a number of objectives and strategies. This report is aligned to:

Theme:	4 Leadership
CSP Objective:	4.1 Council provides transparent, fair and accountable leadership and governance
Delivery Program Strategy:	4.1.1 Council encourages and facilitates two-way communication with and between stakeholders and the community

## RECOMMENDATION

- 1. That a draft Planning Agreement be prepared in accordance with the terms identified in this report.**
- 2. That a further report be presented to Council for consideration if a Planning Agreement cannot be successfully negotiated.**
- 3. That a draft Planning Agreement and Explanatory Note prepared in accordance with the terms identified in this report be placed on public exhibition in accordance with the provisions of the Environmental Planning and Assessment Act 1979.**
- 4. That following the conclusion of the public exhibition period, a further report be presented to Council for consideration, including any submissions received.**

*Stephen Wallace*  
Director Development and Environment

*TH*  
Team Leader Growth  
Planning Projects

## BACKGROUND

### 1. Previous Resolutions of Council

23 November 2023	<p><i>In part</i></p> <ol style="list-style-type: none"> <li>1. That Council provide 'Draft Terms' to the State Government Department of Planning and Environment for the Planning Agreement Offers as included in the report.</li> <li>3. That all documentation in relation to this matter remain confidential to Council.</li> </ol>
15 February 2024	<p><i>In part</i></p> <ol style="list-style-type: none"> <li>1. That Council adopt the amended Renewable Energy Benefit Framework that includes the following amendments:             <ol style="list-style-type: none"> <li>b. Battery Energy Storage Systems:                 <ul style="list-style-type: none"> <li>• Funding target equivalent to 0.50% of Capital Investment Value of the project, with payment of all funds prior to the commencement of the development, or</li> <li>• Funding target equivalent to 0.75% of Capital Investment Value of the project, with payment of funds as annual payments over the life of the project.</li> </ul> </li> </ol> </li> </ol>

### 2. What is a Planning Agreement?

A Planning Agreement is an agreement entered into between Council and a developer where the developer agrees to fund public amenities or infrastructure, dedicate land at no cost to Council, or provide monetary contributions or any other material public benefit, for a public purpose. In accordance with Part 7, Division 7.1 of the Environmental Planning and Assessment Act 1979 (EP&A Act), a public purpose includes any of the following:

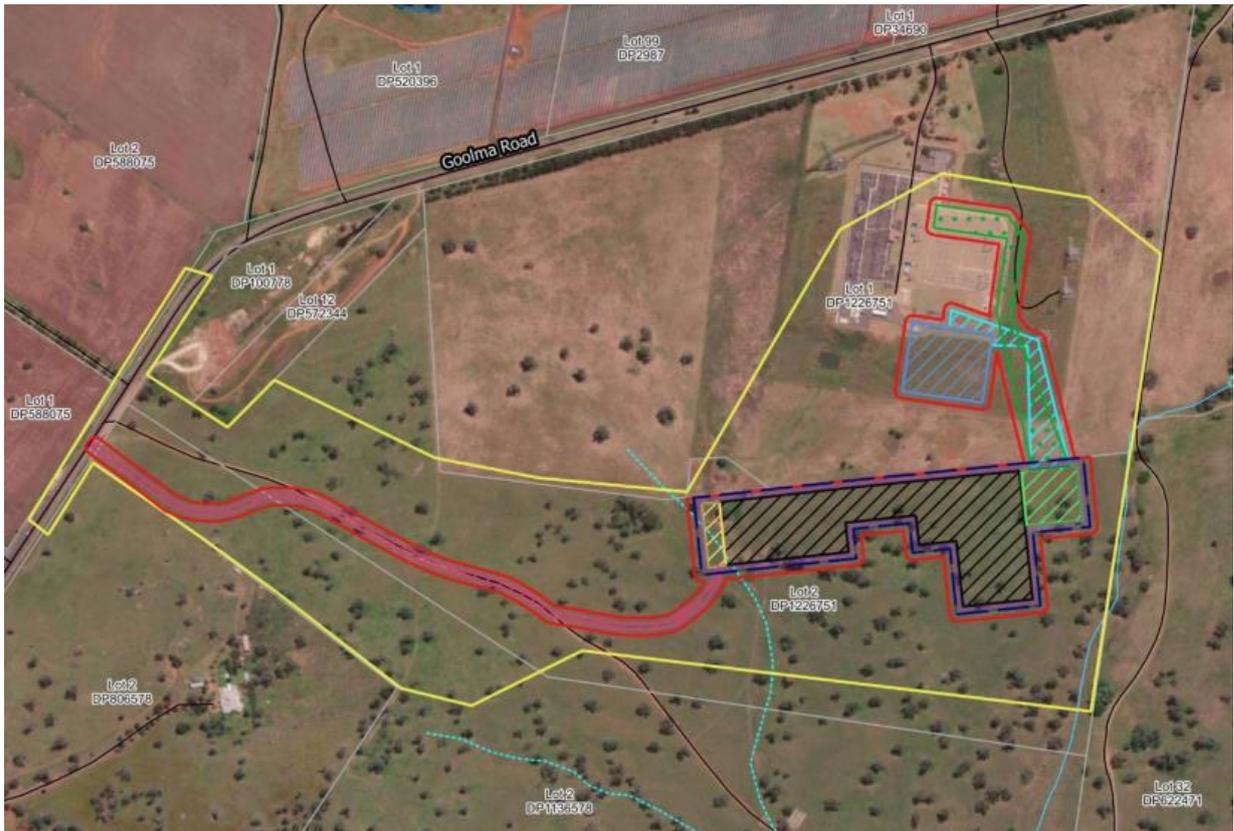
- The provision of public amenities or services;
- The provision of affordable housing;
- The provision of transport or other infrastructure relating to land;
- The funding or recurrent expenditure relating to the provision of public amenities or public services, affordable housing or transport or other infrastructure;
- The monitoring of the planning impacts of development;
- The conservation or enhancement of the natural environment.

## REPORT

### 1. Orana Battery Storage System

On 22 December 2023, the NSW Department of Planning and Environment approved a State Significant Development Application (SSD-45242780) for the construction and operation of the Orana Battery Energy Storage System (BESS) at 6945 Goolma Road, Montefiores. It will have an overall capacity of 400 megawatts (MW), up to 1,600 megawatt hours (MWh), and a Capital Investment Value (CIV) of \$879M.

The general layout and location of the development is shown in **Figure 1** below:



**Figure 1:** Location of the development

## 2. Planning Agreement

Council has received a request to enter into a Planning Agreement from Akaysha Energy Pty Ltd.

The terms of the offer require Akaysha Energy Pty Ltd to pay to Council a monetary contribution based on 0.40% of Capital Expenditure (equivalent to 0.36% of Capital Investment Value) of the final layout of the project, with funds paid at commencement of operations. This would be a total contribution of \$3.2 million over the life of the project (20 years), with \$1.3 million paid at commencement of operations, and \$160,000 paid from year 8 onwards from the anniversary of commencement of operations. Operations is defined as:

*operation of the development, but does not include commissioning, trials of equipment or the use of temporary facilities.*

The first monetary contribution would be utilised for the Wellington Road Shared Pathway, and the secondary and annual monetary contributions would be utilised to benefit the community through delivering projects described in the Renewable Energy Benefit Framework. Funding for the secondary and annual monetary contributions would be indexed annually from commencement of operations to the Australian Consumer Price Index – Sydney All Groups.

Akaysha Energy provided information that the Capital Investment Value for the project was calculated by the NSW Department of Planning and Environment for the purposes of development application fees and does not accurately reflect the cost of the project nor their project contingency which is how they intend to fund the monetary contribution. For this reason, they have requested that Capital Expenditure is a more appropriate measure of project cost.

The offer was received before Council amended the Renewable Energy Benefit Framework on 15 February 2024 that requires funding for battery energy storage systems to be based on 0.5% of CIV as an upfront payment or 0.75% of CIV as annual payments.

### 3. Consultation

Following Council's consideration, a draft Planning Agreement and Explanatory Note will be prepared in accordance with the terms of this report, and be placed on public exhibition for a minimum of 28 days in accordance with the Environmental Planning and Assessment Act 1979. A notice will be placed on Council's website and in Customer Experience Centres, the Daily Liberal newspaper and letters will be sent to adjoining landowners.

Following completion of the public exhibition period, a further report will be presented to Council for consideration, including any submissions received.

### 4. Resourcing Implications

Council received \$1,000 as part of the lodgement fees and will receive a further \$2,000 as part of lodgement fees if the Planning Agreement is entered into.

### 5. Timeframe

The below estimated timeline provides a mechanism to monitor and resource the various steps required to progress the draft Planning Agreement:

Key Date	Explanation
11 April 2024	Consideration by Infrastructure, Planning and Environment Committee
24 April 2024	Consideration by Council
May 2024	Public exhibition period
June 2024	Consideration of submissions
25 July 2024	Consideration by Council



## REPORT: Draft Planning Agreement - Wellington South Battery Energy Storage

**DIVISION:** Development and Environment  
**REPORT DATE:** 27 March 2024  
**TRIM REFERENCE:** ID23/2866

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"> <li>Seek endorsement</li> <li>Fulfil legislated requirement</li> </ul>	
<b>Issue</b>	<ul style="list-style-type: none"> <li>Council has received an offer from The Trustee for AMBESS01 HOLD TRUST to enter into a Planning Agreement for the Wellington South Battery Energy Storage System, located at 6773 Goolma Road, Montefiores. This project is a State Significant Development Application (SSD-27014706) that was approved by the NSW Government on 22 December 2023.</li> <li>The offer would require the proponent to pay to Council a monetary contribution based on 0.45% of Capital Investment Value (CIV) of the final layout of the project, with funds paid every five years and subject to indexation. Subject to final approval of the project, this could be equivalent to a five-yearly contribution of \$613,125 and a total contribution of \$2,452,500 over the life of the project (20 years). Funds would be paid at commencement of operations.</li> <li>The funds would be utilised for youth welfare and support initiatives, and administration.</li> <li>The offer was received before Council amended the Renewable Energy Benefit Framework on 15 February 2024 that requires funding for battery energy storage systems to be either 0.5% of Capital Investment Value as an upfront payment or 0.75% as annual payments.</li> <li>A draft Planning Agreement is required to be placed on public display for a minimum period of 28 days in accordance with the provisions of the Environmental Planning and Assessment Act, 1979</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>Part 7.1 of the Environmental Planning and Assessment Act 1979 and associated Regulation.</li> </ul>	
<b>Financial Implications</b>	Budget Area	Growth Planning Branch
	Funding Source	Council will receive \$3,000 as part of the lodgement fees.
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.

## STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes six principal themes and a number of objectives and strategies. This report is aligned to:

Theme:	4 Leadership
CSP Objective:	4.1 Council provides transparent, fair and accountable leadership and governance
Delivery Program Strategy:	4.1.1 Council encourages and facilitates two-way communication with and between stakeholders and the community

## RECOMMENDATION

- 1. That a draft Planning Agreement be prepared in accordance with the terms identified in this report.**
- 2. That a further report be presented to Council for consideration if a Planning Agreement cannot be successfully negotiated.**
- 3. That a draft Planning Agreement and Explanatory Note prepared in accordance with the terms identified in this report be placed on public exhibition in accordance with the provisions of the Environmental Planning and Assessment Act 1979.**
- 4. That following the conclusion of the public exhibition period, a further report be presented to Council for consideration, including any submissions received.**

*Stephen Wallace*  
Director Development and Environment

*TH*  
Team Leader Growth  
Planning Projects

## BACKGROUND

### 1. Previous Resolutions of Council

23 November 2023	<p><i>In part</i></p> <ol style="list-style-type: none"> <li>1. That Council provide 'Draft Terms' to the State Government Department of Planning and Environment for the Planning Agreement Offers as included in the report.</li> <li>3. That all documentation in relation to this matter remain confidential to Council.</li> </ol>
15 February 2024	<p><i>In part</i></p> <ol style="list-style-type: none"> <li>1. That Council adopt the amended Renewable Energy Benefit Framework that includes the following amendments:             <ol style="list-style-type: none"> <li>b. Battery Energy Storage Systems:                 <ul style="list-style-type: none"> <li>• Funding target equivalent to 0.50% of Capital Investment Value of the project, with payment of all funds prior to the commencement of the development, or</li> <li>• Funding target equivalent to 0.75% of Capital Investment Value of the project, with payment of funds as annual payments over the life of the project.</li> </ul> </li> </ol> </li> </ol>

### 2. What is a Planning Agreement?

A Planning Agreement is an agreement entered into between Council and a developer where the developer agrees to fund public amenities or infrastructure, dedicate land at no cost to Council, or provide monetary contributions or any other material public benefit, for a public purpose. In accordance with Part 7, Division 7.1 of the Environmental Planning and Assessment Act 1979 (EP&A Act), a public purpose includes any of the following:

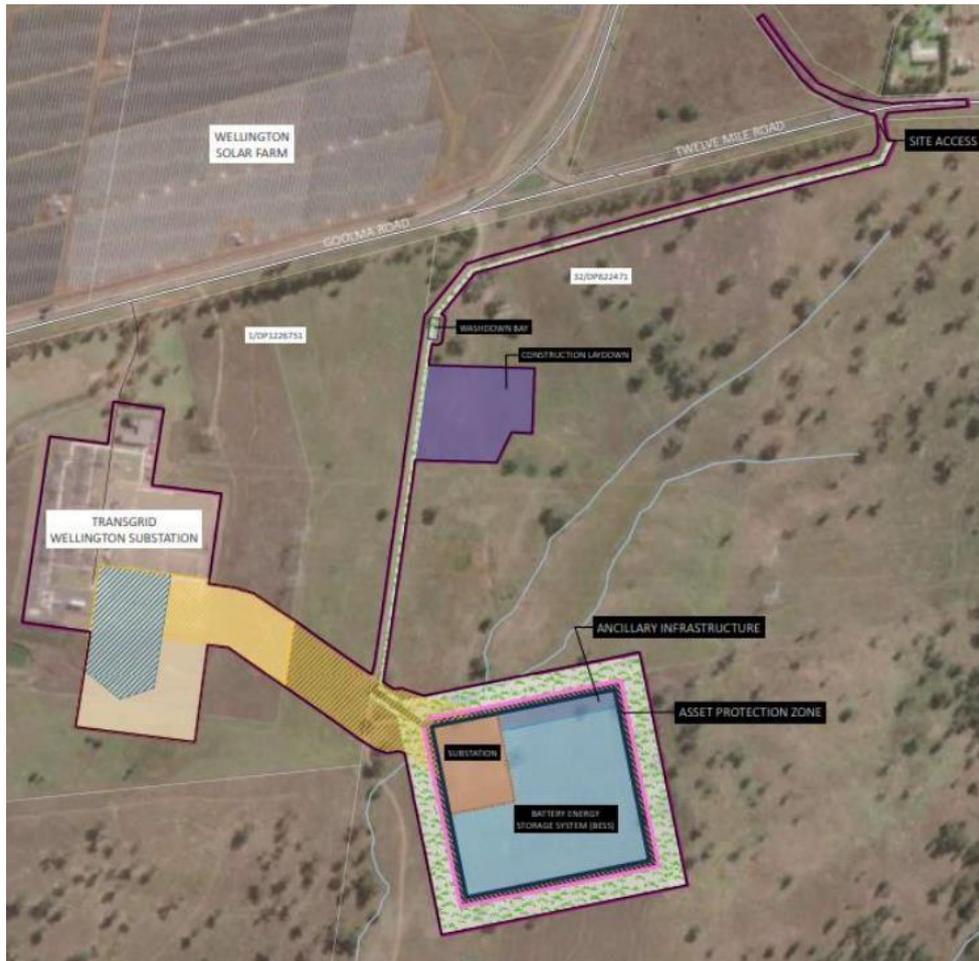
- The provision of public amenities or services;
- The provision of affordable housing;
- The provision of transport or other infrastructure relating to land;
- The funding or recurrent expenditure relating to the provision of public amenities or public services, affordable housing or transport or other infrastructure;
- The monitoring of the planning impacts of development;
- The conservation or enhancement of the natural environment.

## REPORT

### 1. Wellington South Battery Energy Storage System

On 22 December 2023, the NSW Department of Planning and Environment approved a State Significant Development Application (SSD-27014706) for the construction and operation of the Wellington South Battery Energy Storage System (BESS) at 6773 Goolma Road, Montefiores. It will have an overall capacity of 500 megawatts (MW), up to 1,000 megawatt hours (MWh), and a Capital Investment Value of \$545M.

The general layout and location of the development is shown in **Figure 1** below:



**Figure 1:** Location of the development

## 2. Planning Agreement

Council has received a request to enter into a Planning Agreement with The Trustee for AMBESS01 HOLD TRUST.

The terms of the offer require The Trustee for AMBESS01 HOLD TRUST, or a related entity of the same, to pay to Council a monetary contribution based on 0.45% of Capital Investment Value (CIV) of the final layout of the project, with funds paid every five years and subject to indexation. Funds would be pro-rated based on the operating capacity of the battery, as this would impact CIV. Subject to final design of the project, this could be equivalent to:

- Contribution per five-year period based: \$613,125
- Total contribution: \$2,452,500
- Length of agreement: 20 years
- Payment of first contribution: Commencement of operations. Operations is defined as:

*The operation of the development, but does not include commissioning, trials of equipment or the use of temporary facilities.*

Funding would be indexed annually from commencement of operations to the Australian Consumer Price Index – Sydney All Groups.

Funding would be allocated to the following public purposes:

Years	Development contribution	%pa
1-5	<b>Youth and welfare support initiatives</b> Funds allocated towards not-for-profit organisations that focus on intervention strategies for disengaged youth.	98%
	<b>Administration</b> Costs, charges and expenses of administering and auditing the monetary contributions paid under the agreement.	2%
6-20	<b>Strategic project</b> Strategic infrastructure projects within the former Wellington Local Government Area that are not otherwise to be carried out or funded by or on behalf of a government entity. Strategic projects are projects that are in accordance with Council’s Renewable Energy Benefit Framework and the developer’s business standards.	98%
	<b>Administration</b> Costs, charges and expenses of administering and auditing the monetary contributions paid under the agreement.	2%

Within three months of commencement of operations, Council and the developer will prepare guidelines to govern administration of youth and welfare support initiatives. The guidelines will identify eligibility criteria for applications and expected outcomes, timeframes for expenditure of funds, advertisement of funds, assessment criteria for projects, and conditions of funding.

The offer was received before Council amended the Renewable Energy Benefit Framework on 15 February 2024 that requires funding for battery energy storage systems to be based on 0.5% of CIV as an upfront payment or 0.75% of CIV.

### 3. Consultation

Following Council’s consideration, a draft Planning Agreement and Explanatory Note will be prepared in accordance with the terms of this report, and be placed on public exhibition for a minimum of 28 days in accordance with the Environmental Planning and Assessment Act 1979. A notice will be placed on Council’s website and in Customer Experience Centres, the Daily Liberal newspaper and letters will be sent to adjoining landowners.

Following completion of the public exhibition period, a further report will be presented to Council for consideration, including any submissions received.

### 4. Resourcing Implications

Council received \$1,000 as part of the lodgement fees and will receive a further \$2,000 as part of lodgement fees if the Planning Agreement is entered into.

**5. Timeframe**

The below estimated timeline provides a mechanism to monitor and resource the various steps required to progress the draft Planning Agreement:

<b>Key Date</b>	<b>Explanation</b>
11 April 2024	Consideration by Infrastructure, Planning and Environment Committee
24 April 2024	Consideration by Council
May 2024	Public exhibition period
June 2024	Consideration of submissions
25 July 2024	Consideration by Council



## REPORT: Dubbo Regional Housing Roadmap - Progress Report

**DIVISION:** Development and Environment  
**REPORT DATE:** 7 March 2024  
**TRIM REFERENCE:** ID24/236

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"> <li>Strategic Project Update</li> </ul>	
<b>Issue</b>	<ul style="list-style-type: none"> <li>Council, at its Meeting on 23 June 2022, adopted the Housing Roadmap. The Roadmap identifies Council’s initiatives, actions and projects that will aim to assist the community’s housing needs.</li> <li>The spectrum of influence for Council is through strategic planning, planning mechanisms, appropriate policy and guidance material that meets the expectations of our community.</li> <li>This report details Council’s progress in implementing the various elements of the Roadmap. Progress has occurred in the North and Central West Urban Release Areas, reviewing the Dubbo Regional Local Environmental Plan 2022, short term worker accommodation, and the renewable energy benefit framework.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>Council’s role in housing involves facilitating an appropriate supply and mix of housing to meet community needs, as well as developing strategies and policies that encourage the construction of more and affordable housing.</li> </ul>	
<b>Financial Implications</b>	Budget Area	There are no financial implications arising from this report.
<b>Policy Implications</b>	Policy Title	There are no policy impact arising from this report.

### STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes six principal themes and a number of objectives and strategies. This report is aligned to:

Theme: 4 Leadership

CSP Objective: 4.1 Council provides transparent, fair and accountable leadership and governance

Delivery Program Strategy: 4.1.1 Council encourages and facilitates two-way communication with and between stakeholders and the

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community

**RECOMMENDATION**

- 1. That Council note progress in respect of the Dubbo Regional Housing Roadmap.**
- 2. That a further progress report be provided to Council in December 2024, outlining progress of the actions included in the Housing Roadmap.**

*Stephen Wallace*  
Director Development and Environment

*LN*  
Growth Planner

## BACKGROUND

### Previous Resolutions of Council

23 June 2022	<p><i>(In Part)</i></p> <ol style="list-style-type: none"> <li>1. That the Dubbo Regional Housing Roadmap be adopted by Council.</li> <li>2. That an update report be provided to Council on a six monthly basis detailing achievement towards the actions included in the roadmap.</li> </ol>
24 November 2022	<ol style="list-style-type: none"> <li>1. That progress in respect of the Dubbo Regional Housing Roadmap be noted.</li> </ol>
24 August 2023	<ol style="list-style-type: none"> <li>1. That progress in respect of the Dubbo Regional Housing Roadmap be noted.</li> </ol>

## REPORT

### 1. Purpose of the Housing Roadmap

Council’s role in housing involves facilitating an appropriate supply and mix of housing to meet community needs, as well as developing strategies and policies that encourage the construction of more and affordable housing. The Housing Roadmap identifies Council’s initiatives and actions over the Councillor term that aim to assist the community’s housing needs.

The Housing Roadmap consists of the following three sections:

- Understanding the local community’s housing needs (demographic analysis);
- Strategic framework and planned works (works program); and
- Review of policies and supporting information.

### 2. Housing in Dubbo and Wellington

#### (a) Housing in Dubbo

The median house price in Dubbo between July 2023 and January 2024 increased from \$497,349 to \$514,404, and the median unit price increased from \$333,582 to \$338,547.

The median sales price is shown in **Figure 1**.

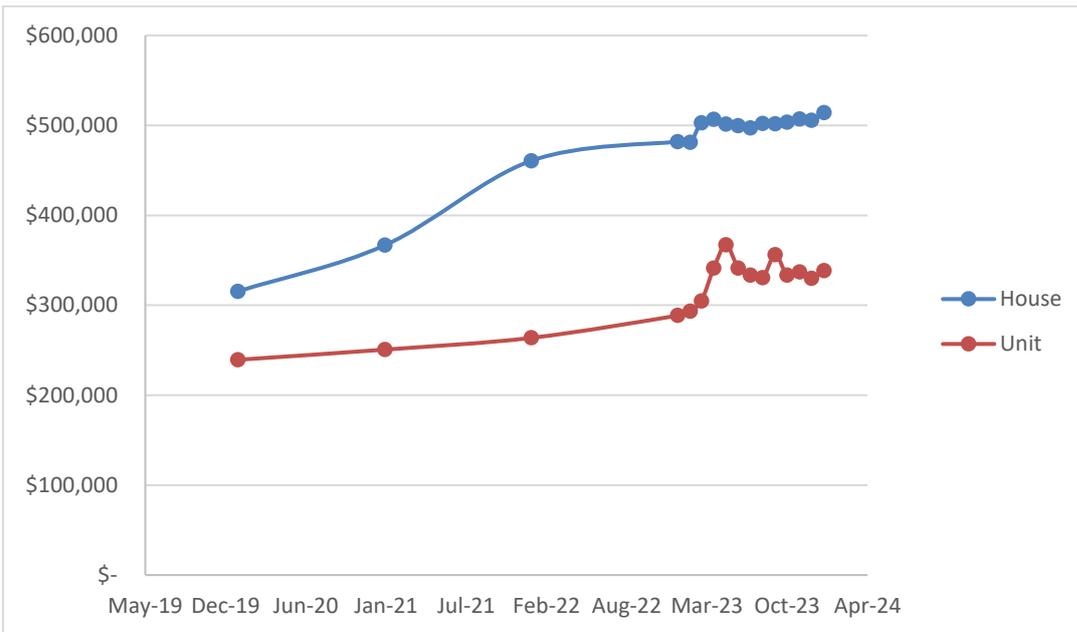


Figure 1 - Median Sales Price Dubbo

(b) Housing in Wellington

The median house price in Wellington between July 2023 and January 2024 increased from \$270,104 to \$272,883 (but reached a peak of \$280,299 in October).

The median sales price is shown in **Figure 2**.

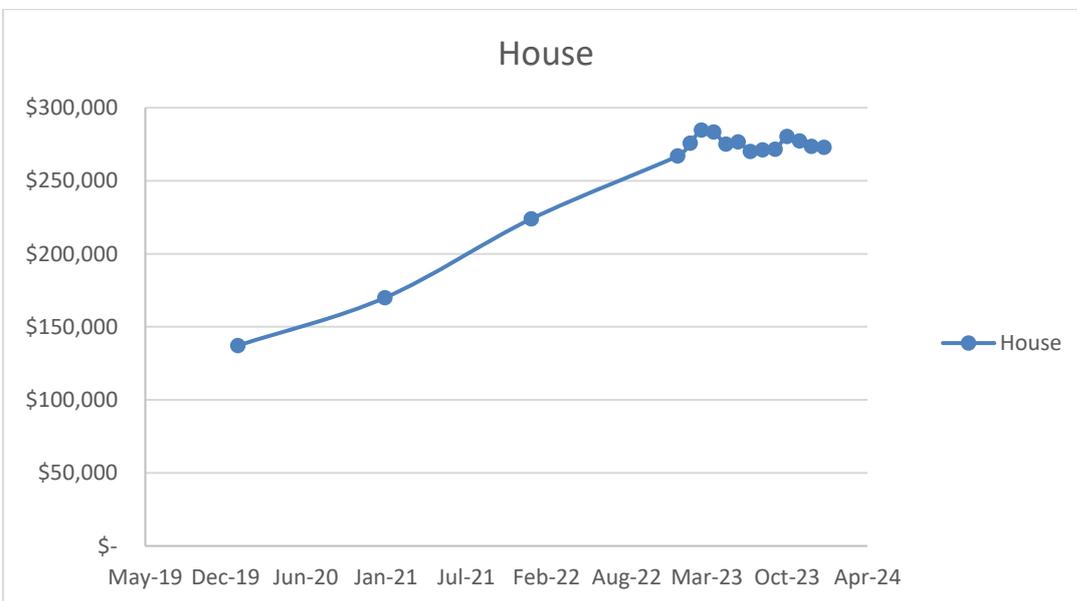


Figure 2 - Median Sales Price Wellington

(c) Housing Approval and Construction Statistics

The number of dwelling applications approved in the Dubbo Regional Local Government Area between July 2023 and January 2024 was 167, and the number of dwellings constructed and made suitable for occupation was 144. A breakdown of the dwelling type is shown in **Table 1**.

Dwelling Type	Development Applications Approved	Complying Development Certificates Approved
Dwelling House	101	25
Dual Occupancy	17	Nil
Multi-Dwelling Housing	4	Nil
Secondary Dwellings	17	3

(d) Subdivision Statistics

Data from Core Logic shows that 86 lots were sold in Dubbo in the 12 months to November 2023. The number of subdivision certificates approved in the Dubbo Regional Local Government Area between July 2023 and January 2024 was 21, which resulted in an additional 136 lots. This includes Torrens Title, Community Title and Strata Title subdivisions.

### 3. Progress of the Housing Roadmap

(a) Strategic Framework and Planned Works

Council’s progress in implementing actions within the strategic framework and planned works section are as follows:

Action	Status
<p>North-West Dubbo Urban Release Area</p> <ul style="list-style-type: none"> <li>Precinct Plan</li> <li>Development Control Plan</li> </ul>	<p>Council adopted a Development Control Plan – Master Plan for the overall Precinct and a Development Control Plan – Stage 1 for part of the area, on 28 September 2023. The Development Control Plan provides detailed design guidance for the Precinct. The Development Control Plan came into effect on 2 October 2023.</p> <p>Council endorsed a Planning Proposal for the overall Precinct on 23 November 2023. This Planning Proposal aims to change the zoning and the minimum lot size area for the precinct in line with the Development Control Plan – Master Plan. Council received a Gateway Determination from the NSW Government on 24 January 2024.</p> <p>Council endorsed a Development Control Plan for 168A Bunglegumbie Road on 26 October 2023. This was placed on public exhibition from 8 November to 11 December 2023. This Development Control Plan was endorsed by Council on 21 March</p>

Action	Status
	<p>2024, and commenced on 25 March 2024.</p> <p>Council Staff are currently assessing two development applications for residential subdivision, which would create approximately 274 lots.</p>
<p>North-West Dubbo Urban Release Area</p> <ul style="list-style-type: none"> <li>• River Street West</li> </ul>	<p>Council was successful in obtaining funding under the NSW Government Accelerated Infrastructure Fund – Round 3 to construct Stage 1 of River Street West.</p> <p>Council has also applied for grant funding under the Regional Precincts and Partnerships Program in November 2023. Successful grant applications will be announced in June 2024.</p> <p>Council is currently undertaking planning activities for construction of this key road connection. Construction must be completed by 30 June 2026.</p>
<p>Central West Dubbo Urban Release Area</p> <ul style="list-style-type: none"> <li>• Structure Plan</li> <li>• Development Control Plan</li> </ul>	<p>Council adopted the Clearmont Rise Development Control Plan on 28 September 2023. The Development Control Plan came into effect on 2 October 2023.</p> <p>Council endorsed a Planning Proposal for part of the Precinct, which aims to rezone land from R2 to R1 and amend the minimum lot size from 600m<sup>2</sup> to 300m<sup>2</sup>. This Planning Proposal was placed on public exhibition from 21 June 2023 to 24 July 2023. Council is currently liaising with Transport for NSW to resolve State Public Infrastructure requirements in respect of the Mitchell Highway and other items.</p> <p>Council endorsed a Planning Proposal on 23 November 2023 for Bourke Hill to help facilitate an additional connection into the precinct. Council submitted a request for a gateway determination to the NSW Government on 29 November 2023.</p>
<p>South-West Dubbo Urban Release Area</p> <ul style="list-style-type: none"> <li>• Structure Plan</li> <li>• Development Control Plan</li> </ul>	<p>Council applied for a grant under Stream One of the Regional Precincts and Partnership Program to prepare a Master Plan, Development Control Plan and planning for the Precinct. Successful grant applications will be announced in June 2024.</p>
<p>Review of the Dubbo Regional Local Environmental Plan 2022</p>	<p>Council endorsed administrative amendments to the Dubbo Regional Local Environmental Plan (LEP) on 27 December 2023, which are expected to come into effect shortly. These amendments are based on operational feedback and will reduce inconsistencies in the Plan.</p> <p>Council is currently undertaking an operational review of Schedule 5: Environmental Heritage is to ensure that the data is accurate.</p>

Action	Status
	Council submitted a Planning Proposal to the NSW Government to incorporate Obstacle Limitation Surface (OLS) mapping into the LEP. This aims to make it easier for the public to understand potential impacts their development may have on the Dubbo Regional Airport.
New Developer Contributions Plan for Urban Roads	Council is currently working on an updated works schedule for the Development Contributions Plan for Urban Roads.
Preparation of a Structure Plan for land at Montefiores – Wellington	Council has created a scope of works for a Structure Plan of Montefiores and has sought quotes from suitable consultants to undertake the body of work.
Village Issues Paper	<p>Council presented information at the Villages Committee on 17 May 2023, outlining the aim, key steps and locations being investigated for this project. The issues paper will focus on Mumbil, Stuart Town, Euchareena and Kerrs Creek.</p> <p>Council staff discussed possibilities for the provision of temporary workers' accommodation in the villages of Kerrs Creek, Euchareena and Stuart Town in relation to the Spicers Creek Wind Farm and the Aquila Wind Farm. Council also explained the policy strategy for Planning Agreements in for renewable energy projects.</p>
Forest Glen Solar Farm Planning Agreement	Council has entered into a Planning Agreement with X-Elio Roma Hub Solar Farm Pty Ltd. This Planning Agreement will provide Council with \$200,000 per year for five years that can be used for the provision of affordable housing.
Review of the Wellington Town Strategy	Council recently sought grant funding to undertake this body of work. This grant application was unsuccessful. Further review of the project and other funding streams will be undertaken to consider the availability of other funding sources, including Planning Agreements for renewables projects and Energy Co funding sources.
Short Term Worker Accommodation Study	<p>Council has completed a study into the impacts of temporary workers' accommodation in the Dubbo Regional Local Government Area.</p> <p>The NSW Government placed on public exhibition a statewide Temporary and Seasonal Workers' Accommodation Guideline, to which Council provided feedback. Council's preference is for this type of accommodation to provide a broader community benefit, and that work camps should only be considered if no other suitable alternative can be found.</p> <p>Council is working with Energy Co, the State Government Department of Planning, Housing and Infrastructure and renewable energy proponents to ensure that the necessary</p>

Action	Status
	workforce is housed in a manner that will benefit the community.
Review of the Dubbo Residential Areas Development Strategy	<p>The NSW State Government is preparing a Regional Housing Delivery Plan for the Dubbo Regional and Narromine Local Government Areas. A review of the Dubbo Residential Areas Development Strategy at this time would be premature. The Regional Housing Delivery Plan was anticipated to be completed in November 2022. No further information has been provided to Council in respect of this project.</p> <p>Council applied for funding under Regional Housing Strategic Planning Fund to prepare a Housing Strategy which would have included a review of the Residential Areas Development Strategy. Council was unsuccessful with this application.</p>

(b) Policy and Supporting Information

Council's progress in implementing actions within the policy and supporting information section are as follows:

Action	Status
Information on Council's website	<p>Council updated the Planning Agreements website, which provides information on Council's Renewable Energy Benefit Framework, and current/expired Planning Agreements.</p> <p>Council has also uploaded recently adopted Development Control Plans onto the website.</p>
Update Council's population forecast and include on Council's website	<p>The 2021 ABS Census data was released in a three-staged approach which commenced in June 2022. Following each release, the data is published via the REMPLAN software which Council uses to analyse forecast future population, analyse regional economies and anticipate future employment demand.</p> <p>In addition, Council Staff are also examining further updates to the population forecasts for the Region to incorporate an aspirational projection point that represents the Region capturing further permanent residents from the pulse of construction and other development activity.</p>
Investigations into the suitability of a Policy Position for Social Housing	<p>Council adopted the draft Forest Glen Planning Agreement for the purposes of public exhibition on 14 December 2023. This Planning Agreement includes funding for social housing development schemes which aim to provide an innovative assistance solution to develop community housing in the Dubbo Regional Local Government Area. This Planning Agreement was adopted by Council at its meeting on 21 March 2024.</p> <p>Council applied to the Regional Housing Strategic Planning Fund</p>

Action	Status
	<p>to develop an affordable housing policy. Council was unsuccessful with this application.</p> <p>Dubbo hosted a community conversation forum on the National Housing and Homelessness Plan on 20 September 2023. This Plan is a 10-year strategy from the federal government to inform future housing and homelessness policy in Australia.</p>
Undertake services reviews as determined by Council	Council undertook a service review into the subdivision planning approval process. An update was provided to the September Audit and Risk Management Committee meeting for consideration.

#### 4. Consultation

The Roadmap was developed taking account of the continued feedback and discussions of the Dubbo Housing Supply Reference Group, which includes members of Dubbo Residential Builders Group, industry professionals and Orana Real Estate Institute NSW.

Council hosted a Mayoral Developers Forum on 13 September 2023 with key stakeholders including developers, real estate agents and government bodies. This meeting discussed market trends in Dubbo and Wellington and provided updates on strategic projects and policy changes that will impact housing in the Dubbo Region.

Council intends to host another Mayoral Developers Forum in 2024. Further information will be provided to development stakeholders in respect of this event.

#### 5. Resourcing Implications

Ongoing costs of implementing the Roadmap are part of the Growth Planning budget. There are no financial or policy implications arising from this report as it is for information purposes only.



DUBBO REGIONAL  
COUNCIL

## REPORT: Drinking Water Management System – Annual Report

**DIVISION:** Infrastructure  
**REPORT DATE:** 27 March 2024  
**TRIM REFERENCE:** ID24/150

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"> <li>Provide review or update</li> </ul>	
<b>Issue</b>	<ul style="list-style-type: none"> <li>Presentation of the Drinking Water Management System Annual Report for NSW Department of Health.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>Provide councillors with the Drinking Water Management System Annual Report and highlight where the critical control points were exceeded during 2023.</li> </ul>	
<b>Financial Implications</b>	Budget Area	There are no financial implications associated with the report.
	Ongoing Costs	N/A
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.
<b>Consultation</b>	Water and Sewer	Meetings to develop the report for NSW Department of Health

### STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes six principal themes and a number of objectives and strategies. This report is aligned to:

Theme:	2 Infrastructure
CSP Objective:	2.2 Infrastructure meets the current and future needs of our community
Delivery Program Strategy:	2.2.1 Water and sewer infrastructure and services meet the needs of the community
Theme:	2 Infrastructure
CSP Objective:	2.2 Infrastructure meets the current and future needs of our community
Delivery Program Strategy:	2.2.5 Council maintains infrastructure and delivers services at the adopted service levels as agreed with the community
Theme:	2 Infrastructure
CSP Objective:	2.2 Infrastructure meets the current and future needs of our

community

Delivery Program Strategy: 2.2.6 Council utilises a modern and efficient plant fleet that meets operational needs

## RECOMMENDATION

1. That the report by the Water and Sewer Treatment Engineer be noted.
2. That it be noted, as is required, that the Drinking Water Management System Annual Report shall be provided to the Public Health/Western NSW Local Health District.

*Luke Ryan*  
Director Infrastructure

*SY*  
Water and Sewer  
Treatment Engineer

## BACKGROUND

Dubbo Regional Council (Council) functions as a Local Water Utility, responsible for supplying drinking water to the local Community.

With four water treatment facilities situated in Dubbo, Wellington, Geurie, and Mumbil, Council rigorously adheres to the Australian Drinking Water Guidelines in the production of potable water.

Annually, Council submits a comprehensive report to the NSW Department of Health concerning the management of its drinking water system. This report serves to update NSW Health on Council's performance and ongoing enhancement efforts across the four water schemes during the reporting period from 1 January 2023 to 31 December 2023.

Water Scheme	Reservoirs		
<b>Dubbo</b>	Ballimore Bourke Hill Buninyong (x 2) Eulomogo	Standpipe Newtown (x 4) Myall Street (x 2) Rifle Range	Yarrandale Wongarbon Eumungerie
<b>Wellington</b>	Hospital Hill Montefiores	Barton Hill Bushranger	Nanima Bodangora
<b>Geurie</b>	Geurie Street Bald Hill		
<b>Mumbil</b>	Mumbil		

## REPORT

As mandated by the Department of Health, an annual report detailing the Drinking Water Management System is required.

Notably, there are instances highlighted in this report where Critical Control Points (CCPs) were exceeded during the reporting period, which will be discussed further.

### Critical Control Point Exceedances for 2023

The following table outlines the number of CCP exceedances for each potable water scheme within this reporting period.

CCPs WTP & reservoirs	pH	Filter turbidity	Free chlorine	Fluoride	Integrity
<b>John Gilbert WTP (Dubbo)</b>	1	1	0	1 (365 days)	0
<b>Wellington</b>	0	1	0	5 (232 days)	0
<b>Geurie</b>	0	0	0	0	0
<b>Mumbil</b>	0	0	1	0	0

### **Boil Water Alerts During 2023 Reporting Year**

No boil water alerts were issued across treatment plants during the reporting period.

### **Dubbo – John Gilbert Water Treatment Plant (JGWTP) - 2023 Reporting Year**

During the reporting period there was 1 fluoride exceedances (365 days) at the JGWTP. Failure of the fluoride dosing equipment occurred in 2019 where NSW Health were notified, and fluoride has not been supplied to Dubbo's drinking water since this date. Council awarded a tender in 2023 to TWS Evolution to design and construct a new fluoride dosing system, with completion expected in 2024.

At the JGWTP, a reportable incident of high turbidity in Filter 1 occurred on 14 November 2023, prompting plant shutdown and notification to relevant authorities. Despite this, NSW Health advised against a Boil Water Alert due to satisfactory dilution factors at the supply reservoirs. Plant operations resumed after ensuring all turbidity levels were within operational limits.

Additionally, a reportable high pH incident occurred at the JGWTP on 11 December 2023, attributed to CO<sub>2</sub> depletion, leading to plant shutdown and investigation.

### **Wellington Water Treatment Plant (WWTP) - 2023 Reporting Year**

A reportable incident of high filter turbidity occurred on 9 November 2023 at the WWTP. Initially, the clear water pump operated satisfactorily with turbidity under 0.5 NTU until 1.44pm. However, a power blackout at 11.35am caused a plant shutdown, quickly restored by 11.54am. Despite turbidity levels remaining acceptable until 1.44pm, the clear water pump ceased functioning due to a UV system fault, potentially linked to high turbidity after the filters. The plant was shut down until 2.32pm when it was brought back online, only to exceed turbidity limits, prompting another shutdown. Operations resumed the next day at 7.10am. Reservoir levels were reported satisfactory, and concerns about filter limits were communicated between Treatment Technicians and NSW Health.

Wellington also faced fluoride dosing issues, resulting in ongoing exceedances due to equipment failure. Fluoride has not been supplied to Wellington's drinking water since 28 May 2023 and was reported to NSW Health. Installation and commissioning of new equipment is expected to be completed early 2024.

### **Geurie Water Treatment Plant During 2023 Reporting Year**

There were no exceedances for the Geurie water supply scheme during this reporting period.

### Mumbil Water Scheme During 2023 Reporting Year

During the reporting period, Mumbil experienced a two-day exceedance of free chlorine levels, with readings of 0.93mg/L on Tuesday, 30 June 2023, and 0.83mg/L on Wednesday, 21 June 2023, due to a sample service water pump failure. The pump was replaced on 21 June 2023, restoring free chlorine levels to 1.84mg/L on Thursday, 22 June 2023. NSW Health was not notified promptly as required by the CCP for free chlorine at Mumbil. This oversight was discovered during the report writing process and subsequently reported on 17 July 2023. In response, discussions are ongoing with Safe Group to implement an alarm on the SCADA platform to provide early alerts of trends in free chlorine levels at Mumbil, ensuring prompt reporting of CCP breaches to relevant staff and agencies.

### Sample Collection Across Treatment Plants During Reporting Year 2023

The following table presents the number of samples expected by NSW Health and the number of samples taken by Council operators within the reporting period. All samples are tested by an independent accredited laboratory (Sydney Water).

Council was compliant with the testing regime with the tests at/or above the required number of samples in the annual reporting period.

The below information is sourced from NSW Health's Drinking Water Database.

Supply system	Analysis type	Total samples expected to date	Total samples submitted to date	% Annual compliance
<b>Dubbo DR01</b>	Chemistry	12	12	100%
	Microbiology	184	187	101%
<b>Geurie DR03</b>	Chemistry	3	3	100%
	Microbiology	52	57	109%
<b>Mumbil DR04</b>	Chemistry	2	2	100%
	Microbiology	26	28	107%
<b>Wellington DR05</b>	Chemistry	12	12	100%
	Microbiology	88	93	106%

### Levels of Service

The following table presents the number of consumer issues that have been raised within the reporting period. It also outlines the measures implemented by Council's Treatment and Reticulation staff to resolve these issues.

Water scheme	Total CRMs received	Total CRMs addressed	Comments
Dubbo	27	27	Test results were within ADWG and Council COP. Customer was notified of results.
Wellington	2	2	
Geurie	1	1	
Mumbil	1	1	

### Water Quality Improvement Efforts – 1 January 2023 to 31 December 2023

#### Fluoride – JGWTP

The tender for the new fluoride dosing system at JGWTP has been awarded. This project aims to construct a new dosing system to reintroduce fluoride into the water supply, aligning with Council's obligations under the Fluoridation of Public Water Supplies Act 1957. While the design phase for the fluoride dosing system has been completed by TWS following the tender award, construction works are to commence mid-2024.

#### JGWTP

Upgrade and refurbishment of Filters 3 and 4 were successfully completed, including the replacement of media and nozzle components for both filters. As a result, both filters are now operational.

Upgrades, repairs, cleaning and painting to Clarifier 1 were completed, with collaboration from internal and external stakeholders before summer. The project was fully operational by 20 October 2023 prior to peak water usage.

#### WWTP

A UV system was installed and commissioned at Wellington Water Treatment Plant (WWTP).

#### Reservoir Inspection and Cleaning

Inspection and cleaning of all reservoirs across the Local Government Area (LGA) were completed in 2023 as part of Council's scheduled maintenance program.

#### Consultation

- Nil.

### Resourcing Implications

- There are no resource implications other than preparing the Drinking Water Management Annual Report and this report to Council.

### APPENDICES:

- 1 [↓](#) Drinking Water Management System - NSW Health 2023 Annual Report



# **DRINKING WATER MANAGEMENT SYSTEM**

## 2023 Annual Report to NSW Health

**DOCUMENT CONTROL**

Date	Change made	Person	Position
15/02/2024	Initial Drafting	Ashley Quinn	Technical Officer Operations
25/02/2024	Finalisation	Srinivas Yeepi	Water and Sewer Treatment Engineer
25/03/2024	Finalisation	Bec Eade	Manager Operations Water Supply and Sewerage

**GUIDANCE**

This report is designed to address the reporting (Element 10), evaluation (Element 11) and review and continual improvement (Element 12) requirements of Dubbo Regional Council’s Drinking Water Management System (DWMS).

The NSW Guidelines for Drinking Water Management Systems (2013) recommends review of the following areas:

- Performance of critical control points
- Water quality review (raw, treated and distribution water quality including verification monitoring in the NSW Health Drinking Water Database)
- Levels of service (including consumer complaints)
- Incident and emergencies (including follow up)
- Drinking Water Management System implementation
- Continuous Improvement Plan implementation.

Review of system performance should be against Australian Drinking Water Guidelines (ADWG), levels of service, NSW Water Supply and Sewerage Performance Monitoring Reports and other regulatory requirements (Element 1).

**EXECUTIVE SUMMARY**

Dubbo Regional Council (Council) has four potable water schemes:

- Dubbo
- Wellington
- Geurie
- Mumbil.

This Annual Report includes the performance information and assessment for these schemes.

Council have experienced a number of operational challenges this year:

- Plants during the year, at various times, have been operating with skeleton staffing levels due to resignations and vacancies of key roles such as the treatment specialist and treatment technicians.
- A substantial operational challenge Council faced is that there is no registered training provider in NSW who offers a Certificate III or Certificate IV in Water Operations. There is a lack of qualified people applying for vacant treatment technician roles, more one on one time is required to train successful non-qualified applicants. With already low staff levels this has been difficult.
- Inconsistent river quality.

Council has demonstrated its commitment to working towards improvements to the water supply treatment, network and infrastructure by:

- Council awarded a tender to TWS Evolution for design and construction of a new fluoride dosing system at Dubbo’s John Gilbert Water Treatment Plant (JGWTP). Construction is scheduled for completion in 2024.
- UV system has been installed and commissioned at Wellington Water Treatment Plant (WWTP). UV system has been installed at Geurie Water Treatment Plant (GWTP) with modifications still underway and commissioning scheduled for early 2024.
- Structural repairs, cleaning and painting carried out to Clarifier 1 at JGWTP.
- JGWTP upgrade and refurbishment to Filters 3 and 4.
- Inspection and cleaning of all reservoirs in the Local Government Area (LGA).
- Ongoing water main replacements, PRV upgrades and replacements.

The following projects were in progress or scoping/planning had commenced during the reporting period:

**Dubbo**

- Public Works NSW engaged for replacement of Clarifier 1 and new chemical dosing systems at JGWTP
- Planning for refurbishment of Filters 1 and 2 at JGWTP to be completed during the winter of 2024
- Design for upgrade to JGWTP administration building and laboratory.

**Wellington**

- New equipment installed to fluoride dosing system WWTP awaiting DPE and NSW Health approval for commissioning.

**Geurie**

- CWT engaged to undertake assessment of filters at Geurie Water Treatment Plant (GWTP)
- CWT engaged for upgrades to GWTP
- Commissioning the UV unit at the GWTP.

**Mumbil**

- Public Works NSW engaged for upgrades to Mumbil Water Treatment Plant.

A summary of the Critical Control Points (CCP) exceedances for the 2023 reporting period are summarised below:

**CRITICAL CONTROL POINTS (CCP)**

Number of CCP Exceedances 2023				
	CCP4	CCP5	CCP6	CCP7
WTP CCPs	pH – CWT	Turbidity-Filtration	Chlorination (Lower Limit) - CWT Lower	Fluoridation - CWT
JGWTP (Dubbo)	1	1	0	1 (365 days)
Wellington WTP	0	1	0	5 (232 days)
Geurie WTP	0	0	0	0
Mumbil WTP	0	0	1	0

Reservoir Integrity	CCP D Reservoir 001	CCP W Reservoir 001	CCP G Reservoir 001	CCP M Reservoir 001
Dubbo Reservoir	0	-	-	-
Wellington Reservoir	-	0	-	-
Geurie Reservoir	-	-	0	-
Mumbil Reservoir	-	-	-	0

**WATER QUALITY**

Key water quality issues identified in the reporting period include:

- As previously reported to Council, the fluoride dosing system at the John Gilbert Water Treatment Plant (JGWTP) has not been in operation for the reporting period. During this time no additional fluoride has been added to the water supply.
- The fluoride dosing system at Wellington Water Treatment Plant has not been in operation since June 2023 until the date of this report due a mechanical equipment failure. A form 1 was submitted to DCCEEW awaiting final commissioning and inspection with Prominent and Regulators.
- High Levels of Geosmin and algae produced in surface water late 2022 and continued into early 2023. This caused taste and odour issues at John Gilbert Water Treatment Plant.

**CONTINUOUS IMPROVEMENT PLAN**

The Water Quality Action Plan originated with 82 actions in March 2023. A final review and debrief report was completed in October 2023 by City Water Technologies (CWT) for the Geurie Boil Water Alert, resulting in a further 20 actions being included.

There are now a total of 102 actions outlined within the Water Quality Action Plan (attached as **Appendix 1**).

	Completed	In progress	Not yet commenced	Total
Number of actions	49	47	6	102

**DRINKING WATER MANAGEMENT SYSTEM (DWMS) REVIEWS**

A summary of internal and external DWMS reviews is provided in the Table below:

Review	Scope	Findings	Actions taken
Drinking Water Quality Committee Meeting – Internal Council water and sewer staff	Review water quality results	Findings are provided in the Drinking Water Quality Committee Meeting Minutes	Actions arising from the Drinking Water Quality Committee Meeting are summarised as DWQCM Action Items within the Meeting Minutes

Description	Scope	Findings	Actions taken
Water Management Continuity Group meetings – (fortnightly/monthly) Internal Council water and sewer staff, Manager People Culture Safety, Chief Information Officer, Director, Chief Executive Officer	Update and review of water supply matters including capital projects, water optimisation study, staff and safety matters, SCADA, drought security	Findings are provided in the Water Management Continuity Group meeting minutes	Actions arising from the Management Continuity Group meetings are recorded in the meeting minutes
Water - Internal Manager Water Sewer, Treatment Engineer, Director, Chief Executive Officer External agencies – NSW Health – Department of Planning and Environment Water	Quarterly meetings to provide updates to external agencies, review of water supply matters including water quality, capital projects, water optimisation study, drought security	Findings are provided in the Water Management Continuity Group meeting minutes	Any actions arising were recorded through formal correspondence

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**1. REPORT PURPOSE**

The purpose of this report is to provide NSW Health with an annual update on the performance and continuous improvement activities conducted by Council for the four potable water schemes operated by Council. The reporting period covered in this report is from 1 January 2023 to 31 December 2023.

**2. SCHEME SUMMARY**

In summary Council has four potable water schemes:

- Dubbo
- Wellington
- Geurie
- Mumbil.

This Annual Report includes the performance information and assessment for these schemes.

The source water and treatment unit processes for each of the schemes are provided in their corresponding water treatment schematic (refer to Figure 1 for Dubbo; Figure 2 for Wellington; Figure 3 for Geurie and Figure 4 for Mumbil (pages 3 to 6) below):

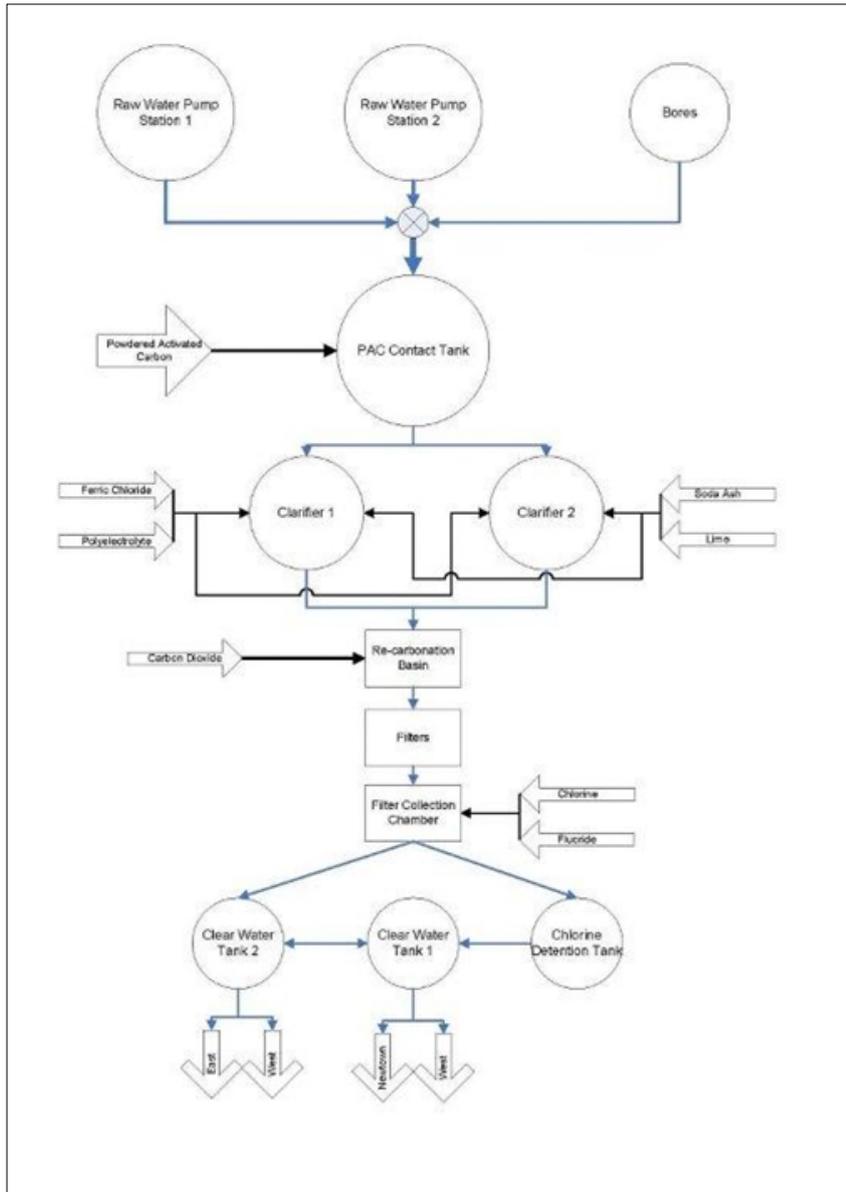
Summary of System Upgrades or Improvements Undertaken in 2023 is provided in Table 1 and a summary of the connections at the beginning and end of 2023 is provided in Table 2.

Timeframe	Description of Upgrade/System Improvement Activity
	<p><b>John Gilbert Water Treatment Plant (JGWTP) Optimisation Study</b> The JGWTP optimisation workshops were held during the second quarter. The purpose of the Optimisation Study is to determine the best use of the current infrastructure and the development of future infrastructure for the continuing use and expansion of the plant to accommodate future population growth. These were undertaken with staff from Dubbo Regional Council, Department of Health and the Department of Planning and Environment (Water Group).</p> <p><b>Fluoride Upgrade Tender (JGWTP)</b> The tender was awarded for the fluoride dosing system at the JGWTP. This is for the construction of a new dosing system to reintroduce fluoride back into the water supply in accordance with Council’s obligations under the Fluoridation of Public Water Supplies Act 1957.</p> <p><b>Filter 3 and 4 Refurbishment ( JGWTP)</b> Refurbishment of filters 3 and 4 was undertaken during winter in 2023. This included replacement of air stems and media. Filters 5 and 6 were refurbished in 2019. The remaining two filters, 1 and 2 will be refurbished during winter 2024.</p>
	<p><b>Clarifier 1 Repairs, Cleaning and Painting (JGWTP)</b> A structural engineering inspection was carried out on Clarifier 1 which then followed with repairs, sand blasting, cleaning and painting.</p>
	<p><b>UV Wellington</b> A UV system was installed and commissioned at Wellington Water Treatment Plant (WWTP).</p>
	<p><b>Reservoir Inspection and Cleaning</b> Inspection and cleaning of all reservoirs across the LGA was completed in 2023 by Waters Marine as part of Council’s scheduled program.</p>

**Table 1 : Summary of system upgrades or improvements undertaken in 2023**

<b>Water Scheme</b>	<b>Number of water meter connections at 31/12/2023</b>
Dubbo Water Scheme (including Eumungerie, Mogriguy, Wongarbon, Brocklehurst and Ballimore)	17,308
<b>Wellington Water Scheme</b> (including Nanima)	2,515
<b>Geurie Water Scheme</b>	275
<b>Mumbil Water Scheme</b>	124

**Table 2: Summary of the connections for each scheme for 2023**



**Figure 1: Schematic of JGWTP**

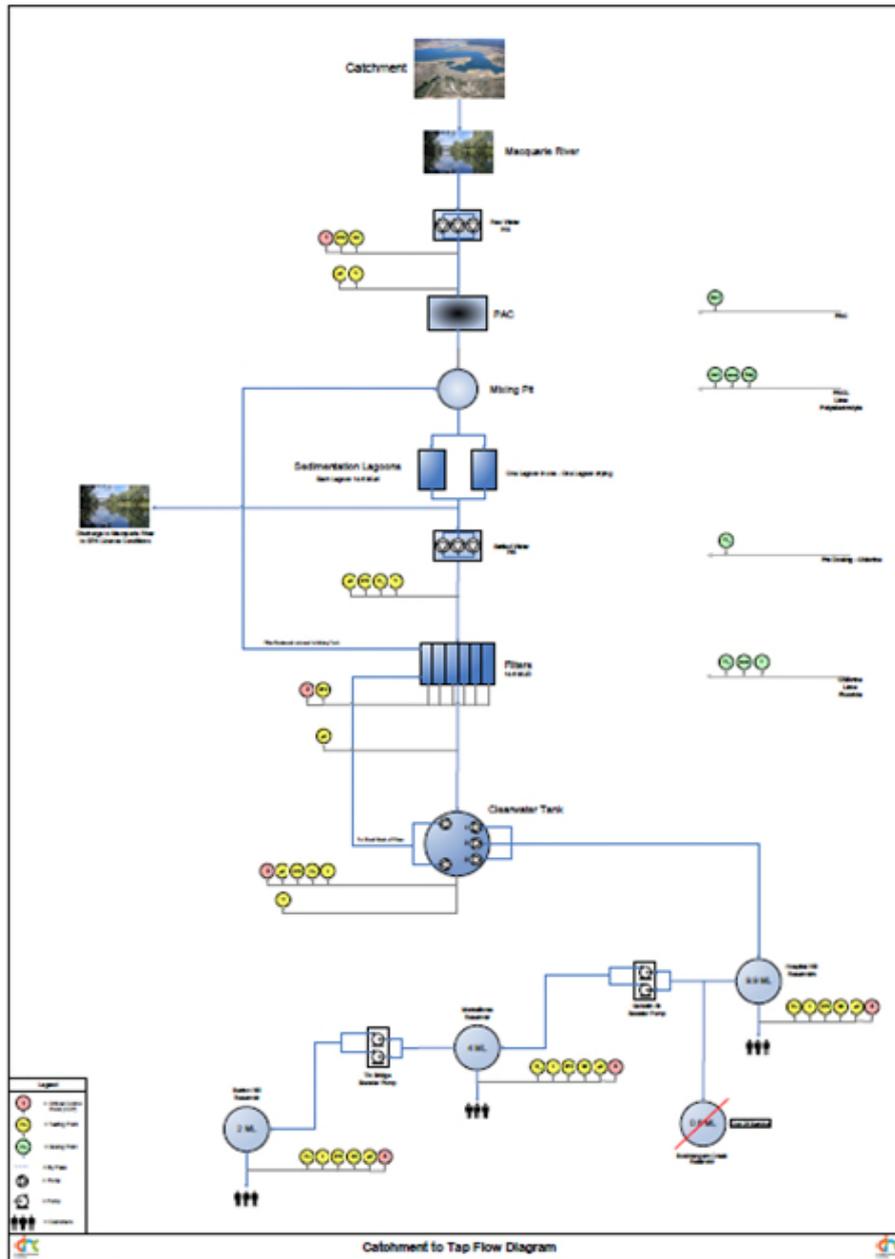


Figure 2: Schematic of Wellington WTP

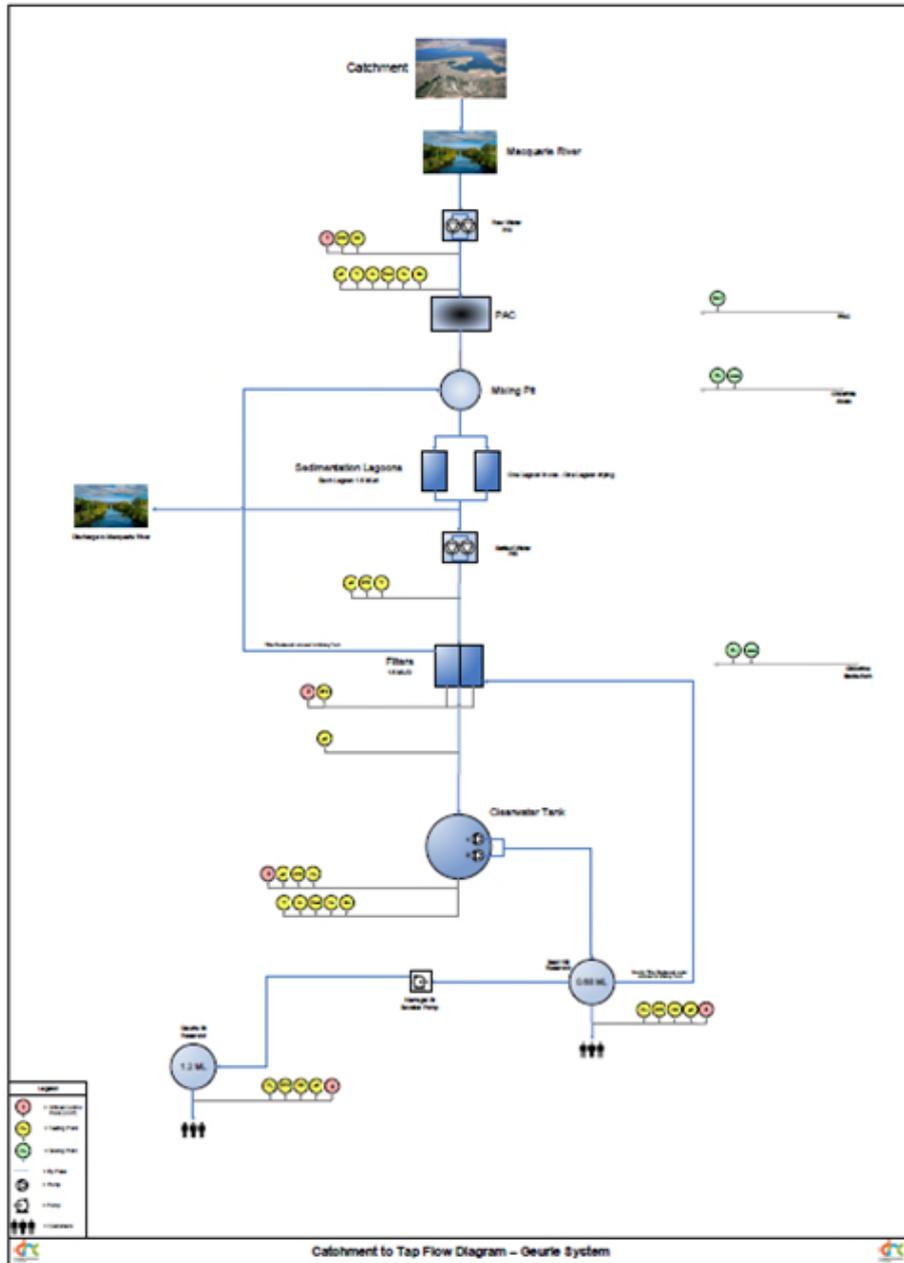


Figure 3: Schematic of Geurie WTP

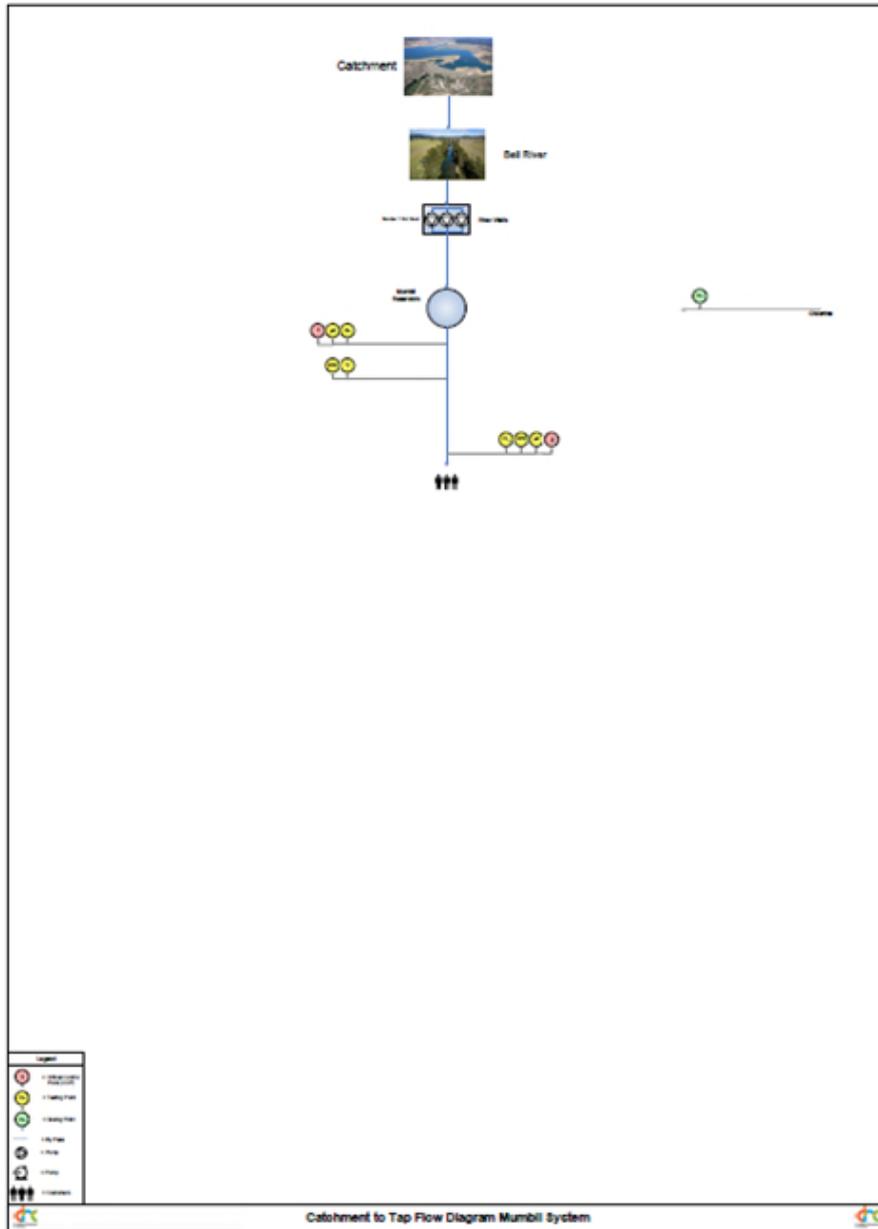


Figure 4: Schematic of Mumbil WTP

**3. DRINKING WATER MANAGEMENT SYSTEMS DOCUMENT CONTROL**

A summary of updates to Drinking Water Management System (DWMS) documentation is provided in Table 3 below:

Document	Version	Updates	Submitted to NSW Health and date submitted
Drinking Water Quality Management Plan	Draft	March 2023 Update by City Water Technology to incorporate Wellington, Geurie, and Mumbil systems following council amalgamation.	
Drinking Water Quality Management Plan	2.0	February 2015 - External audit by Hunter H2O - document renamed	September 2015
Drinking Water Quality Manual	1.0	2013 - Internal audit by Geoff Bellingham - document renamed	
Australian Drinking Water Guidelines Manual	1.0	2011 - Initial Development of Manual	

**Table 3: Summary of DWMS updates**

**4. CRITICAL CONTROL POINTS**

The Critical Control Points (CCPs) for Dubbo, Wellington, Geurie and Mumbil treated water schemes are presented in Tables 4, 5, 6 and 7 below:

On 25 to 26 November 2021 a Dubbo Drinking Water Risk Assessment was held where all the CCPs were reviewed and updated accordingly.

CCP number	Monitoring Parameter	Target criterion	Adjustment limit	Critical limit
<b>John Gilbert Water Treatment Plant (JGWTP)</b>				
JGWTP 004	pH (CWT)	7.2 to 8.0	<7.0 or >8.0	<6.5 to >8.5
JGWTP 005	Turbidity - Filtration	0.2 to 0.3 NTU	>0.3 NTU	>0.5 NTU for >15 mins
JGWTP 006A	Free Chlorine (CWT)	1.5 to 3.5 mg/L	<1.5 mg/L	<1.0 mg/L
JGWTP 007	Fluoridation (CWT)	1.0 to 1.05 mg/L	<1.0 or >1.05 mg/L	<0.9 or >1.5 mg/L
<b>Dubbo Treatment Reticulation System – (no CCPs all WQPs)</b>				
<b>Dubbo Reservoir</b>				
D Reservoir 001	Integrity	No gaps, vermin proof, secure, enclosed reservoir, locked hatches	Visual evidence of breach	Visual evidence of contamination of reservoir water

**Table 4: Summary of critical control points - Dubbo Scheme**

CCP number	Monitoring Parameter	Target criterion	Adjustment limit	Critical limit
<b>Wellington WTP (WWTP)</b>				
WWTP 004	pH (CWT)	7.2 to 8.0	<7.0 or >8.0	<6.5 to >8.5
WWTP 005	Turbidity – Filtration	<0.2 NTU	>0.45 NTU	>0.5 NTU
WWTP 006A	Free Chlorine (CWT)	1.5 to 3.5 mg/L	<1.5 mg/L	<1.0 mg/L
WWTP 007	Fluoride (CWT)	1.0 to 1.05 mg/L	<1.0 or >1.05 mg/L	<0.9 or >1.5 mg/L
<b>Wellington Treatment Reticulation System – (no CCPs all COP or WQP)</b>				
<b>Wellington Reservoir</b>				
W Reservoir 001	Integrity	No gaps, vermin proof, secure, enclosed reservoir, locked hatches	Visual evidence of breach	Visual evidence of contamination of reservoir water

**Table 5: Summary of critical control points - Wellington Scheme**

CCP number	Monitoring parameter	Target criterion	Adjustment limit	Critical limit
<b>Geurie WTP (GWTP)</b>				
GWTP 004	pH (CWT)	7.2 to 8.0	<7.0 or >8.0	<6.5 to >8.5
GWTP 005	Turbidity - Filtration	<0.2 NTU	>0.45 NTU	>0.5 NTU
GWTP 006A	Free Chlorine (CWT)	1.5 to 3.5 mg/L	<1.5 mg/L	<1.0 mg/L
<b>Geurie Treatment Reticulation System – (no CCPs all Cop or WQP)</b>				
<b>Geurie Reservoir</b>				
G Reservoir 001	Integrity	No gaps, vermin proof, secure, enclosed reservoir, locked hatches	Visual evidence of breach	Visual evidence of contamination of reservoir water

**Table 6: Summary of critical control points - Geurie Scheme**

CCP number	Monitoring parameter	Target criterion	Adjustment limit	Critical limit
<b>Mumbil WTP (MWTP)</b>				
MWTP 003	Turbidity (CWT)	<0.8 NTU	0.8 to 1.0 NTU	>1.0 NTU
MWTP 004	pH (CWT)	7.2 to 8.0	<6.8 or >8.0	<6.5 to >8.5
MWTP 006A	Free Chlorine (CWT)	1.2 to 3.5 mg/L	<1.2 mg/L	<1.0 mg/L
<b>Mumbil Treatment Reticulation System – (no CCPs all Cop or WQP)</b>				
<b>Mumbil Reservoir</b>				
M Reservoir 001	Integrity	No gaps, vermin proof, secure, enclosed reservoir, locked hatches	Visual evidence of breach	Visual evidence of contamination of reservoir water

**Table 7: Summary of critical control points - Mumbil Scheme**

## 5. CRITICAL LIMIT EXCEEDANCE

The critical limit exceedances for the four Council treated water schemes are presented in the below Tables, alongside information on the reason for the exceedance, immediate action taken following the exceedance and preventive action undertaken to prevent a recurrence of the exceedance:

Exceedances for the Dubbo treated water scheme are presented in Table 8;  
Exceedances for the Wellington treated water scheme are presented in Table 9;  
Exceedances for the Geurie treated water scheme are presented in Table 10; and  
Exceedances for the Mumbil treated water scheme are presented in Table 11.

Date	CCP4 - pH*	CCP5 - Filtered Turbidity*	CCP6A - Free Chlorine* (lower limit)	CCP7 - Fluoridation *	Water quality issue	Reason	Immediate correction	Preventive action
01/01/2023 to 31/12/2023				Average 0.14	Low Fluoride	Fluoride is offline due to non-compliant issues - NSW Health has been notified previously.	No immediate correction available.	Design of new fluoride dosing system in 2023. Construction to be completed 2024.
11/12/2023	9.64				High pH	The Carbon Dioxide (CO2) supply had been exhausted causing the high pH.	The Team Leader tried to reset SCADA, and was still experiencing issues with high pH at 1.45 pm. The first shut down occurred at 2.24pm. An emergency delivery of Carbon Dioxide was received 12/12/2023 and normal treatment resumed.	Staff now undertake a daily reading of the CO2 supply level.
14/11/2023		2.98 NTU			High Turbidity	During plant startup SCADA had suppressed the high turbidity alarms.	Plant was immediately shut down once technician was	Alarms are no longer suppressed in the start-up.

Date	CCP4 - pH*	CCP5 - Filtered Turbidity*	CCP6A - Free Chlorine* (lower limit)	CCP7 - Fluoridation *	Water quality issue	Reason	Immediate correction	Preventive action
							aware of the situation	

**Table 8: Critical limit exceedances - JGWTP**

\* Daily data records required as part of CCP.

All reticulation have no CCPs, all have been changed and updated to WQP or COP

Date	CCP4 - pH*	CCP5 - Filtered Turbidity*	CCP6A - Free Chlorine* (Lower Limit)	CCP7 - Fluoridation *	Water quality issue	Reason	Immediate correction	Preventive action
07/03/2023 10/03/2023 15/03/2023				0.89 0.83 0.89	Low Fluoride	There were three occasions in March where the fluoride did not meet the critical control points due to issues with the hopper.		
27/04/2023 to 08/05/2023				N/A	Low Fluoride	The fluoride probe was found faulty on 27/04/2023	For a total of 11 days the fluoride was turned off.  Form 5 submitted	A replacement probe was ordered and installed on 08/05/2023
28/05/2023 to 31/12/2023				N/A	Low Fluoride	The fluoride pump failed and fluoride dosing was turned off.	Form 5 submitted.	Replacement equipment was ordered. Form 1 submitted awaiting commissioning and inspection by Health.

Date	CCP4 - pH*	CCP5 - Filtered Turbidity*	CCP6A - Free Chlorine* (Lower Limit)	CCP7 - Fluoridation *	Water quality issue	Reason	Immediate correction	Preventive action
09/11/2023		2.6			High Turbidity	The clear water pump (CWP) ceased functioning due to a UV system fault.	Plant was shut down. NSW Health were notified with no further action required.	City Water Technology has been engaged to undertake an Assessment on the filters.

**Table 9: Critical limit exceedances - Wellington WTP**

\* Daily data records required as part of CCP.

All reticulation have no CCPs, all have been changed and updated to WQP or COP

Date	CCP4 - pH*	CCP5 - Filtered Turbidity*	CCP6 A - Free Chlorine* (Lower Limit)	Water quality issue	Reason	Immediate correction	Preventive action
Nil							

**Table 10: Critical limit exceedances - Geurie WTP**

\* Data generally recorded daily.

All reticulation have no CCPs, all have been changed and updated to WQP or COP

Date	CCP1 - Turbidity	CCP42- pH	CCP3A - Free Chlorine (Lower Limit)	Water quality issue	Reason	Immediate correction	Preventive Action
20/06/2023			0.93	Low Chlorine	This was due to a sample service water pump failure which caused a decrease in the chlorine residual	The sample pump was replaced on 21/06/2023.	
21/06/2023			0.83				

**Table 11: Critical limit exceedances - Mumbil WTP**

\* Data generally recorded weekly or fortnightly

All reticulation have no CCPs, all have been changed and updated to WQP or COP

**6. FLUORIDE CRITICAL LIMIT EXCEEDANCE**

Fluoridation is a CCP for the Dubbo Water Scheme (including JGWTP) and the Wellington Water Scheme (including Wellington WTP). Therefore, the fluoride exceedance for those schemes have been included as part of the critical limit exceedances.

**7. WATER QUALITY**

**Sample Collection Across Treatment Plants During Reporting Year 2023**

Microbial data was collected throughout the year, on a monthly basis for all reservoir sites, including system reticulation data. These were sent to an independent laboratory, as well as the Microbiology samples collected weekly according to the NSW Health Drinking Water Monitoring Program (DWMP). All sample sites have undergone reassessment for suitability. A new style of sample point has been developed by staff to give a better flushing of the system and sampling point. The mains will be sampled, not a customer’s garden tap, which will give a more accurate reading of the actual system.

The following table presents the number of samples expected by NSW Health and the number of samples taken by Council operators within the reporting period. All samples are tested by an independent accredited laboratory (Sydney Water).

Council was compliant with the testing regime with the tests at/or above the required number of samples in the annual reporting period.

The below information is sourced from NSW Health’s Drinking Water Database.

Supply system	Analysis type	Total samples expected to date	Total samples submitted to date	% Annual compliance
Dubbo DR01	Chemistry	12	12	100%
	Microbiology	184	187	101%
Geurie DR03	Chemistry	3	3	100%
	Microbiology	52	57	109%
Mumbil DR04	Chemistry	2	2	100%
	Microbiology	26	28	107%
Wellington DR05	Chemistry	12	12	100%
	Microbiology	88	93	106%

**Table 12: Samples taken during report period**

**Water Quality Discussion**

**Dubbo, Wellington, Geurie and Mumbil Schemes**

Water quality data statistics and graphs for the water scheme are provided in Appendix A.

**Raw Water:**

There has been a noted decline in the river water quality over the past five years, in particular after the heavy rain proceeding the drought. The first quarter of 2023 has started with a high number of consumer issues, similar in nature to the CRMs caused by the presence of geosmin during December 2022, excluding Mumbil.

Further tests were undertaken on 24 January 2023 which indicated that there were traces of geosmin still present within the clear water tank located at the JGWTP. There have been no further tests undertaken since this date.

## 8. CONSUMER COMPLAINTS

Details of water quality complaints made in 2023 alongside and resolution/lessons learnt are provided in the Table below:

Date	Requests	Location	General description of complaints	Action undertaken	Resolution/lessons learnt
Jan	1	Dubbo	Customer is concerned about grey water throughout his house. He has run the taps for half an hour, and it is still grey.	Collected and tested samples, the results were within the ADWG. Colour was not visible upon collecting sample	Notified customer of results.
	2	Dubbo	Customers reported that their water smells and tastes earthy.	Collected and tested samples, the results were within the ADWG. Odour was not detected upon collecting sample	Notified customers of results.
	1	Dubbo	Customer has reported dirty water at their property	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
	1	Mumbil	Customer called to report that when brushing her teeth the water burnt her mouth. She becomes very itchy after a shower and believes that the fluoride issues in Wellington may be the cause.	Collected and tested samples, the results were within the ADWG. Odour was not detected upon collecting sample	Notified customer of results and advised to seek medical attention regarding the burnt mouth and itching.
	1	Dubbo	Customer has reported that their water has an unpleasant taste.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
	1	Wellington	Customer has reported discoloured water.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
Feb	1	Dubbo	Customer has reported that their water has an unpleasant taste.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
	1	Wellington	Customer has reported that their water is a milky colour.	Collected and tested samples, the results were within the ADWG. Colour was not visible upon collecting sample	Notified customer of results.
Mar	1	Dubbo	Customers have reported discoloured water.	Collected and tested samples, all results were within the ADWG.	Notified customers of results.

Date	Requests	Location	General description of complaints	Action undertaken	Resolution/lessons learnt
	1	Dubbo	Customer has reported discoloured water.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
	1	Dubbo	Customer has reported discoloured water for the past three weeks.	Attended and identified as an internal property issues.	Notified customer.
	1	Dubbo	Customer has reported that his water has black particles.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
	1	Dubbo	Customer reported that their water is discoloured and smells/tastes earthy.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
	1	Dubbo	Customer reported that their water is discoloured and has an odour.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
	1	Dubbo	Customer has reported high levels of calcium at their property. A plumber has had to unblock a calcium buildup within their hot water system.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
Apr	1	Dubbo	Customer believes that the water is corroding her internal hardware and pipes.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
	1	Dubbo	Customer has reported discoloured water at their property. This has been happening for the past few months.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
May	1	Dubbo	Customer has reported that the hospital has told her partner that the water has given him an infection. She has said that her property water is discoloured and has an odour.	Collected and tested samples, the results were within the ADWG. Additional Bacto testing was conducted, results were within the ADWG.	Notified customer of results.
	2	Dubbo	Customers have reported discoloured water.	Collected and tested samples, the results were within the ADWG.	Notified customer of results.
Jun	1	Dubbo	Customer reported discoloured water	Collected and tested samples, the results were within the ADWG.	Notified customer of results
	1	Dubbo	Customer reported that their water tastes bad.	Collected and tested samples, the results were within the ADWG.	Notified customer of results
	1	Dubbo	Customer has reported that their water has had an odour for some time.	Collected and tested samples, the results were within the ADWG.	Notified customer of results

Date	Requests	Location	General description of complaints	Action undertaken	Resolution/lessons learnt
Jul	1	Wellington	Customer has reported that she requires an asthma spacer for her health and has noticed after washing it there is a white residue in her spacer. she would like to know what is in the water.	Collected and tested samples, the results were within the ADWG.	Notified customer of results
	1	Dubbo	Customer has reported that their water smells strongly of chlorine and leaves a white residue on their skin.	Collected and tested samples, the results were within the ADWG.	Notified customer of results
Aug	4	Dubbo	Customer has reported that their water has an odour.	Collected and tested samples, the results were within the ADWG.	Notified customer of results
	3	Dubbo	Customers have reported discoloured water.	Collected and tested samples, the results were within the ADWG.	Notified customer of results
Sep	Nil				
Oct	1	Geurie	Customer has reported discoloured water	Collected and tested samples, the results were within the ADWG.	Notified customer of results
	1	Dubbo	Customer has reported discoloured and cloudy water.	Collected and tested samples, the results were within the ADWG.	Notified customer of results
	1	Dubbo	Customer has reported discoloured water, they have run the taps for five minutes and the water is still brown.	Collected and tested samples, the results were within the ADWG.	Notified customer of results
Nov	Nil				
Dec	1	Dubbo	Customer is concerned that their water is contaminated and causing a rash/itching.	Collected and tested samples, the results were within the ADWG.	Notified customer of results

Table 13: Water quality consumer complaints for 2023

## 9. WATER QUALITY INCIDENTS

There were nil water quality incidents or emergencies for the 2023 report period which are presented in Table 6.1 below.

Details of incident/emergency	Investigation recommendations	Preventive action undertaken
Nil		

**Table 14: Summary of incident and emergencies, recommendations and preventive actions**

## 10. STAFF DEVELOPMENT AND TRAINING

Details of the staff development and training courses completed during the reporting period are provided in Table 15 below:

Description of development/training	Number of Attendees
First Aid and CPR	7
Fire Warden Training	19
Enter and Work in Confined Space Spaces and Gas test atmospheres	19
Operate Breathing Apparatus	18
Work Safely at heights	16
Fluoride	3
Chlorine Gas Handling	18 (10) certified
Review and Audit of Drinking Water Quality Management System	4
Incident and Emergency Management training	3
Chemwatch	4
Hydraulic Modelling	2

**Table 15: Staff development activities or training courses**

**11. WATER QUALITY ACTION PLAN**

The Water Quality Action Plan outlines the description of the action, categorisation (capital upgrades, staff, training, operational), organisational responsibility, high, medium or low priority and an immediate, short term and long term timeframe.

The Water Quality Action Plan originated with 82 actions (March 2023). A final review and debrief report was completed in October 2023 by City Water Technologies for the Geurie Boil Water Alert resulting in a further 20 actions being included.

There are now a total of 102 actions outlined within the Water Quality Action Plan (refer to **Appendix 1**).

As of 31 December 2023:

- 49 of the 102 actions have been completed
- 47 out of the remaining 53 actions are progressing or are under investigation with six yet to commence
- 25 actions are high priority (10 are completed)
- 10 actions involve external stakeholders including NSW Health, Department of Planning and Environment and Water NSW.

Water Quality Action Plan	Completed	In progress	Not yet commenced	Total
Number of actions	49	47	6	102

The 102 actions are categorised below:

Description of Action	Total
Capital Upgrades / Strategic Planning	34
Procedures/Documentation	23
Operational	33
Staff/Training	10
Other	2

**Table 16: Category of Action**

## 12. REVIEW OF DRINKING WATER MANAGEMENT SYSTEM IMPLEMENTATION

### Atom Consulting

A summary of the internal/external reviews of the Drinking Water Management System (DWMS) and implementation is provided in the Summary of DWMS review in Table 16 below:

Note: This summary also includes the details of relevant findings and any actions taken or identified.

Date	Reviewer	Scope	Findings	Actions
25-26/11/2021	Atom Consulting	Risk Assessment water quality results - Dubbo system	Raw colour Raw turbidity Clarifier pH, turbidity CWT turbidity WTP pH Individual filter turbidity (NTU)  WTP free chlorine  WTP free chlorine Fluoridation Reservoir Integrity Re-chlorinator Reticulation colour, turbidity, pH, Free chlorine, Fluoride	Not considered a CCP, changed to a COP. Not considered a CCP, changed to a COP. Confirmed as a COP. Not considered a CCP, changed to a COP. Confirmed as a CCP. CWT online analyser. Confirmed as a CCP. Monitored at individual filter analysers. Target modified to 0.2 - 0.3 NTU and adjustment limit modified to > 0.3 NTU. Critical limit changed from > 1 NTU to >0.5 NTU for > 15 minutes due to risk of Cryptosporidium in the catchment. Lower limit confirmed as a CCP. Monitoring point is the CWT online analyser (second analyser is a COP). Upper limit not considered a CCP, changed to a COP. Confirmed as a CCP. Confirmed as a COP. Changed to a Quality Point.

Table 16: Summary of DWMS review

### 13. RESERVOIR INSPECTIONS

In addition to the inspections undertaken by Waters Marine in 2023, a summary of the reservoir inspections undertaken during the reporting period is provided in the Summary of Reservoir Inspections in Table 17 below, along with details of the finding and any corrective actions undertaken:

Date	Reservoirs inspected	Findings	Corrective actions
15/03/2023	Yarrandale Myall Street Barton Hill	<ul style="list-style-type: none"> <li>• Nil</li> <li>• Nil</li> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> <li>• N/A</li> <li>• N/A</li> </ul>
17/03/2023	Ballimore	<ul style="list-style-type: none"> <li>• The room required a clean out due to mice and wasps.</li> </ul>	<ul style="list-style-type: none"> <li>• Room cleaned.</li> </ul>
09/06/2023	Yarrandale Myall Street Wongarbon Eulomogo	<ul style="list-style-type: none"> <li>• Bird droppings on outside of the reservoir</li> <li>• Nil</li> <li>• Nil</li> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• Bird droppings swept off and cleaned the area.</li> <li>• N/A</li> <li>• N/A</li> <li>• N/A</li> </ul>
16/06/2023	Bourke Hill	<ul style="list-style-type: none"> <li>• Not secure – Hole cut in fence</li> </ul>	<ul style="list-style-type: none"> <li>• Fence repaired</li> </ul>
14/10/2023	Barton Hill Montefiores	<ul style="list-style-type: none"> <li>• Nil</li> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> <li>• N/A</li> </ul>
28/10/2023	Geurie Street Wellington Montefiores	<ul style="list-style-type: none"> <li>• Unlocked hatches and unlocked telemetry cabinet.</li> <li>• Nil</li> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• Treatment technician locked all the hatches and locked the telemetry cabinet</li> <li>• N/A</li> <li>• N/A</li> </ul>
11/10/2023	Geurie Street Barton Hill Montefiores	<ul style="list-style-type: none"> <li>• Nil</li> <li>• Nil</li> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> <li>• N/A</li> <li>• N/A</li> </ul>
16/10/2023	Geurie Street	<ul style="list-style-type: none"> <li>• Nil</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
18/10/2023	Rifle Range Ballimore	<ul style="list-style-type: none"> <li>• Remotely Inspected – Telemetry hut was not visible.</li> <li>• Remotely Inspected – Camera not working.</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> <li>• Conducted Physical inspection and everything good</li> </ul>

Date	Reservoirs inspected	Findings	Corrective actions
18/10/2023 Continued	Bourke Hill	<ul style="list-style-type: none"> <li>Remotely Inspected – Gates and Telemetry cabinet not visible on camera.</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Buninyong	<ul style="list-style-type: none"> <li>Remotely Inspected – Gates and Telemetry cabinet not visible on camera.</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Eulomogo	<ul style="list-style-type: none"> <li>Remotely Inspected – Only the hatches were visible on camera. Hatches were closed.</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Eumungerie	<ul style="list-style-type: none"> <li>Remotely Inspected – Camera not working.</li> </ul>	<ul style="list-style-type: none"> <li>Conducted Physical inspection and everything good</li> </ul>
	Myall Street	<ul style="list-style-type: none"> <li>Remotely Inspected – Only the hatches were visible on camera. Hatches were closed.</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Newtown	<ul style="list-style-type: none"> <li>Remotely Inspected – Telemetry cabinet not visible on camera.</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Standpipe	<ul style="list-style-type: none"> <li>Remotely Inspected – Camera not working</li> </ul>	<ul style="list-style-type: none"> <li>Conducted Physical inspection and everything good</li> </ul>
	Wongarbon Yarrandale	<ul style="list-style-type: none"> <li>Nil</li> <li>Evidence of vandalism</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> <li>Conducted Physical inspection and we found it was spray paint Engage contractors to remove</li> </ul>
25/10/2023	Geurie Street	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
29/10/2023	Geurie Street	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
02/11/2023	Barton Hill	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Montefiores	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Newtown	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Bourke Hill	<ul style="list-style-type: none"> <li>Remotely Inspected – Gates and Telemetry cabinet not visible on camera.</li> </ul>	<ul style="list-style-type: none"> <li>Conducted Physical inspection and everything good.</li> </ul>
	Buninyong	<ul style="list-style-type: none"> <li>Remotely Inspected – Gates and Telemetry cabinet not visible on camera.</li> </ul>	<ul style="list-style-type: none"> <li>Conducted physical inspection and all good</li> </ul>
	Eulomogo	<ul style="list-style-type: none"> <li>Remotely Inspected – Gates and Telemetry cabinet not visible on camera.</li> </ul>	<ul style="list-style-type: none"> <li>Conducted physical inspection and all good</li> </ul>

Date	Reservoirs inspected	Findings	Corrective actions
	Myall Street	<ul style="list-style-type: none"> <li>Remotely Inspected – Gates and Telemetry cabinet not visible on camera.</li> </ul>	<ul style="list-style-type: none"> <li>Conducted physical inspection and all good</li> </ul>
	Rifle Range	<ul style="list-style-type: none"> <li>Remotely Inspected – Telemetry cabinet not visible on camera.</li> </ul>	<ul style="list-style-type: none"> <li>Conducted physical inspection and all good</li> </ul>
	Standpipe	<ul style="list-style-type: none"> <li>Remotely Inspected – Gates and Telemetry cabinet not visible on camera.</li> </ul>	<ul style="list-style-type: none"> <li>Conducted physical inspection and all good</li> </ul>
	Wongarbon	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Yarrandale	<ul style="list-style-type: none"> <li>Remotely Inspected – Gates and Telemetry cabinet not visible on camera.</li> </ul>	<ul style="list-style-type: none"> <li>Conducted physical inspection and all good</li> </ul>
06/11/2023	Geurie Street	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
09/11/2023	Yarrandale	<ul style="list-style-type: none"> <li>Evidence of bird’s nest on top of water tower gaps between roofing and tank</li> </ul>	<ul style="list-style-type: none"> <li>Engaged Contractors to climb up the reservoir and cleaned the bird’s nest as this was outside the mesh</li> </ul>
	Myall Street	<ul style="list-style-type: none"> <li>Remotely Inspected – Gates were not visible on camera</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Yarrandale	<ul style="list-style-type: none"> <li>Evidence of vandalism</li> </ul>	<ul style="list-style-type: none"> <li>Spray painting reported to Coordinator. Engaging contractors to remove.</li> </ul>
	Ballimore	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Rifle Range	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Buninyong	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Eulomogo	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Eumungerie	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Newtown	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Standpipe	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Wongarbon	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
13/11/2023	Geurie Street	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
17/11/2023	Geurie Street	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Myall Street	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	Buninyong	<ul style="list-style-type: none"> <li>Nil</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

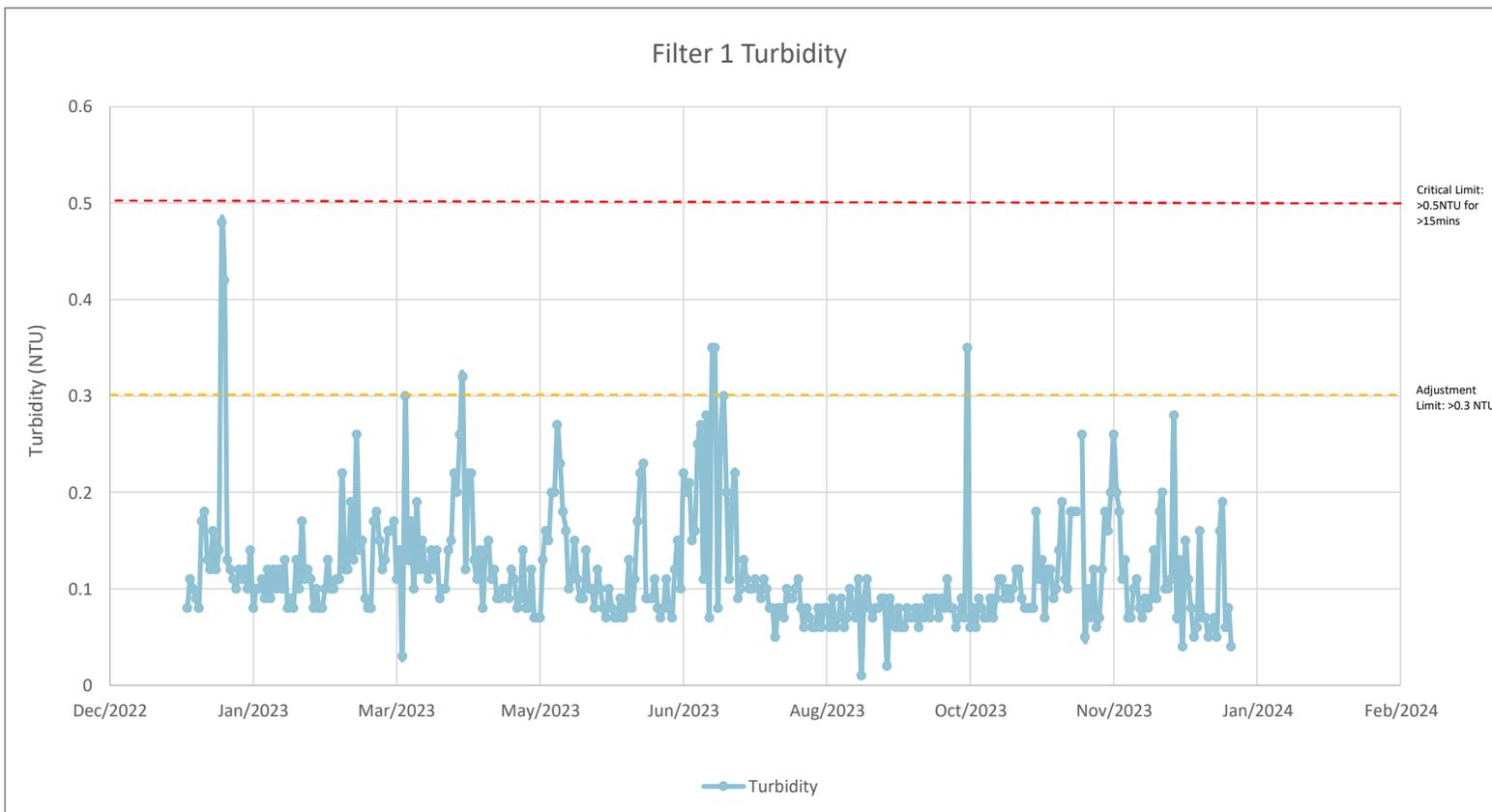
Date	Reservoirs inspected	Findings	Corrective actions
20/11/2023	Geurie Street	• Nil	• N/A
23/11/2023	Yarrandale	• Nil	• N/A
	Rifle Range	• Nil	• N/A
	Bourke Hill	• Not secure – Hole has been cut in fence	• Contractor engaged and fence repaired
28/11/2023	Ballimore	• Nil	• N/A
29/11/2023	Bourke Hill	• Not secure – Hole has been cut in fence	• Fence repaired
	Rifle Range	• Nil	• N/A
	Yarrandale	• Nil	• N/A
30/11/2023	Wongarbon	• Nil	• N/A
	Eulomogo	• Nil	• N/A
01/12/2023	Montefiores	• Nil	• N/A
01/12/2023	Barton Hill	• Nil	• N/A
08/12/2023	Geurie Street	• Nil	• N/A
15/12/2023	Geurie Street	• Nil	• N/A
18/12/2023	Geurie Street	• Nil	• N/A
	Montefiores	• Nil	• N/A
	Barton Hill	• Nil	• N/A
27/12/2023	Geurie Street	• Nil	• N/A
	Montefiores	• Nil	• N/A
	Barton Hill	• Nil	• N/A

Table 17: Summary of Reservoir Inspections

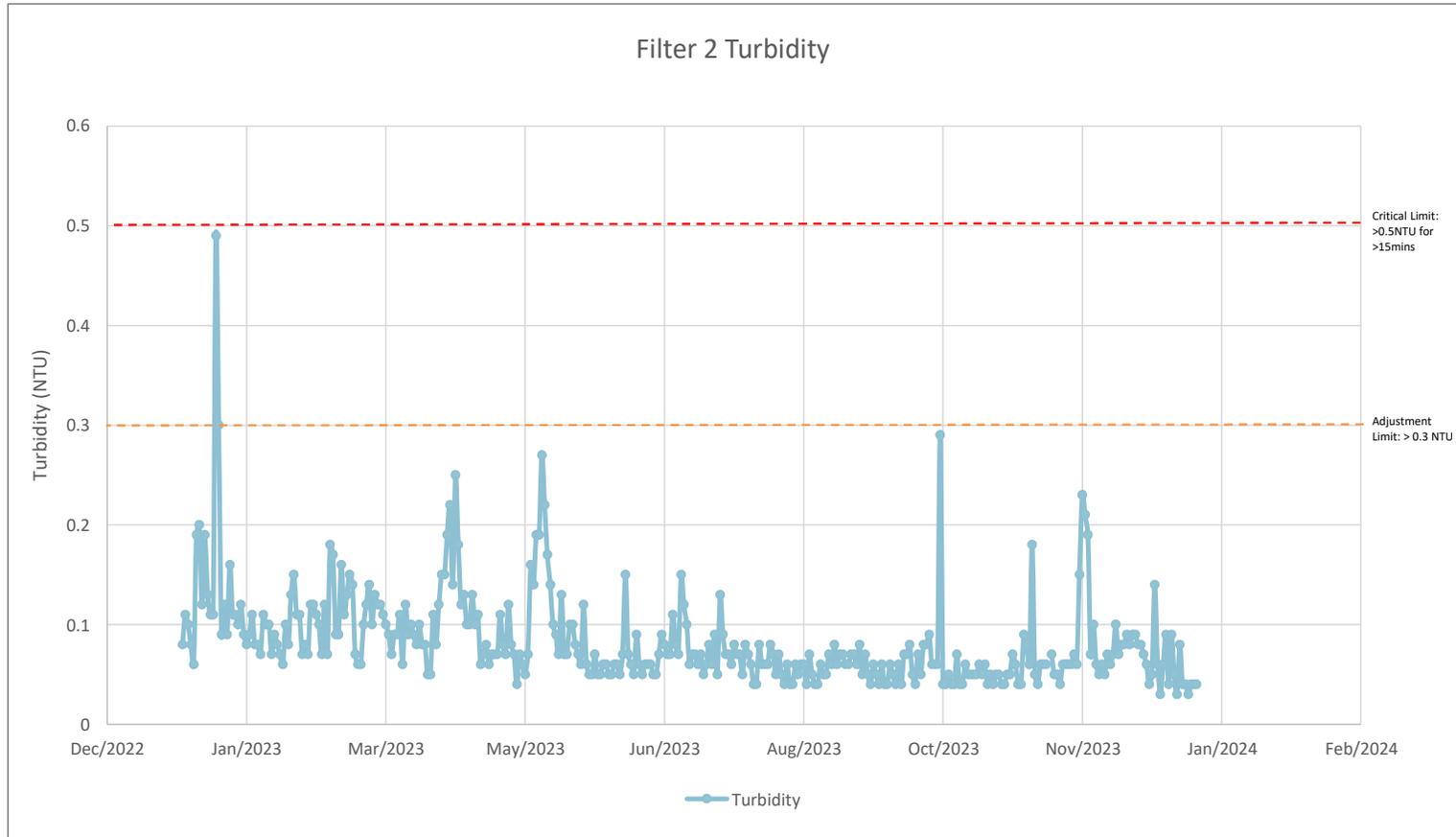
**14. WATER QUALITY DATA/GRAPHS**

Summary water quality graphs are provided below:

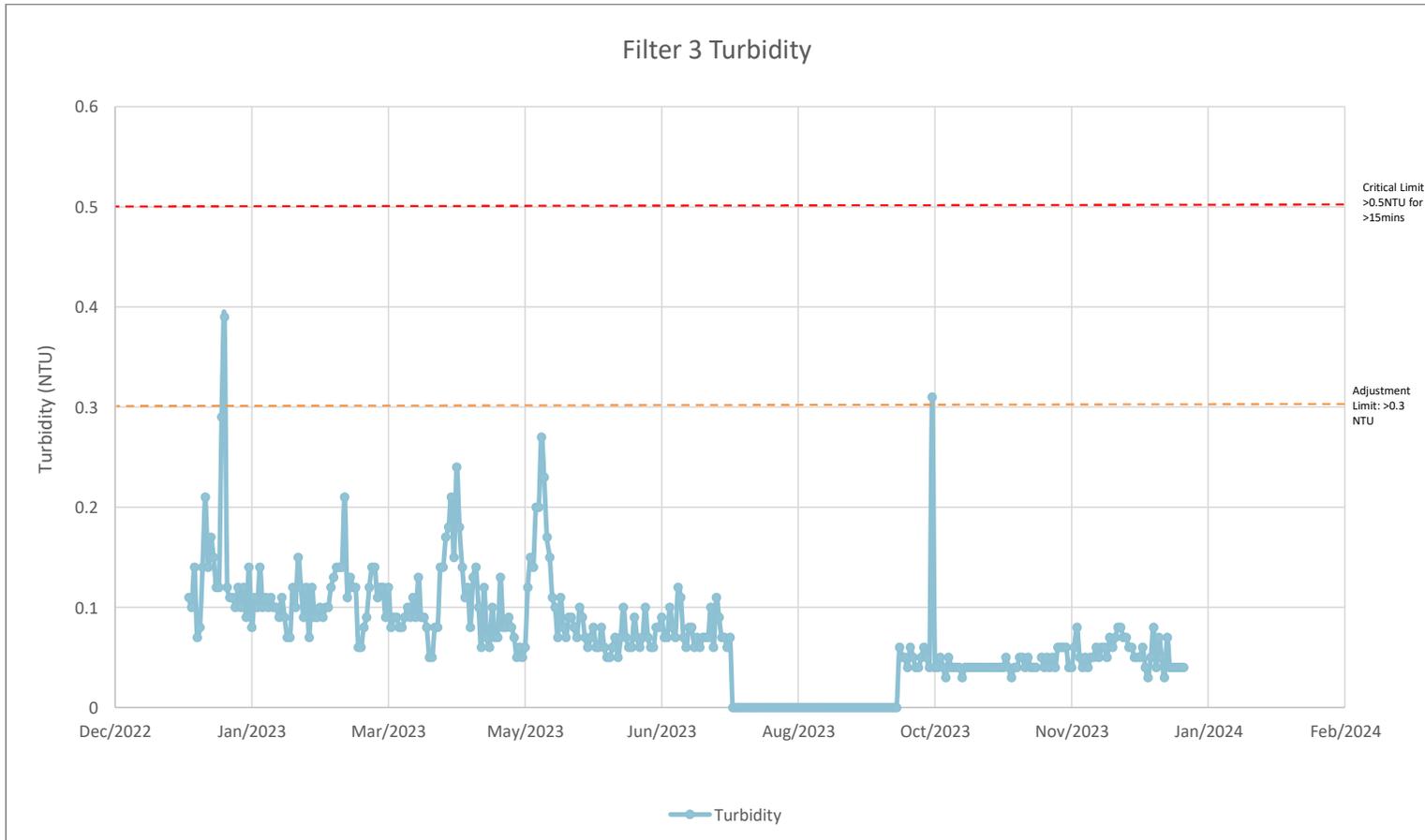
15. DUBBO SCHEME WATER QUALITY GRAPHS



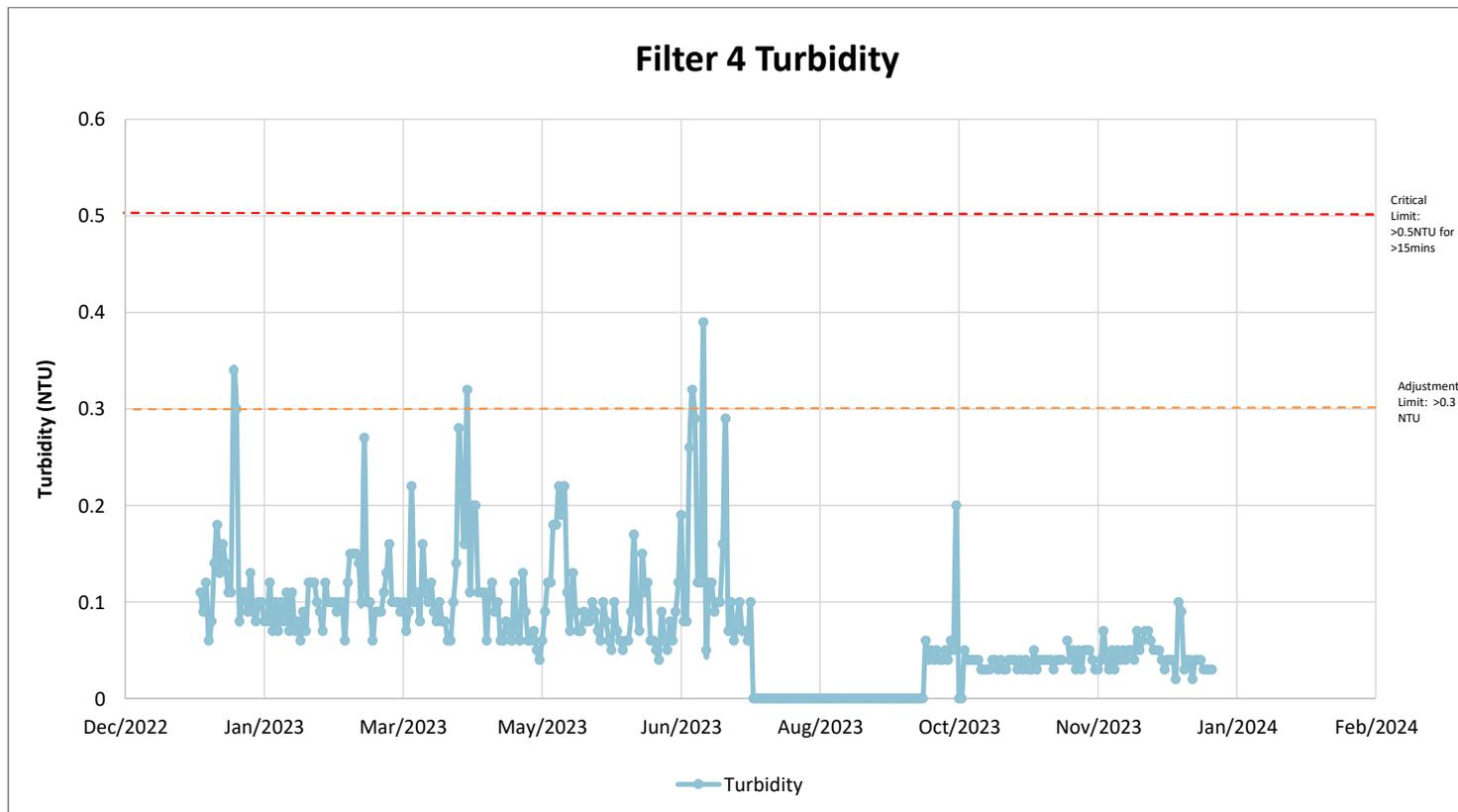
**Dubbo JGWTP: CCP - Filter 1 Turbidity**  
 95<sup>th</sup> percentile data displayed (24 hour average)



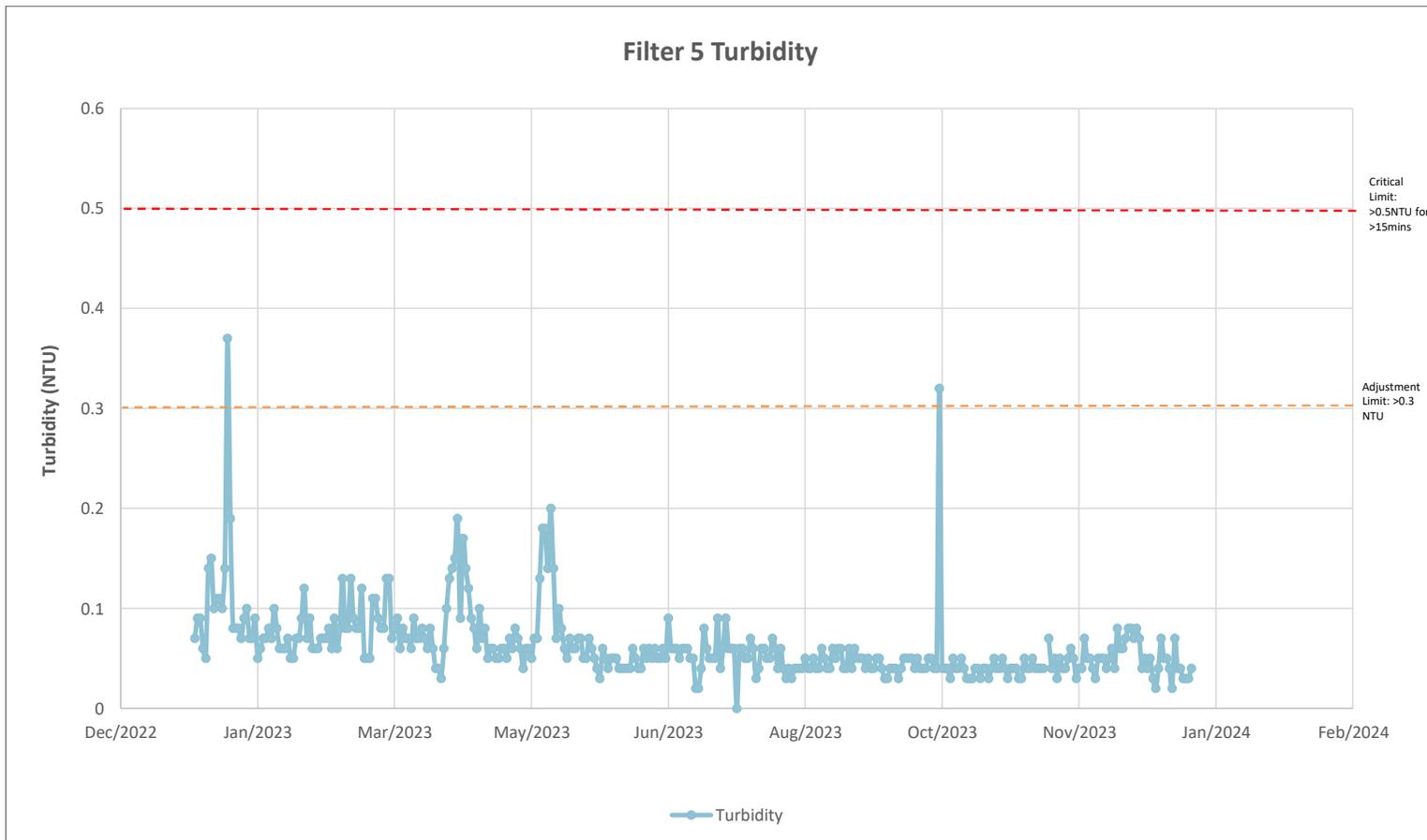
**Dubbo JGWTP: CCP - Filter 2 Turbidity**  
 95<sup>th</sup> percentile data displayed (24 hour average)



Dubbo JGWTP: CCP - Filter 3 Turbidity  
95<sup>th</sup> percentile data displayed (24 hour average)

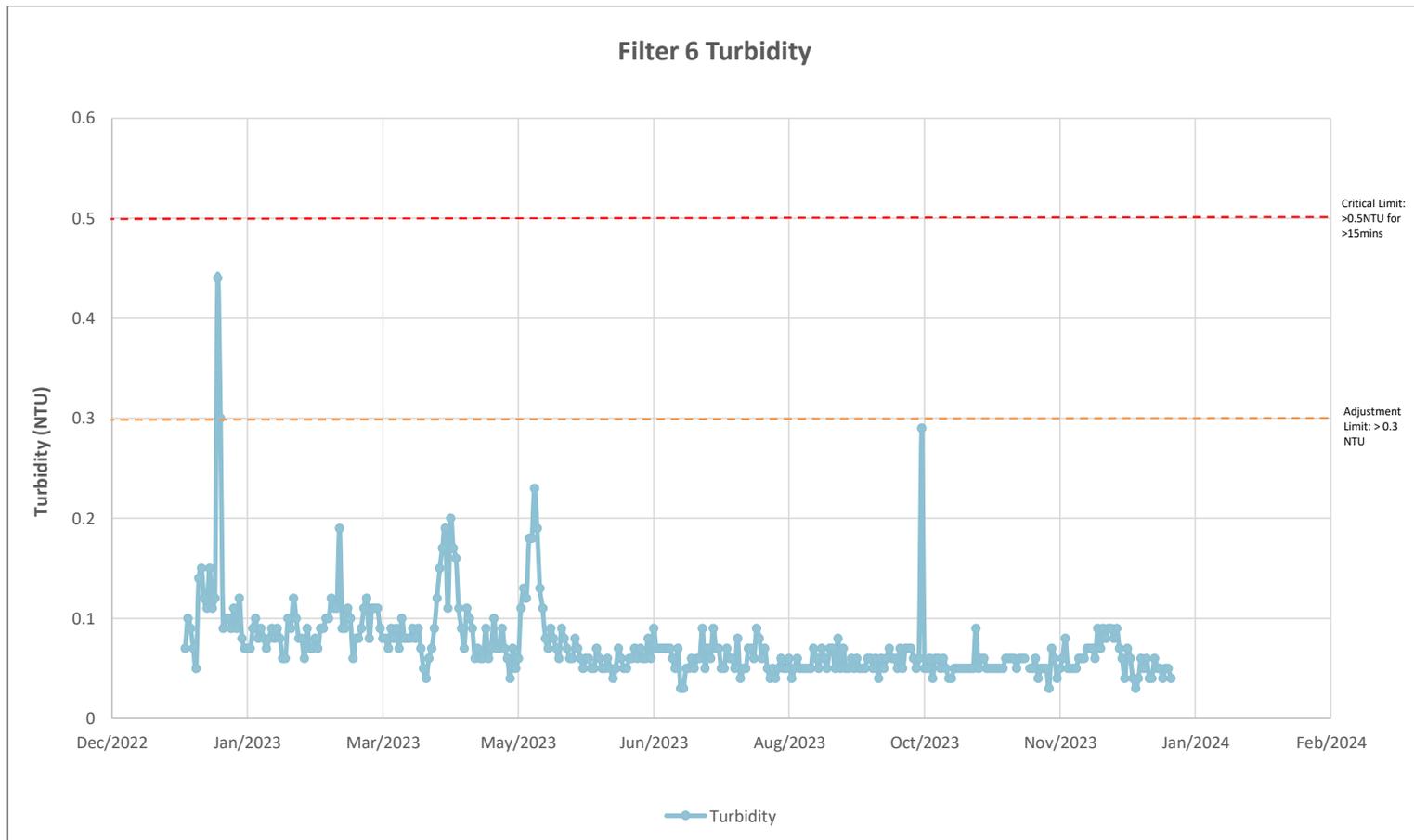


**Dubbo JGWTP: - Filter 4 Turbidity**  
95<sup>th</sup> percentile data displayed (24 hour average)

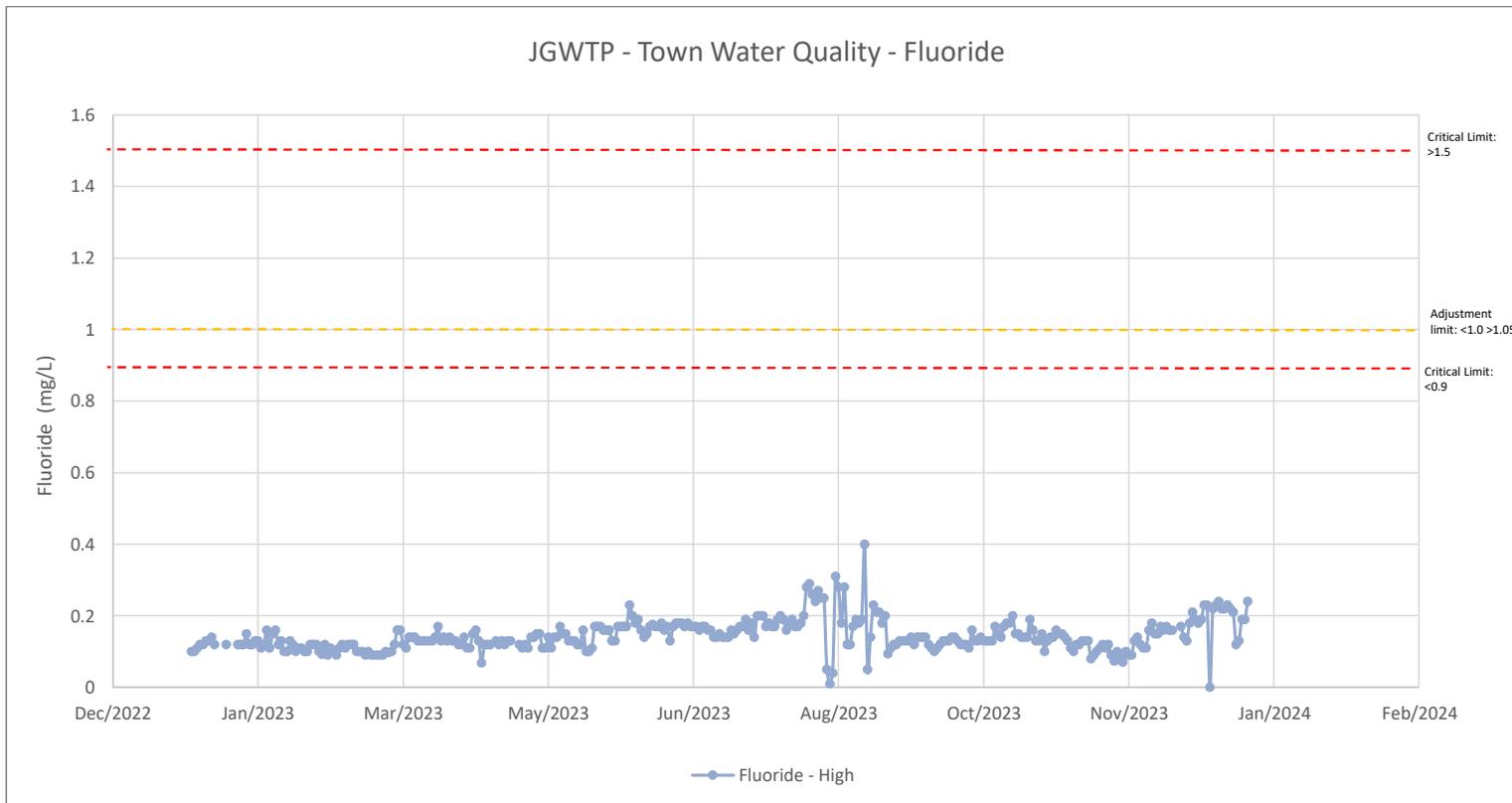


**Dubbo JGWTP: CCP - Filter 5 Turbidity**

95<sup>th</sup> percentile data displayed (24 hour average)

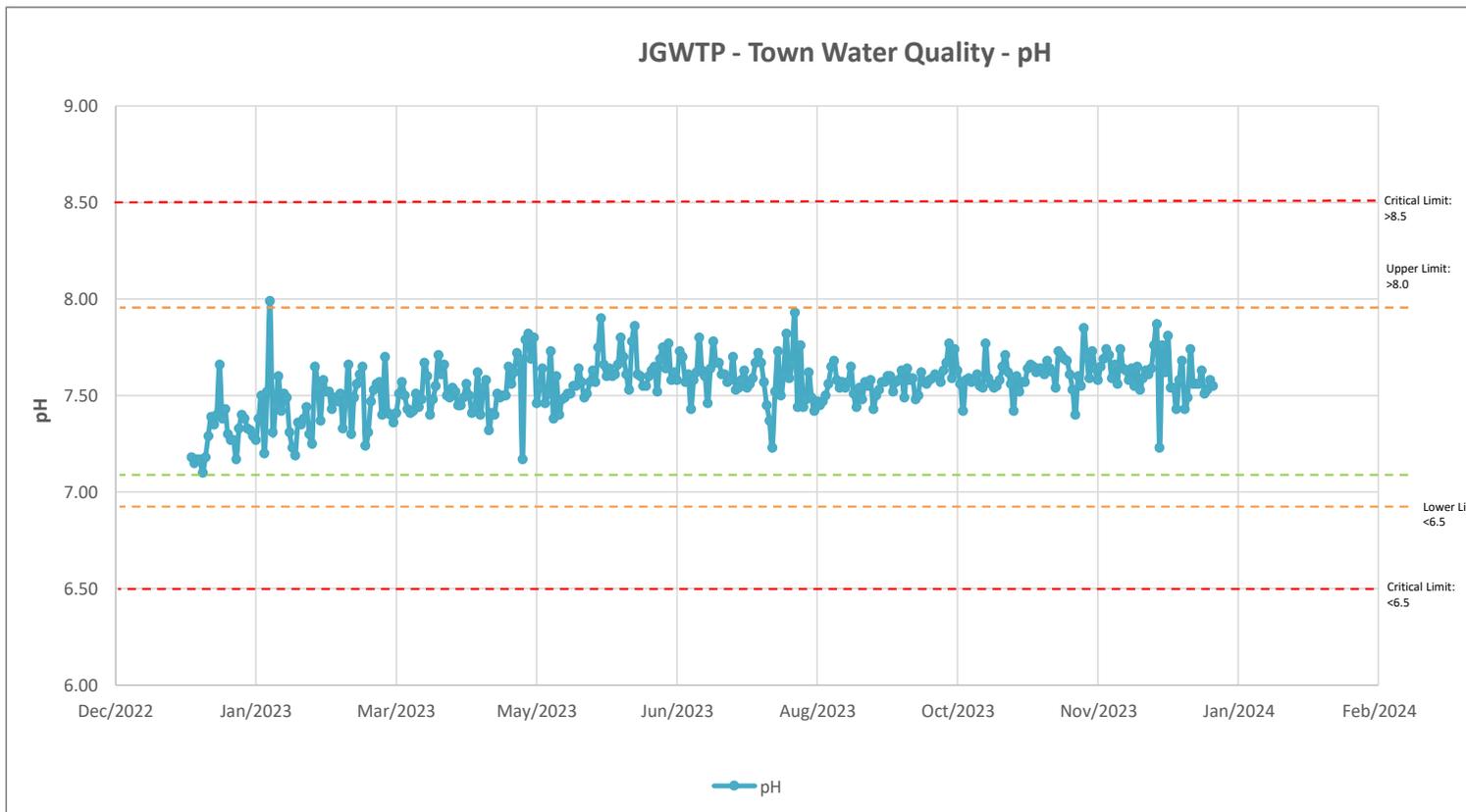


**Dubbo JGWTP: CCP - Filter 6 Turbidity**  
 95<sup>th</sup> percentile data displayed (24 hour average)

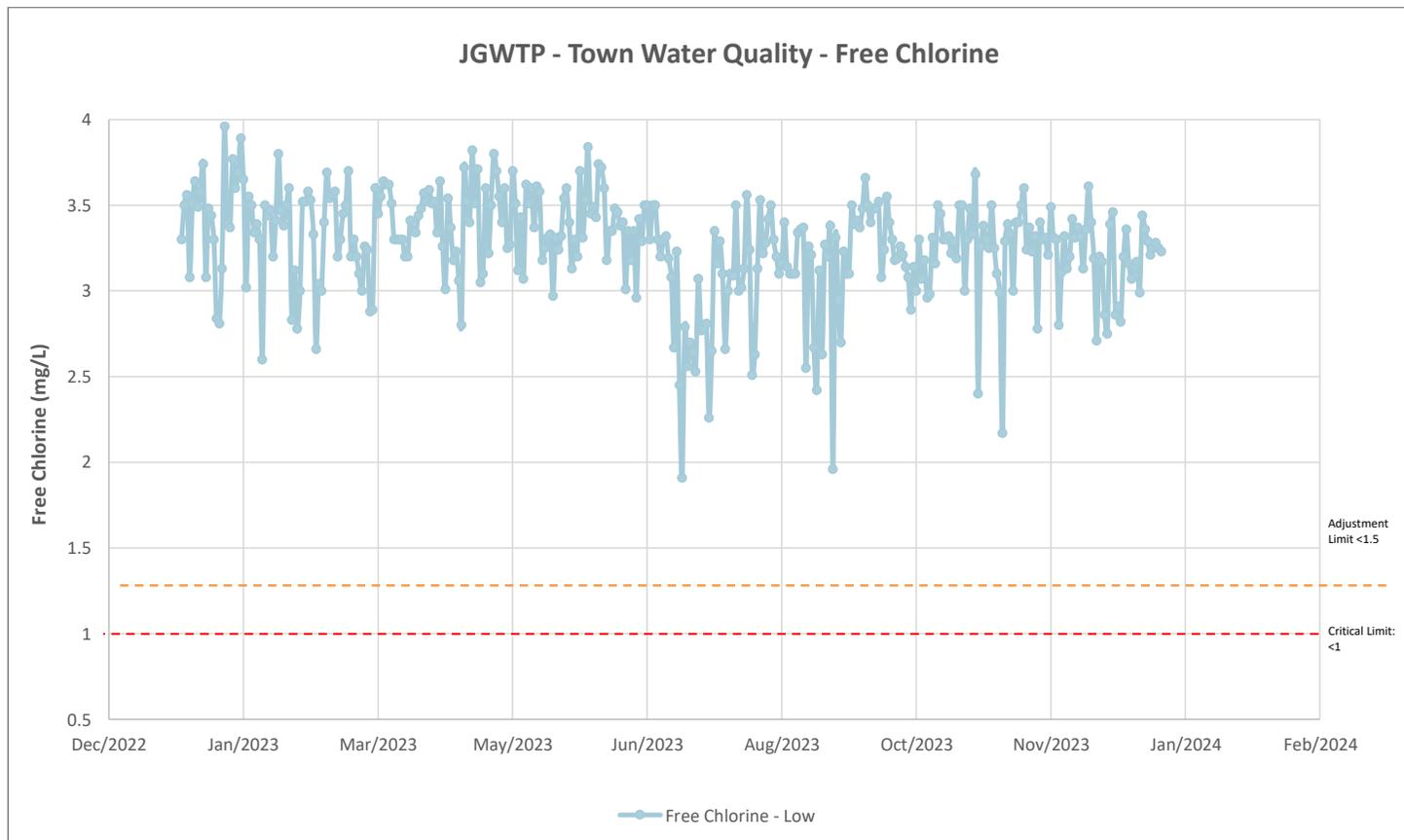


**Dubbo JGWTP: CCP - Town Water Quality Fluoride**

95<sup>th</sup> percentile data displayed (24 hour average)

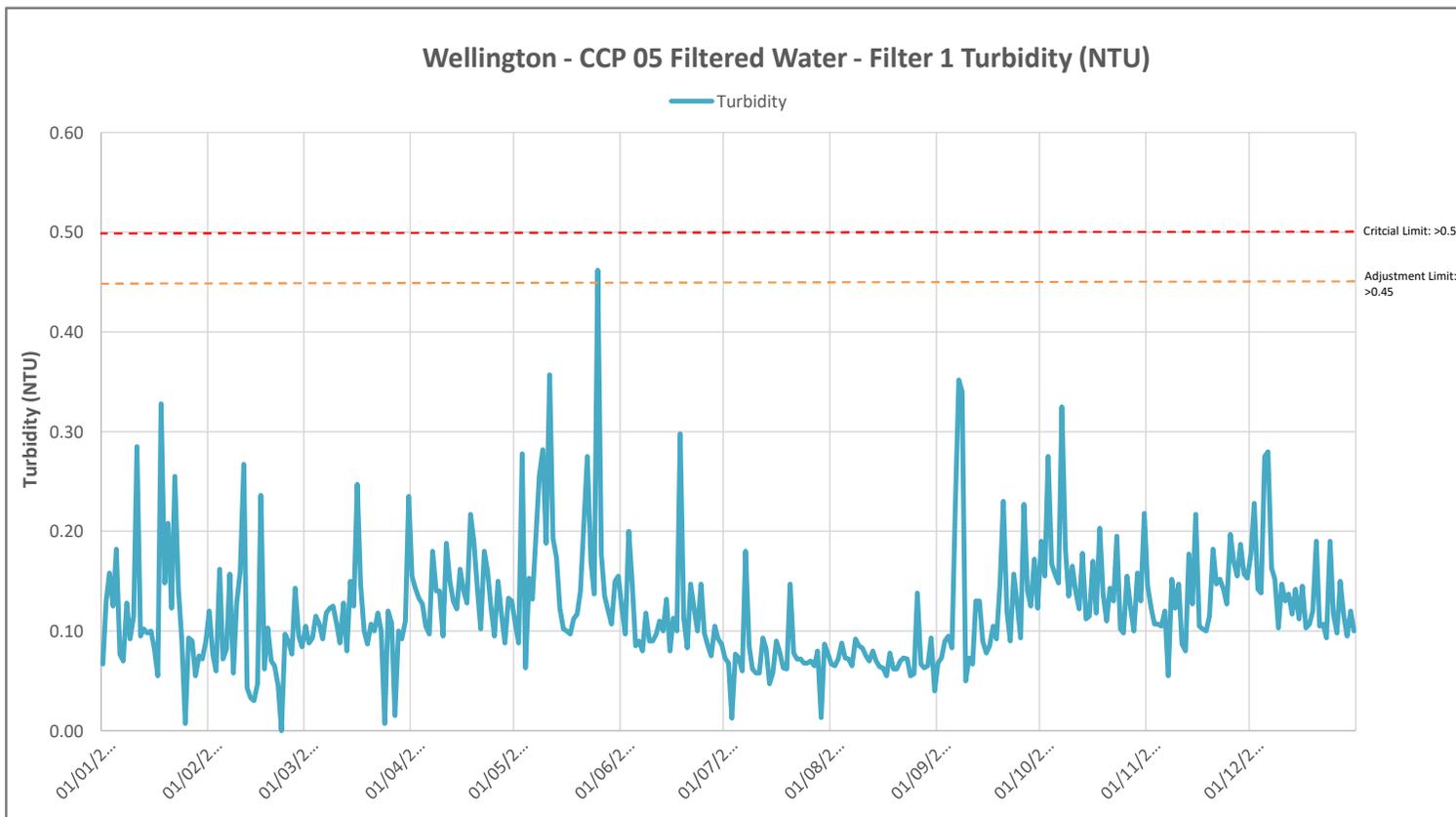


**Dubbo JGWTP: CCP - Town Water Quality pH**  
95<sup>th</sup> percentile data displayed (24 hour average)

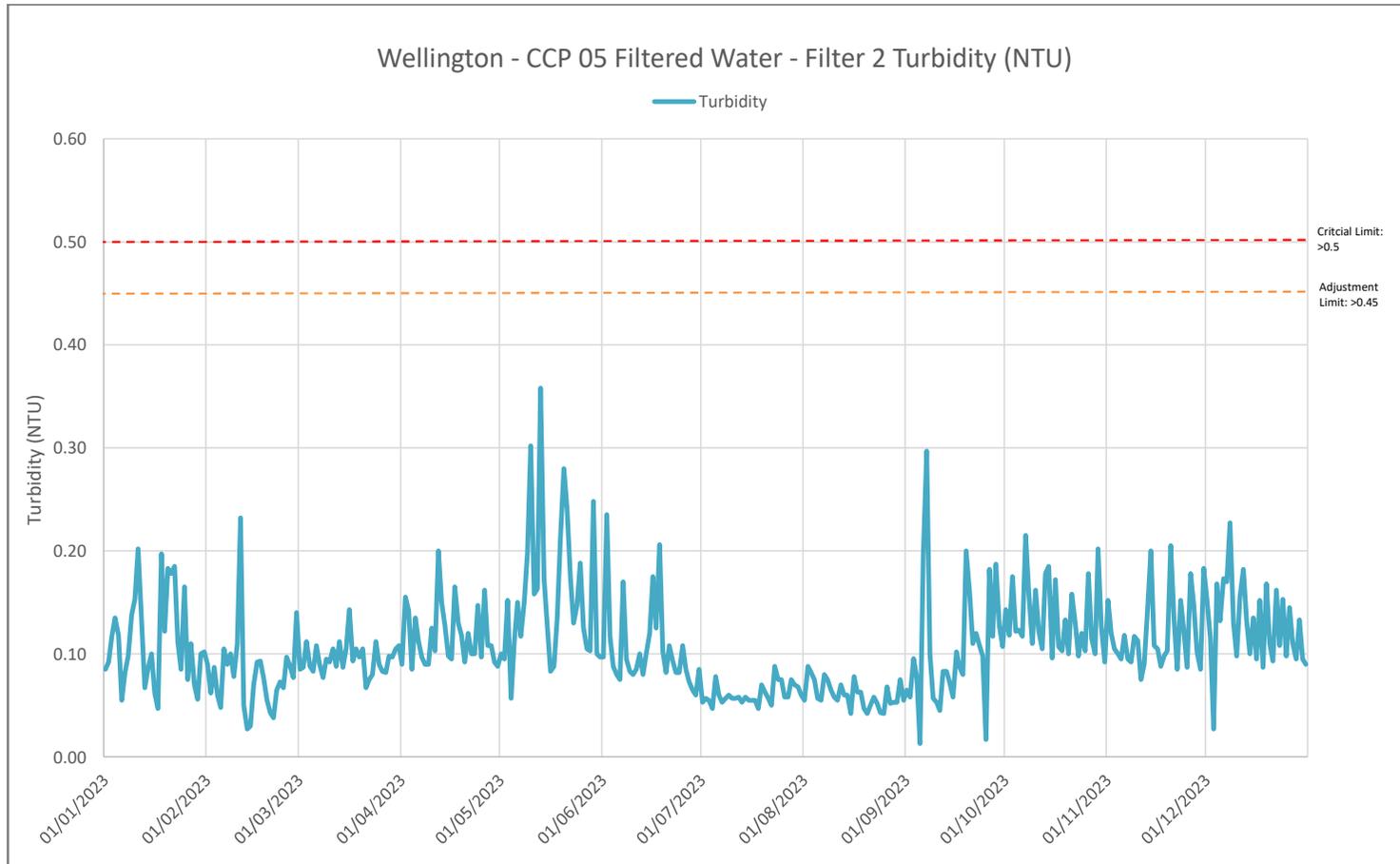


**Dubbo JGWTP: CCP - Town Water Quality Free Chlorine**  
 95<sup>th</sup> percentile data displayed (24 hour average)

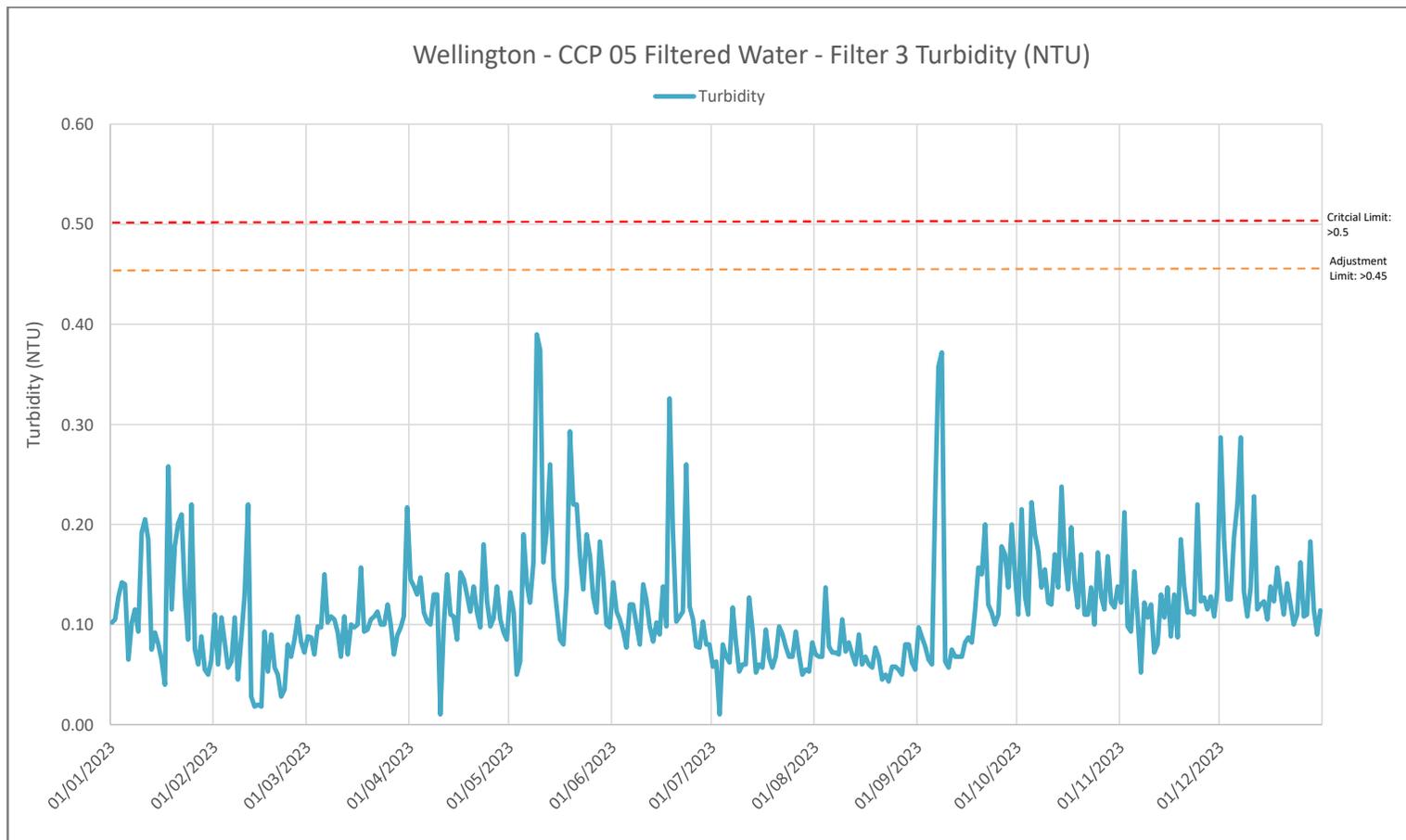
16. WELLINGTON SCHEME WATER QUALITY GRAPHS



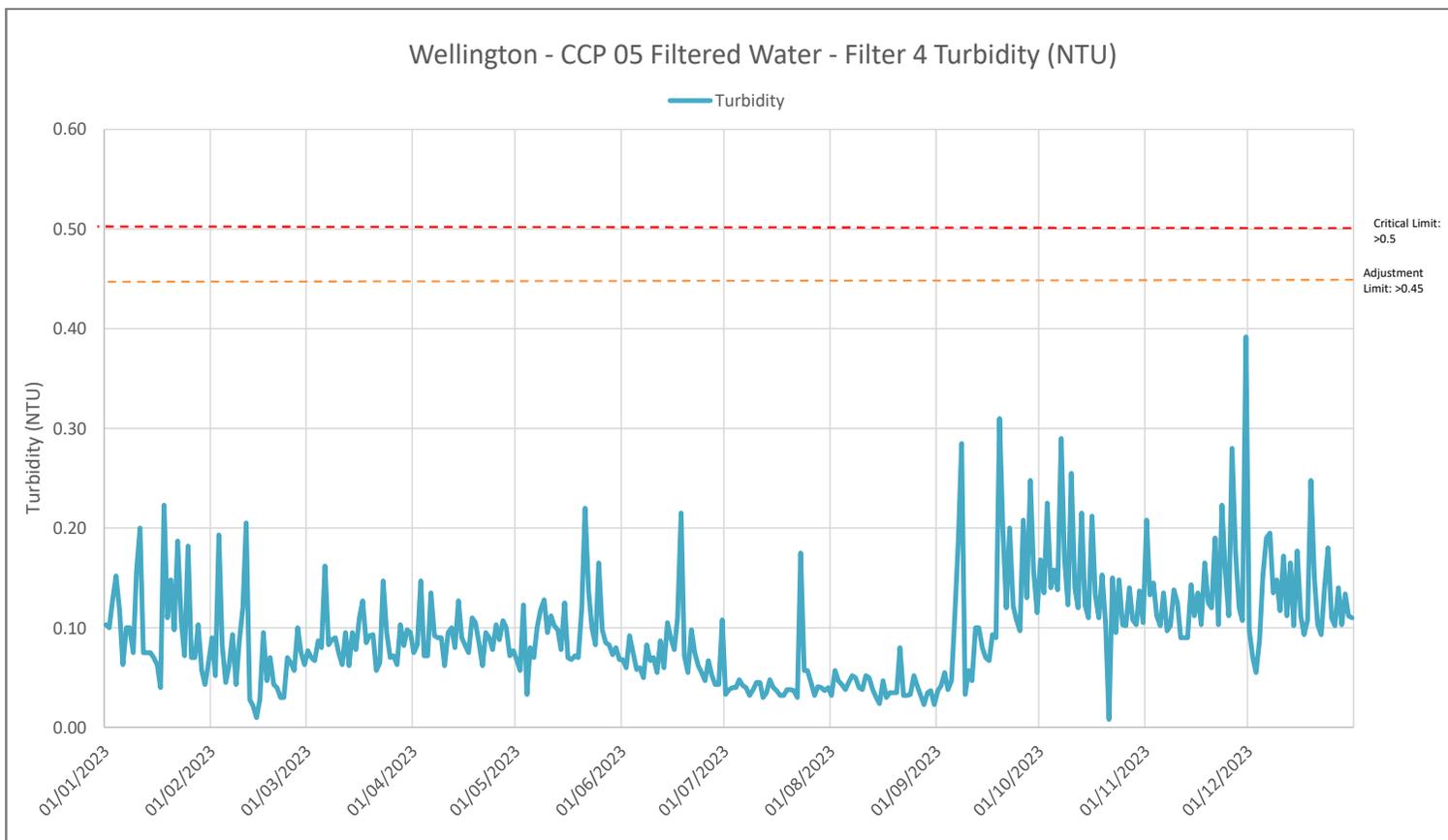
**Wellington WTP: CCP - Filter 1 Turbidity**  
 95<sup>th</sup> percentile data displayed (24 hour average)



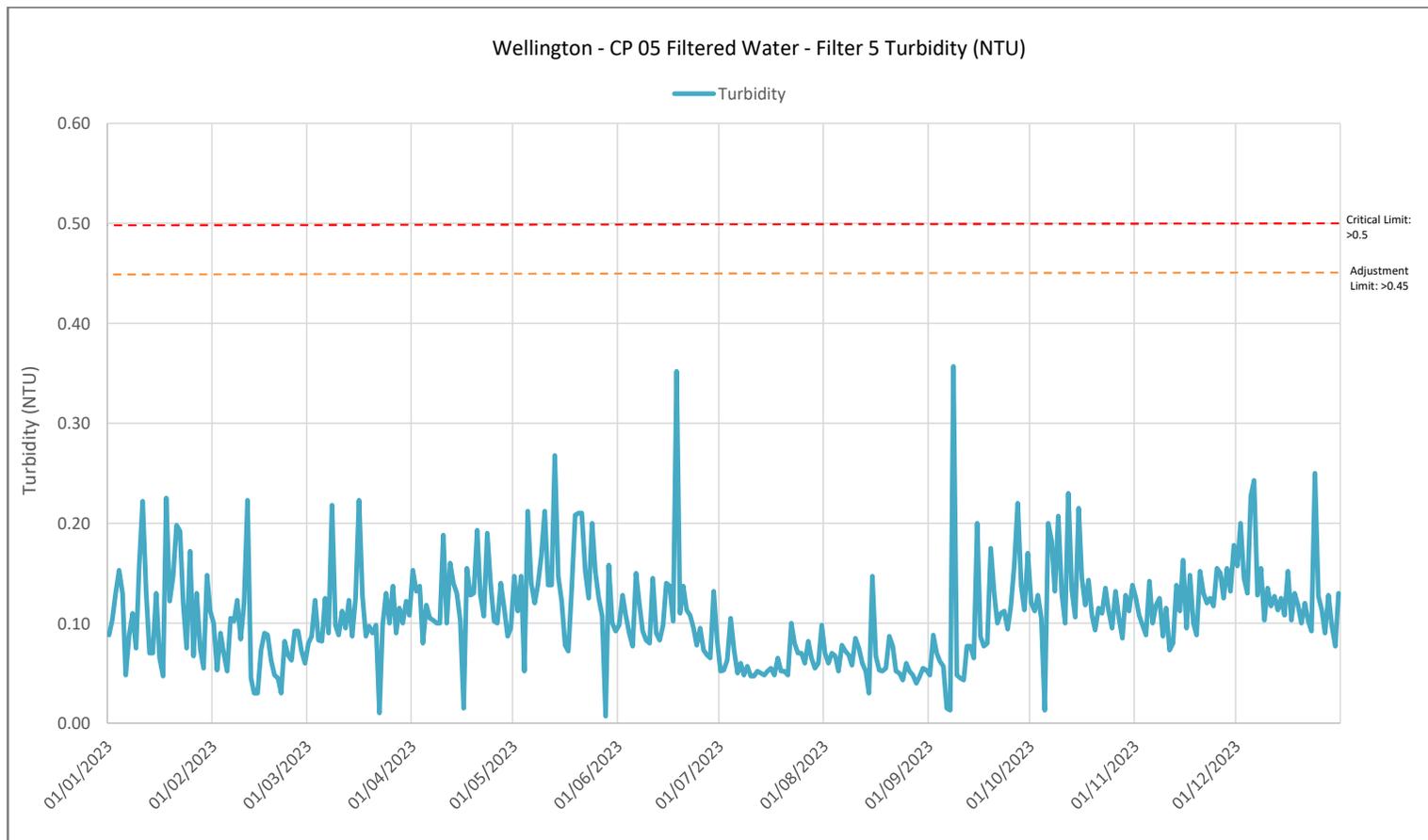
**Wellington WTP: CCP - Filter 2 Turbidity**  
 95<sup>th</sup> percentile data displayed (24 hour average)



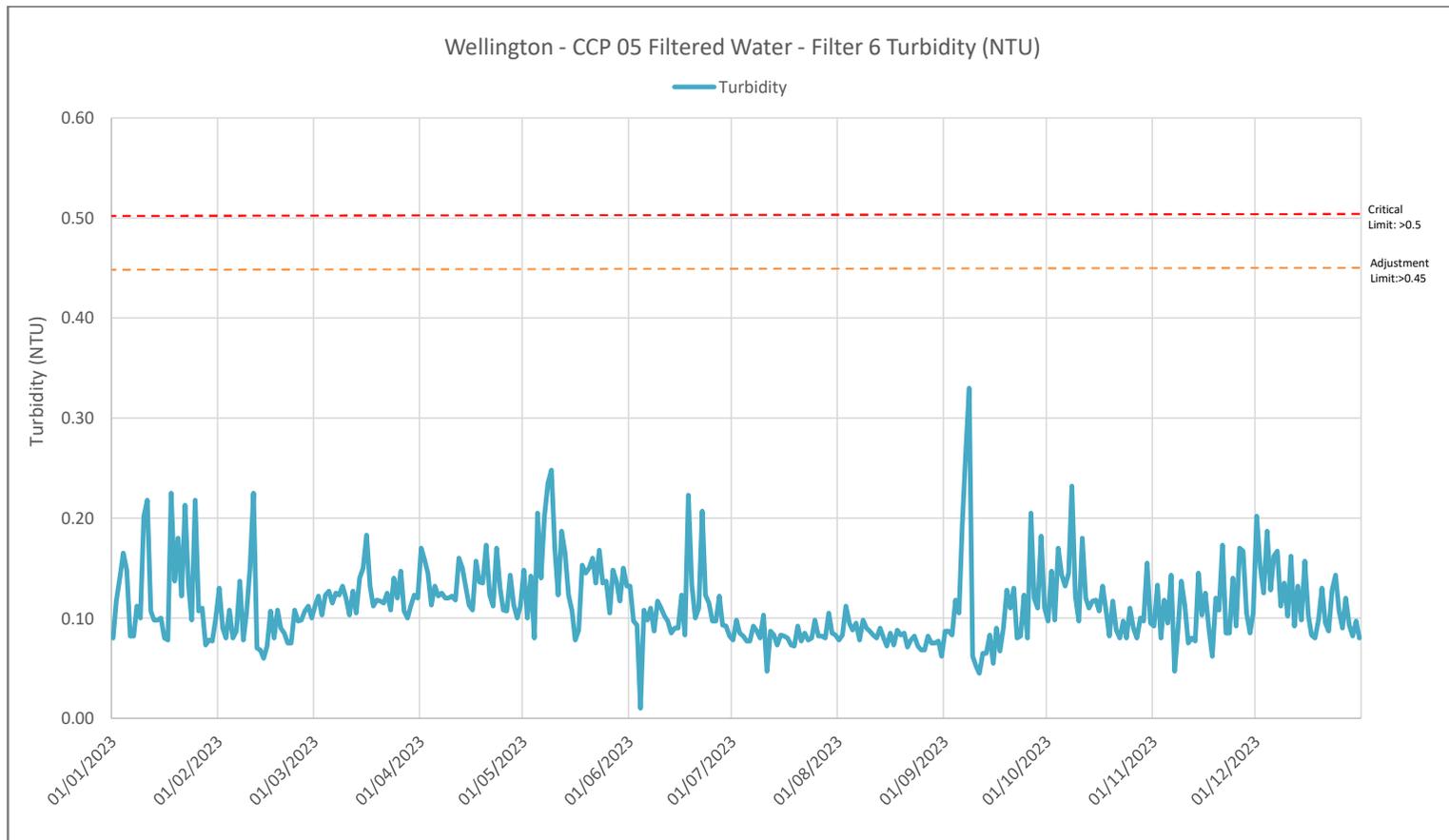
**Wellington WTP: CCP - Filter 3 Turbidity**  
 95<sup>th</sup> percentile data displayed (24 hour average)



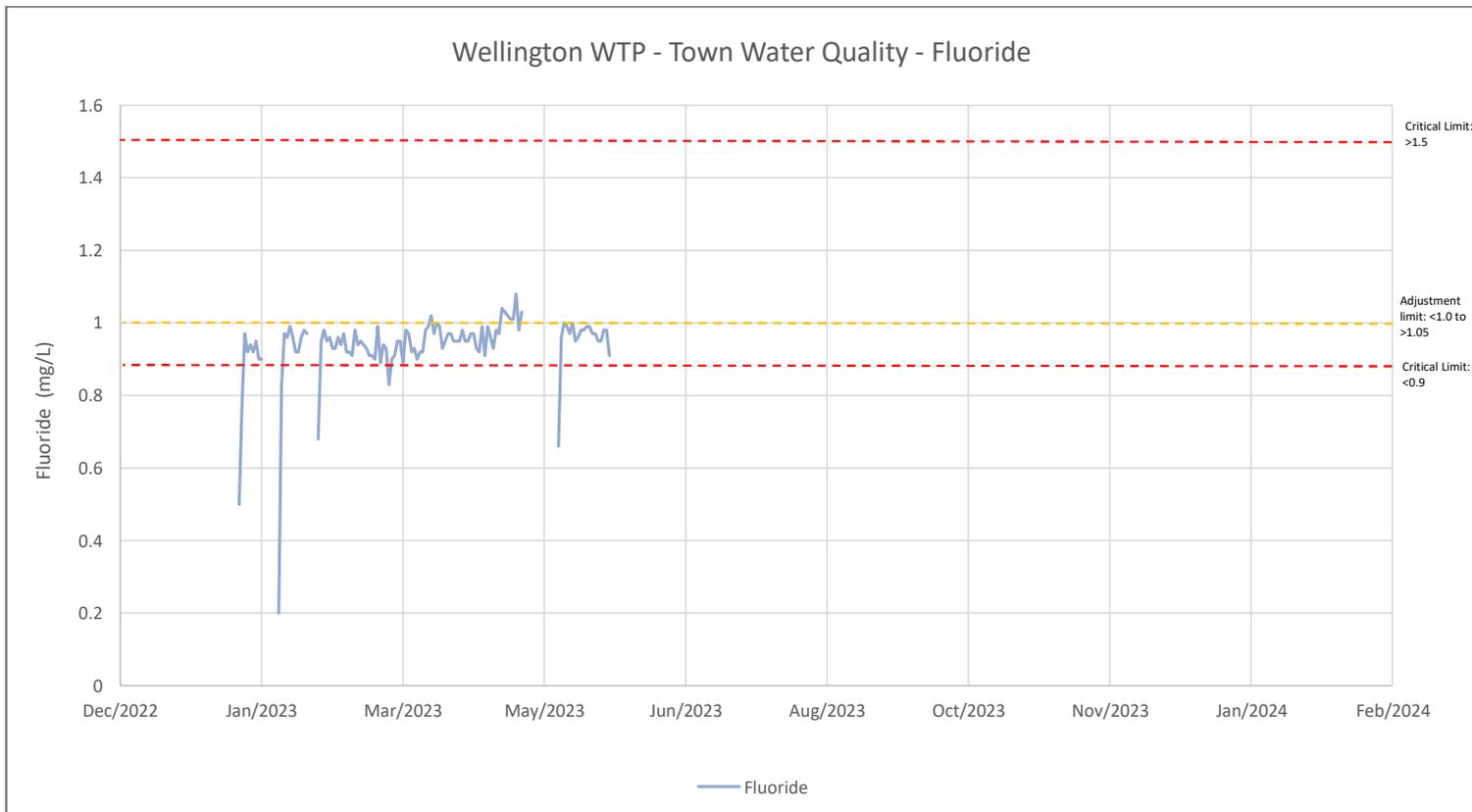
**Wellington WTP - CCP - Filter 4 Turbidity**  
 95<sup>th</sup> percentile data displayed (24 hour average)



**Wellington WTP: CCP - Filter 5 Turbidity**  
95<sup>th</sup> percentile data displayed (24 hour average)

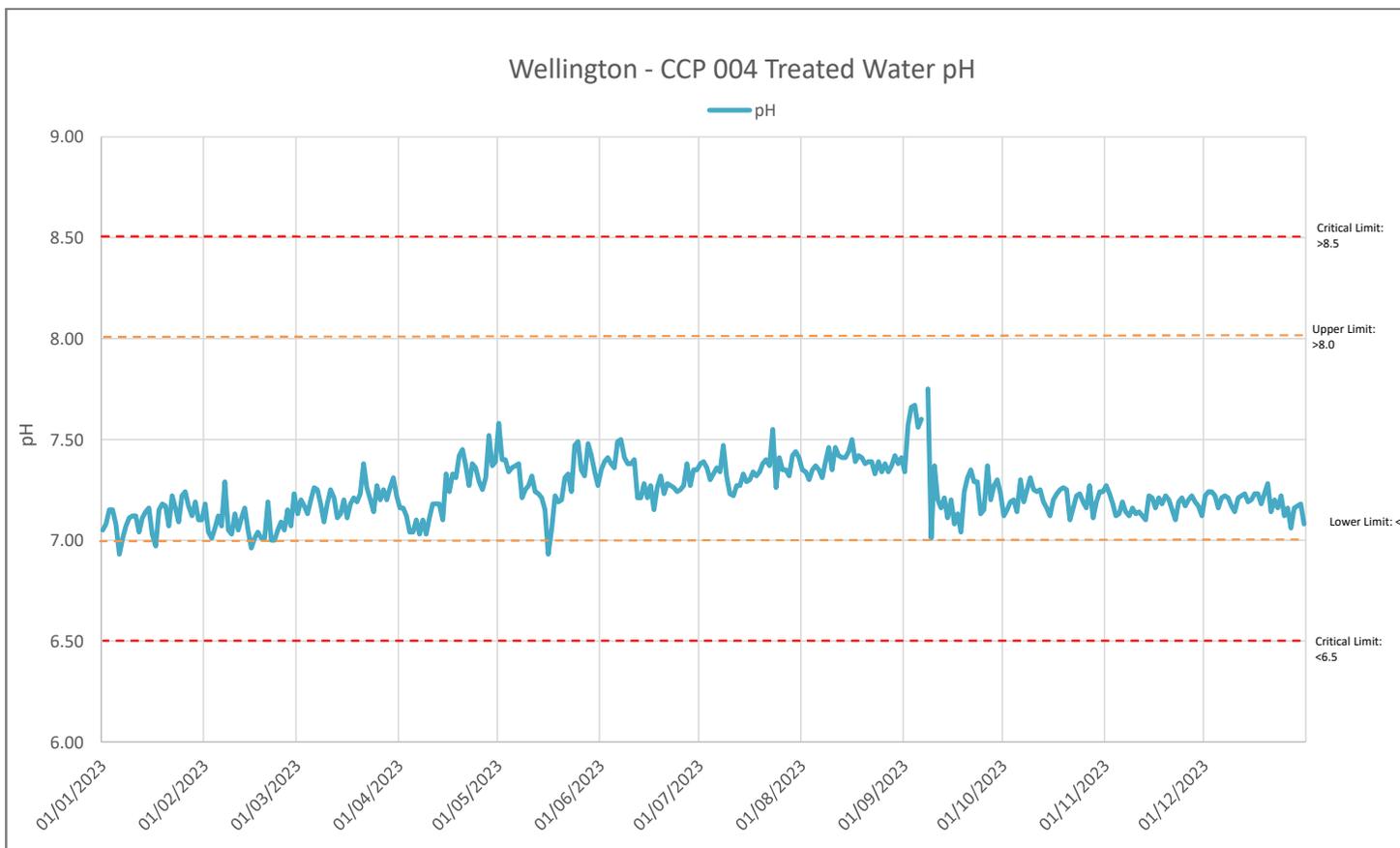


**Wellington WTP: CCP - Filter 6 Turbidity**  
 95<sup>th</sup> percentile data displayed (24 hour average)

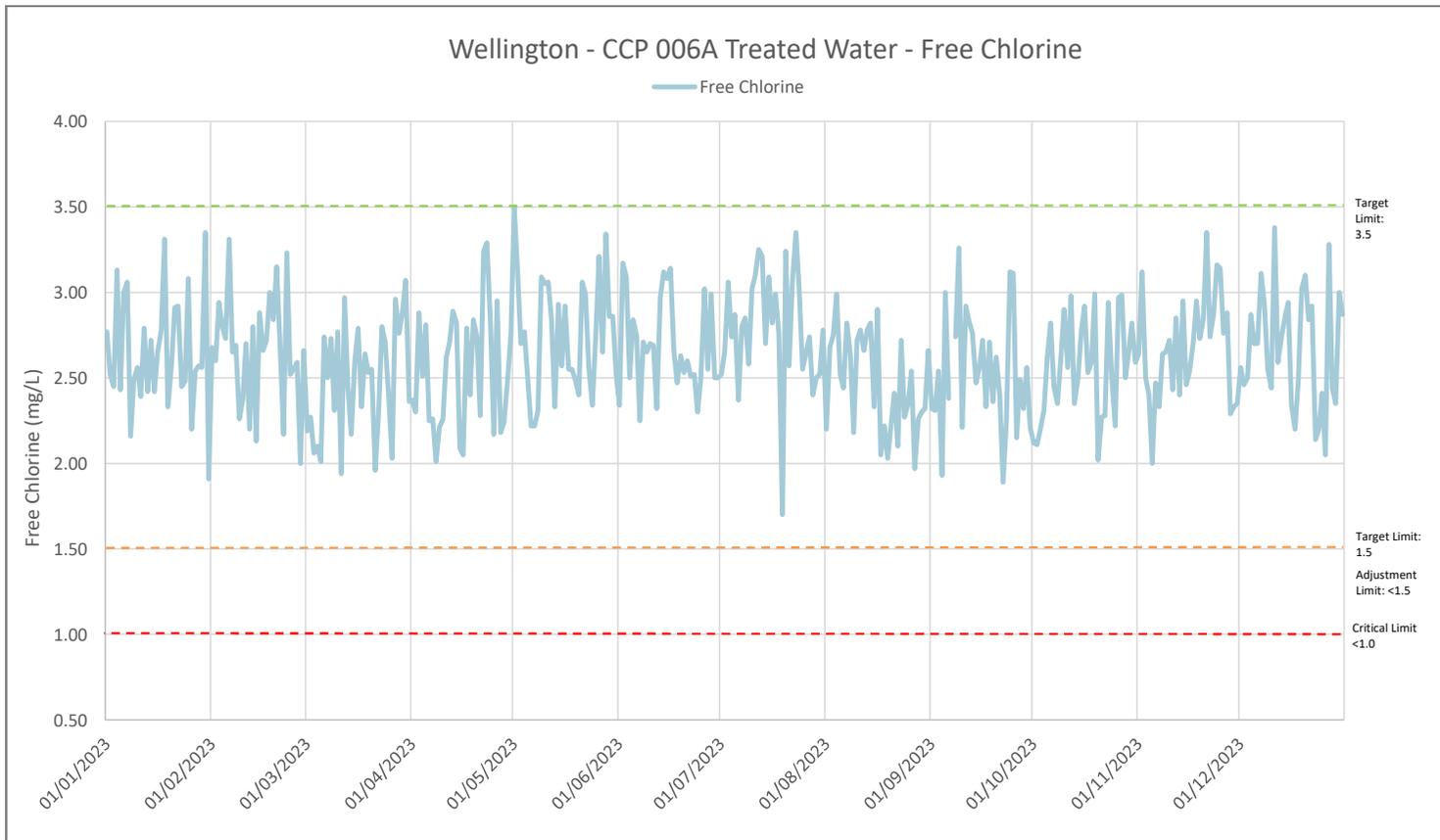


**Wellington WTP: CCP - Town Water Quality Fluoride**

95<sup>th</sup> percentile data displayed (24 hour average)

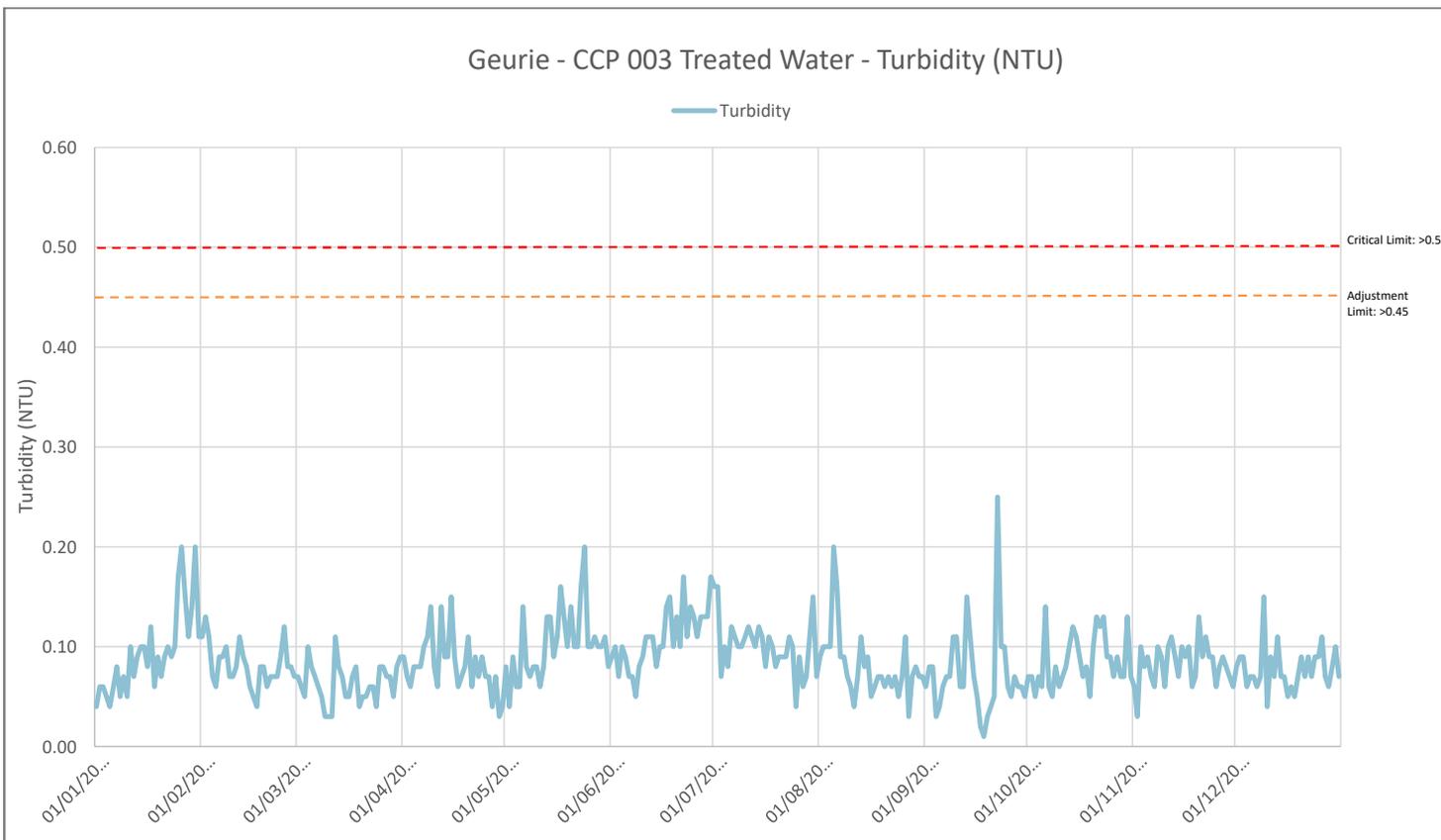


**Wellington WTP: CCP - Treated Water pH**  
 95<sup>th</sup> percentile data displayed (24 hour average)

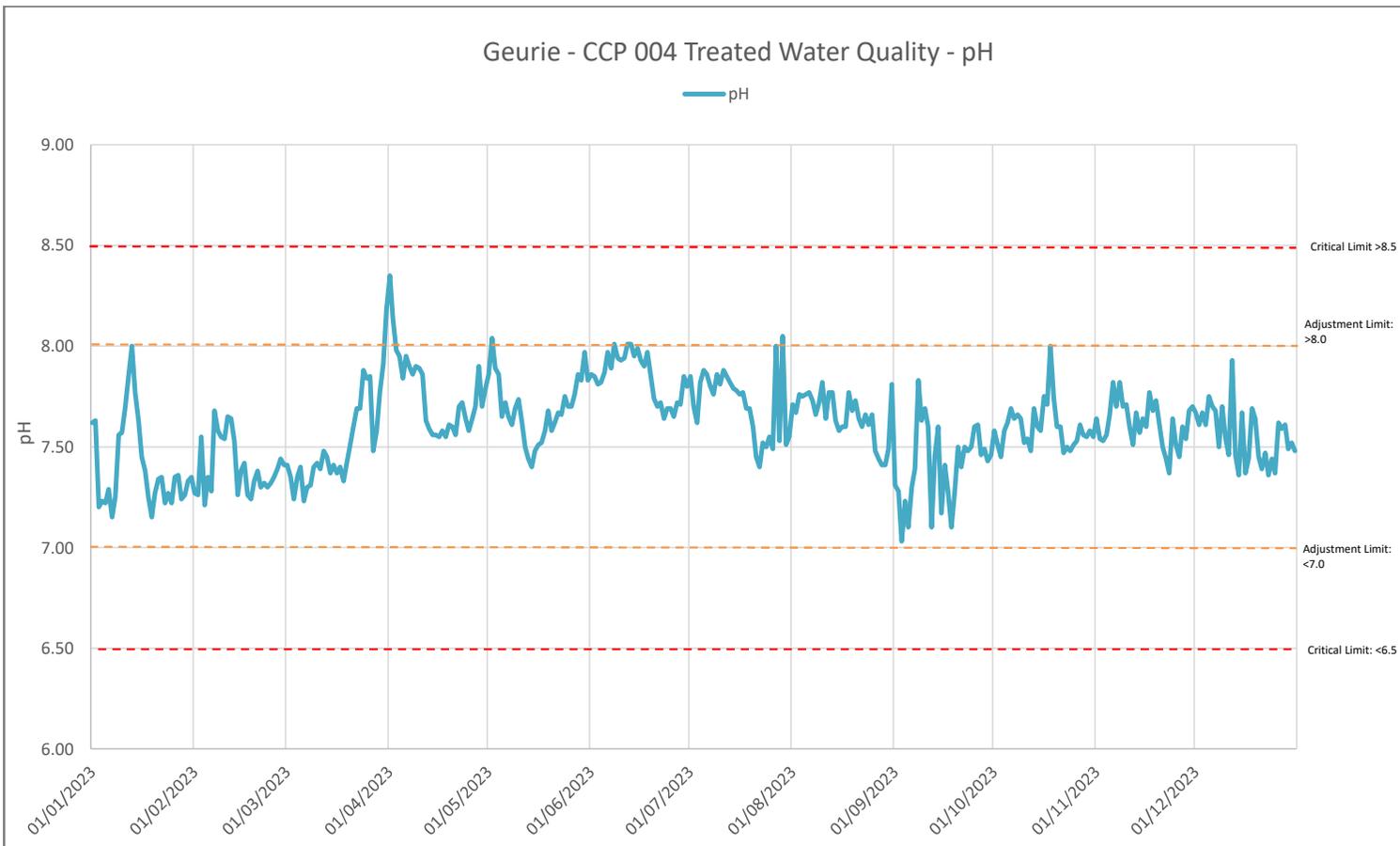


**Wellington WTP: CCP - Treated Water Free Chlorine**  
 95<sup>th</sup> percentile data displayed (24 hour average)

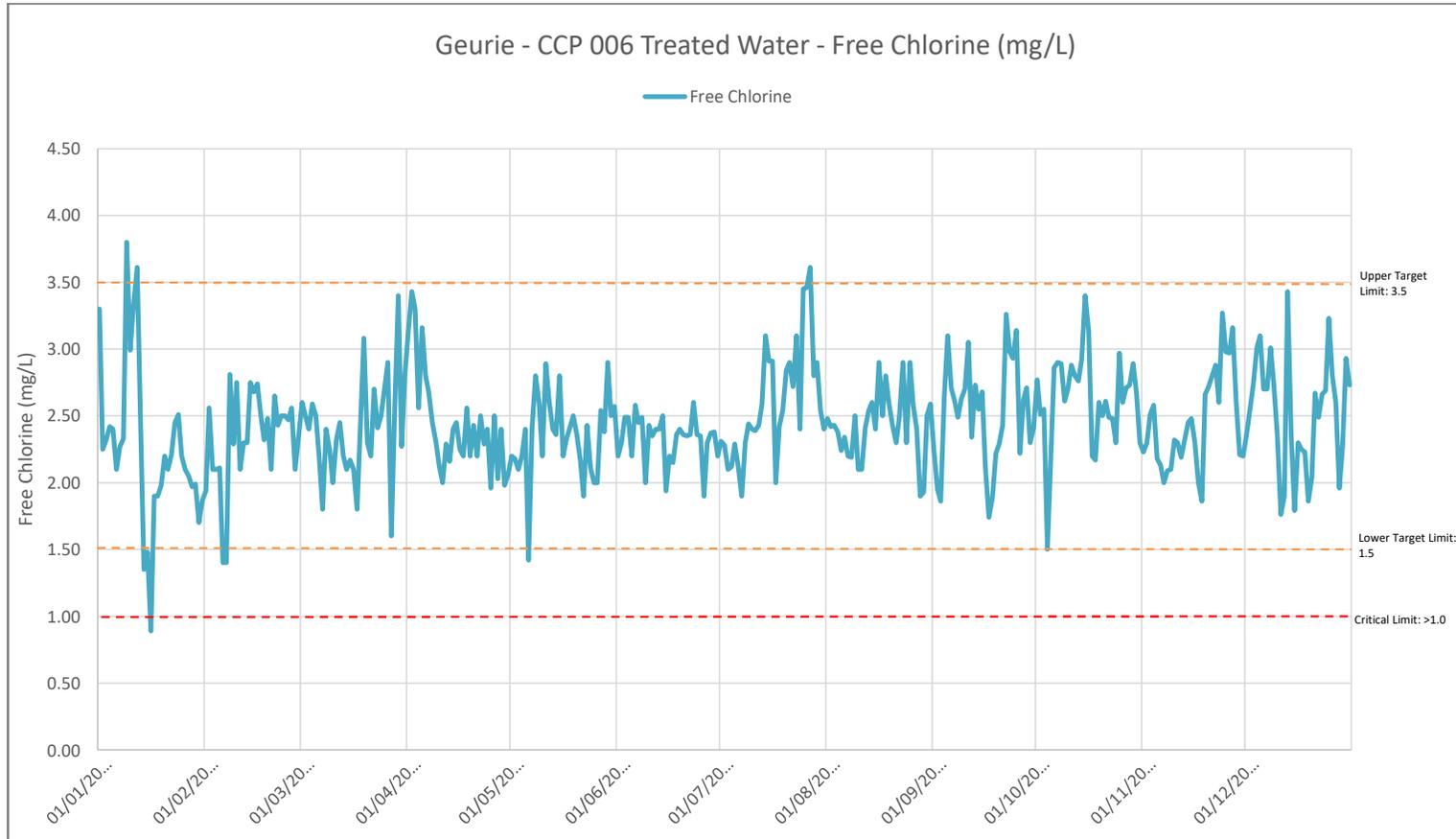
17. GEURIE SCHEME WATER QUALITY GRAPHS



**Geurie WTP: CCP - Treated Water Turbidity**  
 95<sup>th</sup> percentile data displayed (24 hour average)

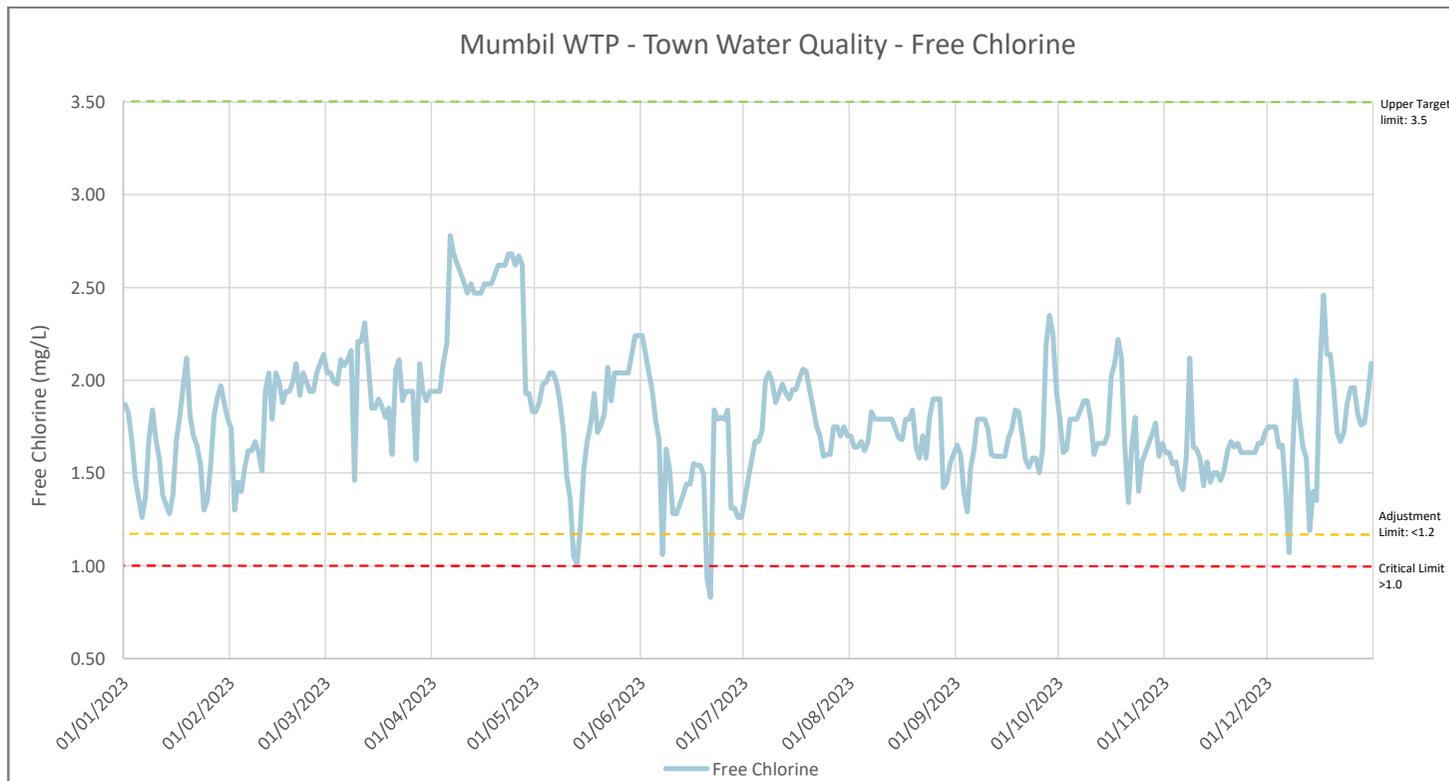


**Geurie WTP: CCP - Treated Water Quality pH**  
 95<sup>th</sup> percentile data displayed (24 hour average)



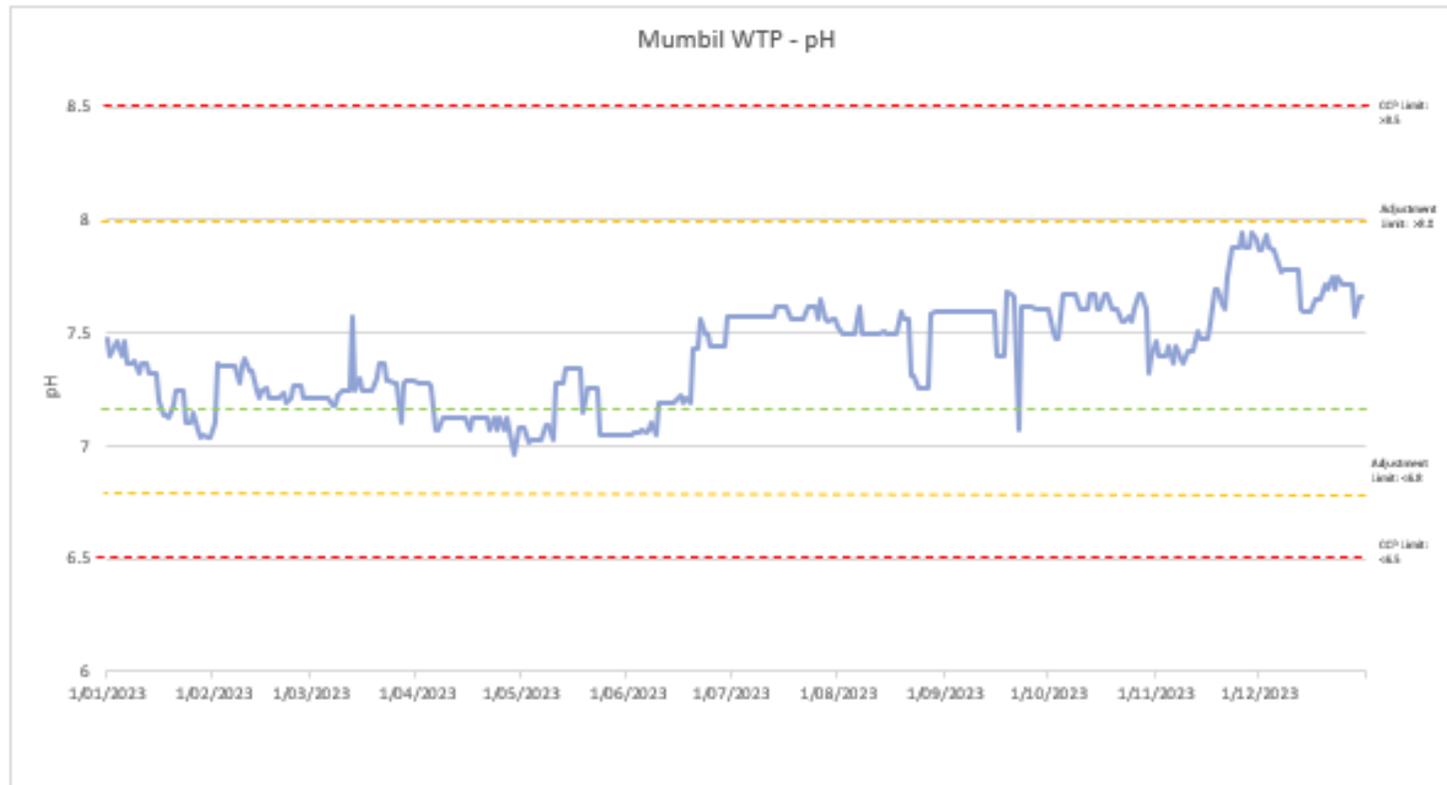
**Geurie WTP: CCP - Treated Water Free Chlorine**  
 95<sup>th</sup> percentile data displayed (24 hour average)  
 Instrumentation error, flushed and repaired and CCP levels compliant

18. MUMBIL SCHEME WATER QUALITY GRAPHS

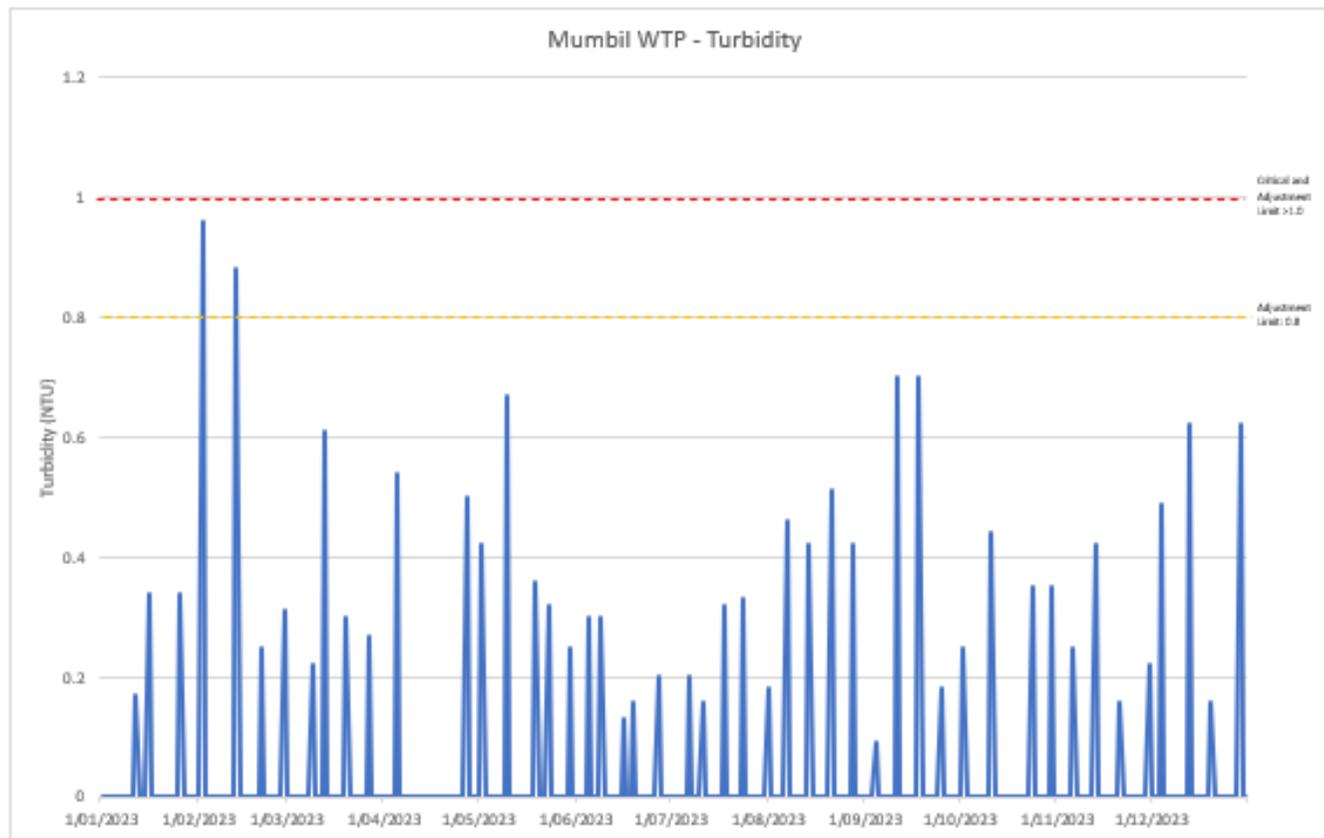


**Mumbil WTP: CCP - Treated Town Water Free Chlorine**

95<sup>th</sup> percentile data displayed (24 hour average)



**Mumbil WTP: CCP - Treated Town Water pH**  
 95<sup>th</sup> percentile data displayed (24 hour average)



**Mumbil WTP: CCP - Treated Town Water Turbidity**  
 95<sup>th</sup> percentile data displayed (24 hour average)



### Appendix 1: Water Quality Action Plan

ACTION	Action Categorisation	Plant Name	Responsibility Organisation	Responsibility - DRC Staff	Priority	Timeframe	Status
1 Reinstate Bores Geurie	Capital Upgrades	GWTP	DRC				Completed
2 Reinstate Bores Wellington	Capital Upgrades	WWTP	DRC	Manager Strategy Water	1. High	Immediate	Progressing
Review water quality risk assessment to include bore water quality	Procedures / Documentation	GWTP	DRC				Completed
Review water quality risk assessment to include bore water quality	Procedures / Documentation	WWTP	DRC	Manager Strategy Water Supply and Sewerage	1. High	Immediate	Progressing
Capture knowledge of treatment setpoints and chemical dose rates for future events	Operational Procedures / Documentation	All WTP's	DPE DRC	Manager Water Sewer			Completed
3 Undertake UVT monitoring of raw water for organics	Operational	GWTP WWTP	DRC				Completed
4 Determine action levels for UVT in raw water	Operational	GWTP WWTP	DRC				Completed
Fill vacant position in Wellington/Geurie team	Training / Staff	GWTP WWTP	DRC	Water & Sewer Operations Engineer Treatment	1. High	Long Term Short Term	Completed
5 Interagency discussion between NSW Health, DPIE and Office of Local Government on operator training and appropriate remuneration	Other Training / Staff	All WTP's	DPE NSW Health		1. High	Immediate Long Term Short Term	Completed
Engage with senior management and councillors on water safety	Community Engagement/Education Other	All WTP's	NSW Health		3. Low	Long Term	Under Investigation
6 Install online turbidity meters	Capital Upgrades	GWTP	DRC				Completed
Modify turbidity meter sample location to ensure representative sample	Operational	All WTP's	DRC				Completed
7 Install debubblers on filter turbidity meters	Capital Upgrades	All WTP's	DRC				Completed
8 Upgrade SCADA to allow remote monitoring of all points	Capital Upgrades Operational	GWTP	DRC				Completed
9 Install aeration of raw water	Capital Upgrades	All WTP's	DRC				Completed
10 Investigate options and undertake major plant upgrade	Capital Upgrades Strategic Planning	GWTP	DRC	Manager Strategy Water	1. High	Short Term	Under
11 Install permanent potassium permanganate dosing	Capital Upgrades	GWTP	DRC	Manager Water Sewer	1. High	Short Term	Under
12 Install UV disinfection	Capital Upgrades	GWTP WWTP	DRC	Manager Water Sewer	1. High	Immediate	Progressing
13 Install UV disinfection	Capital Upgrades	JGWTP	DRC	Manager Strategy Water	3. Low	Long Term	Under
14 Undertake soluble and total manganese testing daily	Operational	All WTP's	DRC				Completed
Update monitoring plans to reflect changes to monitoring (Mn, UVT, online turbidity etc)	Operational Procedures / Documentation	All WTP's	DRC	Water & Sewer Operations Engineer Treatment	2. Moderate	Short Term	Progressing
complete sedimentation lagoon refurbishment (remove vegetation erosion control)	Capital Upgrades	WWTP	DRC				Completed
15 Divert stormwater from sedimentation lagoons	Capital Upgrades	WWTP	DRC				Completed
Assess options to manage sludge (eg clarifiers, mechanical dewatering)	Capital Upgrades	WWTP	DRC	Manager Water Sewer	3. Low	Long Term	Progressing
16 Install new (larger) alum dosing pumps	Capital Upgrades	WWTP	DRC				Completed
17 Investigate separation of dosing points and rapid mixing	Capital Upgrades	WWTP	DRC	Water & Sewer Operations	2. Moderate	Long Term	Under
18 Plan for filter refurbishment	Operational Strategic Planning	WWTP	DRC	Water & Sewer Operations	1. High	Immediate	Progressing
Investigate balance tank on backwash return to sedimentation lagoons	Capital Upgrades	WWTP	DRC	Manager Water Sewer	3. Low	Long Term	Under Investigation
19 Upgrade filter valves and actuators	Capital Upgrades	JGWTP	DRC	Water & Sewer Operations	2. Moderate	Short Term	Progressing
20 Respan filter turbidity meters on SCADA to full range of instrument	Operational	JGWTP	DRC				Completed
Investigate if bores can yield enough water to supply Level 4 restrictions	Strategic Planning	JGWTP	DRC		1. High	Long Term	Completed
21 Investigate options for plant to treat 100% bore water	Strategic Planning	JGWTP	DRC				Completed
Adjust filter backwash setpoints achieve optimum backwash and ripening	Operational	JGWTP	DRC				Completed
Install drain at end of filtered water channel (may be part of UV upgrade)	Capital Upgrades	JGWTP	DRC	Manager Strategy Water Supply and Sewerage	3. Low	Long Term	Under Investigation
22 Complete filter refurbishment (media and nozzles)	Capital Upgrades	JGWTP	DRC	Manager Water Sewer	1. High	Long Term	Progressing
Adjust chemical reorder levels to account for longer read times	Operational	All WTP's	DRC				Completed
23 Add DPIE notification to CCP procedures	Procedures / Documentation	All WTP's	DRC	Technical Officer Operations	1. High	Immediate	Completed
24 Develop incident reporting template for NSW Health and DPE	Procedures / Documentation	All WTP's	DRC	Technical Officer Operations	2. Moderate	Short Term	Progressing
Improve regular engagement between DRC and NSW Health on water safety messaging to community	Community Engagement/Education	All WTP's	DRC NSW Health	Director Infrastructure	2. Moderate	Short Term	Completed
25 Employ new treatment officer	Training / Staff	All WTP's	DRC				Completed

ACTION	Action Categorisation	Plant Name	Responsibility Organisation	Responsibility - DRC Staff	Priority	Timeframe	Status	
26	Advocate for improved data from WaterNSW as part of review of their operating licence	Operational	All WTP's	DPE DRC NSW Health	Manager Water Sewer	2. Moderate	Long Term	Progressing
27	Investigate options for automated SCADA reports for interagency reporting in emergency	Capital Upgrades Operational	All WTP's	DRC	Manager Strategy Water Supply and Sewerage	2. Moderate	Long Term	Under Investigation
28	Clarification process upgrade - replacement of lagoons with conventional clarifiers and separate wastewater handling system	Capital Upgrades	WWTP	DRC	Manager Water Sewer	2. Moderate	Long Term	Under Investigation
29	Construction of raw water tank for improved chemical mixing and contact	Capital Upgrades	WWTP	DRC	Manager Strategy Water Supply and Sewerage	2. Moderate	Short Term	Progressing
30	Adjustment of filtration CCP alert level for filtered water turbidity down to 0.3 NTU	Procedures / Documentation	WWTP	DRC				Completed
31	Jar testing investigation to confirm suitability of current chemicals for water quality conditions faced	Operational	WWTP	DRC	Water & Sewer Operations Engineer Treatment	1. High	Immediate	Completed
32	Additional operator training, particularly in jar testing and general WTP process troubleshooting	Training / Staff	WWTP	DRC	Water & Sewer Operations Engineer Treatment	1. High	Immediate	Completed
33	Requirement for incident to be reviewed regularly and preferred technical advisers to be determined	Procedures / Documentation	All WTP's	DRC	Manager Water Sewer	1. High	Immediate	Completed
34	Develop and implement a process for understanding and assessing risk and response for drinking water supply incidents/emergencies. Consider internal systems and knowledge (network modelling) and external subject matter experts for critical knowledge gaps	Procedures / Documentation	All WTP's	DRC	Manager Water Sewer	2. Moderate	Short Term	Completed
35	Develop and implement a process to assess the risk profile after a drinking water supply incident is identified to better plan operations. Consistent with council's enterprise risk process	Procedures / Documentation	All WTP's	DRC	Water & Sewer Operations Engineer Treatment	2. Moderate	Short Term	Progressing
36	Ensure the changing nature of the catchment risk profile is understood and documented, for example developing an ongoing catchment threat assessment	Procedures / Documentation	All WTP's	DRC	Manager Water Sewer	2. Moderate	Short Term	Completed
37	Council to seek better clarification from NSW Health on the risk and actions required as part of future boil water alert responses	Operational	All WTP's	DRC NSW Health	Manager Water Sewer	2. Moderate	Short Term	Completed
38	Develop plans for different scenarios on how to manage distribution of out of specification water	Other Procedures / Documentation	All WTP's	DRC	Water & Sewer Operations Engineer Treatment	3. Low	Long Term	Under Investigation
39	Liaise with WaterNSW on operational data gaps - water gauges not working on river	Operational	All WTP's	DRC Water NSW	Manager Water Sewer	3. Low	Long Term	Completed
40	Review and more clearly define the role of the incident controller role in incident documentation	Procedures / Documentation	All WTP's	DRC				Completed
41	WTP Coordinator to be engaged as part of interagency communications for future boil water alerts	Procedures / Documentation	All WTP's	DRC				Completed
42	Ensure that IT systems capability support the use of interactive tools, such as checking band width of website for any interactive tools developed to ensure it is appropriate for expected website traffic	Operational	All WTP's	DRC	Manager Information Technology	3. Low	Short Term	Completed
43	Induct councillors using DPE training package	Training / Staff	All WTP's	DRC	Director Infrastructure	2. Moderate	Short Term	Progressing
44	Undertake drinking water quality awareness training for key staff	Training / Staff	All WTP's	DRC	Manager Water Sewer	3. Low	Long Term	Completed
45	Review process, understanding and governance of approving new CCP's following risk assessments	Procedures / Documentation	All WTP's	DRC	Manager Water Sewer	2. Moderate	Short Term	Completed
46	Review SCADA setpoints to ensure that setpoints match and support the correct operation of the CCPs.	Operational	All WTP's	DRC	Manager Water Sewer	1. High	Immediate	Completed
47	Review communication around the critical control points with NSW Health.	Procedures / Documentation	All WTP's	DRC NSW Health	Manager Water Sewer	2. Moderate	Short Term	Completed
48	Review customer service standards to ensure that quality is not compromised (there is currently no process to weigh up competing levels of service priorities).	Procedures / Documentation	All WTP's	DRC	Water & Sewer Client Services Coordinator	2. Moderate	Long Term	Completed
49	The roles and responsibilities for DWMS implementation need to be understood and reallocated when there are staffing gaps.	Procedures / Documentation	All WTP's	DRC	Manager Water Sewer	2. Moderate	Short Term	Progressing
50	NSW Health should consider supporting interactions with EPA on discharge of chlorinated water to environment in future similar events to ensure that public health is protected.	Operational	All WTP's	NSW Health				Completed
51	Training for front line management and above, in water quality incidents and response actions (to improve the 'when' and 'why' to contact NSW Health when CCP's are breached.	Training / Staff	All WTP's	DRC	Manager Water Sewer	2. Moderate	Short Term	Completed
52	Ensure sufficient resources across the water team to undertake all required obligations under the Public Health Act.	Operational	All WTP's	DRC	Director Infrastructure	2. Moderate	Short Term	Under Investigation

ACTION	Action Categorisation	Plant Name	Responsibility Organisation	Responsibility - DRC Staff	Priority	Timeframe	Status	
53	There is a current gap in a resource responsible for water quality management oversight i.e. a drinking water quality compliance officer role	Operational	All WTP's	DRC	Manager Water Sewer	1. High	Short Term	Progressing
54	Review each reservoir and zone to determine how water pressure can be managed more flexibly e.g. set target and critical limits for levels. Some reservoirs may have drop dead levels that cannot be compromised.	Operational	JGWTP	DRC	Water & Sewer Operations Engineer Treatment	2. Moderate	Long Term	Completed
55	Consider reviewing the hydraulic model of reticulation network to improve understanding of water flows	Operational	JGWTP	DRC	Manager Strategy Water Supply and Sewerage	2. Moderate	Short Term	Progressing
56	Review whether / if the plant can be run in manual mode.	Operational	JGWTP	DRC	Water & Sewer Operations	2. Moderate	Short Term	Completed
57	Consider the likely data provision requirements to allow faster assessment of dilution.	Operational	JGWTP	DRC	Manager Water Sewer	2. Moderate	Short Term	Not yet commenced
58	Review if the plant can be run only on bore water	Capital Upgrades Operational	JGWTP	DRC	Manager Strategy Water	2. Moderate	Short Term	Progressing
59	Develop DRC in-house capability to run root cause analyses as part of continuous improvement/incident response (DPE / external organisation can assist with this).	Procedures / Documentation	All WTP's	DPE DRC	Manager Water Sewer	3. Low	Long Term	Progressing
60	Investigate how to backwash without sending the non-conforming water to town.	Capital Upgrades	JGWTP	DRC	Manager Strategy Water Supply and Sewerage	2. Moderate	Short Term	Under Investigation
61	Investigate filter to waste for current set-up (only one filter backwash volume is available at a time so plant needs to keep producing water for multiple backwashes, and CWT cannot be easily isolated from the network (only one filter backwash volume is available at a time so plant needs to keep producing water for multiple backwashes, and clear water tank cannot be easily isolated from the network).	Capital Upgrades	JGWTP	DRC	Manager Strategy Water Supply and Sewerage	2. Moderate	Long Term	Under Investigation
62	Improve understanding of assets and what is required to enable isolation.	Operational	JGWTP	DRC	Water & Sewer Operations Engineer Treatment	3. Low	Long Term	Progressing
63	Review system set up to ensure that valving etc is ground-truthed and accurate.	Operational	JGWTP	DRC	Water & Sewer Operations Engineer Treatment	3. Low	Long Term	Not yet commenced
64	Review access permissions to the SCADA system	Operational	All WTP's	DRC	Manager Water Sewer	1. High	Short Term	Completed
65	Review SCADA equipment to ensure operators can effectively observe and respond to system requirements.	Operational	All WTP's	DRC	Manager Water Sewer	2. Moderate	Short Term	Completed
66	Review raw water and operational monitoring regime, to improve system understanding and evidence base for monitoring (location, parameter, monitoring type, frequency). Objective is to improve understanding of when / if configuration needs to change.	Operational	JGWTP	DRC	Manager Water Sewer	3. Low	Long Term	Not yet commenced
67	Conduct jar testing to understand coagulant dosing	Operational	JGWTP	DRC	Water & Sewer Operations	2. Moderate	Short Term	Completed
68	Include operators in incident meeting to inform on plant status and progress in real time	Training / Staff	GWTP	DRC	Manager Water Sewer	1. High	Immediate Long Term Short Term	Completed
69	Refurbish filters and upgrade control capability for best practice operation	Capital Upgrades	GWTP	DRC	Manager Water Sewer	1. High	Short Term	Progressing
70	Investigate lagoon relining (either reinstate clay lining or consider concrete lining)	Capital Upgrades	GWTP	DRC	Manager Strategy Water Supply and Sewerage	2. Moderate	Short Term	Under Investigation
71	Install wastewater holding tank for backwash wastewater to control return into mixing pit	Capital Upgrades	GWTP	DRC	Manager Strategy Water Supply and Sewerage	2. Moderate	Short Term	Under Investigation
72	Improve site access for machinery for lagoon excavation (construct roadways around lagoon for access and entry)	Capital Upgrades	GWTP	DRC	Manager Strategy Water Supply and Sewerage	3. Low	Short Term	Under Investigation
73	Reconfigure WTP building to improve access and operability of chemical dosing systems	Capital Upgrades	GWTP	DRC	Manager Strategy Water Supply and Sewerage	3. Low	Long Term	Under Investigation
74	Install a new, larger clear water tank to allow for longer maintenance outages and improve WTP start/stop control.	Capital Upgrades	GWTP	DRC	Manager Strategy Water Supply and Sewerage	3. Low	Long Term	Under Investigation
75	Relocate raw water pipe underground to prevent damage to pipe and dosing lines	Capital Upgrades	GWTP	DRC	Manager Strategy Water Supply and Sewerage	3. Low	Short Term	Under Investigation
76	Develop an operator handbook to support the O&M manual and provide targeted troubleshooting techniques.	Procedures / Documentation	GWTP	DRC	Manager Water Sewer	1. High	Immediate	Not yet commenced
77	Review and update the roles and responsibilities of Council's Emergency Operating Procedure (EOP) - Boil Water Notice. Positions should be listed instead of names to prevent document becoming outdated due to staffing changes.	Procedures / Documentation	GWTP	DRC	Manager Water Sewer	1. High	Immediate	Progressing
78	Finalise Emergency Operating Procedure - Boil Water Notice and conduct staff training.	Procedures / Documentation	GWTP	DRC	Manager Water Sewer	1. High	Immediate	Progressing
79	Develop updated CCP response procedures for revised CCPs. Display in the WTP building and conduct staff training on procedures.	Procedures / Documentation	GWTP	DRC	Water & Sewer Operations Engineer Treatment	1. High	Immediate	Progressing

	ACTION	Action Categorisation	Plant Name	Responsibility Organisation	Responsibility - DRC Staff	Priority	Timeframe	Status
80	Enable remote operation of Geurie WTP through SCADA system at Wellington WTP. Council is currently investigating requirements to enable this.	Operational	GWTP	DRC	Water & Sewer Operations Engineer Treatment	1. High	Short Term	Progressing
81	Replace manual valves with solenoid valves to enable automatic plant operation	Operational	GWTP	DRC	Manager Strategy Water Supply and Sewerage	2. Moderate	Short Term	Under Investigation
82	Install VSDs and flowmeters throughout the WTP	Operational	GWTP	DRC	Manager Strategy Water	2. Moderate	Short Term	Not yet
83	Install flowmeters on standpipes and hydrants to track flushing progress	Operational	GWTP	DRC	Manager Water Sewer	3. Low	Short Term	Completed
84	Upgrade process and PLC to enable flow-paced chemical dosing	Operational	GWTP	DRC	Manager Strategy Water Supply and Sewerage	3. Low	Long Term	Under Investigation
85	Optimise filter operation (including backwashing triggers and sequence, filter control and filter to waste)	Operational	GWTP	DRC	Manager Water Sewer	1. High	Short Term	Progressing
86	Undertake regular incident response scenario training including flushing procedures. DPE have offered to assist with scenario training development and implementation.	Training / Staff	GWTP	DPE DRC	Manager Water Sewer	2. Moderate	Long Term	Under Investigation
87	Undertake operator training including general operations and common troubleshooting	Training / Staff	GWTP	DRC	Manager Water Sewer	2. Moderate	Immediate	Not yet commenced



DUBBO REGIONAL  
COUNCIL

## REPORT: Disabled Parking Spaces - Brisbane Street Dubbo

DIVISION: Infrastructure  
REPORT DATE: 3 April 2024  
TRIM REFERENCE: ID24/627

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"> <li>Seek endorsement</li> <li>Fulfil legislated requirement/compliance</li> </ul>	
<b>Issue</b>	<ul style="list-style-type: none"> <li>This report deals with a review of the on-street parking environment adjacent to 166 Brisbane Street Dubbo following a redevelopment of the site.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>A redevelopment of the property in Brisbane Street Dubbo has incorporated a new office building over the entire property and off-street parking with the removal of an existing driveway and oversized parallel parking space. This has provided the opportunity to improve the on-street parking management with the inclusion of a new disabled and three angled parking spaces (<b>Appendix 1</b>).</li> <li>Delegation to councils for the Regulation of Traffic - Road Transport (Safety and Traffic Management Act 1999).</li> </ul>	
<b>Financial Implications</b>	Budget Area	Traffic Management Function
	Funding Source	Traffic Improvements Vote - Signs and Lines
	Proposed Cost	\$4,800
	Ongoing Costs	Nil.
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.
	Impact on Policy	N/A

### STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes six principal themes and a number of objectives and strategies. This report is aligned to:

Theme: 2 Infrastructure

CSP Objective: 2.1 The road transportation network is safe, convenient and efficient

Delivery Program Strategy: 2.1.1 Traffic management facilities enhance the safety and efficiency of the road network

Theme: 2 Infrastructure

CSP Objective:	2.1 The road transportation network is safe, convenient and efficient
Delivery Program Strategy:	2.1.2 The road network meets the needs of the community in terms of traffic capacity, functionality and economic and social connectivity
Theme:	2 Infrastructure
CSP Objective:	2.1 The road transportation network is safe, convenient and efficient
Delivery Program Strategy:	2.1.5 Council works collaboratively with the government and stakeholders on transport-related issues

### RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

That Council approval be granted for the installation of one disabled parking space and three additional angled parking spaces on the eastern side of Brisbane Street, adjacent to 166 Brisbane Street in accordance with Council's Plan TM 7613 (Appendix 1).

### LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Tuesday 2 April 2024. The Committee had unanimous support in the adoption of the recommendation. Noting that NSW Police concurrence was received electronically.

### RECOMMENDATION

**That Council approval be granted for the installation of one disabled parking space and three additional angled parking spaces on the eastern side of Brisbane Street, adjacent to 166 Brisbane Street in accordance with Council's Plan TM 7613 (Appendix 1).**

*Luke Ryan*  
Director Infrastructure

*DV*  
Senior Traffic Engineer

## REPORT

This report deals with a review of the on-street parking management in Brisbane Street, Dubbo adjacent to 166 Brisbane Street as a consequence of redevelopment of the site that provides the opportunity to increase parking spaces and incorporate a new disabled parking space.

The property is located on the eastern side of Brisbane Street, approximately mid-block between Wingewarra and Church streets, and was previously an office stationery supplies and printing business with driveway access on the southern side of the building. The on-street parking adjacent the property consisted of an adjoining property driveway on the northern side and oversized parallel parking space to the properties' southern side driveway. Due to the two driveways, there was insufficient length to implement angled parking spaces. A two hour parking restriction applies to the eastern side of Brisbane Street, and there is no on-street disabled parking in this section of Brisbane Street.

The property was redeveloped in recent times to a two storey office block, capable of supporting numerous tenants, with off-street parking including disabled spaces to the rear via Carrington Lane. The building occupies the full width of the block, as such the existing property driveway was removed. This has provided the opportunity to extend the parking availability in Brisbane Street along the frontage to the property from the existing angled parking on the southern boundary north to the next property's driveway.

The existing development on this side of Brisbane Street incorporates professional services, radiology, engineering consultancy and a church. Consideration has been given to extending from the south the existing angled parking by three spaces northbound across the frontage to the development with sufficient parking space to enable the inclusion of a disabled parking space and accessible ramp at the northern end of the property.

It is considered that the proposed alterations and expansion of the on-street parking availability to Brisbane Street will provide broader community and disabled accessibility to businesses and services on this side of Brisbane Street as detailed in Council's Plan TM 7613 (**Appendix 1**).

### Consultation

- Consultation was unable to be undertaken with the single tenant at 166 Brisbane Street at the time the report was prepared.
- Further consultation will occur with the Local Traffic Committee members, including representatives from NSW Police, the Local State Member of Parliament, Transport for NSW and Council staff.

### Resourcing Implications

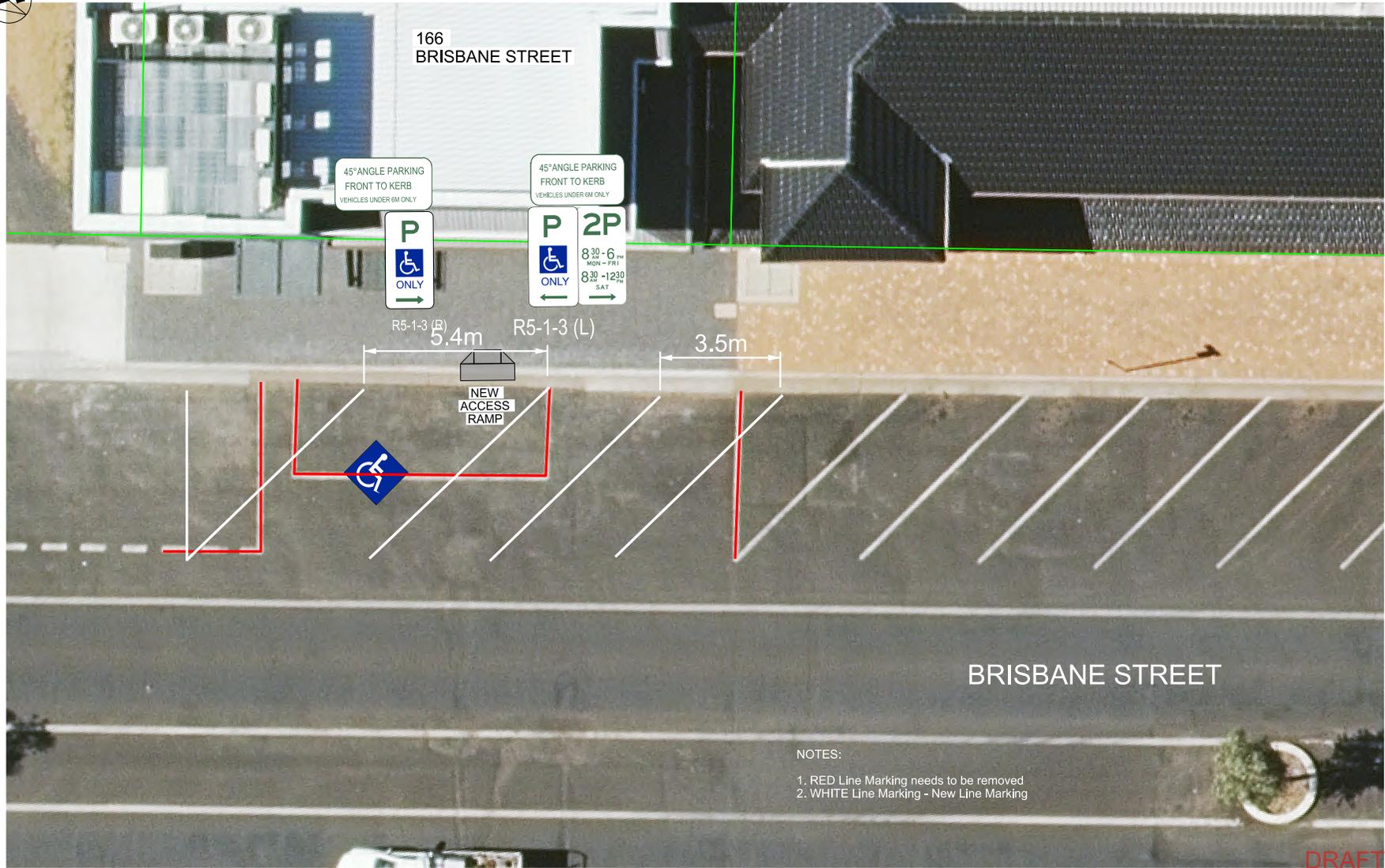
- Council staff will provide the resources to undertake the installation of the disabled parking space, signage and line marking.
- There are no ongoing maintenance costs for the works.

Total Financial Implications	Current year (\$)	Current year + 1 (\$)	Current year + 2 (\$)	Current year + 3 (\$)	Current year + 4 (\$)	Ongoing (\$)
a. Operating revenue	0	0	0	0	0	0
b. Operating expenses	0	0	0	0	0	0
c. Operating budget impact (a – b)	0	0	0	0	0	0
d. Capital Expenditure	4,800	0	0	0	0	0
e. Total net impact (c – d)	-4,800	0	0	0	0	0
Does the proposal require ongoing funding?	No					
What is the source of this funding?	Traffic Management Function – Traffic Improvements Vote, Minor Traffic Facilities					

**Table 1.** Ongoing Financial Implications

### APPENDICES:

[1↓](#) Proposed Angle Parking- Brisbane Street Dubbo



- NOTES:
1. RED Line Marking needs to be removed
  2. WHITE Line Marking - New Line Marking

DRAFT

CHECKED - ENGINEERING DESIGN TEAM LEADER INT. DATE APPROVED - MANAGER INFRASTRUCTURE STRATEGY INT. DATE	PRINT DATE: 6/03/2024 03:25:05 PM	PERMANENT MARK: N/A RL: N/A DATUM: AHD71 & GDA2020MGA ZONE 55	STATUS: DRAFT ISSUE		DUBBO REGIONAL COUNCIL INFRASTRUCTURE STRATEGY & DESIGN G. 100 Church St, Dubbo NSW 2880 P. 02 8832 4200 E. info@dubbo.nsw.gov.au W. dubbo.nsw.gov.au	PROJECT TITLE: PROPOSED DISABLED + ANGLE PARKING - BRISBANE STREET	SHEET NO. 1 OF 1
	SURVEY DATE DESIGN SAJ DATE 05/03/2024 DRAWING DATE 05/03/2024	REV. DATE INT. DETAILS OF AMENDMENTS	DRAWING TITLE: PROPOSED DISABLED + ANGLE PARKING - BRISBANE STREET			REV. 0 PLAN NO. TM 7613	



DUBBO REGIONAL  
COUNCIL

## REPORT: 2024 Central West Charity Tractor Trek

**DIVISION:** Infrastructure  
**REPORT DATE:** 3 April 2024  
**TRIM REFERENCE:** ID24/628

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"> <li>Seek endorsement</li> <li>Fulfill legislated requirement/compliance</li> </ul>				
<b>Issue</b>	<ul style="list-style-type: none"> <li>The Central West Charity Tractor Trek is held along numerous local roads and a State highway around the outskirts of Wellington and is the second event in the Dubbo Local Government Area. The event is required to provide an approved Traffic Management Plan to facilitate a safe traffic environment for the event.</li> </ul>				
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>The Event Organiser requests Council's approval to use the local road network with Transport for NSW concurrence for the Mitchell Highway from the Goolma Road intersection through the Wellington township to the Wellington Showground.</li> <li>Roads Act 1993 and Roads General Regulation 2018.</li> </ul>				
<b>Financial Implications</b>	<table border="1"> <tr> <td>Budget Area</td> <td>There are no financial implications arising from this report.</td> </tr> </table>	Budget Area	There are no financial implications arising from this report.		
Budget Area	There are no financial implications arising from this report.				
<b>Policy Implications</b>	<table border="1"> <tr> <td>Policy Title</td> <td>N/A</td> </tr> <tr> <td>Impact on Policy</td> <td>There are no policy implications arising from this report.</td> </tr> </table>	Policy Title	N/A	Impact on Policy	There are no policy implications arising from this report.
	Policy Title	N/A			
Impact on Policy	There are no policy implications arising from this report.				

### STRATEGIC DIRECTION

The Towards 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes six principal themes and a number of objectives and strategies. This report is aligned to:

Theme:	2 Infrastructure
CSP Objective:	2.2 Infrastructure meets the current and future needs of our community
Delivery Program Strategy:	2.2.5 Council maintains infrastructure and delivers services at the adopted service levels as agreed with the community
Theme:	3 Economy
CSP Objective:	3.1 Visitor economy growth is supported
Delivery Program Strategy:	3.1.2 Events that foster cultural, recreational and community interaction are supported

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**RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE**

That Council approval be granted to conduct the 2024 Central West Charity Tractor Trek along local roads within the Dubbo Local Government Area from the 13 to 15 September 2024 in accordance with the submitted Event and Traffic Management Plan (Appendix 1) and any additional conditions imposed by Council, NSW Police and Transport for NSW.

**LOCAL TRAFFIC COMMITTEE CONSIDERATION**

This matter was considered by the Local Traffic Committee at its meeting held on Tuesday 2 April 2024. The Committee had unanimous support in the adoption of the recommendation. Noting that NSW Police concurrence was received electronically.

**RECOMMENDATION**

**That Council approval be granted to conduct the 2024 Central West Charity Tractor Trek along local roads within the Dubbo Local Government Area from the 13 to 15 September 2024 in accordance with the submitted Event and Traffic Management Plan (Appendix 1) and any additional conditions imposed by Council, NSW Police and Transport for NSW.**

*Luke Ryan*  
Director Infrastructure

*DV*  
Senior Traffic Engineer

## REPORT

Council has received a Special Event Transport Management Plan from the Event Organiser of the 2024 Central West Charity Tractor Trek for approval to undertake the Event along numerous local roads within the Dubbo Local Government Area (LGA) that also includes a section of the Mitchell Highway through the Wellington CBD.

The Trek is a fund raising and awareness event to support the 'Little Wings' not-for-profit organisation providing assistance to sick children and families with transportation required for ongoing medical treatment.

The Trek will be the second event in the LGA to be held over three days, between 8.00 am and 5.00 pm, and will comprise of a convoy of various tractors in two groups, Slow Tractors 20 to 25 km/h and Fast Tractors 30 to 35 km/h. Each convoy will move in sub-groups of 10 tractors. All tractors are registered vehicles controlled by licensed drivers. The Trek will be undertaken in accordance with a Traffic Guidance Scheme that requires specific gaps and distances between tractors (300 m), groups (500 m) and escort vehicles (500 m to 700 m). The Event will be based in Wellington commencing and finishing at the Wellington Showground with daily trips along designated local roads around the Wellington District

The applicant has submitted the necessary documentation including an Event and Special Event Transport Management Plan, Traffic Guidance Scheme, route maps, Risk Assessment and Public Liability (attached as **Appendix 1**).

### Event Route Details

The Trek will commence from the Wellington Showground and travel along numerous roads within the immediate localities of Arthurville, Geurie and Yeoval. The routes have been selected along typical rural roads to allow the participants to experience variable road conditions including sealed and unsealed roads. The route will use low traffic volume local roads for the majority of the routes, with the exception of the short section of the Mitchell Highway on the last day from the Goolma Road intersection to the Wellington CBD.

The route has been surveyed and potential hazards identified. A detailed map and instructions for each day has been prepared, noting sections where extra caution is required. This will be the subject of each day's briefing with a safety inspection of the route undertaken before commencing each day.

### Day 1: Wellington to Arthurville and Return - Friday 13 September 2024

Commence at Wellington Showground, Bushrangers Creek Road, Rivers Road, Arthurville Road, Zaias Lane and Bushrangers Creek Road to the Showground.

**Day 2: Wellington to Yeoval and Return - Saturday 14 September 2024**

Commence at Wellington Showground, Bushrangers Creek Road, River Road, Arthurville Road, Hermitage Road, Arthurville Road, Eulalie Road, Renshaw McGirr Road, Gandoo Street North Yeoval, return trip via Bournewood Road, Curra Creek Road, Renshaw McGirr Road, and Bushrangers Creek Road to the Showground.

**Day 3: Wellington Showground to Geurie Showground - 15 September 2024**

Commence at Wellington Showground, Bushrangers Creek Road, Rivers Road, Arthurville Road, Mitchell Street Geurie, cross Mitchell Highway at Geurie, Paxton Street, Comobella Road, Geurie Showground, Comobella Road, Saxa Road, Bellavista Lane, Goolma Road, Mitchell Highway through Wellington township, Showground Road, Bushrangers Creek Road and Wellington Showground.

**Consultation**

- The Local Traffic Committee including representatives from NSW Police, and TfNSW and Council will review and discuss the traffic management for the Charity Tractor Trek.

**Resourcing Implications**

- There will be no Council resources applied to the event. The organiser is responsible for resourcing the 2024 Central West Charity Tractor Trek.

**APPENDICES:**

- 1 [2024 Central West Charity Tractor Trek - Supporting Documentation](#)

## Special Event Resources

### Special Event Transport Management Plan

Refer to [Chapter 7](#) of the Guide for a complete description of the Transport Management Plan

#### 1. EVENT DETAIL

##### 1.1. Event Summary

Event Name: CENTRAL WEST CHARITY TRACTOR TREK GROUP INC.  
 Event Location: WELLINGTON  
 Event Date: 13-15/9/24 Event Start Time: 8 AM Event Finish Time: 5 PM  
 Event Setup Time: \_\_\_\_\_ Event Pack down Finish Time: \_\_\_\_\_  
 Event is  off-street  on-street moving  on-street non-moving  
 Event is  held regularly throughout the year (calendar attached)

##### 1.2. Event Summary

Event Organiser\*: MALCOLM PORTER  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: 0428 375 383  
 Email: malp380@hotmail.com  
 Event Management Company (if applicable): \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Police: WELLINGTON POLICE  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Council: DUBBO COUNCIL  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Transport Management Centre  
 (if Class 1 – Sydney Metropolitan Area): \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Roads & Maritime Service  
 (if Class 1 – regional NSW and Class 2 event): \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Mobile: \_\_\_\_\_  
 Email: \_\_\_\_\_

\*Note: The Event Organiser is the person or organisation in whose name the Public Liability Insurance is taken out.

**1.3. Brief description of the event (one paragraph)**

**2. RISK MANAGEMENT TRAFFIC**



**2.1. Occupational Health & Safety – Traffic Control**

- Risk assessment plan (or plans) attached

**2.2. Public Liability Insurance**

- Public liability insurance arranged. Certificate of currency attached.

**2.3. Police**

- Police written approval obtained.

**2.4. Fire Brigades and Ambulance**

- Fire brigades notified
- Ambulance notified

**3. TRAFFIC & TRANSPORT MANAGEMENT**



**3.1. The route or location**

- Map attached

**3.2. Parking**

- Parking organised – details attached
- Parking not required

**3.3. Construction, traffic calming and traffic generating developments**

- Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached
- There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes

**3.4. Trusts, authorities or Government enterprises**

- This event uses a facility managed by a trust, authority or enterprise; written approval attached
- This event does not use a facility managed by a trust, authority or enterprise

**3.5. Impact on/or Public Transport**

- Public transport plans created - details attached
- Public transport not impacted or will not impact event

**3.6. Reopening roads after moving events**

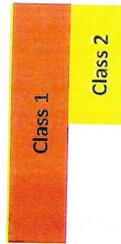
- This is a moving event - details attached.
- This is a non-moving event.

**3.7. Traffic management requirements unique to this event**

- Description of unique traffic management requirements attached
- There are no unique traffic requirements for this event

**3.8. Contingency plans**

- Contingency plans attached



**3.9. Heavy vehicle impacts**

- Impacts heavy vehicles – RMS/TMC to manage
- Does not impact heavy vehicles

**3.10. Special event clearways**

- Special event clearways required - RMSTMC to arrange
- Special event clearways not required

**4. MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES**



**4.1. Access for local residents, businesses, hospitals and emergency vehicles**

- Plans to minimise impact on non-event community attached
- This event does not impact the non-event community either on the main route (or location) or detour routes

**4.2. Advertise traffic management arrangement**

- Road closures or restrictions - advertising medium and copy of proposed advertisements attached
- No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached
- No road closures, restrictions or special event clearways - advertising not required

**4.3. Special event warning signs**

- Special event information signs are described in the Traffic Control Plan/s
- This event does not require special event warning signs

**4.4. Permanent Variable Message Signs**

- Messages, locations and times attached
- This event does not use permanent Variable Message Signs

**4.5. Portable Variable Message Signs**

- The proposed messages and locations for portable VMS are attached
- This event does not use portable VMS

## 5. PRIVACY NOTICE

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads & Maritime Services (RMS), Transport Management Centre (TMC) or Local Government.

I declare that the details in this application are true and complete. I understand that:

- The "personal information" is being collected for submission of the Transport Management Plan for the event described in Section 1 of this document.
- I must supply the information under the Road Transport Legislation (as defined in the *Road Transport (General) Act 1999*) and the *Roads Act 1993*.
- Failure to supply full details and to sign or confirm this declaration can result in the event not proceeding.
- The "personal information" being supplied is either my own or I have the approval of the person concerned to provide his/her "personal information".
- The "personal information" held by the Police, RMS/TMC or Local Government may be disclosed inside and outside of NSW to event managers or any other person or organisation required to manage or provide resources required to conduct the event or to any business, road user or resident who may be impacted by the event.
- The person to whom the "personal information" relates has a right to access or correct it in accordance with the provisions of the relevant privacy legislation.

## 6. APPROVAL

TMP Approved by: Malcolm Porter Event Organiser MWP Date 4-3-24

## 7. AUTHORISATION TO \*REGULATE TRAFFIC

Council's traffic management requirements have been met. Regulation of traffic is therefore authorised for all non-classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: \_\_\_\_\_ Council \_\_\_\_\_ Date \_\_\_\_\_

The RMS/TMC's traffic management requirements have been met. Regulation of traffic is therefore authorised for all classified roads described in the risk management plans attached to this TMP.

Regulation of traffic authorised by: \_\_\_\_\_ RMS/TMC \_\_\_\_\_ Date \_\_\_\_\_

\* "Regulate traffic" means restrict or prohibit the passage along a road of persons, vehicles or animals (*Roads Act, 1993*). Council and RMS/TMC require traffic to be regulated as described in the risk management plans with the layouts installed under the direction of a qualified person.

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**Schedule 1 Form – Notice of Intention to Hold a Public Assembly**

Taken from NSW Police website:

[https://www.police.nsw.gov.au/data/assets/pdf\\_file/0007/275560/Notice\\_of\\_Intention\\_to\\_Hold\\_a\\_Public\\_Assembly.pdf](https://www.police.nsw.gov.au/data/assets/pdf_file/0007/275560/Notice_of_Intention_to_Hold_a_Public_Assembly.pdf)

**Summary Offences Act 1988**

To the Commissioner of Police

1 I, MALCOLM PORTER  
 Name  
 of 135 EUSDALE ROAD YETHOLME 2795  
 Address  
 on behalf of Central West Charity Tractor Trek Group Inc  
 Organisation  
 notify the Commissioner of Police that on the 13-15  
 Day  
 of September 2024  
 Month/Year

it is intended to hold:

either:

(a) a public assembly, not being a procession, of approximately  
 ..... persons which will assemble  
 Number

at .....  
Place

at approximate ..... am/pm  
Time

and disperse at approximately ..... am/pm  
Time

or

(b) a public assembly, being a procession of approximately 30  
 Number

tractors  
 persons which will assemble at Wellington Showground  
 Place

at approximately 8:00 ..... am/pm  
Time

and at approximately 8:15 ..... am/pm the procession will

commence and shall proceed through Wellington  
and the surrounding district.

Specify route, any stopping places and the approximate duration of any stop: and the approximate time of termination. A diagram may be attached.

SPECIAL EVENT GUIDE

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2 The purpose of the proposed assembly is... to drive tractors  
through the Wellington district  
and surrounds raising funds for Little Wings  
 State purpose

3 The following special characteristics associated with the assembly would be useful for the Commissioner of Police to be aware of in regulating the flow of traffic or in regulating the assembly:

\* (i) There will be 30 (number) of vehicles and/or ~~floats~~ involved and their type and dimensions are as follows:

tractors and support vehicles -  
4 wds + cars

\* (ii) There will be ..... (number) of bands, musicians, entertainers etc entertaining or addressing the assembly

\* (iii) The following number and type of animals will be involved in the assembly

.....  
 .....

\* (iv) Other special characteristics of the proposed assembly are as follows:

.....  
 .....

4 I take responsibility for organising and conducting the proposed public assembly.

5 Notices for the purposes of the *Summary Offences Act 1988* may be served on me at the following:

Address: 135 Evesdale Road  
Yetholme  
NSW Post Code 2795

Telephone: 0428 375383

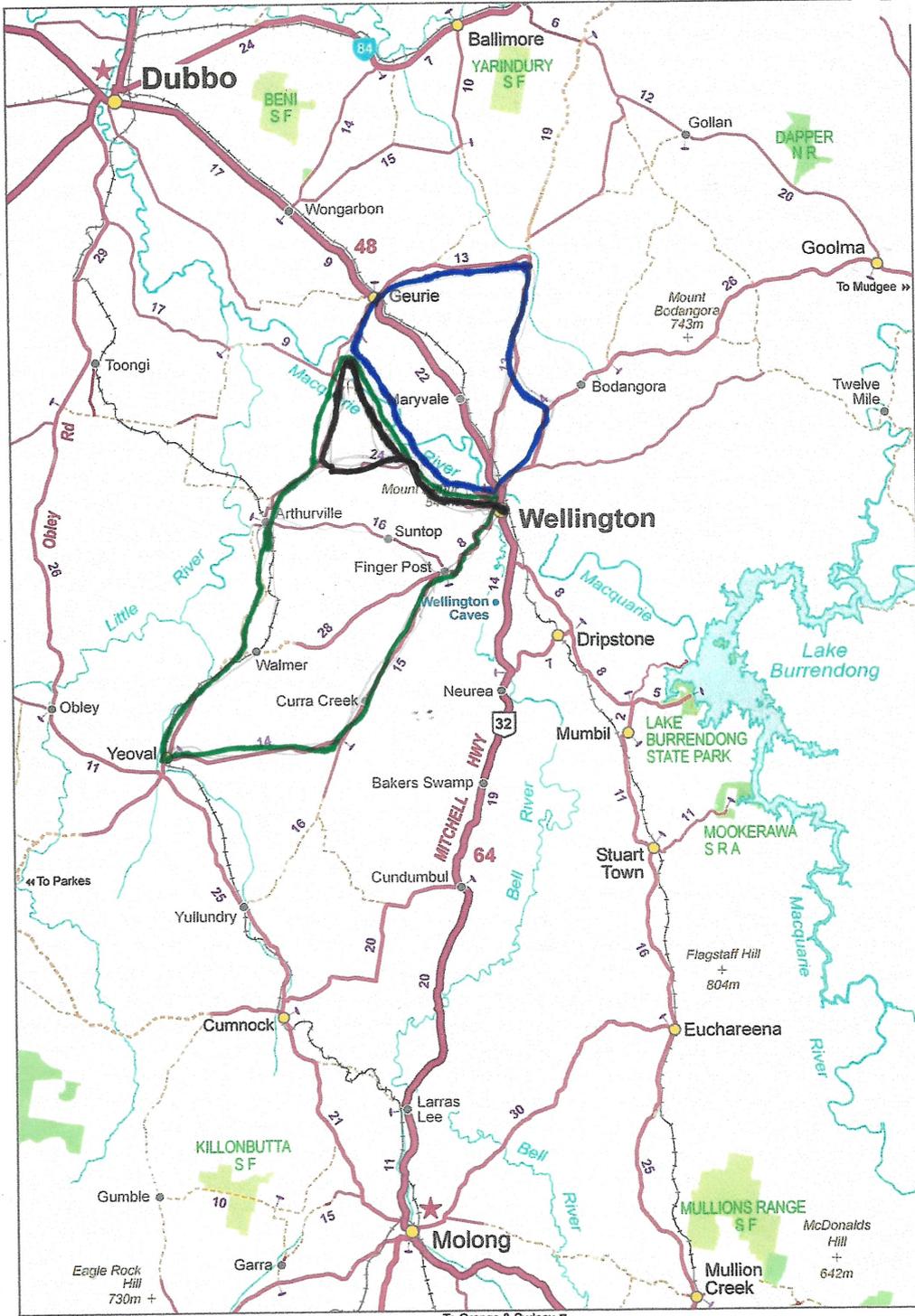
Signed: MW

Capacity/Title President

Date 4/3/24

Delete as applicable





DAY 1  
DAY 2  
DAY 3

2024 Central West Charity Tractor Trek Group Inc.

Risk Assessment



ea / Activity	Issue / Risk of....	Rating Likelihood / Consequence		Overall Risk	Issue Owner(s)	External Stakeholder Affected	Treatment Strategies / Controls	Residual Risk		% Complete	
		L	C					L Risk	C		
<b>Injury &amp; Damages</b>											
1.1 Injury to Tractor Trek Entrant	Injury ranging from minor to serious or death.  Associated damage to vehicles or property.  Adverse publicity  Cancellation or modification of Tractor Trek for the day or the remainder of the event.  Placing the future of the event in jeopardy.  Legal action against CWCTTG	2	5	HIGH	CWCTTG	Emergency services  Entrants  Officials / volunteers  Local Councils	Pre-event <ul style="list-style-type: none"> <li>Two pre-event route surveys conducted by Trek Director.</li> <li>All entrants and officials who intend to drive vehicles during the event must provide copies of current driver's licence</li> <li>Safety message and information distributed to entrants and officials through newsletters and other media</li> <li>Driver safety briefings</li> <li>First Aid volunteers enlisted to manage first aid response during event.</li> </ul> Event <ul style="list-style-type: none"> <li>Detailed route notes outlining cautions and hazards provided to all entrants and officials</li> <li>Need for complete road rule compliance reinforced</li> <li>Leg route checked by Safety</li> </ul>	1	4	LOW	

							<ul style="list-style-type: none"> <li>Officer immediately before beginning of each leg</li> <li>Official vehicle roles and responsibilities allocated</li> <li>Official personnel roles and responsibilities allocated</li> <li>Compulsory driver breath testing every morning</li> <li>Driver briefing conducted every morning before departure</li> <li>Incident reporting procedure</li> </ul> <p>Response</p> <ul style="list-style-type: none"> <li>Two First Aiders, and one mechanic commissioned to travel with Trek</li> <li>Safety plan with Task Chart created for event</li> <li>Standard Incident and Medical reporting</li> </ul>			
<p><b>1.2 Injury to Third Party or volunteer</b></p>	<p>Injury ranging from minor to serious or death.</p> <p>Associated damage to vehicles or property.</p> <p>Adverse publicity</p> <p>Cancellation or modification of Tractor Trek for the day or the remainder of the event.</p> <p>Placing the future of the event in jeopardy.</p> <p>Legal action against CWCTTG</p>	2	5	HIGH	CWCTTG	<p>Emergency services</p> <p>Entrants</p> <p>Officials / volunteers</p> <p>General Public</p>	<ul style="list-style-type: none"> <li>Pre-event</li> <li>Two pre-event route surveys conducted by Trek Director</li> <li>Safety message and information distributed to entrants and officials through newsletters and other media</li> <li>Comprehensive driver safety briefing for all entrants</li> <li>All entrants and officials who intend to drive vehicles during the event must provide copies of</li> </ul>	1	4	LOW

						<ul style="list-style-type: none"> <li>current driver's licence</li> <li>• Standard school visit safety reporting procedure.</li> <li>• Traffic Management Plan for all road closures in consultation with local police and council</li> <li>• Ensure volunteers are physically and mentally capable of participation in trek</li> </ul> <p>Event</p> <ul style="list-style-type: none"> <li>• Detailed route notes outlining cautions and hazards provided to all entrants and officials</li> <li>• Need for complete road rule compliance reinforced</li> <li>• Official vehicle roles and responsibilities allocated</li> <li>• Leg route checked by Safety Officer immediately before beginning of each leg</li> <li>• Official personnel roles and responsibilities allocated</li> <li>• Compulsory driver breath testing every morning</li> <li>• Risk issues and instructions provided to relevant Official Vehicles and Trek Officials to monitor / control</li> </ul>			
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						<ul style="list-style-type: none"> <li>• Incident reporting procedure</li> <li>• First Aid kits in Tractors and official vehicles</li> <li>• Safety Vests to be worn by entrants and officials</li> </ul> <p>Response</p> <ul style="list-style-type: none"> <li>• Two First Aiders commissioned to travel with fleet</li> <li>• Safety plan with Task Chart created for event</li> <li>• Standard Incident and Medical reporting</li> </ul>			
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Area / Activity	Issue / Risk of....	Rating Likelihood / Consequence		Overall Risk	Issue Owner(s)	External Stakeholder Affected	Treatment Strategies / Controls	Residual Risk			% Complete
		L	C					L	C	Risk	
1.3 Damage to Property	Damage to fences, roads and other property  Release of livestock onto the road due to damaged fences  Legal action against CWCTTG	3	3	MEDIUM	CWCTTG	State & Local Government  Property owners  Insurance Companies	Pre-event • Two pre-event route surveys conducted by Trek Director • Safety message and information distributed to entrants and officials through newsletters and other media  • Driver safety briefing • All entrants and officials who intend to drive vehicles during the event must provide copies of current driver's licence • All entrants and Officials to sign Drug and Alcohol policy • Correct use of UHF radios communicated to all entrants for calling of route hazards  Event • Detailed route notes outlining cautions and hazards provided to all entrants and officials	1	3	LOW	

							<ul style="list-style-type: none"> <li>• Leg route checked by Safety Officer immediately before beginning of each leg</li> <li>• Absolute road rule compliance reinforced</li> <li>• Official vehicle roles and responsibilities allocated</li> <li>• Official personnel roles and responsibilities allocated</li> <li>• Compulsory driver breath testing every morning</li> <li>• Reinforce correct use of UHF radios for calling hazards</li> <li>• Incident reporting procedure</li> </ul> <p>Response</p> <ul style="list-style-type: none"> <li>• two First Aiders, to travel with Trek</li> <li>• Safety plan with Task Chart created for event</li> <li>• Standard Incident and Medical reporting</li> <li>• First Aid kits in Tractors and official vehicles</li> </ul>			
<p>1.4 Damage to Sponsor Vehicle</p> <p>OR</p> <p>Damage to third party vehicle (including entrant) caused by sponsor vehicle</p>	<p>Vehicle Damage</p> <p>Associated damage to property</p> <p>Damage to third party / entrant vehicle</p> <p>Adverse Publicity</p> <p>Loss of sponsorship / money</p> <p>Cost of insurance claim / excess</p> <p>Disruption to event logistically through: - loss of</p>	3	3	MEDIUM	CWCTTG	<p>Vehicle Supplier</p> <p>State &amp; Local Government</p> <p>Property owners</p> <p>Insurance Companies</p>	<p>Pre-event</p> <ul style="list-style-type: none"> <li>• Two surveys conducted by course director</li> <li>• Safety message and information distributed to entrants and officials through newsletters and other media</li> <li>• All entrants and officials who intend to drive vehicles during</li> </ul>	2	3	LOW

	<p>Official vehicle - Recourses required to assist third party or entrant</p>					<p>the event must provide copies of current driver's licence</p> <ul style="list-style-type: none"> <li>• All entrants and Officials to sign Drug and Alcohol policy</li> <li>• Driver safety briefing</li> </ul> <p>Event</p> <ul style="list-style-type: none"> <li>• Detailed route notes outlining cautions and hazards provided to all entrants and officials</li> <li>• Need for complete road rule compliance reinforced</li> <li>• Official vehicle roles and responsibilities allocated</li> <li>• Official personnel roles and responsibilities allocated</li> <li>• Leg route checked by Safety Officer immediately before beginning of each leg</li> <li>• Compulsory driver breath testing every morning</li> <li>• Damage report mechanism in place</li> <li>• Incident reporting procedure</li> <li>• First aid kits in Tractors and official vehicles</li> <li>• Safety Vests to be worn by entrants and officials</li> </ul> <p>Response</p> <ul style="list-style-type: none"> <li>• Two First Aiders, travel with Trek</li> <li>• Safety plan with Task Chart created for event</li> <li>• Standard Incident and Medical</li> </ul>			
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Area / Activity	Issue / Risk of....	Rating Likelihood / Consequence		Overall Risk	Issue Owner(s)	External Stakeholder Affected	Treatment Strategies / Controls	Residual Risk			% Complete
		L	C					L	C	Risk	
1.5 Damage to Entrant or third party vehicle	Vehicle Damage	3	3	MEDIUM	ENTRANT CWCTTG	State & Local Government  Vehicle owners  Insurance Companies	reporting  Pre-event • Two pre-event route surveys conducted by Trek Director • Safety message and information distributed to entrants and officials through newsletters and other media • All entrants and officials who intend to drive vehicles during the event must provide copies of current driver's licence • All entrants and Officials to sign Drug and Alcohol policy • Driver safety briefing Event • Detailed route notes outlining cautions and hazards provided to all entrants and officials • Need for complete road rule compliance reinforced • Official vehicle roles and responsibilities	2	3	LOW	
	Associated damage to property										
	Adverse Publicity										
	Cost of insurance claim / excess										
	Disruption to event logistically										

							<ul style="list-style-type: none"> <li>• allocated</li> <li>• Leg route checked by Safety Officer immediately before beginning of each leg</li> <li>• Official personnel roles and responsibilities allocated</li> <li>• Compulsory driver breath testing every morning</li> <li>• Damage report mechanism in place</li> <li>• Incident reporting procedure</li> </ul> <p>Response</p> <ul style="list-style-type: none"> <li>• Two First Aiders, commissioned to travel with a fleet</li> <li>• Safety plan with Task Chart created for event</li> <li>• Standard Incident and Medical reporting</li> </ul>				
<b>1.6 Fire causing injury</b>	<p>Injury ranging from minor to serious or death.</p> <p>Associated damage to vehicles or property.</p> <p>Adverse publicity</p> <p>Cancellation or modification of Tractor Trek for the day or the remainder of the event.</p> <p>Placing the future of the event in jeopardy.</p> <p>Legal action against CWCTTG</p>	2	4	MEDIUM	ENTRANT CWCTTG	<p>State &amp; Local Government</p> <p>Vehicle owners</p> <p>Insurance Companies</p>	<ul style="list-style-type: none"> <li>• Pre-event</li> <li>• Two pre-event route surveys conducted by Trek Director</li> <li>• Safety message and information distributed to entrants and officials through newsletters and other media</li> <li>• All entrants and officials who intend to drive vehicles during the event must provide copies of current driver's licence</li> <li>• All entrants and Officials to sign Drug and Alcohol policy</li> <li>• Driver safety briefing</li> </ul>	1	3	LOW	

						<p>Event</p> <ul style="list-style-type: none"> <li>Detailed route notes outlining cautions and hazards provided to all entrants and officials</li> <li>Leg route checked by Safety Officer immediately before beginning of each leg</li> <li>Need for complete road rule compliance reinforced</li> <li>Official vehicle roles and responsibilities allocated</li> <li>Official personnel roles and responsibilities allocated</li> <li>Compulsory driver breath testing every morning</li> <li>Incident reporting procedure</li> </ul> <p>Response</p> <ul style="list-style-type: none"> <li>Two First Aiders, commissioned to travel with fleet</li> <li>Safety plan with Task Chart created for event</li> <li>Standard Incident and Medical reporting</li> </ul>			
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Area / Activity	Issue / Risk of....	Rating Likelihood / Consequence		Overall Risk	Issue Owner(s)	External Stakeholder Affected	Treatment Strategies / Controls	Residual Risk			% Complete
		L	C					L	C	Risk	
<b>Medical Condition</b>											
2.1 <b>Acute undiagnosed medical condition</b>	Life threatening condition resulting in serious illness or death caused by minor through to serious consequences.  Detrimental impact on event resulting in the modification or cancellation of all or part.	2	4	<b>MEDIUM</b>	PATIENT CWCTTG	Emergency and Health Services	<ul style="list-style-type: none"> <li>Safety briefing outlining process for notification of medical emergencies.</li> <li>All entrants and officials as part of the conditions of event entry, must complete a Health Statement as part of the Event Indemnity Procedure</li> <li>Enlist the services of two qualified First Aiders for the duration of the event including attending additional official event functions (meals, games etc)</li> <li>Full First Aid kits in Official vehicles</li> <li>Include local Emergency Services contact phone numbers in the event manual</li> <li>All officials to have mobile phones or other communications devices</li> <li>Ensure all meal venues show</li> </ul>	1	4	<b>LOW</b>	

							best practice in food preparation			
<b>2.2 Acute diagnosed medical condition</b>	Pre-existing life threatening condition resulting in major illness or death  Detrimental impact on event resulting in the modification or cancellation of all or part.	2	4	MEDIUM	PATIENT CWCTTG	Emergency and Health Services	<ul style="list-style-type: none"> <li>Safety briefing outlining process for notification of medical emergencies.</li> <li>All entrants and officials as part of the conditions of event entry, must complete a Health Statement as part of the Event Indemnity Procedure</li> <li>Enlist the services of two fully qualified First Aiders for the duration of the event including attending additional official event functions (meals, games etc)</li> <li>First Aid kits in Official vehicles</li> <li>Include local Emergency Services contact phone numbers in the Bible</li> <li>Equip all officials with communications devices</li> </ul>	1	4	LOW
<b>2.3 Minor ailment of entrant or official</b>	Discomfort of entrant or official  Minor interruption to event logistics possible temporary reorganisation of Official's responsibilities	4	1	LOW	PATIENT CWCTTG	Emergency and Health Services	<ul style="list-style-type: none"> <li>Safety briefing outlining process for notification of medical emergencies.</li> <li>All entrants and officials as part of the conditions of event</li> </ul>	3	1	LOW



Area / Activity	Issue / Risk of....	Rating Likelihood / Consequence		Overall Risk	Issue Owner(s)	External Stakeholder Affected	Treatment Strategies / Controls	Residual Risk			% Complete
		L	C					L	C	Risk	
<b>Environmental Risk</b>											
3.1 Death of native animal hit by tractor or official vehicle	Death of animal  Associated damage to vehicle or property  Subsequent effect on event logistics and resources  Negative media and community response	2	3	LOW	CWCTTG	National Parks & Wildlife Service  Animal Rescue Agencies	<ul style="list-style-type: none"> <li>Detailed route notes outlining cautions and hazards provided to all entrants and officials</li> <li>Need for complete road rule compliance reinforced</li> <li>Veterinarian will be in Official vehicle</li> <li>Have number for wires in Official vehicles</li> <li>Official vehicle roles and responsibilities allocated</li> <li>Official personnel roles and responsibilities allocated</li> <li>Compulsory driver breath testing every morning</li> <li>Damage report mechanism in place</li> </ul>	2	3	LOW	
3.2 Damage to protected flora	Damage to significant flora  Negative media coverage	1	3	LOW	CWCTTG	National Parks & Wildlife Service	<ul style="list-style-type: none"> <li>Detailed route notes outlining cautions and hazards provided to all entrants and officials</li> <li>Need for complete road rule compliance reinforced</li> <li>Official vehicle roles and responsibilities allocated</li> <li>Official personnel roles and responsibilities allocated</li> <li>Compulsory driver breath</li> </ul>	1	3	LOW	

							testing every morning			
							<ul style="list-style-type: none"> <li>• Damage report mechanism in place</li> </ul>			
<b>3.3 Fire causing property damage</b>	<p>Damage to property</p> <p>Associated damage to vehicle or property</p> <p>Subsequent effect on event logistics and event resources</p> <p>Negative media and community response</p>	2	2	LOW	CWCTTG	<p>National Parks &amp; Wildlife Service</p> <p>Animal Rescue Agencies</p>	<ul style="list-style-type: none"> <li>• Detailed route notes outlining cautions and hazards provided to all entrants and officials</li> <li>• Need for complete road rule compliance reinforced</li> <li>• Compulsory driver breath testing every morning</li> <li>• Damage report mechanism in place</li> <li>• RFS part of Official vehicle entourage</li> </ul>	2	2	LOW
<b>3.4 Fuel spill</b>	<p>Environmental damage</p> <p>Associated damage to vehicle or property</p> <p>Subsequent effect on event logistics and resources</p> <p>Negative media and community response</p>	2	2	LOW	CWCTTG	<p>National Parks &amp; Wildlife Service</p> <p>Animal Rescue Agencies</p>	<ul style="list-style-type: none"> <li>• Detailed route notes outlining cautions and hazards provided to all entrants and officials</li> <li>• Need for complete road rule compliance reinforced</li> <li>• Official vehicle roles and responsibilities allocated</li> <li>• Official vehicle to carry fuel remediation material (enretech)</li> <li>• Compulsory driver breath testing every morning</li> <li>• Damage report mechanism in place</li> <li>• No refuelling to take place near waterways</li> </ul>	2	2	LOW

Area / Activity	Issue / Risk of....	Rating Likelihood / Consequence		Overall Risk	Issue Owner(s)	External Stakeholder Affected	Treatment Strategies / Controls	Residual Risk			% Complete
		L	C					L	C	Risk	
<b>Traffic Management and Safety</b>											
4.1	Slow movement of fleet hinders normal traffic flow  Accident caused by slow moving fleet when moving in straight line or at intersection	4	3	HIGH	Tractor Drivers	Normal Road users	<ul style="list-style-type: none"> <li>Entrants to be asked for the preferred speed they would like to travel</li> <li>Tractors to move in 2 groups, one of slower and one of faster Tractors. with sufficient interval between starting time of first and</li> </ul>	2	3	LOW	

						<ul style="list-style-type: none"> <li>• second group</li> <li>• Slow tractors in first group to travel between 20-25 kph</li> <li>• Faster tractors in second group to travel between 30-35 kph</li> <li>• Tractors within each convoy to move in sub-groups of 10 with 500 metres between sub-groups</li> <li>• Each group to be escorted front and back by escort vehicles</li> <li>• Remove fleet from road at rest stops</li> <li>• Lead tractor in each group to have radio contact with escort vehicles to be warned of approaching traffic</li> <li>• Tractors to be fitted with mirrors</li> <li>• Tractor must be registered</li> <li>• Tractors Crossing/ Turning signs on highways and major roads where necessary</li> <li>• Obtain approval from Traffic Committees, RTA and police for event</li> <li>• Discuss need to close side roads</li> </ul>			
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							<ul style="list-style-type: none"> <li>and streets with RTA and Police</li> <li>• Vehicles to comply with road rules</li> <li>• Flashing Beacons on tractors and official vehicles</li> <li>• Certified traffic control officers in support crew</li> <li>• Commercial escort vehicles with RTA approved lights and signs 500 to 700 metres in front and behind fleet</li> <li>• Advertise event in local media to make people aware of event and be on lookout for fleet</li> </ul>			
4.2	Fleet stopped though roadwork or road closure	3	3	MEDIUM	CWCTTG	Tractor drivers and Official vehicles	<ul style="list-style-type: none"> <li>• Contact councils prior to trek for planned road works / closures</li> <li>• Contact RTA or Council to find out length of closure and discuss an alternate route if needed</li> </ul>	2	3	LOW
4.3	Tractor Breakdown	3	4	HIGH	CWCTTG	Tractor Drivers, Official vehicles NRMA normal traffic	<ul style="list-style-type: none"> <li>• Have Mechanic in support team</li> <li>• Have rescue tilt truck in fleet</li> <li>• All break-downs to be transported to next suitable location by tilt-tray truck</li> </ul>	2	3	LOW

4.4	Accident caused through fatigue	3	4	HIGH	CWCTTG		<ul style="list-style-type: none"> <li>Rest stops at least every 2 hours</li> <li>Travel 80 - 120km per day</li> <li>Entrants encouraged to have at least 2 drivers per tractor</li> </ul>	2	3	LOW
4.5	Injury to Children on tractors	3	4	MEDIUM	CWCTTG	Tractor Drivers, Official vehicles, Normal traffic	<ul style="list-style-type: none"> <li>Tractors must be stationary before any child approaches</li> <li>Children must be supervised and assisted on and off tractor by an adult</li> <li>Tractor must remain stationary until child is fastened in seatbelt and cab is closed</li> <li>Tractor must be stationary when child's seatbelt is unbuckled, cab is then opened and child escorted from tractor</li> </ul>	2	3	LOW

Area / Activity	Issue / Risk of....	Rating Likelihood / Consequence		Overall Risk	Issue Owner(s)	External Stakeholder Affected	Treatment Strategies / Controls	Residual Risk			% Complete
		L	C					L	C	Risk	
<b>Missing Vehicles</b>											
5.1 Vehicle strays from designated route	Possible effect on event logistics and event resources  Negative entrant response  Involvement of Emergency Services	4	2	MEDIUM	CWCTTG	Entrant  Emergency and Health Services	<ul style="list-style-type: none"> <li>Two pre-event route surveys conducted by Trek Director</li> <li>Driver safety briefings conducted at the start of, and at lunch time, each day</li> <li>Trip Meter Calibration explained</li> <li>Detailed route notes outlining cautions and hazards provided to all entrants and officials</li> <li>Need for complete road rule compliance reinforced</li> <li>Official personnel roles and responsibilities allocated</li> <li>Compulsory driver breath testing every morning</li> <li>Two First Aiders, and a mechanic commissioned to travel with fleet</li> <li>Safety plan with Task Chart created for event</li> <li>Standard Incident and Medical reporting</li> <li>Include local Emergency Services contact phone numbers in the Bible</li> <li>Signs or Marshalls to indicate direction of travel</li> </ul>	3	2	LOW	

							where the route turns off the current road. Marshalls to remain to the left of the carriageway.			
<b>Inappropriate Behaviour</b>										
6.1 Inappropriate contact with a child	Negative public image Negative corporate image Negative media and community response Legal action	2	4	MEDIUM	CWCTTG	Entrant Local Community Police / Legal System	<ul style="list-style-type: none"> <li>Each entrant will be required to apply for a "Working with Children" check with the NSW Office of the Children's Guardian. Each entrant will be required to submit their "Working with Children" number to Little Wings once the entrant has received this from the Office of the Children's Guardian. Each entrant will also be required to attend a briefing.</li> <li>Compliance with Code of Conduct</li> </ul>	2	2	LOW

<p>6.2 <b>High speed and or dangerous driving</b></p> <p><b>OR</b></p> <p><b>Inappropriate behaviour</b></p>	<p>Negative public image</p> <p>Negative corporate image</p> <p>Negative media and community response</p> <p>Involvement of Emergency Services</p> <p>Involvement of law enforcement</p> <p>Increase the potential of an accident</p>	<p>4</p> <p>2</p>	<p><b>MEDIUM</b></p>	<p>CWCTTG</p>	<p>Entrant</p> <p>Emergency and Health Services</p> <p>Law Enforcement</p> <p>General public</p>	<ul style="list-style-type: none"> <li>• Detailed route notes outlining cautions and hazards provided to all entrants and officials</li> <li>• Need for complete road rule compliance reinforced</li> <li>• Official personnel roles and responsibilities allocated</li> <li>• Compulsory driver breath testing every morning</li> <li>• 2 First Aiders, mechanic commissioned to travel fleet</li> <li>• Safety plan with Task Chart created for event</li> <li>• Standard Incident, accident and Medical reporting</li> <li>• Entrant signs code of conduct</li> <li>• Entrants sign Drug and Alcohol Policy</li> <li>• Compliance with Code of Conduct and Alcohol and Drug policy</li> </ul>	<p>2</p>	<p>2</p>	<p><b>LOW</b></p>	
Area / Activity	Issue / Risk of....	Rating Likelihood / Consequence L C		Overall Risk	Issue Owner(s)	External Stakeholder Affected	Treatment Strategies / Controls	Residual Risk L C		% Complete
<b>School Visits</b>										

7.1 Event involves School visit	Bringing people into school who could act inappropriately or harm children	3	4	HIGH	CWCTTG	DEPT EDUCATION	<ul style="list-style-type: none"> <li>• Ensure staff and Tractor Trek entrants have had their Working with Children check completed, and briefed in WWC policy and understand their roles and responsibilities</li> <li>• Ensure that school staff are aware they need to keep an eye on their children at all times</li> <li>• Ensure we maintain parental supervision on or two WWC checked people with the children at all times</li> <li>• Ensure the distribution of any toys, merchandise and food is done in a safe and fair way</li> </ul>	1	4	LOW
7.2 Vehicles moving in and out of schools	Potential danger of vehicle and children collision	4	4	HIGH	CWCTTG	DEPT EDUCATION	<ul style="list-style-type: none"> <li>• Traffic management plan to include school visits</li> <li>• Ensure allocated parking area for vehicles is sign-posted and clear for arrival and departure</li> <li>• Ensure children are supervised and restrained from drive in / out area. Children to be supervised at all times by school</li> </ul>	2	3	LOW

							staff			
<b>7.3 Children around moving vehicles</b>	Potential danger of injury	4	4	HIGH	CWCTTG	DEPT EDUCATION	<ul style="list-style-type: none"> <li>Brief all participants on 'vehicles and children' practices: Keys must not be left unattended in the ignition at any time. Vehicles must be stationary before any child approaches or is around vehicle</li> <li>Conduct briefing prior to schools visits and reiterate all Risk Assessment Controls</li> </ul>	2	2	LOW
<b>7.4 Allergies in Children</b>	Children having an allergic reaction from food distributed by event participant	4	4	HIGH	CWCTTG	DEPT EDUCATION	<ul style="list-style-type: none"> <li>Participants instructed not to provide children with food containing any traces of nuts or other allergenic foodstuffs</li> </ul>	2	2	LOW

**Likelihood**

Level	Descriptor	Description
5	Almost Certain	Expected to occur in most circumstances
4	Likely	Is likely to occur at some time during the event
3	Possible	Might occur during the event
2	Unlikely	Could occur at some stage during the event
1	Rare	May occur in exceptional circumstances

**Consequence or impact risk/activity**

Level	Descriptor	Business	Commercial / Legal	Health and Safety	Stakeholder Impacts	Reputation / Public Image / Media
5	Catastrophic	<ul style="list-style-type: none"> <li>Severe disruption to business activities for an extended period - weeks</li> </ul>	<ul style="list-style-type: none"> <li>Major legal action launched</li> </ul>	<ul style="list-style-type: none"> <li>Multiple deaths</li> </ul>	<ul style="list-style-type: none"> <li>Severe ongoing stakeholder impact(s)</li> <li>Potentially weeks</li> </ul>	<ul style="list-style-type: none"> <li>Extensive damage to company reputation</li> <li>Potential coronial inquest</li> <li>Significant media, community and political scrutiny</li> </ul>
4	Major	<ul style="list-style-type: none"> <li>Major</li> </ul>	<ul style="list-style-type: none"> <li>Legal action</li> </ul>	<ul style="list-style-type: none"> <li>Loss of life</li> </ul>	<ul style="list-style-type: none"> <li>Major</li> </ul>	<ul style="list-style-type: none"> <li>Direct adverse impact</li> </ul>

		disruption to company's activities - days			stakeholder impact(s) • Potentially days	on the company • Major embarrassment to the company • Adverse community comment
3	Moderate	• Significant disruption to company's activities - hours	• Dispute requiring mediation	• Serious injury or stress requiring hospitalisation • Permanent injury • Compensation of injury	• Moderate stakeholder impact(s) and source of annoyance • Potentially hours	• Direct adverse impact on the company's reputation • Executive. Adverse media publicity
2	Minor	• Minimal disruption to company's activities	• Dispute requiring proactive steps	• Injury requiring medical treatment • Lost time injury	• Minimal short term stakeholder effect(s) or annoyance	• Adverse impact(s) on the company with limited damage to the company's reputation • Stakeholder concern
1	Insignificant	• No disruption to company's activities	• Minor legal infringement	• First aid treatment required	• Minor stakeholder impact(s) or inconvenience	• No significant adverse impact on the company's reputation • Resolved by day to day management

**Inherent Risk Rating**

Likelihood	Consequences				
	Insignificant (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost Certain (5)	Medium	High	Very High	Very High	Very High
Likely (4)	Low	Medium	High	Very High	Very High
Possible (3)	Low	Low	Medium	High	Very High
Unlikely (2)	Low	Low	Low	Medium	High
Rare (1)	Low	Low	Low	Low	High

<b>Director Approval:</b>		
Name	Signature:	Date
<b>Risk Assessment Completed by:</b>		
Name:	Signature:	Date:

<b>Comments:</b>		

<b>Verification that Follow Up Actions are Completed:</b>			
Name:		Signature:	Date:
<b>Emergency Management</b> - All participants have been advised of Emergency Evacuation Procedures, including Instructions for evacuating individuals with special needs? (Tick) Comment:			

<b>Insurance</b> - All provider's Public Liability insurance documentation and risk assessments (if applicable) are received, reviewed and attached? (Tick) Comment:
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## Certificate of Insurance

<b>CLASS OF BUSINESS:</b>	COMMUNITY SERVICES ORGANISATION INSURANCE	
<b>POLICY NUMBER:</b>	NFPIB/2904631	
<b>INSURED NAME:</b>	Central West Charity Tractor Trek Group Inc.	
<b>PERIOD OF INSURANCE:</b>	From: 02/02/2024 To: 02/02/2025 at 4pm Local Time	
<b>RETROACTIVE DATE:</b>	02/02/2024 (excluding any known claims and/or circumstances)	
<b>GEOGRAPHICAL LIMITS:</b>	Commonwealth of Australia (unless otherwise stated in any section of the Policy)	
<b>LIMITS OF LIABILITY:</b>	<b>General Public &amp; Products Liability</b>	\$20,000,000 Any one OCCURENCE and in the aggregate in respect of PRODUCT LIABILITY
		<b>Indemnified Party</b> Dubbo Council Cabonne Council NSW Police Force Transport of NSW Sydney Antique Machinery Club Mudgee Small Field Days
	<b>Personal Accident</b>	Capital Benefits (Categories A & B) \$50,000 Weekly Benefits (Categories A & B) \$1,000 pw
	<b>Management Liability</b>	Aggregate Limit \$2,000,000 Directors & Officers \$2,000,000 Employment Practices Liability \$500,000  Tax Audit \$50,000
	<b>Professional Indemnity</b>	Not Insured
	<b>Property and Income Protection</b>	Not Insured
<b>EXCESS:</b>	<b>General Public &amp; Products Liability</b>	\$300
	<b>Personal Accident</b>	Not Insured
	<b>Personal Accident</b>	Capital Benefits (Categories A & B) Nil Weekly Benefits (Categories A & B) 7 Days
	<b>Management Liability</b>	Not Insured
	<b>Management Liability</b>	Organisation Liability \$1,000 Directors & Officers Liability \$1,000 Organisation Reimbursement \$1,000 Employment Practices Liability \$2,500

	Trustees Liability	\$1,000
	Statutory Liability	\$1,000
	Internet Liability	\$1,000
	Organisation Crisis Cover	\$1,000
	Employee & Third Party Fidelity	\$1,500
	Tax Audit	Nil
<b>Professional Indemnity</b>		Not Insured
<b>Professional Indemnity</b>		\$1,000
<b>Property and Income Protection</b>		Not Insured
<b>Property and Income Protection</b>		\$250 any one claim

**POLICY WORDING:** Community Services Organisations Wording COMSERVPOL I90 1021 v1.0

**INSURER:** Ansvar Insurance Limited ABN: 21 007 216 506 AFSL: 237826

\*This policy is extended to indemnify each named party in respect of property damage or personal injury to third parties arising only from the legal liability of the Insured in connection with the Insured's provision of services and occupation and as required under agreement, unless each named party is deemed to be legally liable for such property damage or personal injury.