



# AGENDA

## ORDINARY COUNCIL MEETING

### 24 FEBRUARY 2022

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

The meeting is scheduled to commence at 5.30 pm.

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#### PRAYER:

O God, Grant that by the knowledge of thy will, all we may resolve shall work together for good, we pray through Jesus Christ our Lord. Amen!

#### ACKNOWLEDGEMENT OF COUNTRY:

"I would like to acknowledge the Wiradjuri People who are the Traditional Custodians of the Land. I would also like to pay respect to the Elders past, present and emerging of the Wiradjuri Nation and extend that respect to other Aboriginal peoples from other nations who are present".

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**CCL22/22 LEAVE OF ABSENCE (ID22/225)**

**CCL22/23 PUBLIC FORUM (ID22/226)**

**CCL22/24 CONFLICTS OF INTEREST (ID22/227)**

**CCL22/25 CONFIRMATION OF MINUTES (ID22/228)**

Confirmation of the minutes of the proceedings of the Ordinary Council meeting held on 24 February 2022.

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#### MATTERS CONSIDERED BY COMMITTEES:

**CCL22/26 REPORT OF THE INFRASTRUCTURE, PLANNING AND ENVIRONMENT COMMITTEE - MEETING 10 FEBRUARY 2022 (ID22/256)**

The Council had before it the report of the Infrastructure, Planning and Environment Committee meeting held 10 February 2022.

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<b>CCL22/27</b>	<b>REPORT OF THE CULTURE AND COMMUNITY COMMITTEE - MEETING 10 FEBRUARY 2022 (ID22/257)</b>	12
	The Council had before it the report of the Culture and Community Committee meeting held 10 February 2022.	
<b>CCL22/28</b>	<b>REPORT OF THE CORPORATE SERVICES COMMITTEE - MEETING 10 FEBRUARY 2022 (ID22/258)</b>	16
	The Council had before it the report of the Corporate Services Committee meeting held 10 February 2022.	
<b>CCL22/29</b>	<b>REPORT OF THE AUDIT AND RISK MANAGEMENT COMMITTEE - MEETING 19 OCTOBER 2021 (ID22/236)</b>	20
	The Council had before it the report of the Audit and Risk Management Committee meeting held 19 October 2021.	
<b>CCL22/30</b>	<b>REPORT OF THE AUDIT AND RISK MANAGEMENT COMMITTEE - MEETING 8 FEBRUARY 2022 (ID22/237)</b>	25
	The Council had before it the report of the Audit and Risk Management Committee meeting held 8 February 2022.	
 <b>NOTICES OF MOTION:</b>		
<b>CCL22/31</b>	<b>MANAGEMENT OPTIONS OF COUNCIL'S AQUATIC LEISURE CENTRES (ID22/238)</b>	31
	Council had before it a Notice of Motion dated 10 February 2022 from Councillor S Chowdhury regarding the Management Options of Council's Aquatic Leisure Centres.	
<b>CCL22/32</b>	<b>RENAMING DUBBO CITY REGIONAL AIRPORT (ID22/272)</b>	32
	Council had before it a Notice of Motion dated 14 February 2022 from Councillor R Ivey regarding the Renaming Dubbo City Regional Airport.	
<b>CCL22/33</b>	<b>WELLINGTON CBD ON-STREET PARKING MANAGEMENT STATUS (ID22/273)</b>	33
	Council had before it a Notice of Motion dated 15 February 2022 from Councillor R Ivey regarding the Wellington CBD On-Street Parking Management Status.	

<b>CCL22/34</b>	<b>SERVICE REVIEW PROGRAM FOR COUNCIL'S BUSINESSES AND OPERATIONS (ID22/268)</b>	34
	Council had before it a Notice of Motion dated 15 February 2022 from Councillor D Mahon regarding the Service Review Program for Council's Businesses and Operations.	
<b>CCL22/35</b>	<b>DUBBO REGIONAL LIVESTOCK MARKETS (ID22/271)</b>	35
	Council had before it a Notice of Motion dated 15 February 2022 from Councillor J Gough regarding the Dubbo Regional Livestock Markets.	
<b>CCL22/36</b>	<b>2022 FEDERAL ELECTION FUNDING OPPORTUNITIES FOR CANDIDATES (ID22/282)</b>	37
	Council had before it a Notice of Motion dated 17 February 2022 from Councillor J Black regarding the 2022 Federal Election Funding Opportunities for Candidates.	
<b>CCL22/37</b>	<b>DUBBO REGIONAL COUNCIL ROADS (ID22/284)</b>	38
	Council had before it a Notice of Motion dated 17 February 2022 from Councillor J Black regarding the Dubbo Regional Council Roads.	
<b>REPORTS FROM STAFF:</b>		
<b>CCL22/38</b>	<b>MAYORAL APPOINTMENTS AND MEETINGS (ID22/267)</b>	40
	The Council had before it the report dated 15 February 2022 from the Chief Executive Officer regarding Mayoral Appointments and Meetings.	
<b>CCL22/39</b>	<b>DECEMBER 2021 QUARTERLY BUDGET REVIEW STATEMENTS (ID22/230)</b>	46
	The Council had before it the report dated 14 February 2022 from the Chief Executive Officer regarding December 2021 Quarterly Budget Review Statements.	
<b>CCL22/40</b>	<b>DELEGATED AUTHORITY TO COUNCIL'S STANDING COMMITTEES (ID22/25)</b>	53
	The Council had before it the report dated 12 January 2022 from the Executive Manager Governance and Internal Control regarding Delegated Authority to Council's Standing Committees.	

<b>CCL22/41</b>	<b>DRAFT COUNCIL POLICY - CODE OF MEETING PRACTICE (ID22/221)</b> The Council had before it the report dated 9 February 2022 from the Executive Manager Governance and Internal Control regarding Draft Council Policy - Code of Meeting Practice.	59
<b>CCL22/42</b>	<b>SUPERANNUATION PAYMENTS FOR COUNCILLORS (ID22/245)</b> The Council had before it the report dated 14 February 2022 from the Governance Team Leader regarding Superannuation Payments for Councillors.	62
<b>CCL22/43</b>	<b>REVIEW OF AUDIT AND RISK MANAGEMENT COMMITTEE CHARTER (ID22/210)</b> The Council had before it the report dated 8 February 2022 from the Internal Auditor regarding Review of Audit and Risk Management Committee Charter.	67
<b>CCL22/44</b>	<b>REVIEW OF THE 2040 COMMUNITY STRATEGIC PLAN (ID22/83)</b> The Council had before it the report dated 31 January 2022 from the Team Leader Growth Planning Projects regarding Review of the 2040 Community Strategic Plan.	71
<b>CCL22/45</b>	<b>DEVELOPMENT APPLICATION D21-552 - BOARDING HOUSE - LOT 1 DP 596251, 47 MACLEAY STREET DUBBO (ID22/231)</b> The Council had before it the report dated 10 February 2022 from the Senior Planner regarding Development Application D21-552 - Boarding House - Lot 1 DP 596251, 47 Macleay Street Dubbo.	79
<b>CCL22/46</b>	<b>DUBBO CITY REGIONAL AIRPORT AIRLINE REGULAR PASSENGER TRANSPORT (RPT) FEES AND CHARGES 2022/2023 (ID22/244)</b> The Council had before it the report dated 14 February 2022 from the Manager Dubbo City Regional Airport regarding Dubbo City Regional Airport Airline Regular Passenger Transport (RPT) Fees and Charges 2022/2023.	81
<b>CCL22/47</b>	<b>NRL SOUTH SYDNEY AGREEMENT (ID22/208)</b> The Council had before it the report dated 7 February 2022 from the Manager Regional Events regarding NRL South Sydney Agreement.	86

<b>CCL22/48</b>	<b>BEAUTIFICATION OF NEIGHBOURHOOD SHOPPING PRECINCTS (ID22/37)</b>	92
	The Council had before it the report dated 17 January 2022 from the Director Infrastructure regarding Beautification of Neighbourhood Shopping Precincts.	
<b>CCL22/49</b>	<b>DRAFT EUMUNGERIE FLOOD RISK MANAGEMENT REPORT FOR PUBLIC EXHIBITION (ID22/223)</b>	99
	The Council had before it the report dated 9 February 2022 from the Manager Infrastructure Strategy and Design regarding Draft Eumungerie Flood Risk Management Report for Public Exhibition.	
<b>CCL22/50</b>	<b>2022 DUBBO CYCLE CLUB SEASON (ID22/274)</b>	103
	The Council had before it the report dated 16 February 2022 from the Safe Roads Engineer regarding 2022 Dubbo Cycle Club Season.	
<b>CCL22/51</b>	<b>PLAYGROUND STRATEGY FOR DUBBO REGIONAL COUNCIL (ID22/206)</b>	112
	The Council had before it the report dated 6 February 2022 from the Manager Recreation and Open Space regarding Playground Strategy for Dubbo Regional Council.	
<b>CCL22/52</b>	<b>REGAND PARK MASTER PLAN STATUS (ID22/217)</b>	122
	The Council had before it the report dated 9 February 2022 from the Manager Recreation and Open Space regarding Regand Park Master Plan Status.	
<b>CCL22/53</b>	<b>COMMENTS AND MATTERS OF URGENCY (ID22/281)</b>	

**CONFIDENTIAL COUNCIL**

**CCL22/54 SUPPORT FOR TECHNOLOGY TRIAL AT COUNCIL FACILITY  
(ID22/279)**

The Council had before it the report dated 17 February 2022 from the Director Culture and Economy regarding Support for Technology Trial at Council Facility.

*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)).*



## Confirmation of Minutes

Confirmation of the minutes of the proceedings of the Ordinary Council meeting held on 27 January 2022.

### RECOMMENDATION

That the minutes of the proceedings of the Dubbo Regional Council at the Ordinary Council meeting held on 27 January 2022, attached under separate cover, be taken as read, confirmed as correct minutes and signed by the Mayor and the Chief Executive Officer.

### APPENDICES:

- 1 ➡ Minutes - Ordinary Council Meeting - 27/01/2022      **Provided under separate cover**

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**Report of the Infrastructure, Planning and  
Environment Committee - meeting 10  
February 2022**



**DUBBO REGIONAL  
COUNCIL**

**AUTHOR:**

**Administration Officer - Governance and  
Internal Control**

**REPORT DATE: 14 February 2022**

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The Council had before it the report of the Infrastructure, Planning and Environment Committee meeting held 10 February 2022.

**RECOMMENDATION**

**That the report of the Infrastructure, Planning and Environment Committee meeting held on 10 February 2022, be adopted.**



**REPORT  
INFRASTRUCTURE, PLANNING AND  
ENVIRONMENT COMMITTEE  
10 FEBRUARY 2022**

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

**ALSO IN ATTENDANCE:**

The Chief Executive Officer, the Executive Manager Governance and Internal Control, the Governance Team Leader, the Communications Partner, the Director Organisational Performance, the Director Culture and Economy, the Director Infrastructure, the Manager Infrastructure Strategy and Design, the Manager Infrastructure Delivery, the Director Development and Environment, the Director Liveability and the Manager Operations.

Councillor M Dickerson assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.33 pm.

**IPEC22/1 LEAVE OF ABSENCE (ID22/176)**

A request for leave of absence was received from Councillor M Wright who was absent from the meeting due to personal reasons.

Moved by Councillor V Etheridge and seconded by Councillor S Chowdhury

**MOTION**

**That such request for Leave of Absence be accepted and Councillor M Wright be granted leave of absence from this meeting.**

**CARRIED**

**IPEC22/2 CONFLICTS OF INTEREST (ID22/177)**

There were no conflicts of interest declared.

**IPEC22/3 ELECTION OF CHAIRPERSON (ID22/190)**

At this juncture, the Chief Executive Officer invited nominations for the election of Chairperson Infrastructure, Planning and Environment Committee for the Mayoral term with the following nomination/s received:

Councillor J Black nominated by Councillor S Chowdhury and Councillor V Etheridge.  
Councillor J Black accepted his nomination.

The Chief Executive Officer advised that as only one nomination was received for the position of the Chairperson of Infrastructure, Planning and Environment Committee that Councillor J Black be duly elected for the Mayoral term.

Councillor J Black assumed the Chair of the meeting, the time being 5.35 pm.

**IPEC22/4 UPDATE ON RECONSTRUCTION OF OLD MENDOORAN ROAD AND BOOTHENBA ROAD INTERSECTION (ID22/134)**

The Committee had before it the report dated 31 January 2022 from the Manager Infrastructure Strategy and Design regarding Update on Reconstruction of Old Mendooran Road and Bootherba Road Intersection.

Moved by Councillor V Etheridge and seconded by Councillor S Chowdhury

**MOTION**

1. That Council acknowledges the Road Safety Audit, attached at Appendix 1.
2. That funding options for the detailed design be identified with a focus on seeking external funding sources or alternatively prioritised for funding in Quarterly Budget Reviews.
3. That, once a funding source is identified, Council commence the detailed design process and preparation of construction plans associated with the reconstruction of Old Mendooran Road and Bootherba Road intersection.
4. That upon the completion and preparation of detailed construction plans, a detailed cost estimate of construction works be prepared.

**CARRIED**

**IPEC22/5 BUILDING SUMMARY - DECEMBER 2021 AND JANUARY 2022 (ID22/75)**

The Committee had before it the report dated 28 January 2022 from the Director Development and Environment regarding Building Summary - December 2021 and January 2022.

Moved by Councillor D Mahon and seconded by Councillor R Ivey

**MOTION**

That the report of the Director Development and Environment, dated 31 January 2022, be noted.

**CARRIED**

**IPEC22/6 NAMING OF THOROUGHFARES ON THE FORMER RAAF BASE DEPOT - LOT 11  
DP 1050240 PALMER STREET, DUBBO (ID22/135)**

The Committee had before it the report dated 31 January 2022 from the LIS and E-Services Coordinator regarding Naming of Thoroughfares on the Former RAAF Base Depot - Lot 11 DP 1050240 Palmer Street, Dubbo.

Moved by Councillor P Wells and seconded by Councillor J Gough

**MOTION**

1. That the proposed road names Spitfire Drive; Hercules Road and Tiger Moth Circuit be approved by Council as per the road layout plan.
2. That the following road names be approved for future development of the site – Dragonfly, Meteor, Vampire, Sabre and Skymaster.
3. That the proposed names be notified in the local newspaper and Government Authorities notified in accordance with Section 162 of the Roads Act 1993 and Section 7 of the Roads Regulation 2018.
4. That the developer be advised accordingly once approval under the Roads Regulation 2018 has been given and the names gazetted.

**CARRIED**

The meeting closed at 5.39 pm.

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CHAIRPERSON



## **Report of the Culture and Community Committee - meeting 10 February 2022**

**AUTHOR:** Administration Officer - Governance and  
Internal Control  
**REPORT DATE:** 14 February 2022

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The Council had before it the report of the Culture and Community Committee meeting held 10 February 2022.

### **RECOMMENDATION**

**That the report of the Culture and Community Committee meeting held on 10 February 2022, be adopted.**



DUBBO REGIONAL  
COUNCIL

**REPORT**  
**CULTURE AND COMMUNITY COMMITTEE**  
**10 FEBRUARY 2022**

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

**ALSO IN ATTENDANCE:**

The Chief Executive Officer, the Executive Manager Governance and Internal Control, the Governance Team Leader, the Communications Partner, the Director Organisational Performance, the Director Culture and Economy, the Director Infrastructure, the Manager Infrastructure Strategy and Design, the Manager Infrastructure Delivery, the Director Development and Environment, the Director Liveability and the Manager Operations.

Councillor M Dickerson assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 5.40 pm.

**CCC22/1 LEAVE OF ABSENCE (ID22/178)**

A request for leave of absence was received from Councillor M Wright who was absent from the meeting due to personal reasons.

Moved by Councillor S Chowdhury and seconded by Councillor J Gough

**MOTION**

**That such request for Leave of Absence be accepted and Councillor Wright be granted leave of absence from this meeting.**

**CARRIED**

**CCC22/2 CONFLICTS OF INTEREST (ID22/179)**

There were no conflicts of interest declared.

**CCC22/3 ELECTION OF CHAIRPERSON (ID22/191)**

At this juncture, the Chief Executive Officer invited nominations for the election of Chairperson Culture and Community Committee for the Mayoral term with the following nomination received:

Councillor J Gough nominated by Councillor R Ivey and Councillor P Wells.  
Councillor J Gough accepted her nomination.

The Chief Executive Officer advised that as only one nomination was received for the position of the Chairperson of Culture and Community Committee that Councillor J Gough be duly elected for the Mayoral term.

Councillor J Gough assumed the Chair, the time being 5.42 pm

**CCC22/4 LOCAL ROADS AND COMMUNITY INFRASTRUCTURE PROGRAM PHASE 3 - PROJECT NOMINATIONS (ID22/73)**

The Committee had before it the report dated 27 January 2022 from the Manager Economic Development and Marketing regarding Local Roads and Community Infrastructure Program Phase 3 - Project Nominations.

Moved by Councillor V Etheridge and seconded by Councillor P Wells

**MOTION**

- 1. That the Chief Executive Officer submit Local Roads and Community Infrastructure Program Phase 3 project nominations, as detailed in the report, to the funding body for approval.**
- 2. That, in the case that any project nomination be rejected by the funding body, the Chief Executive Officer be authorised to submit alternative projects or amendments to approved projects.**

**CARRIED**

**CCC22/5 DRAFT COUNCIL POLICY: MAINTENANCE OF NATURE STRIPS AND LANEWAYS (ID22/82)**

The Committee had before it the report dated 31 January 2022 from the Manager Operations regarding Draft Council Policy: Maintenance of Nature Strips and Laneways.

The Committee were presented with an overview of the maintenance and mowing in the Local Government Area by the Manager Operations.

Moved by Councillor S Chowdhury and seconded by Councillor V Etheridge

**MOTION**

**That Council endorse the Council Policy Maintenance of Nature Strips and Laneways, as attached at Appendix 1, for the purposes of public exhibition for a period of 42 days.**

**CARRIED**

The meeting closed at 6.05 pm.

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CHAIRPERSON



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## **Report of the Corporate Services Committee - meeting 10 February 2022**

**AUTHOR:** Administration Officer - Governance and  
Internal Control  
**REPORT DATE:** 14 February 2022

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The Council had before it the report of the Corporate Services Committee meeting held 10 February 2022.

### **RECOMMENDATION**

**That the report of the Corporate Services Committee meeting held on 10 February 2022, be adopted, save and except clause CSC22/4, with such item being dealt with separately.**



DUBBO REGIONAL  
COUNCIL

**REPORT**  
**CORPORATE SERVICES COMMITTEE**  
**10 FEBRUARY 2022**

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

**ALSO IN ATTENDANCE:**

The Chief Executive Officer, the Executive Manager Governance and Internal Control, the Governance Team Leader, the Communications Partner, the Director Organisational Performance, the Director Culture and Economy, the Director Infrastructure, the Manager Infrastructure Strategy and Design, the Manager Infrastructure Delivery, the Director Development and Environment, the Director Liveability and the Manager Operations.

Councillor M Dickerson assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 6.05 pm.

**CSC22/1 LEAVE OF ABSENCE (ID22/180)**

A request for leave of absence was received from Councillor M Wright who was absent from the meeting due to personal reasons.

Moved by Councillor D Mahon and seconded by Councillor J Black

**MOTION**

**That such request for Leave of Absence be accepted and Councillor M Wright be granted leave of absence from this meeting.**

**CARRIED**

**CSC22/2 CONFLICTS OF INTEREST (ID22/181)**

The following conflicts of interest were declared:

- Councillor J Black declared a non-pecuniary, less than significant interest in item CSC22/4. The reason for such declaration is that Councillor J Black is employed by the Christian School but that such interest would not impact his decision making as the sale took place prior to the elections of 4 December 2021.

**CSC22/3 ELECTION OF CHAIRPERSON (ID22/192)**

At this juncture, the Chief Executive Officer invited nominations for the election of Chairperson Corporate Services Committee for the Mayoral term with the following nomination received:

Councillor D Mahon nominated by Councillor R Ivey and Councillor V Etheridge.  
Councillor D Mahon accepted his nomination.

The Chief Executive Officer advised that as only one nomination was received for the position of the Chairperson of Corporate Services Committee that Councillor D Mahon be duly elected for the Mayoral term.

Councillor D Mahon assumed the Chair, the time being 6.08 pm.

**CSC22/4 QUARTERLY REPORT ON DOCUMENTS EXECUTED UNDER POWER OF ATTORNEY - DECEMBER 2021 (ID22/136)**

The Committee had before it the report dated 1 February 2022 from the Governance Team Leader regarding Quarterly Report on Documents Executed Under Power of Attorney - December 2021.

Moved by Councillor V Etheridge and seconded by Councillor J Gough

**MOTION**

**That the information contained within the report of the Governance Team Leader, dated 1 February 2022, be noted.**

**CARRIED**

*Councillor J Black declared a non-pecuniary, less than significant interest in the matter now before the Committee and remained in the room during the Committee's consideration of this matter. The reason for such interest is that Councillor J Black is employed by the Christian School but that such interest would not impact his decision making as the sale took place prior to the elections of 4 December 2021.*

**CSC22/5 COUNCILLOR WORKSHOP SCHEDULE OVERVIEW (ID22/138)**

The Committee had before it the report dated 1 February 2022 from the Governance Team Leader regarding Councillor Workshop Schedule Overview.

Moved by Councillor S Chowdhury and seconded by Councillor P Wells

**MOTION**

**That the indicative Councillor Workshop schedule, as attached at Appendix 1, be noted.**

**CARRIED**

**CSC22/6 INVESTMENT UNDER SECTION 625 OF THE LOCAL GOVERNMENT ACT -  
JANUARY 2022 (ID22/81)**

The Committee had before it the report dated 1 February 2022 from the Chief Financial Officer regarding Investment Under Section 625 of the Local Government Act - January 2022.

Moved by Councillor J Black and seconded by Councillor R Ivey

**MOTION**

**That the information contained within the Investment under Section 625 of the Local Government Act report, dated 1 February 2022, be noted.**

**CARRIED**

The meeting closed at 6.12 pm.

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CHAIRPERSON

**Report of the Audit and Risk  
Management Committee - meeting 19  
October 2021**



**DUBBO REGIONAL  
COUNCIL**

**AUTHOR:**

**Administration Officer - Governance and  
Internal Control**

**REPORT DATE:**

**10 February 2022**

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The Council had before it the report of the Audit and Risk Management Committee meeting held 19 October 2021.

**RECOMMENDATION**

**That the report of the Audit and Risk Management Committee meeting held on 19 October 2021, be adopted.**



**REPORT  
AUDIT AND RISK MANAGEMENT  
COMMITTEE  
19 OCTOBER 2021**

**PRESENT:** Councillor A Jones, Mr J Walkom (Independent Member and Council Appointed Committee Chairperson) and Mr T Breen (Independent Member).

**ALSO IN ATTENDANCE:**

The Chief Executive Officer, the Executive Manager Governance and Internal Control, the Internal Auditor, the Director Organisational Performance, the Chief Financial Officer, the Statutory Accountant, the Director Infrastructure, Ms F Ali (Audit Office), Ms M Lee (Audit Office) and Mr J Lam (Audit Office).

Mr J Walkom assumed chairmanship of the meeting.

The proceedings of the meeting commenced at 11.00 am.

**AUD21/25 LEAVE OF ABSENCE (ID21/1816)**

A request for leave of absence was received from Councillor S Lawrence who was absent from the meeting due to personal reasons.

Moved by Councillor A Jones and seconded by Mr T Breen

**RECOMMENDATION**

**That such request for Leave of Absence be accepted and Councillor S Lawrence be granted leave of absence from this meeting.**

**CARRIED**

**AUD21/26 CONFLICTS OF INTEREST (ID21/1817)**

The following declarations were made:

- Mr J Walkom declared a non-pecuniary, less than significant interest in item AUD21/29. The reason for such interest is that Mr Walkom's nephew and his nephew's wife are suppliers which appear in the report.

**AUD21/27 REPORT OF THE AUDIT AND RISK MANAGEMENT COMMITTEE - MEETING 9  
AUGUST 2021 (ID21/1818)**

The Committee had before it the report of the Audit and Risk Management Committee meeting held 9 August 2021.

Moved by Mr J Walkom and seconded by Mr T Breen

**RECOMMENDATION**

**That the report of the Audit and Risk Management Committee meeting held on 9 August 2021, be adopted.**

**CARRIED**

**AUD21/28 PRESENTATION OF COUNCIL'S DRAFT 2020/2021 FINANCIAL STATEMENTS  
(ID21/1763)**

The Committee had before it the report dated 12 October 2021 from the Chief Financial Officer regarding Presentation of Council's Draft 2020/2021 Financial Statements.

Moved by Mr J Walkom and seconded by Councillor A Jones

**RECOMMENDATION**

1. **That the information provided in the report of the Chief Financial Officer dated 12 October 2021, be noted.**
2. **That the final Audit Reports for the General Purpose Financial Statements and the final Audit Reports for the Special Purpose Financial Statements be presented to the Council meeting to be held on 28 October 2021.**
3. **That Council be provided clear explanations regarding the above financial outcomes.**
4. **That it be noted that:**
  - **Mr Breen wanted recorded in the minutes his view that *“Grants and Contributions provided for capital purposes should not be counted against expenses from continuing operations. This should not be part of the net operating result for the year attributable to council. Grants should be counted as other income, additional income or extraordinary income. They should not be counted as income from continuing operations. In my opinion, this is incorrect accounting. Similarly, disposal of assets is not considered a normal operation. Such assets are usually capital items and their sale should be included as once off extraordinary items. The council is not in the business of buying and selling assets.”***
  - **That Council’s Chief Financial Officer Mr Howlett advised that the Financial Statements were in the format prescribed by the Office of Local Government (OLG).**
  - **That the representatives of the NSW Audit Office were satisfied that the structure of Council’s Financial Statements met regulatory and statutory obligations.**

**CARRIED**

**AUD21/29 ANNUAL REPORT ON SUPPLIERS PAID OVER \$100,000 AND PURCHASE ORDER AFTER INVOICE DATE (ID21/1775)**

The Committee had before it the report dated 6 October 2021 from the Chief Financial Officer regarding Annual Report on Suppliers Paid Over \$100,000 and Purchase Order After Invoice Date.

Moved by Councillor A Jones and seconded by Mr T Breen

**RECOMMENDATION**

**That the report of the Chief Financial Officer, dated 6 October 2021, be noted.**

**CARRIED**

*Mr J Walkom declared a non-pecuniary, less than significant interest in the matter now before the Committee and remained the room during the Committee's consideration of this matter. The reason for such interest is that Mr J Walkom's nephew and his nephew's wife are suppliers which appear in the report and that such interest does not influence his consideration of this matter.*

**AUD21/30 AUDIT OFFICE - ENGAGEMENT CLOSING REPORT (ID21/1823)**

The Committee gave consideration to the Audit Office of NSW's Engagement Closing Report.

**RECOMMENDATION**

**That the Engagement Closing Report be noted.**

**CARRIED**

*Mr J Lam left the meeting.*

**AUD21/31 AUDIT AND RISK MANAGEMENT COMMITTEE ACTION ITEMS - OCTOBER 2021 (ID21/1622)**

The Committee had before it the report dated 16 September 2021 from the Internal Auditor regarding Audit and Risk Management Committee Action Items - October 2021.

Moved by Councillor A Jones and seconded by Mr T Breen

**RECOMMENDATION**

**That the information within the report of the Internal Auditor, dated 16 September 2021, be noted.**

**CARRIED**

**AUD21/32 NEW RISK MANAGEMENT AND INTERNAL AUDIT FRAMEWORK FOR  
COUNCILS AND JOINT ORGANISATIONS (ID21/1513)**

The Committee had before it the report dated 31 August 2021 from the Internal Auditor regarding New Risk Management and Internal Audit Framework for Councils and Joint Organisations.

Moved by Councillor A Jones and seconded by Mr T Breen

**RECOMMENDATION**

**That the Audit and Risk Management Committee consider making recommendations to Council on the content of the submission or advise Council of the current situation.**

**CARRIED**

The meeting closed at 1.01 pm.

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CHAIRMAN

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**Report of the Audit and Risk  
Management Committee - meeting 8  
February 2022**



**DUBBO REGIONAL  
COUNCIL**

**AUTHOR:**

**Administration Officer - Governance and  
Internal Control**

**REPORT DATE:**

**10 February 2022**

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The Council had before it the report of the Audit and Risk Management Committee meeting held 8 February 2022.

**RECOMMENDATION**

**That the report of the Audit and Risk Management Committee meeting held on 8 February 2022, be adopted.**



**REPORT  
AUDIT AND RISK MANAGEMENT  
COMMITTEE  
8 FEBRUARY 2022**

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**PRESENT:** Councillors S Chowdhury, Mr J Walkom (Independent Member and Council Appointed Committee Chairperson) and Mr T Breen (Independent Member).

**ALSO IN ATTENDANCE:**

Councillors R Ivey and M Wright, the Executive Manager Governance and Internal Control, the Internal Auditor, the Emergency and Risk Management Officer, the Administration Officer Governance, the Director Organisational Performance, the Chief Financial Officer, the Chief Information Officer and Ms M Lee (Audit Office).

Mr J Walkom assumed the Chair of the meeting.

The proceedings of the meeting commenced at 11.01 am.

The Acknowledgement of Country delivered by Mr J Walkom

**AUD22/1 LEAVE OF ABSENCE (ID22/185)**

A request for leave of absence was received from the Chief Executive Officer and Councillor Dickerson who were absent from the meeting due to personal reasons.

**AUD22/2 CONFLICTS OF INTEREST (ID22/186)**

There were no conflicts of interest declared.

**AUD22/3 REPORT OF THE AUDIT AND RISK MANAGEMENT COMMITTEE - MEETING 19 OCTOBER 2021 (ID22/187)**

The Committee had before it the report of the Audit and Risk Management Committee meeting held 19 October 2021.

Moved by Mr J Walkom and seconded by Mr T Breen

**RECOMMENDATION**

**That the report of the Audit and Risk Management Committee meeting held on 19 October 2021, be adopted.**

**CARRIED**

**AUD22/4 FINAL MANAGEMENT LETTER FOR THE 2020/2021 FINANCIAL STATEMENTS (ID22/74)**

The Committee had before it the report dated 27 January 2022 from the Chief Financial Officer regarding Final Management Letter for the 2020/2021 Financial Statements.

Moved by Mr T Breen and seconded by Councillor S Chowdhury

**RECOMMENDATION**

**That the information contained within the report of the Chief Financial Officer, dated 27 January 2022, be noted.**

**CARRIED**

**AUD22/5 AUDIT OF PAYROLL (ID21/2246)**

The Committee had before it the report dated 7 December 2021 from the Internal Auditor regarding Audit of Payroll.

Moved by Mr T Breen and seconded by Mr J Walkom.

**RECOMMENDATION**

- 1. That the Internal Audit report on Payroll be noted by the Audit and Risk Management Committee meeting.**
- 2. That further investigation be undertaken on payroll and reported back to ARMC, specifically:**
  - a. That testing be undertaken to identify ghost employees, proper validity for removals and additions to payroll, and duplicate or combination roles.**
  - b. That investigations be made on 'super users' and controls in place over them, as well as access rights generally.**
  - c. That the Internal Auditor be given the appropriate resources and support to undertake the testing.**
- 3. That a further report be provided to ARMC regarding what software programs are available and most suitable to Council, including the implementation of a formal review process to align with the renewal cycle of Council's payroll information technology system (currently CIVICA).**
- 4. That official procedures be created, particularly with regard to system workarounds, to ensure knowledge is possessed by Council and not individual staff members. This**

should include details on the process and reasoning for checking timesheets.

**CARRIED**

The Chief Financial Officer left the meeting.

**AUD22/6      AUDIT AND RISK MANAGEMENT COMMITTEE ACTION ITEMS - JANUARY 2022  
(ID21/2250)**

The Committee had before it the report dated 15 December 2021 from the Internal Auditor regarding Audit and Risk Management Committee Action Items - January 2022.

Moved by Mr T Breen and seconded by Councillor S Chowdhury

**RECOMMENDATION**

- 1. That consideration be given to the attached list of action items.**
- 2. That longstanding items be risk assessed at ELT level, with recommendations to come back to the ARMC regarding low risk items being removed from the outstanding actions list.**

**CARRIED**

**AUD22/7      REVIEW OF AUDIT AND RISK MANAGEMENT COMMITTEE CHARTER  
(ID22/142)**

The Committee had before it the report dated 1 February 2022 from the Internal Auditor regarding Review of Audit and Risk Management Committee Charter.

Moved by Mr T Breen and seconded by Councillor S Chowdhury

**RECOMMENDATION**

**That the changes in the Audit and Risk Management Committee Charter proposed in the report be submitted to Council for approval.**

**CARRIED**

The Chief Information Officer joined the meeting.

**AUD22/8      CYBER SECURITY (ID22/79)**

The Committee had before it the report dated 27 January 2022 from the Chief Information Officer regarding Cyber Security.

Moved by Mr T Breen and seconded by Councillor S Chowdhury

**RECOMMENDATION**

1. That the information contained within the report of the Chief Information Officer, dated 27 January 2022, be noted.
2. That the GAP analysis report be submitted to a future meeting of ARMC for notation.

**CARRIED**

**AUD22/9 IT DISASTER RECOVERY TEST RESULTS (ID22/78)**

The Committee had before it the report dated 28 January 2022 from the Chief Information Officer regarding IT Disaster Recovery Test Results.

Moved by Mr J Walkom and seconded by Mr T Breen

**RECOMMENDATION**

**That the information contained within the report of the Chief Information Officer, dated 28 January 2022, be noted.**

**CARRIED**

The Chief Information Officer left the meeting.

**AUD22/10 GENERAL BUSINESS**

- Discussions were held regarding Council's financial stability.

Ms M Lee left the meeting, the time being 1.09 pm.

- Meeting dates for the remainder of the year were determined, as follows:
  - Tuesday, 3 May 2022 at 11.00 am;
  - Tuesday, 2 August 2022 at 11.00 am;
  - Tuesday, 1 November 2022 at 11.00am;
  - October meeting to be determined at a later date.

Moved by Mr T Breen and seconded by Councillor S Chowdhury

**RECOMMENDATION**

**That DOP and CEO provide a confidential update to the Committee on process and outcomes of Council's service review.**

**CARRIED**

The meeting closed at 1.12 pm.

.....  
CHAIRPERSON



DUBBO REGIONAL  
COUNCIL

## NOTICE OF MOTION: Management Options of Council's Aquatic Leisure Centres

REPORT DATE: 10 February 2022

FILE: ID22/238

Council had before it a Notice of Motion dated 10 February 2022 from Councillor S Chowdhury regarding the Management Options of Council's Aquatic Leisure Centres as follows:

*I would like to place the following notice of motion on the agenda for the 24 February 2022 Ordinary meeting of Council.*

1. *That the Chief Executive Officer provide to the June 2022 Council meeting a report addressing ongoing management options of Council's Aquatic Leisure Centres.*
2. *That the report examine a range of factors including but not limited to:*
  - *The advantages and disadvantages of in-house management and external (contract) management;*
  - *Financial analysis of each option (including projected one off and ongoing finance implications);*
  - *Analysis of historical (5 years) financial and attendance performance;*
  - *Analysis of any available benchmarking.*

### RECOMMENDATION

1. **That the Chief Executive Officer provide to the June 2022 Council meeting a report addressing ongoing management options of Council's Aquatic Leisure Centres.**
2. **That the report examine a range of factors including but not limited to:**
  - **The advantages and disadvantages of in-house management and external (contract) management;**
  - **Financial analysis of each option (including projected one off and ongoing finance implications);**
  - **Analysis of historical (5 years) financial and attendance performance;**
  - **Analysis of any available benchmarking.**

*Shibli Chowdhury*  
Councillor

SC  
Councillor

### APPENDICES:

- 1⇒ Signed Notice of Motion - Management Options of Council's Aquatic Leisure Centres - Clr S Chowdhury - 10/02/2022

**Provided under  
separate cover**



DUBBO REGIONAL  
COUNCIL

## NOTICE OF MOTION: Renaming Dubbo City Regional Airport

REPORT DATE: 14 February 2022

FILE: ID22/272

Council had before it a Notice of Motion dated 14 February 2022 from Councillor R Ivey regarding the Renaming Dubbo City Regional Airport as follows:

*I would like to place the following notice of motion on the agenda for the 24 February 2022 Ordinary meeting of Council.*

- 1. That the official name of the Council's airport be changed from "Dubbo City Regional Airport" to "Dubbo Regional Airport".*
- 2. That it be noted that this is estimated by staff to cost approximately \$50,000 to change external and internal signage as well as uniforms and other branded assets.*
- 3. That the cost of the name change be funded at the March quarterly budget review from the Airport function.*

### RECOMMENDATION

- 1. That the official name of the Council's airport be changed from "Dubbo City Regional Airport" to "Dubbo Regional Airport".**
- 2. That it be noted that this is estimated by staff to cost approximately \$50,000 to change external and internal signage as well as uniforms and other branded assets.**
- 3. That the cost of the name change be funded at the March quarterly budget review from the Airport function.**

*Richard Ivey*  
Councillor

*RI*  
Councillor

### APPENDICES:

- 1** ➡ Signed Notice of Motion - Renaming Dubbo City Regional Airport - Cllr R Ivey

**Provided under separate cover**



DUBBO REGIONAL  
COUNCIL

## NOTICE OF MOTION: Wellington CBD On-Street Parking Management Status

REPORT DATE: 15 February 2022

FILE: ID22/273

Council had before it a Notice of Motion dated 15 February 2022 from Councillor R Ivey regarding the Wellington CBD On-Street Parking Management Status as follows:

*I would like to place the following notice of motion on the agenda for the 24 February 2022 Ordinary meeting of Council.*

- 1. That the Chief Executive Officer provide a staff report outlining the history and status of a previously unfinished staff investigation and consultation with businesses regarding the on-street parking environment in the Wellington CBD.*
- 2. That the staff report to advise on the opportunities to progress the investigation following more recent and ongoing business concerns with long term parking adjacent to business premises.*
- 3. That the staff report to be presented back to Council in time for the April 2022 Ordinary Meeting of Council.*

### RECOMMENDATION

- 1. That the Chief Executive Officer provide a staff report outlining the history and status of a previously unfinished staff investigation and consultation with businesses regarding the on-street parking environment in the Wellington CBD.**
- 2. That the staff report to advise on the opportunities to progress the investigation following more recent and ongoing business concerns with long term parking adjacent to business premises.**
- 3. That the staff report to be presented back to Council in time for the April 2022 Ordinary Meeting of Council.**

*Richard Ivey*  
Councillor

*RI*  
Councillor

### APPENDICES:

- 1⇒ Signed Notice of Motion - Wellington CBD On-Street Parking Management Status - Cllr R Ivey**

**Provided under separate cover**



## NOTICE OF MOTION: Service Review Program for Council's Businesses and Operations

REPORT DATE: 15 February 2022  
FILE: ID22/268

Council had before it a Notice of Motion dated 15 February 2022 from Councillor D Mahon regarding the Service Review Program for Council's Businesses and Operations as follows:

*I would like to place the following notice of motion on the agenda for the 24 February 2022 Ordinary meeting of Council.*

- 1. That the Chief Executive Officer provide a report to the March 2022 Council meeting that provides the priority list of Council functions and business units that shall be the subject of a service review program over a 24 month period.*
- 2. That the service review program be provided to the Audit and Risk Management Committee for review and subsequent endorsement.*

### RECOMMENDATION

- 1. That the Chief Executive Officer provide a report to the March 2022 Council meeting that provides the priority list of Council functions and business units that shall be the subject of a service review program over a 24 month period.**
- 2. That the service review program be provided to the Audit and Risk Management Committee for review and subsequent endorsement.**

*Damien Mahon*  
Councillor

*DM*  
Councillor

### APPENDICES:

- 1** ➔ Notice of Motion - Service Review Program for Council  
Businesses and Operations - Clr D Mahon

**Provided under  
separate cover**



DUBBO REGIONAL  
COUNCIL

## NOTICE OF MOTION: Dubbo Regional Livestock Markets

REPORT DATE: 15 February 2022

FILE: ID22/271

Council had before it a Notice of Motion dated 15 February 2022 from Councillor J Gough regarding the Dubbo Regional Livestock Markets as follows:

*I would like to place the following notice of motion on the agenda for the 24 February 2022 Ordinary meeting of Council.*

1. *That the Chief Executive Officer provide to the April 2022 Council meeting a confidential report regarding the business structure as it relates to licenses, leases, agreements and arrangements of the Dubbo Regional Livestock Markets.*
2. *That the report include, but not be limited to:*
  - *Summary of the business structure, financial performance and economic contribution;*
  - *The current structure of licenses, leases and related operating agreements;*
  - *Independent legal advice regarding regulatory and legal compliance of the current business structure and related agreements/arrangements;*
  - *Independent legal advice regarding potential opportunity to strengthen regulatory and legal compliance of related agreements/arrangements, and address any identified corporate risks to Council.*

### RECOMMENDATION

1. **That the Chief Executive Officer provide to the April 2022 Council meeting a confidential report regarding the business structure as it relates to licenses, leases, agreements and arrangements of the Dubbo Regional Livestock Markets.**
2. **That the report include, but not be limited to:**
  - **Summary of the business structure, financial performance and economic contribution;**
  - **The current structure of licenses, leases and related operating agreements;**
  - **Independent legal advice regarding regulatory and legal compliance of the current business structure and related agreements/arrangements;**
  - **Independent legal advice regarding potential opportunity to strengthen regulatory and legal compliance of related agreements/arrangements, and address any identified corporate risks to Council.**

Jessica Gough  
Councillor

JG  
Councillor

**APPENDICES:**

- 1⇒ Notice of Motion - Dubbo Regional Livestock Markets -  
Clr J Gough

**Provided under separate  
cover**



DUBBO REGIONAL  
COUNCIL

## NOTICE OF MOTION: 2022 Federal Election Funding Opportunities for Candidates

REPORT DATE: 17 February 2022

FILE: ID22/282

Council had before it a Notice of Motion dated 17 February 2022 from Councillor J Black regarding the 2022 Federal Election Funding Opportunities for Candidates as follows:

*I would like to place the following notice of motion on the agenda for the 24 February 2022 Ordinary Meeting of Council.*

*That the Chief Executive Officer prepare a draft report by 3 March 2022 (to be finalised at a councillor workshop on 3 March 2022) for distribution to all candidates for the seats of Parkes and Calare in the 2022 federal election, detailing projects and other funding needs and opportunities across the LGA (ie a Dubbo bypass/ring road, Wheelers Lane road rehabilitation works – Myall St to railway line section, Wellington road network in general), Wellington showground upgrades, and Bodangora aerodrome upgrades.*

### RECOMMENDATION

**That the Chief Executive Officer prepare a draft report by 3 March 2022 (to be finalised at a councillor workshop on 3 March 2022) for distribution to all candidates for the seats of Parkes and Calare in the 2022 federal election, detailing projects and other funding needs and opportunities across the LGA (ie a Dubbo bypass/ring road, Wheelers Lane road rehabilitation works – Myall St to railway line section, Wellington road network in general), Wellington showground upgrades, and Bodangora aerodrome upgrades.**

*Josh Black*  
Councillor

*JB*  
Councillor

### APPENDICES:

1⇒ Signed Notice of Motion - 2022 Federal Election Funding Opportunities for Candidates - Clr J Black

**Provided under  
separate cover**



DUBBO REGIONAL  
COUNCIL

## NOTICE OF MOTION: Dubbo Regional Council Roads

REPORT DATE: 17 February 2022

FILE: ID22/284

Council had before it a Notice of Motion dated 17 February 2022 from Councillor J Black regarding the Dubbo Regional Council Roads as follows:

*I would like to place the following notice of motion on the agenda for the 24 February 2022 Ordinary Meeting of Council.*

1. *That council notes community concerns about the state of roads in the Dubbo Regional LGA.*
2. *That the Chief Executive Officer provide a report to the 25 March 2022 Ordinary Council Meeting outline relevant information in regard to road maintenance and repair, including but not limited to:*
  - *Current budget and comparison to other similar local government areas*
  - *Current schedule of repairs*
  - *Funding received from other levels of government*
  - *Rating system for assessing Dubbo Regional Council roads and the process of designating priority repairs, maintenance, and upgrades*
  - *Challenges unique to Dubbo Regional Council in road maintenance.*

### RECOMMENDATION

1. **That council notes community concerns about the state of roads in the Dubbo Regional LGA.**
2. **That the Chief Executive Officer provide a report to the 24 March 2022 Ordinary Council Meeting outline relevant information in regard to road maintenance and repair, including but not limited to:**
  - **Current budget and comparison to other similar local government areas**
  - **Current schedule of repairs**
  - **Funding received from other levels of government**
  - **Rating system for assessing Dubbo Regional Council roads and the process of designating priority repairs, maintenance, and upgrades**
  - **Challenges unique to Dubbo Regional Council in road maintenance.**

*Josh Black*  
Councillor

*JB*  
Councillor

**APPENDICES:**

- 1⇒ Signed Notice of Motion - Dubbo Regional Council Road -  
Clr J Black

**Provided under separate  
cover**



DUBBO REGIONAL  
COUNCIL

## REPORT: Mayoral Appointments and Meetings

DIVISION: Executive Services  
REPORT DATE: 15 February 2022  
TRIM REFERENCE: ID22/267

### EXECUTIVE SUMMARY

<b>Purpose</b>	Provide review or update	
<b>Issue</b>	<ul style="list-style-type: none"><li>Details of Mayoral appointments and meetings for the period 23 December 2021 through to 15 February 2022.</li></ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"><li>To ensure transparency of Mayoral appointments and meetings.</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 implications arising from this report.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 4 Community Leadership  
CSP Objective: 4.2 Our civic leaders represent the community  
Delivery Program Strategy: 4.2.1 The community acknowledges that Dubbo Regional Council is a representative and responsive Council

### RECOMMENDATION

1. That the information contained in the report be noted.
2. That a report detailing the Mayor's appointments and meetings be an ongoing standing agenda item for Council Meetings.

*Murray Wood*  
Chief Executive Officer

*MW*  
Chief Executive Officer

## REPORT

### Consultation

Details follow in the body of the report regarding all meetings and appointments of the Mayor for the given period. These meetings and appointments are representative of community, business, political and Council consultation.

### Resourcing Implications

Nil

For the information of Councillors, the following details of mayoral appointments and attendances are provided:

#### **Thursday 23 December 2021**

- Attended Extraordinary Council Meeting – Mayoral Election.

#### **Friday 24 December 2021**

- Attended radio interview with ABC Radio.
- Attended radio interview with 2WEB Radio.
- Attended along with Council's Chief Executive Officer, Murray Wood a meeting with Member for Dubbo, the Hon. Dugald Saunders MP.

#### **Thursday 6 January 2022**

- Attended an internal meeting regarding Australia Day via video conference.

#### **Friday 7 January 2022**

- Attended radio interview with 2DU.

#### **Monday 10 January 2022**

- Attended radio interview with Zoo FM.
- Attended a meeting with Councillor Vicki Etheridge.
- Attended the draw for the 2022 Australia Day anthem singer.
- Submitted Mayoral Memo to the Daily Liberal.

#### **Tuesday 11 January 2022**

- Attended a meeting with Councillor Pam Wells.
- Attended along with Council's Chief Executive Officer, Murray Wood, Councillors Josh Black, Lewis Burns, Shibli Chowdhury, Vicki Etheridge, Jess Gough, Richard Ivey, Damien Mahon, Pam Wells and Matt Wright, and Director Culture and Economy, Natasha Comber, Director Infrastructure, Steven Colliver, Director Development and Environment, Stephen Wallace, Director Liveability, John Watts and Executive Manager Governance and Internal Control, Abbey Rouse, a welcome morning tea for Councillors and their families.
- Attended Councillor Induction Workshop.
- Attended a meeting with Council's Chief Executive Officer, Murray Wood.

**Wednesday 12 January 2022**

- Attended a meeting with Councillor Shibli Chowdhury.
- Attended radio interview with DC FM.
- Attended a meeting with Western NSW Local Health District regarding COVID-19 update.

**Thursday 13 January 2022**

- Attended radio interview with Southern Cross Austereo
- Attended 2022 Australia Day Awards Deliberation Meeting.
- Attended a meeting with Korean Consortium – ASM Toongi Mine.

**Friday 14 January 2022**

- Attended radio interview with 2DU.
- Attended Councillor Induction Workshop.

**Monday 17 January 2022**

- Attended radio interview with 2BS.
- Attended radio interview with 2WEB.
- Attended Councillor Tour of Council facilities.
- Attended Coin Toss for U14's Male State Challenge Cricket.
- Attended Councillor Induction Workshop.
- Submitted Mayoral Memo to the Daily Liberal.

**Tuesday 18 January 2022**

- Attended a meeting with Council's Chief Executive Officer, Murray Wood.
- Attended a meeting with Peter Wykes.

**Wednesday 19 January 2022**

- Attended Councillor Induction Workshop.

**Friday 21 January 2022**

- Attended radio interview with 2DU.
- Attended along with Council's Chief Executive Officer, Murray Wood, Director Culture and Economy, Natasha Comber and Manager Regional Events, Kim Hague, a meeting with representative from South Sydney Football Club.

**Monday 24 January 2022**

- Attended radio interview with Zoo FM.
- Submitted Mayoral Memo to the Daily Liberal.

**Tuesday 25 January 2022**

- Attended a meeting with Council's Chief Executive Officer, Murray Wood.
- Attended along with Deputy Mayor, Councillor Richard Ivey, a dinner with the Australia Day Ambassadors for Dubbo and Wellington.

**Wednesday 26 January 2022**

- Attended Australia Day Celebrations.
- Attended Survival Day Event.
- Attended a meeting with Richard Mutton.

**Thursday 27 January 2022**

- Attended Councillor Briefing.
- Attended Ordinary Council Meeting.

**Friday 28 January 2022**

- Attended radio interview with ABC Radio.
- Attended radio interview with 2DU.
- Attended radio interview with DC FM.
- Attended radio interview with Binjang Radio.
- Attended radio interview with DC FM.
- Attended a meeting at the Showground with Member for Dubbo, the Hon. Dugald Saunders MP.
- Attended a meeting with Kim Williams and Sam Peacock.
- Attended a meeting with Julie Cross.
- Attended a meeting with Garry Craig.

**Saturday 29 January 2022**

- Attended Dubbo Filmmakers Membership Launch.

**Monday 31 January 2022**

- Attended radio interview with 2BS.
- Attended radio interview with 2WEB.
- Submitted Mayoral Memo to the Daily Liberal.

**Tuesday 1 February 2022**

- Attended a meeting with Council's Chief Executive Officer, Murray Wood.
- Attended a meeting with Councillor Vicki Etheridge.
- Attended along with Council's Chief Executive, Officer Murray Wood a meeting with representatives from NBN Co, Chris Sheppard and Thomas O'Dea.

**Wednesday 2 February 2022**

- Attended radio interview with Triple M.
- Attended DEVIOUS meeting.
- Attended the Inland RDA Orana Forum and participated in the Great Debate.

**Thursday 3 February 2022**

- Attended Wiradjuri Tourism Centre, Councillor Engagement Session.
- Attended a meeting in Wellington with Member for Calare, Andrew Gee MP.
- Attended along with Deputy Mayor, Councillor Richard Ivey, an interview with Newcastle University regarding review of Council's Media and Communications Service.
- Attended Councillor Workshop.

**Friday 4 February 2022**

- Attended radio interview with 2DU.

**Monday 7 February 2022**

- Attended radio interview with Zoo FM.
- Attended a meeting with Deputy Mayor, Councillor Richard Ivey.
- Attended a meeting with Councillor Jess Gough.
- Attended a meeting with Mary Bell.
- Submitted Mayoral Memo to the Daily Liberal.

**Tuesday 8 February 2022**

- Attended a meeting with Council's Chief Executive Officer, Murray Wood.

**Wednesday 9 February 2022**

- Attended Chamber of Commerce Breakfast with Council's Chief Executive Officer, Murray Wood, Director Culture and Economy, Natasha Comber, and Councillor Matt Wright.
- Attended a meeting with Councillor Shibli Chowdhury.
- Attended a meeting with Council's Chief Executive Officer, Murray Wood and Director Culture and Economy, Natasha Comber.

**Thursday 10 February 2022**

- Attended site visit with Councillors regarding proposed boarding house in Macleay Street, Dubbo.
- Attended along with Deputy Mayor, Councillor Richard Ivey, 2022 Australia Day debrief meeting.
- Attended the official opening of the new HammondCare Mudyigaali Cottage Overnight respite cottage.
- Attended a meeting with John Walkom.
- Attended Committee meetings briefing.
- Attended Standing Committee meetings.
- Attended Councillor Workshop.

**Friday 11 February 2022**

- Attended radio interview with 2DU.
- Attended radio interview with Binjang Radio.
- Attended radio interview with DC FM.
- Attended radio interview with Triple M.
- Attended CPSA meeting as a guest speaker.
- Attended along with Council's Chief Executive Officer, Murray Wood, Western Plains Cultural Centre – Exhibition Opening - Animal Studies by Jack Randell.

**Sunday 13 February 2022**

- Attended Creative Assembly in Elston Park.

**Monday 14 February 2022**

- Attended radio interview with 2BS.
- Attended radio interview with 2WEB.
- Attended along with Council's Chief Executive Officer, Murray Wood, and Director Liveability, John Watts, the 30<sup>th</sup> Anniversary morning tea for Rainbow Cottage Childcare Centre.
- Attended along with Council's Chief Executive Officer, Murray Wood, a meeting with Superintendent Danny Sullivan from NSW Police.
- Submitted Mayoral Memo to the Daily Liberal.

**Tuesday 15 February 2022**

- Attended along with Council's Chief Executive Officer, Murray Wood, the Local Emergency Management Committee meeting.
- Attended a meeting with Barbara Sutherland.
- Attended along with Deputy Mayor, Councillor Richard Ivey, a meeting with Bodangora Airport users.



DUBBO REGIONAL  
COUNCIL

## REPORT: December 2021 Quarterly Budget Review Statements

**DIVISION:** Executive Services  
**REPORT DATE:** 14 February 2022  
**TRIM REFERENCE:** ID22/230

### EXECUTIVE SUMMARY

<b>Purpose</b>	Seek endorsement Adopt funding	Provide review or update Fulfil legislated requirement/Compliance
<b>Issue</b>	The quarterly review for the period ending 31 December 2021 of Council's 2021/2022 Budget Review Statements shows satisfactory implementation with the current financial position estimated to be a balanced budget.	
<b>Reasoning</b>	In accordance with the requirements of Section 203(2) of the Local Government (General) Regulations 2021, I now advise that the Chief Financial Officer, as the Responsible Accounting Officer of Dubbo Regional Council has reported that they consider the attached Quarterly Operational Plan Review Statements indicate that the financial position of the Council is satisfactory. This is on the basis that the "result" for the year is a balanced budget.	
<b>Financial Implications</b>	Budget Area	Organisational Performance
	Funding Source	Cost of proposed adjustments are within the adopted budget 2021/2022.
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 4 Community Leadership

CSP Objective: 4.4 Statutory requirements are met and services are provided to the organisation in a cost-effective and timely manner

Delivery Program Strategy: 4.4.1 The organisation meets all statutory requirements

**RECOMMENDATION**

- 1. That the Quarterly Budget Review Statements as at 31 December 2021, as attached to the report of the Chief Executive Officer dated 14 February 2022, be adopted and such sums voted for such purpose.**
- 2. That the Statement of the Responsible Accounting Officer that Council is in a satisfactory financial position having regard to the changes herewith to the original budget, be noted.**

*Murray Wood*  
Chief Executive Officer

*MW*  
Chief Executive Officer

## BACKGROUND

The Local Government (General) Regulation 2021 requires the Responsible Accounting Officer to submit, on a quarterly basis to Council, a budget review statement that shows a revised estimate of the income and expenditure for the year as follows:

Section 203 of the Local Government (General) Regulation 2021 provides as follows:

- (1) *“Not later than two months after the end of each quarter, the responsible accounting officer of a council must prepare and submit to the council a budget review statement that shows, by reference to the estimate of income and expenditure set out in the statement of the council’s revenue policy including in the Operational Plan for the relevant year, a revised estimate of the income and expenditure for that year.*
- (2) *A budget review statement must include or be accompanied by:*
  - (a) *a report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimate of income and expenditure; and*
  - (b) *if that position is unsatisfactory, recommendations for remedial action.*
- (3) *A budget review statement must also include any information required by the Code to be included in such a statement.”*

## REPORT

### Consultation

Quarterly Budget Review Statements (QBRs) are presented to Council for adoption following each quarter, allowing for public as well as Council scrutiny.

### Resourcing Implications

Resourcing is appropriate for staff that ensure Council’s Financial Position is maintained and reviewed.

### December 2021 Quarterly Review

The Responsible Accounting Officer has reported in respect of the December 2021 Quarterly Review of Council’s Budget as follows:

*In accordance with the requirements of Section 203(2) of the Local Government (General) Section 2021, I now advise that, as the Responsible Accounting Officer of Dubbo Regional Council, it is considered that the attached Quarterly Financial Review Statements indicate that the financial position of the Council is satisfactory. This is on the basis that the forecast “**result**” for the year is a balanced budget.*

The Quarterly Budget Review Statement for the December 2021/2022 quarter (**Appendix 1**) includes:

- The adopted budget for 2021/2022.
- Year to date approved budget changes and revised current budget.
- The budget variations proposed for approval for the December 2021 quarter.

The key highlights of Council's second quarter for 2021/2022 are:

- Council's performance has been impacted by the COVID-19 pandemic restrictions since late March 2020. The financial impact of the pandemic continued into the second quarter of the 2021/2022 financial year. The majority of Council's business units were forced to temporarily restrict trading due to Public Health Orders, which saw a revised reduction in income forecast (including the September 2021 Quarterly Budget Review revision) of over \$2.1M. The Income and Expenses Budget Review Statement shows that the projected Net Operating position (including capital grants and contributions) for the year is a surplus of \$20.6M comprising Income of \$172.4M and Expenses of \$151.9M.
- After deducting \$33.4M of projected Grants and Contributions to be received for Capital Purposes the projected Net Operating Result for the year is a \$12.9M Deficit.
- Capital expenditure is forecasted to be \$9.9M lower than forecasted as at 30 September 2021. Full year projected capital expenditure for 2021/2022 is \$84.6M.
- Total Cash and Investments of \$222.9M at 31 December 2021 including a significant portion being restricted for specific purposes.

#### Impact of COVID-19 on Revenue and Council's Response

The COVID-19 pandemic has had a major impact on the facilities and services that Council delivers to the public. The closure of Council services and facilities has led to significant revenue losses that have put pressure on Council's financial position. The current full year forecast for COVID-19 related loss of revenue for 2021/2022 has been revised up by \$641K, to a total of \$2.1M. In response, Council has focused on reducing variable costs associated with the closed services and an invoice of \$1.1M for costs incurred as a result of our involvement in the emergency response to COVID-19 was submitted to Western NSW Local Health District. This is anticipated to be received during the March 2022 quarter. Despite the significant revenue losses, Council still has healthy cash flow and can meet obligations now and into the future.

#### Budget Variations and Variances

**Table 1** provides detail on underlying movements to the 2021/2022 operating budget. Variances identified during the second quarter bring the projected full year budget surplus (including capital revenue) to \$20.5M. The projected full year deficit before capital revenue has increased to \$12.9M. This is largely driven by COVID-19 impacts.

Account Group	Explanation	\$
<u>Income</u>		
Capital grants and contributions	Breakdown of major variances: <ol style="list-style-type: none"> <li>1. \$1.19M contributions for Rural Fire Service assets</li> <li>2. \$1.54M grant income expected for the boardwalk project on the banks of the Macquarie River</li> <li>3. \$438K grant income expected for John McGrath sports lighting and Nita McGrath Netball courts from SCCF</li> <li>4. \$150K grant income expected for Battistels and Pavan amenities from LRCI</li> </ol>	\$480K

	The above are offset by a reduction in capital grant income for projects anticipated to be completed in the 2023 financial year	
Interest and investment revenue	A slight increase in expected interest from investments due to higher than anticipated interest rates on funds invested	\$69K
Operating grants and contributions	Breakdown of major variances: 1. \$181K grant income expected from Create NSW for performing arts COVID-19 support 2. \$49K grant income expected for additional sponsorship contributions 3. \$78K grant income expected for flood studies 4. \$33K grant income expected for pedestrian refuges 5. Other minor adjustments	\$367K
Other revenues	A change in accounting treatment for lease income received	\$310K
User charges and fees	Breakdown of major variances: 1. Income increase of \$441K relating to development application and construction certificate application fees 2. Income increase of \$243K relating to subdivision engineering fees 3. Income increase of \$631K relating to state highway preservation work undertaken 4. Income reduction of \$641K due to COVID-19 lockdown, mainly for Old Dubbo Goal, Wellington Caves Complex and Western Plains Cultural Centre 5. Other minor adjustments	(\$473K)
Other revenue items	Minor adjustments	\$251K
	<b>Total Income Variation Increase/(Decrease)</b>	<b>\$1.004M</b>

<u>Expenses</u>		
Depreciation	Previous work in progress assets are now being materialised	\$789K
Employee benefits	Breakdown of major variances: 1. Increased staffing costs of DRC operating Creo Café 2. Year to date employee cost savings of \$55K mainly from casual salaries as most Council services and venues were closed due to COVID-19 lockdown. 3. Cost savings relating to superannuation 4. Other minor adjustments	\$21K
Other expense items	Minor adjustments	\$66K
	<b>Total Expense Variation Increase/(Decrease)</b>	<b>\$876K</b>
	<b>Net Increase (Decrease) to Operating Surplus</b>	<b>\$128K</b>

Table 1. Underlying movements to the 2021/2022 operating budget

During quarter 2, projected full year Capital Expenditure is expected to be \$9.9M lower than forecasted as at 30 September 2021

The capital expenditure summary for 31 December 2021 is attached (**Appendix 1**). The revised full year capital spend is \$84.7M. Project managers within Dubbo Regional Council have advised that the anticipated projects and any revised project timetables will be completed accordingly, but this is still subject to significant unknown factors. It is anticipated that the total capital expenditure amount will be revised down during the March 2022 QBRS March when we have better understanding of circumstances/environments of what we can deliver.

The major adjustments (over \$1M) are as follows:

	Original Budget	September Adjustment	December Adjustment	Annual Forecast
Old Dubbo Gaol Plaza	2,364,846	(222,746)	(1,000,000)	1,142,100
Macquarie Foreshore - Event Precinct	14,846	2,097,980	(1,300,000)	812,826
Groundwater Infrastructure	10,000,000	(7,736,600)	670,594	2,933,994
Non-Potable Pipeline	6,500,000	107,404	(4,251,391)	2,356,013
Wellington Bore and Pipeline	0	48,976	1,322,532	1,371,508
Terrabella Bridge	2,168,000	(46,000)	0	2,122,000
Burrendong Bridge No 2	2,120,000	1,205,686	0	3,325,686
Boothenba/Livestock Market Intersection	4,428,710	761,782	0	5,190,492
Old Mendooran Rd Seal Extension	0	1,782,685	236,626	2,019,311
Safer Roads Program - Old Dubbo Road	0	1,263,496	(73,340)	1,190,156
Safer Roads Program - Burrendong Way	2,262,000	(1,357,200)	0	904,800
Swift Street (Arthur to Railway Station)	1,269,276	455,842	(450,000)	1,275,118
Boundary Rd Extension Stage 2	2,747,533	1,148,189	0	3,895,722
Upgrade Sewer R (incl all component) (C)	1,000,000	3,408,636	0	4,408,636
Palmer/Pierce/Paringa St SPS Replace	0	1,639,535	0	1,639,535

#### Monitoring and reporting on financial position

Despite being in a strong financial position, staff are closely monitoring and controlling Council's financial position in light of the ongoing impact of COVID-19. Procedures include:

- Weekly assessment of cash balances.
- Fortnightly assessment of Actuals versus Budget.
- Monitoring of daily cash inflows from rates and other sources.
- Monthly monitoring of financial performance is provided to the Executive Leadership Team and Senior Leadership Team.
- Continuous monitoring of opportunities to reduce expenditure or increase revenue in order to close the forecast deficit.
- Review and discussion on the impact of any proposed budget adjustments or new initiatives.

Council will be informed on the financial position on an ongoing basis via:

- Quarterly budget reviews
- Ad-hoc briefings as required

**Other Items**

- Council sought invitations to tender for the licence to operate the café at Western Plains Cultural Centre. A licence was not awarded through this process so Council entered into private negotiations with prospective tenants. This was successful and resulted in the café moving to contract lease, and the lease commenced 12 February 2022.
- Property and Land Development has not been changed in the December Quarter but is subject to a separate report to Council. This will be subject to new modelling and scenarios and a body of work will be presented back to council

**APPENDICES:**

1⇒ QBRS - Quarterly Budget Review Statements -  
December 2021

**Provided under separate  
cover**



## REPORT: Delegated Authority to Council's Standing Committees

**DIVISION:** Executive Services  
**REPORT DATE:** 12 January 2022  
**TRIM REFERENCE:** ID22/25

### EXECUTIVE SUMMARY

<b>Purpose</b>	Seek direction or decision	Fulfil legislated requirement/Compliance
<b>Issue</b>	<ul style="list-style-type: none"> <li>Council must decide whether to grant delegated authority to the standing committees (Infrastructure, Planning and Environment Committee; Culture and Community Committee; Corporate Services Committee).</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>Section 377 of the Local Government Act 1994 allows for delegations to a person or body</li> </ul>	
<b>Financial Implications</b>	Budget Area	There are no financial implications arising from this report
<b>Policy Implications</b>	Policy Title	Code of Meeting Practice
	Impact on Policy	Any changes to Ordinary Council and Standing Committee meetings must be reflected in the Code of Meeting Practice

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

- Theme: 4 Community Leadership
- CSP Objective: 4.4 Statutory requirements are met and services are provided to the organisation in a cost-effective and timely manner
- Delivery Program Strategy: 4.4.1 The organisation meets all statutory requirements

### RECOMMENDATION

- That Council determines whether to grant the following Delegations of Authority to the Standing Committees:
  - Infrastructure, Planning and Environment Committee as per Appendix 1;
  - Culture and Community Committee as per Appendix 2; and
  - Corporate Services Committee as per Appendix 3.
- That it be noted that delegating authority to approve tenders to the relevant Standing Committee enables a decision to be made every two weeks by the elected body.

*Abbey Rouse*  
Executive Manager Governance and Internal Control

*AR*  
Executive Manager  
Governance and Internal  
Control

## BACKGROUND

Under Section 377 of the Local Government Act 1994 (the Act), a Council may delegate to the General Manager (CEO) or any other person or body, any of its functions other than those functions specifically listed in section 377 (reproduced below).

Council's Standing Committees have previously been granted the full range of delegations of authority to enable them to make lawfully binding resolutions of Council. This means that decisions of the Committees are enacted immediately and do not have to be put to the next Ordinary Meeting of Council for adoption.

### **377 General power of the council to delegate**

- (1) *A council may, by resolution, delegate to the general manager or any other person or body (not including another employee of the council) any of the functions of the council under this or any other Act, other than the following—*
- (a) *the appointment of a general manager,*
  - (b) *the making of a rate,*
  - (c) *a determination under section 549 as to the levying of a rate,*
  - (d) *the making of a charge,*
  - (e) *the fixing of a fee,*
  - (f) *the borrowing of money,*
  - (g) *the voting of money for expenditure on its works, services or operations,*
  - (h) *the compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment),*
  - (i) *the acceptance of tenders to provide services currently provided by members of staff of the council,*
  - (j) *the adoption of an operational plan under section 405,*
  - (k) *the adoption of a financial statement included in an annual financial report,*
  - (l) *a decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6,*
  - (m) *the fixing of an amount or rate for the carrying out by the council of work on private land,*
  - (n) *the decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work,*
  - (o) *the review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the [Environmental Planning and Assessment Act 1979](#),*
  - (p) *the power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194,*
  - (q) *a decision under section 356 to contribute money or otherwise grant financial assistance to persons,*
  - (r) *a decision under section 234 to grant leave of absence to the holder of a civic office,*
  - (s) *the making of an application, or the giving of a notice, to the Governor or Minister,*
  - (t) *this power of delegation,*

- (u) *any function under this or any other Act that is expressly required to be exercised by resolution of the council.*
- (1A) *Despite subsection (1), a council may delegate its functions relating to the granting of financial assistance if—*
- (b) *the financial assistance is part of a specified program, and*
- (c) *the program is included in the council’s draft operational plan for the year in which the financial assistance is proposed to be given, and*
- (d) *the program’s proposed budget for that year does not exceed 5 per cent of the council’s proposed income from the ordinary rates levied for that year, and*
- (e) *the program applies uniformly to all persons within the council’s area or to a significant proportion of all the persons within the council’s area.*
- (2) *A council may, by resolution, sub-delegate to the general manager or any other person or body (not including another employee of the council) any function delegated to the council by the Departmental Chief Executive except as provided by the instrument of delegation to the council.*
- (3) *A council may delegate functions to a joint organisation only with the approval, by resolution, of the board of the joint organisation.*

Previously the Delegations of Authority to each of these Committees included a number of restrictions on the Committees in line with legislation. Generally, the Committees may only make a decision under delegated authority when a report has been presented to the Committee by staff or the Mayor. The Committee is also restricted from making a delegated decision where unbudgeted funds have been requested or income has been forgone as a result of the decision. There is also a rescission clause which allows three Councillors an opportunity to rescind a motion so that the matter is referred to Council for determination. In any case, there are no conditions in this delegation that prevents these Committees from referring a matter to Council for determination, should councillors require further information or time to consider the matter.

## REPORT

### Consultation

- A workshop was held with Councillors earlier in February regarding the option to grant delegations for the three Standing Committees;
- Council Officers sought clarification of the allocation of delegations from consultants, such as the existence of industry standards around granting of delegations, including full, zero or a portion of the delegations;
- The most recent delegations for Committees are attached (**Appendices 1 – 3**), noting that these documents reflect administrative updates to legislation;
- Committees of Council can operate with or without delegations, noting the implications for either choice are expanded further in this report.

### Resourcing Implications

- Staffing and maintenance of Council’s meeting administrative functions would be minimally affected by either of the options considered in this report.

### Options Considered

Council has two options regarding delegations of authority to Standing Committees. The first option is to grant delegations as attached at **Appendices 1 – 3** for each of the Standing Committees. Benefits of adopting delegations include:

- Reduced timeline of implementation of Council resolutions. That is, Council officers do not have to wait for adoption at an Ordinary Council meeting two weeks later before acting on resolutions;
- Delegations of authority to award tenders endures only two weeks exist between meetings of the elected body at which tenders can be awarded. This becomes more important should there be limited delegated authority to the role of the Chief Executive Officer.
- Potential higher level of satisfaction for interested parties; that is, the matter is resolved with binding resolution at Standing Committees.

Should Councillors favour granting delegation of authority to the Standing Committees, the attached Draft Delegations have been updated to reflect recent administrative changes to legislation (**Appendices 1 – 3**).

The second option is to not grant delegations of authority to the Standing Committees. This would mean that resolutions from committees would need to be put to the following Ordinary Council meeting before becoming official resolutions of Council and being acted upon. Benefits of NOT adopting such delegations include:

- The community may perceive a difference between Ordinary Council meetings and Standing Committees Meetings, hence 'missing' items;
- Councillors potentially have an additional two weeks for consideration of matters or to take comments from the community/interested parties.

Should Council resolve NOT to grant delegations to the Standing Committees, there may be additional Extraordinary Council meetings if there is a need to address time sensitive issues, such as Development Application approvals.

### Planned Communications

- Minutes of the Ordinary Council meeting will be published on Council's website for community reference.
- All relevant staff will be notified of the outcome.

### Timeframe

10 March 2022	Next Standing Committees meetings scheduled
24 March 2022	Next Ordinary Council meeting scheduled - Adoption of resolutions of Standing Committees should committees not be granted delegations of authority

**APPENDICES:**

- |   |                                      |
|---|--------------------------------------|
| <b>1</b> ⇒ Draft - Delegation of Authority to the Infrastructure, Planning and Environment Committee - 2022 | <b>Provided under separate cover</b> |
| <b>2</b> ⇒ Draft - Delegation of Authority to the Culture and Community Committee - 2022                    | <b>Provided under separate cover</b> |
| <b>3</b> ⇒ Draft - Delegation of Authority to the Corporate Services Committee - 2022                       | <b>Provided under separate cover</b> |



DUBBO REGIONAL  
COUNCIL

## REPORT: Draft Council Policy - Code of Meeting Practice

**DIVISION:** Executive Services  
**REPORT DATE:** 9 February 2022  
**TRIM REFERENCE:** ID22/221

### EXECUTIVE SUMMARY

<b>Purpose</b>	Seek endorsement Adopt a policy	Fulfil legislated requirement/Compliance
<b>Issue</b>	<ul style="list-style-type: none"> <li>The Draft Council Policy, Code of Meeting Practice, must be adopted for the purpose of Public Exhibition</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>This policy must be reviewed and adopted by Council within the first 12 months of a new Council Term.</li> <li>Section 360, Local Government Act 1993</li> <li><a href="#">Local Government NSW – Model Code of Meeting Practice for Local Councils in NSW 2021</a></li> </ul>	
<b>Financial Implications</b>	Budget Area	There are no financial implications arising from this report.
<b>Policy Implications</b>	Policy Title	Code of Meeting Practice
	Impact on Policy	Revision of current policy

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 4 Community Leadership

CSP Objective: 4.4 Statutory requirements are met and services are provided to the organisation in a cost-effective and timely manner

Delivery Program Strategy: 4.4.1 The organisation meets all statutory requirements

### RECOMMENDATION

1. That the draft Council Policy, Code of Meeting Practice, as attached at Appendix 1, be endorsed for the purpose of public exhibition for a period of 42 days.
2. That a further report be submitted to Council detailing results of public exhibition, for adoption of the final policy.

*Abbey Rouse*  
Executive Manager Governance and Internal Control

*AR*  
Executive Manager  
Governance and Internal  
Control

## BACKGROUND

Under section 360(3) of the Local Government Act, an elected body must revise and adopt this policy within 12 months of the start of the Council Term. Public consultation is mandatory for this Policy for significant changes.

### Previous Resolutions of Council

25 October 2021	<ol style="list-style-type: none"><li>1. That the Code of Meeting Practice, as attached at Appendix 1, be adopted, noting that amendments are not substantial and therefore public exhibition is not required in accordance with section 362(2) of the Local Government Act 1993.</li><li>2. That the Code of meeting Practice be reviewed within the first 12 months of the new council term, as per section 360(3) of the Local Government Act 1993.</li></ol>
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## REPORT

### Consultation

- The Code of Meeting Practice is written in accordance with the Office of Local Government's Model Code of Meeting Practice for Councils in NSW 2021.
- A workshop was held with Councillors on 3 February 2022 to discuss proposed updates.
- As per section 361 of the Local Government Act, a draft Code of Meeting Practice must be placed on Public Exhibition for a period of "not less than 28 days;" the public notice must also specify that Council will receive submissions on the policy for a period of "not less than 42 days." To ensure maximum opportunity, Council requests that the Policy be placed on Public Exhibition for the entire 42 days to match the public submission period.
- Any public submissions will then be considered in a further report before a final version of the policy is presented to Council for adoption.

### Resourcing Implications

Nil

### Options Considered

- The majority of the provisions within this Policy are mandatory under the Model Code of Meeting Practice.
- Additional non-mandatory provisions were considered by the elected body and are included in the proposed Policy.

### Preferred Option

- All changes, mandatory and additional non-mandatory are indicated in red text in **Appendix 1**.
- New mandatory provision includes the addition of a statement of ethical obligations on the Business Paper (3.25).
- Non-mandatory changes include:

- Administrative changes to reflect the option to change meetings dates for each Term of Council (3.1)
- The ability for the CEO to table reports, including correspondence as needed (3.19, 3.20 and 3.21)
- The ability for the elected body to extend the duration of Public Forum by resolution (4.3)
- Provision of audio-visual facilities for all meetings (5.15 – 5.29 plus multiple provisions throughout the Policy to reflect such inclusions)
- The order of business was updated to reflect current meeting practice (8.1)
- That voting on all resolutions be recorded in the minutes (11.11 and 20.23)

**Next Steps**

- The Policy, if endorsed, will be placed on Public Exhibition for a period of 42 days to allow for community consultation.
- Following the consideration of public submissions, a final draft of the Policy will be presented to Council for adoption.

**APPENDICES:**

- 1** ➡ Draft - Council Policy - Code of Meeting Practice      **Provided under separate cover**



## REPORT: Superannuation Payments for Councillors

**DIVISION:** Executive Services  
**REPORT DATE:** 14 February 2022  
**TRIM REFERENCE:** ID22/245

### EXECUTIVE SUMMARY

<b>Purpose</b>	Seek direction or decision	Fulfil legislated requirement/Compliance
<b>Issue</b>	<ul style="list-style-type: none"> <li>Council must resolve, in an open meeting, whether to make superannuation contribution payments to Councillors from 1 July 2022</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>Section 254B, Local Government Act 1993</li> </ul>	
<b>Financial Implications</b>	Budget Area	Governance and Internal Control – currently not budgeted
	Funding Source	Members Expenses
	Proposed Cost	Approximately \$31,000
	Ongoing Costs	Approximately \$30,000/year, increasing annually in line with Councillor and Mayoral fees as determined by the NSW Remuneration Tribunal. This amount would need to be budgeted for from Members' Expenses.
<b>Policy Implications</b>	Policy Title	Payment for Expenses and Provisions of Facilities for the Mayor and Councillors
	Impact on Policy	The policy must be updated to reflect any decision of Council regarding superannuation payments.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 4 Community Leadership

CSP Objective: 4.4 Statutory requirements are met and services are provided to the organisation in a cost-effective and timely manner

Delivery Program Strategy: 4.4.1 The organisation meets all statutory requirements

Theme:	4 Community Leadership
CSP Objective:	4.3 The resources of Council are appropriately managed
Delivery Program Strategy:	4.3.5 Council strives for transparency and is an organisation that values two way communication with stakeholders and the broader community

#### RECOMMENDATION

- 1. That Council determine whether to make superannuation contribution payments to Councillors starting 1 July 2022.**
- 2. That the decision of Council regarding superannuation contribution payments be taken into account when developing and adopting the 2022/2023 Annual Budget and long term budgets.**

*Abbey Rouse*  
Executive Manager Governance and Internal Control

*SW*  
Governance Team Leader

## BACKGROUND

In 2021, the Local Government Act 1993 (the Act) was amended to include section 254B, as follows:

### **254B Payment for superannuation contributions for councillors**

- (1) *A council may make a payment (a superannuation contribution payment) as a contribution to a superannuation account nominated by a councillor, starting from the financial year commencing 1 July 2022.*
- (2) *The amount of a superannuation contribution payment is the amount the council would have been required to contribute under the Commonwealth superannuation legislation as superannuation if the councillor were an employee of the council.*
- (3) *A superannuation contribution payment is payable with, and at the same intervals as, the annual fee is payable to the councillor.*
- (4) *A council is not permitted to make a superannuation contribution payment—*
  - (a) *unless the council has previously passed a resolution at an open meeting to make superannuation contribution payments to its councillors, or*
  - (b) *if the councillor does not nominate a superannuation account for the payment before the end of the month to which the payment relates, or*
  - (c) *to the extent the councillor has agreed in writing to forgo or reduce the payment.*
- (5) *The Remuneration Tribunal may not take superannuation contribution payments into account in determining annual fees or other remuneration payable to a mayor or other councillor.*
- (6) *A person is not, for the purposes of any Act, taken to be an employee of a council and is not disqualified from holding civic office merely because the person is paid a superannuation contribution payment.*
- (7) *A superannuation contribution payment does not constitute salary for the purposes of any Act.*
- (8) *Sections 248A and 254A apply in relation to a superannuation contribution payment in the same way as they apply in relation to an annual fee.*

## REPORT

### Consultation

- Any decision by Council will be included in the Draft Council Policy – Payment of Expenses and Provision of Facilities for the Mayor and Councillors, which will be out on Public Exhibition for a period of at least 28 days, allowing for community consultation. Any submissions received during this time will be considered when producing the final document.

### Resourcing Implications

- As per the Act, the amount of superannuation contribution payment is the amount that Council would be required to contribute under the Commonwealth superannuation legislation as superannuation if the Councillor were an employee of the Council.
- That amount is currently legislated at 10% of the annual fee, paid at monthly intervals.
- Currently, councillor fees are set at \$24,810 per annum, with an additional Mayoral fee payable to the Mayor of \$61,280 per annum. However, the Local Government Remuneration Tribunal will determine any increase in fees for 2022/2023 in May this year.

The below estimates are based on an increase of 2% per annum for councillor and mayoral fees and include an increase to 11 Councillors in September 2024 as a result of the referendum held in December 2021.

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	30,938	31,560	34,770	35,460	35,000+ /year
c. Operating budget impact (a – b)	0	-30,938	-31,560	-34,770	-35,460	-35,000+ /year
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	0	-30,938	-31,560	-34,770	-35,460	-35,000+ /year
Does the proposal require ongoing funding?	Yes					
What is the source of this funding?	Funding will need to be considered in each year's adopted budget.					

**Table 1.** Ongoing Financial Implications

\*Increase in number of Councillors from 10 to 11 as a result of referendum held December 2021

### Options Considered

Council could either resolve to commence making superannuation contributions to Councillors in the 2022/2023 Financial Year, or to continue not making superannuation contributions to Councillors.

Financial consequences of the options are outlined above. Making superannuation contribution payments to Councillors could reduce inequity and encourage wider participation in local government.

**Next Steps**

- Should superannuation contributions be resolved by Council, such provisions will be included in the Council Policy – Payment of Expenses and Provision of Facilities for the Mayor and Councillors.
- Dependent on Council resolution, the above policy will be put on Public Exhibition for a period of at least 28 days.
- Any public submissions received will be considered in a report back to Council, when a final draft policy will be put to Council for adoption.
- Once the Local Government Remuneration Tribunal has released the determinations for the 2022/2023 Financial Year, Councillor and mayoral fees will be determined for 2022/2023.
- Should superannuation payments be determined by Council, payments will commence as of 1 July 2022.



## REPORT: Review of Audit and Risk Management Committee Charter

**DIVISION:** Executive Services  
**REPORT DATE:** 8 February 2022  
**TRIM REFERENCE:** ID22/210

### EXECUTIVE SUMMARY

<b>Purpose</b>	<ul style="list-style-type: none"><li>Propose changes to Audit and Risk Management Committee Charter</li></ul>	
<b>Issue</b>	<ul style="list-style-type: none"><li>Changes are proposed for the Audit and Risk Management Committee Charter following consultation with the committee</li></ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"><li>Changes are needed to meet legislative requirements Local Government Amendment (Governance and Planning) Act 2016 No 38</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 implications arising from this report.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 4 Community Leadership  
CSP Objective: 4.4 Statutory requirements are met and services are provided to the organisation in a cost-effective and timely manner  
Delivery Program Strategy: 4.4.1 The organisation meets all statutory requirements

### RECOMMENDATION

**That the changes in the Audit and Risk Management Committee Charter attached to this report at Appendix 2 be adopted.**

*Abbey Rouse*  
Executive Manager Governance and Internal Control

*PB*  
Internal Auditor

## BACKGROUND

Council's Audit and Risk Management Committee (ARMC) is bound by a Charter, which was last adopted by Council on 27 July 2020.

The state government has been considering the purpose and roles for ARMC's within local government in recent years. The Office of Local Government has undertaken two rounds of consultation and Council anticipates changes will be published by OLG in mid to late 2022.

Presently, the following documents should be considered when determining the functions of the ARMC:

1. Requirements pursuant to the Local Government Amendment (Governance and Planning) Act 2016 No 38 which was proclaimed 18 August 2021, and created a new s428A in the principal act. These are new, mandatory requirements, as detailed below. Unlike the earlier s23A guidelines, Council does not have a choice on whether to comply.
2. Regulations and potential guidelines which do not yet exist in final form, but have been the subject of two public consultation papers from OLG (2019 and 2021).
3. Audit guidelines issued under s23A of the Local Government Act in 2008 and modified in 2010. Council must consider these recommendations before making an audit related decision. While these are still effective, they are not relevant to this report as they deal with different issues.

## REPORT

### Consultation

A report detailing the proposed changes to the current Charter for this matter, was put to Council's Audit and Risk Management Committee on 8 February 2022. The report is attached at **Appendix 1**.

ARMC endorsed the changes below as is noted in the committee's draft minutes elsewhere in the Business Paper.

### Resourcing Implications

Nil

### Updates

On 18 August 2021, the start dates for some matters prescribed by Local Government Amendment (Governance and Planning) Act 2016 No 38 were proclaimed. Council would have until June 2022 to create an Audit Risk and Improvement Committee if it did not already have such a committee. However the majority of things we must do, and when they must be done by, are to be per the regulations and guidelines which are not actually issued yet. To

comply with the Act, the following will need to be included in the committee's charter (per s428A) within six months of the last election:

*The Committee must keep under review the following aspects of the council's operations:*

- (a) compliance,*
- (b) risk management,*
- (c) fraud control,*
- (d) financial management,*
- (e) governance,*
- (f) implementation of the strategic plan, delivery program and strategies,*
- (g) service reviews,*
- (h) collection of performance measurement data by the council,*
- (i) any other matters prescribed by the regulations.*

*The Committee is also to provide information to the council for the purpose of improving the council's performance of its functions.*

The Council is currently free to direct the committee on how it should interpret and action those requirements.

### **OLG view on Charters**

On 24 August 2021, the Office of Local Government (OLG) issued the most recent draft risk and audit guidelines for public consultation. The matter is discussed in a detailed report to the Audit and Risk Management Committee meeting of 19 October 2021.

Included in the guidelines are two draft charters:

- Audit Risk and Improvement Committee Charter – traditionally the directions from the Council to the Committee on how it should operate and what authority it has.
- Internal Audit Charter – traditionally the agreed directions issued jointly by the committee and the CEO to Internal Audit advising how it should operate and what authority it has.

It is expected that the Office of Local Government will arrange for Legislation to be passed authorising the Minister to prescribe the exact content of both Charters, and that charters will be prescribed that will be very similar to the published drafts. It is however possible that the final documents might be somewhat different.

### **Options Considered**

It seems likely that when the Parliament prescribed the general principles in 2016 but deferred the start date, it was expecting that the precise details would have been finalised before the principles became law. At this point there is a very real chance that the rules on how the authority of the Audit and Risk Management Committee works in practice will not be known when the principles commence.

There are three options:

- Make the prescribed changes as they are prescribed. While multiple revisions will be required, this is the recommended approach.
- Seeing the intent is known, make the changes OLG currently prefers and hope they don't change their minds too much. Then make additional changes when the final rules are published (multiple revisions will still be required). This may mean we get to the final outcome faster but it is a more cumbersome process.
- Wait in the expectation that the guidelines will be published before June and action all changes in one go. Given the numerous delays so far, any strategy relying on OLG to deliver before June is somewhat risky. Even if the rules are published, the response would be rushed and hence at higher risk of error.

### Preferred Option

The gazetting of the new s428A does requires a small amount of editing to ensure conformance with the new requirements. **Appendix 2** contains the minimum change needed. It is proposed to make this small change now and then come back with a full review of the Charter when the Office of Local Government publishes the detailed requirements

### APPENDICES:

- |   |  |
|---|--|
| 1⇒ Report - Audit and Risk Management Committee - 08/02/2022 -<br>Review of Audit and Risk Management Committee Charter | <b>Provided under<br/>separate cover</b> |
| 2⇒ Proposed ARMC Charter - February 2022  | <b>Provided under<br/>separate cover</b> |



## REPORT: Review of the 2040 Community Strategic Plan

**DIVISION:** Development and Environment  
**REPORT DATE:** 31 January 2022  
**TRIM REFERENCE:** ID22/83

### EXECUTIVE SUMMARY

<b>Purpose</b>	Seek endorsement	Fulfil legislated requirement
<b>Issue</b>	<ul style="list-style-type: none"> <li>Council is required to review the 2040 Community Strategic Plan (CSP) before 30 June 2022 and endorse the existing Plan or develop and endorse a new Plan.</li> <li>This report seeks endorsement of the draft updated 2040 CSP (attached in <b>Appendix 1</b>) and draft Community Engagement Strategy (attached in <b>Appendix 3</b>).</li> <li>Community consultation will be undertaken primarily through online capabilities due to the ongoing COVID-19 pandemic.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>The Local Government Act 1993</li> <li>Integrated Planning and Reporting Guidelines</li> </ul>	
<b>Financial Implications</b>	Budget Area	Growth Planning
	Funding Source	Integrated Planning and Reporting
	Proposed Cost	\$50,000
	Ongoing Costs	To be presented when adopting the Resourcing Strategy, Delivery Program and Operational Plan
<b>Policy Implications</b>	The CSP will identify the community's main priorities and aspirations for the future of the Local Government Area, which will impact Council's Resourcing Strategy, Delivery Program and Operational Plan	

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 4 Community Leadership

CSP Objective: 4.4 Statutory requirements are met and services are provided to the organisation in a cost-effective and timely manner

Delivery Program Strategy: 4.4.1 The organisation meets all statutory requirements

**RECOMMENDATION**

1. That Council endorse the themes, objectives and strategies of the draft updated 2040 Community Strategic Plan for the purposes of community consultation (attached in Appendix 1).
2. That Council note the changes between the themes, objectives and strategies of the existing 2040 Community Strategic Plan and the draft updated 2040 Community Strategic Plan (attached in Appendix 2).
3. That Council endorse the Community Engagement Strategy (attached in Appendix 3).
4. That the draft updated 2040 Community Strategic Plan be placed on public exhibition for a period of not less than 28 days in accordance with the Community Engagement Strategy.
5. That following completion of public exhibition, a further report be presented to Council for consideration, addressing the outcomes of public exhibition.
6. That a further report, including the draft Resourcing Strategy, Delivery Program and Operational Plan, be presented to Council for consideration.
7. That Council note further community consultation and a review of the Community Strategic Plan will be undertaken prior to July 2023.

*Stephen Wallace*  
Director Development and Environment

*TH*  
Team Leader Growth  
Planning Projects

## BACKGROUND

The Local Government Act 1993 and the Integrated Planning and Reporting (IP&R) Guidelines require Council to review the 2040 Community Strategic Plan (CSP) before 30 June 2022, and either endorse the existing Plan or develop and endorse a new Plan. Council is also required to adopt a new Resourcing Strategy, Delivery Program and Operational Plan before 30 June 2022, which will be provided to Council at a later date. 2

The draft CSP must be placed on public exhibition for a period of at least 28 days, and comments from the community must be considered prior to the endorsement of the final document.

In order to meet the IP&R obligations, Council at its meeting on 25 October 2021 resolved to update and extend the current CSP and supporting documents for the next 12 months, with extensive community consultation and additional changes made prior to July 2023 for the remainder of the Councillor term. This was in response to the high number of COVID-19 cases in the region, with Council prioritising communications with the community about the importance of staying home, staying safe and getting vaccinated. Council delayed other major community consultation exercises so as not to interfere with this messaging.

### Previous Resolutions of Council

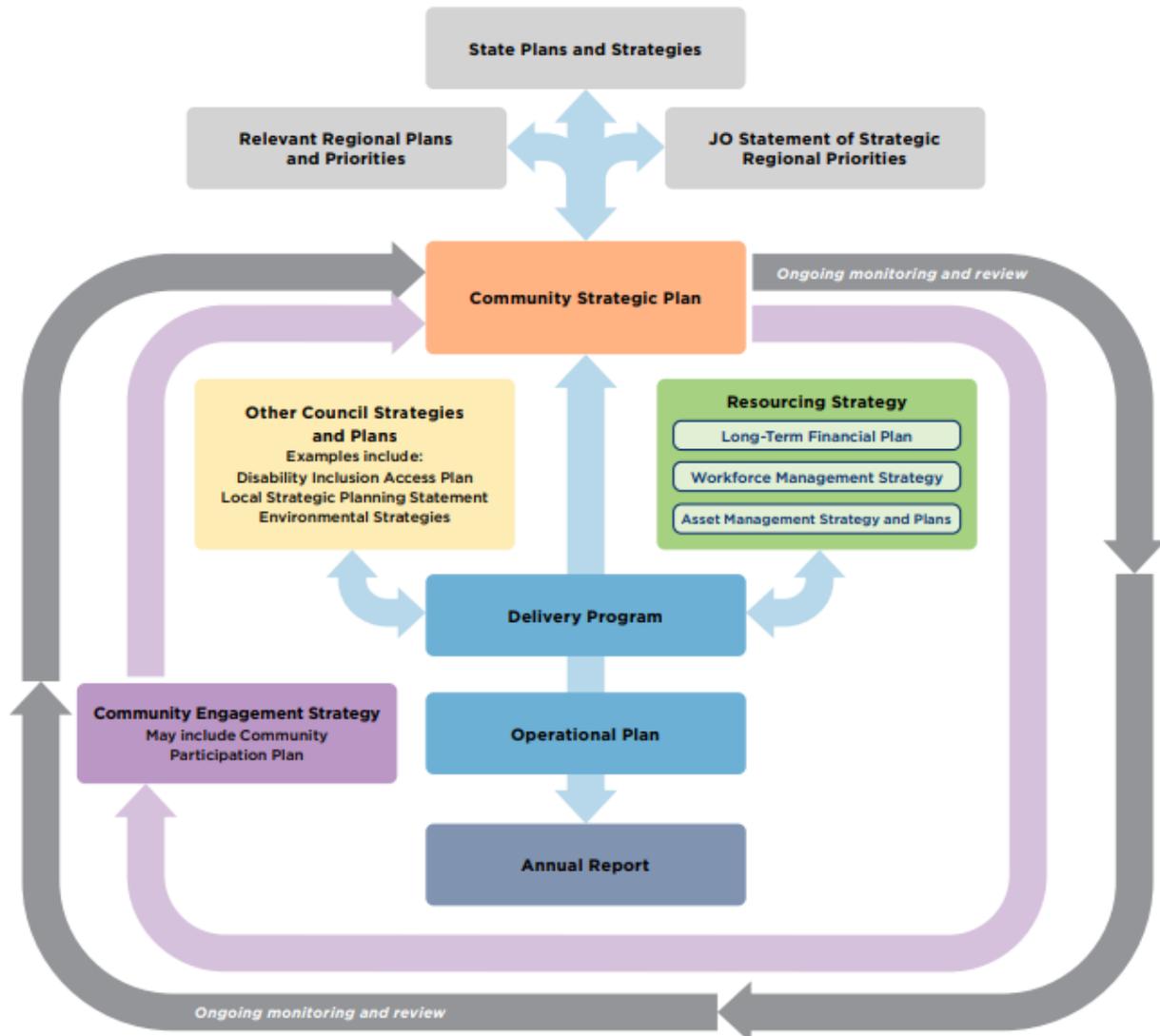
25 June 2018	That the new Dubbo Regional Council Integrated Planning and Reporting Framework be adopted by Council.
25 October 2021	That Council update and extend the current Community Strategic Plan and supporting documents for the next 12 months, with extensive community consultation and additional changes to be made prior to July 2023 for the remainder of the Councillor term.
25 October 2021	That the End of Term Report be noted and included in the 2020/2021 Annual Report.

## REPORT

### 1. Integrated Planning and Reporting Framework

The CSP is the central component of the IP&R Framework under the Local Government Act 1993. The Framework requires Council to undertake long-term planning, based on comprehensive community engagement, that creates a clear vision for the future and provides a roadmap for delivering **community** priorities in a sustainable manner. The IP&R Framework is shown in **Figure 1**.

The CSP guides Council's long-term decision making as it provides direction for Council's four-year Delivery Program and one-year Operational Plan, and creates clear linkages between strategic directions and operational efficiency. These linkages will ultimately ensure delivery of the community's vision, aspirations and priorities.



**Figure 1:** Integrated Planning and Reporting Framework

While Council has the custodial role in initiating, preparing and maintaining the CSP on behalf of the community, Council is not wholly responsible for its implementation. Other partners, such as state agencies, non-government organisations, business and industry, joint organisations and community groups may also be engaged to deliver the strategies.

## 2. Updated Community Strategic Plan

The draft updated 2040 CSP (attached in **Appendix 1**) retains the majority of the themes, objectives and strategies of the existing 2040 CSP. However, it has been updated in response to recent events, changing trends and demographics, community expectations and new policy frameworks. The objectives and strategies of the draft updated 2040 CSP have been consolidated where appropriate to place a greater emphasis on regional actions rather than location-based actions.

A comparison between the existing 2040 CSP and draft updated 2040 CSP is shown in Table 1 below, with additional detail attached in **Appendix 2**.

	Existing 2040 Community Strategic Plan	Draft updated 2040 Community Strategic Plan
<b>Vision</b>	In 2040 we will celebrate our quality of life, the opportunities available for us to grow as a community, our improved natural environment, and being recognised as the inland capital of regional NSW.	To be drafted after community consultation.
<b>Themes</b>	Housing Infrastructure Economy Community Leadership Liveability	Housing Infrastructure Economy Leadership Liveability Environmental Sustainability
<b>Objectives and Strategies</b>	<p>Housing</p> <ul style="list-style-type: none"> <li>• 7 objectives</li> <li>• 18 strategies</li> </ul> <p>Infrastructure</p> <ul style="list-style-type: none"> <li>• 6 objectives</li> <li>• 24 strategies</li> </ul> <p>Economy</p> <ul style="list-style-type: none"> <li>• 9 objectives</li> <li>• 28 strategies</li> </ul> <p>Community Leadership</p> <ul style="list-style-type: none"> <li>• 4 objectives</li> <li>• 11 strategies</li> </ul> <p>Liveability</p> <ul style="list-style-type: none"> <li>• 10 objectives</li> <li>• 37 strategies</li> </ul> <p><b>TOTAL</b></p> <ul style="list-style-type: none"> <li>• 36 objectives</li> <li>• 118 strategies</li> </ul>	<p>Housing</p> <ul style="list-style-type: none"> <li>• 3 objectives</li> <li>• 10 strategies</li> </ul> <p>Infrastructure</p> <ul style="list-style-type: none"> <li>• 3 objectives</li> <li>• 16 strategies</li> </ul> <p>Economy</p> <ul style="list-style-type: none"> <li>• 4 objectives</li> <li>• 14 strategies</li> </ul> <p>Community Leadership</p> <ul style="list-style-type: none"> <li>• 2 objectives</li> <li>• 8 strategies</li> </ul> <p>Liveability</p> <ul style="list-style-type: none"> <li>• 6 objectives</li> <li>• 19 strategies</li> </ul> <p>Sustainability</p> <ul style="list-style-type: none"> <li>• 4 objectives</li> <li>• 16 strategies</li> </ul> <p><b>TOTAL</b></p> <ul style="list-style-type: none"> <li>• 22 objectives</li> <li>• 83 strategies</li> </ul>

**Table 1:** Comparison of the existing and updated 2040 CSP

### 3. Consultation – External

Council has a vital role to play in creating opportunities for the community to be involved in the strategic planning process, as understanding the community's aspirations and long-term goals helps us better prepare for the future. The IP&R framework allows Council to:

- integrate community priorities into Council strategies and plans;
- support community and stakeholders to play an active role in shaping the future of the region;
- articulate the community's vision and priorities;
- assign resourcing to support delivery of the vision and priorities, while also balancing aspirations with affordability; and
- maintain accountability and transparency through regular monitoring and reporting.

A Community Engagement Strategy (attached in **Appendix 3**) outlines the guiding principles and approaches for ensuring everyone in the community has an opportunity to have their say on the themes, objectives and strategies of the draft updated 2040 CSP.

The Community Engagement Strategy:

- is based on the social justice principles of access, equity, participation and rights;
- identifies relevant stakeholder groups in the community;
- outlines the methods Council will use to engage these groups;
- identifies potential engagement challenges and solutions to reduce engagement barriers; and
- allows sufficient time to effectively undertake the engagement.

A range of engagement activities will be undertaken so that as many people as possible can have their say. Due to the unpredictable nature of the COVID-19 pandemic and associated restrictions, public consultation will provide a greater focus on digital platforms and social media, in addition to the standard print and radio media platforms. This also includes the investigation of easy to use online tools for the community to leave a submission, based on a geographic location throughout the region.

Council recognises that different people engage in different ways, and what is accessible for one group may not be for others. This is particularly relevant to First Nations people, seniors, people with a disability, people from culturally and linguistically diverse backgrounds, and people in rural and geographically isolated areas.

### 4. Consultation - Internal

Throughout development of the draft updated 2040 CSP, significant consultation has been undertaken across Council to identify things it does well and potential improvements. This consultation occurred throughout the development of the End of Term Report, Delivery Program Quarterly Progress Reports and Annual Reports.

Feedback provided includes:

- consolidate similar strategies and broaden their focus to place greater emphasis on regional planning rather than location-based planning;
- simplify strategies and refine their intended outcomes;
- provide, advocate for and ensure there is an equitable provision of services to the vulnerable, disadvantaged and those people with special needs;
- refine and include additional measures of success;
- consult the community to identify any specific climate change priorities, risks and treatments that could be incorporated.

The feedback has been incorporated where relevant.

## 5. Resourcing Implications

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	50,000	30,000	0	0	0	0
c. Operating budget impact (a – b)	-50,000	-30,000	0	0	0	0
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	-50,000	-30,000	0	0	0	0
Does the proposal require ongoing funding?	Yes					
What is the source of this funding?	Regular Council budget					

**Table 2.** Ongoing Financial Implications

## 6. Options Considered

In order to meet the IP&R obligations, Council considered the following options:

1. Council extend the existing 2040 CSP for 12 months and not make any changes to it. This is not the preferred option.
2. Council endorse the existing 2040 CSP for the remainder of the Councillor term and not make any changes to it. This is not the preferred option.
3. Council update and extend the current 2040 CSP for 12 months and make changes to it in response to recent events, changing trends and demographics, community expectations and new policy frameworks. Council then undertake a larger review of the CSP, Delivery Program and Operational Plan prior to July 2023.

Option 3 is the preferred option as it will still maintain the strategic direction of the existing 2040 CSP.

## 7. Timeframe

The COVID-19 pandemic and the NSW Government's decision to delay the local government election to December 2021 resulted in compressed timeframes for activities under the IP&R Framework. In order to meet the IP&R obligations and have a suitable framework that guides Council's decision making, Council will take a staged approach to endorsing various documents and undertaking community consultation. This will allow the community to have a meaningful say on all documents.

Key Date	Explanation
March 2022	Public exhibition of the draft updated 2040 CSP
28 April 2022	Council meeting to endorse the draft Resourcing Strategy, Delivery Program and Operational Plan for public consultation
May 2022	Public exhibition of the updated Resourcing Strategy, Delivery Program and Operational Plan
23 June 2022	Council meeting to endorse the draft updated 2040 CSP and adopt the Resourcing Strategy, Delivery Program and Operational Plan
Late 2022 and early 2023	Council undertake extensive community consultation and create a new CSP, Resourcing Strategy, Delivery Program and Operational Plan for the remainder of the Councillor term

### APPENDICES:

- |   |                                      |
|---|--------------------------------------|
| 1⇒ Updated 2040 Community Strategic Plan                            | <b>Provided under separate cover</b> |
| 2⇒ Comparison of existing and updated 2040 Community Strategic Plan | <b>Provided under separate cover</b> |
| 3⇒ Community Engagement Strategy                                    | <b>Provided under separate cover</b> |



## REPORT: Development Application D21-552 - Boarding House - Lot 1 DP 596251, 47 Macleay Street Dubbo

**DIVISION:** Development and Environment  
**REPORT DATE:** 10 February 2022  
**TRIM REFERENCE:** ID22/231

### EXECUTIVE SUMMARY

<b>Purpose</b>	Provide planning determination	
<b>Issue</b>	<ul style="list-style-type: none"><li>On the 27 January 2022 Council resolved to defer the determination of the subject development application to the February 2022 Council meeting subject to a site meeting being held.</li></ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"><li>A site meeting was held on 10 February 2022 at 8 am (Staff and Councillors) and 8.20 am (Councillors, a representative of the applicant, and those people making submissions)</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 implications arising from this report.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 1 Housing  
CSP Objective: 1.1 Residential housing opportunity meets the current and projected needs of our community  
Delivery Program Strategy: 1.1.1 A variety of residential housing types is located close to appropriate services and facilities

### RECOMMENDATION

**That Development Application D21-552 Part 1 for a Boarding House at Lot 1 DP 596251, 47 Macleay Street Dubbo be approved subject to the conditional consent (Appendix 2).**

*Stephen Wallace*  
Director Development and Environment

*TS*  
Senior Planner

## BACKGROUND

On the 27 January 2022 Council considered a report in relation to a development application seeking consent for a boarding house at 47 Macleay Street Dubbo. For reference this report is attached as **Appendix 5**.

### Previous Resolutions of Council

27 January 2022	That the matter be deferred to the February 2022 Ordinary Council meeting.
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## REPORT

### Consultation

A site meeting was held on the 10 February 2022, commencing at 8 am between a number of Councillors, Council Staff, a representative of the applicant and a number of residents who made submissions.

### Resourcing Implications

Noting that the development application meets the planning/legislative requirements it is recommended for approval, subject to a conditional consent. However, should Council refuse the development application, the applicant has the right to appeal the decision to the NSW Land and Environment Court, and as a result Council would be required to defend the decision. Costs involved in such matter cannot be accurately quantified due to many variables.

## APPENDICES:

- |  |                                      |
|--|--------------------------------------|
| 1⇒ Planning Assessment Report - D21-552 - Boarding House - 47 Macleay Street Dubbo           | <b>Provided under separate cover</b> |
| 2⇒ Conditions and Notations - 47 Macleay Street Dubbo  | <b>Provided under separate cover</b> |
| 3⇒ Floor and Elevation Plans - 47 Macleay Street Dubbo                                       | <b>Provided under separate cover</b> |
| 4⇒ Submissions - 47 Macleay Street Dubbo   | <b>Provided under separate cover</b> |
| 5⇒ Report - Ordinary Council Meeting - 27/01/2022 - Boarding House - 47 Macleay Street Dubbo | <b>Provided under separate cover</b> |



## REPORT: Dubbo City Regional Airport Airline Regular Passenger Transport (RPT) Fees and Charges 2022/2023

**DIVISION:** Culture and Economy  
**REPORT DATE:** 14 February 2022  
**TRIM REFERENCE:** ID22/244

### EXECUTIVE SUMMARY

<b>Purpose</b>	Seek endorsement	
<b>Issue</b>	<ul style="list-style-type: none"> <li>This report proposes Regular Passenger Transport (RPT) Fees and Charges for 2022/2023.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>Requirement to identify any changes to passenger fees and charges to enable three months' notice to airlines in accordance with International Airport Transport Association (IATA) rules.</li> </ul>	
<b>Financial Implications</b>	Budget Area	Dubbo City Regional Airport.
	Funding Source	Airline passenger fees and charges 2022/2023.
	Proposed Cost	Proposed fee \$17.45 passenger fee.
	Ongoing Costs	Proposed operational budget reflect a 2.5% increase each year for a further three years.
<b>Policy Implications</b>	Policy Title	Dubbo Regional Council Revenue Policy.
	Impact on Policy	New fees proposed to be included in draft Revenue Policy and enable required notification to Airlines.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 2 Infrastructure

CSP Objective: 2.4 Our transportation networks are planned to accommodate future growth and development of the Local Government Area

Delivery Program Strategy: 2.4.2 Community and business have convenient air access to a variety of destinations

### RECOMMENDATION

1. That the draft 2022/2023 Revenue Policy reflect an increase of 2.5% for Passenger Fees and Charges at Dubbo City Regional Airport, to \$17.45.

2. That the draft 2022/2023 operational budget Dubbo City Regional Airport reflect an annual 2.5% increase for the following three years.
3. That the Chief Executive Officer formally advise all airlines of proposed Passenger Fees and Charges.
4. That all other fees relating to Dubbo City Regional Airport and Wellington Aerodrome and Recreation Park, including security fees and general aviation landing fees, be considered as part of the broader annual Revenue Policy review process.

*Natasha Comber*  
Director Culture and Economy

*JP*  
Manager Dubbo City  
Regional Airport

## BACKGROUND

In accordance with International Aviation Transport Association (IATA) rules, airlines require three months' notification prior to any change to passenger fees and charges. Each year in March, Council formally advises airlines using Dubbo City Regional Airport of proposed passenger fees. These fees and charges are further considered and adopted as part of Council's annual Revenue Policy process. It is proposed that all other fees relating to Dubbo City Regional Airport and Wellington Aerodrome and Recreation Park, including security fees and general aviation fees, be considered as part of the broader annual Revenue Policy process.

The COVID-19 pandemic has resulted in unprecedented financial losses for Dubbo City Regional Airport (DCRA). Losses are directly associated to passenger numbers declining as a result of pandemic health orders, limited business travel, border closures and general consumer confidence.

Historical passenger fee charges are detailed below. In June 2020, Council resolved to maintain the same fee rate due to the devastating impacts of the pandemic on the aviation industry. Despite further uncertainty and limited income in June 2021, Council endorsed application of Consumer Price Index (CPI) with a view to try and work with industry partners in challenging times and maximise opportunity for industry recovery.

	2018/2019	2019/2020	2020/2021	2021/2022
RPT Landing Fees per pax	\$14.90	\$16.89	\$16.89	\$17.02

## REPORT

### Consultation

- Council staff contacted all airlines via phone and email in December 2021 to ascertain what potential passenger forecasts they were using to project passenger numbers into the New Year. Responses received noted that Qantas, Regional Express, Link and Fly Pelican were not in a position to lock in any meaningful forecasts given the volatility of the industry.
- Staff prepared a number of scenarios, fees and estimated passenger numbers in consultation with Chief Financial Officer for consideration and review by the Director of Organisational Performance, Director Culture and Economy and Chief Executive Officer.
- A workshop with Councillors was held on 3 February 2022 to discuss proposed fee scenarios including expected resulting financial implications and the challenges of the current unstable aviation environment.
- Stakeholder surveys undertaken by Council in November 2021 indicated a lack of certainty from the flying public and an overall preference to wait until the pandemic impacts minimise before flying. 32% of stakeholders surveyed indicated they would wait for six months or so before they had confidence in flying. (*n. 276 November Airport Stakeholder Survey, 2021*)
- Passenger fees and charges were sourced for comparable industry purposes and included Albury, Tamworth, Orange, Bathurst, Wagga and Lismore.

**Resourcing Implications**

Total Financial Implications	Current year + 1 (\$)	Current year + 2 (\$)	Current year + 3 (\$)	Current year + 4 (\$)	Ongoing (\$)
a. Operating revenue	2,617,500	3,576,000	3,666,000	3,757,650	NA
b. Operating expenses	2,193,911	1,859,647	1,963,819	2,092,694	NA
c. Operating budget impact (a – b)	423,589	1,716,353	1,702,181	1,664,956	NA
d. Capital Expenditure	655,000	626,000	29,000	215,000	NA
e. Total net impact (c – d)	-231,411	1,090,353	1,673,181	1,449,956	NA
Does the proposal require ongoing funding?			No		
What is the source of this funding?			Airline Passenger fees		

**Table 1.** Ongoing Financial Implications

**Options Considered**

Fee analysis was informed by a combination of information from Airlines, industry comparisons and indicators, internal financial analysis of operating budgets and fixed costs and stakeholder insight. Recovery modelling rates included 25%, 50%, 75% and 100% of the pre-COVID-19 average of 200,000 annual passenger numbers with base line cost recovery directly related to RPT activity.

- A number of scenarios were prepared in consideration of passenger projections considering the current market volatility. Analysis was provided to cover a range of passenger numbers of 100,000 (50%), 150,000 (75%) and 200,000 (100%) and expenses relating to RPT activity only. Analysis was undertaken based on funds required to maintain Regular Passenger Transport (RPT) services and included operational overheads, such as water, power, cleaning, administration, maintenance, wages and general running costs. Expenses associated with regulatory compliance and safety, such as runway serviceability and technical inspections, were also included.
- Capital expenditure, including planned renewals was reviewed to be reduced or delayed without compromising safety or current operational services.
- In light of the challenging financial situation of the Airport function, removing any financial contribution to general rates and revenue was also explored.
- Following request from airlines stakeholders, analysis was also undertaken on viability of a fixed passenger fee without any proposed annual increase for three years and potential re-introduction of sliding fees for airlines that achieve passenger figures above identified threshold.

### Preferred Option

- Based on significant fixed operating costs, the function's depleted restricted asset base and Council's risk appetite in an unstable market to ensure sustainable operations, a passenger fee increase of 2.5% to \$17.45 per person is proposed. This increase will assist Council in maintaining current level of service, but also takes a considered approach to working with aviation stakeholders during market recovery
- It is also proposed that the function's draft operational budget reflect a 2.5% increase for further three years to provide airlines with the best possible level of certainty in an uncertain market.

### Planned Communications

- Council will formally advise each airline of the proposed passenger fees in March 2022, ensuring the three month notification period is provided.
- Council will also advise airlines when the draft Revenue Policy 2022/2023 Fees and Charges are adopted and will be placed on public exhibition and invite Airlines to provide feedback.
- Following Council's adoption of the 2022/2023 Revenue Policy, Chief Executive Officer will formally advise airlines advising of the adopted fees and charges.

It is proposed that all other fees relating to Dubbo City Regional Airport and Wellington Aerodrome and Recreation Park, including security fees and general aviation, be considered as part of the annual revenue review and stakeholder feedback to fees, and charges be considered within that process.

### Timeframe

Key Date	Explanation
31 March 2022	All Airlines to be advised of any proposed changes to passenger fees at Dubbo City Regional Airport.
23 June 2022	Following community consultation any changes to fees and charges are formally endorsed as Council's 2022/2023 Revenue Policy.

### Next Steps

- The Chief Executive Officer will formally advise Airlines of proposed 2.5% increase to passenger fees from 1 July 2022. This communication will also refer to draft operational budget identifying a 2.5% increase for further three years.
- Airlines will be provided opportunity to ask questions, have discussions with Council and provide feedback on proposed fees and charges as part of the draft 2022/2023 revenue policy process.
- Feedback from airline stakeholders will be considered along with all community feedback as part of the draft 2022/2023 revenue policy process.



## REPORT: NRL South Sydney Agreement

**DIVISION:** Culture and Economy  
**REPORT DATE:** 7 February 2022  
**TRIM REFERENCE:** ID22/208

### EXECUTIVE SUMMARY

<b>Purpose</b>	Strategic Project Update	
<b>Issue</b>	<ul style="list-style-type: none"> <li>Overview of Council's two-year 2021 and 2022 agreement with South Sydney Rugby League Football Club (SSRLFC).</li> <li>Provide update on activities underway in preparation for 2022 game.</li> <li>By 30 June 2022 Council and SSRLFC need to commence negotiations should they wish to consider an extension of agreement, with a decision required by 31 August 2022.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>Provide details of current agreement, community benefits, and projected investment</li> <li>Provide information to Council to inform future discussions and decision making regarding ongoing partnership opportunities with NRL/SSRLFC.</li> </ul>	
<b>Financial Implications</b>	Budget Area	Regional Events
	Funding Source	Partnered Event Program – with contributions from Council, NRL and NSW Government
	Proposed Cost	Event is budgeted to break even in 2022 with associated staff costs being carried within existing operational budgets.
	Ongoing Costs	NIL
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 5 Liveability

CSP Objective: 5.5 The community has the opportunity to participate in a diverse range of lifestyle, sporting and passive recreational pursuits

Delivery Program Strategy: 5.5.4 Our sporting facilities are recognised as catering for a wide range of local, regional and state sporting events and opportunity

Theme:	3 Economy
CSP Objective:	3.1 Visitor economy growth is supported through product development, enhancement and strategic management
Delivery Program Strategy:	3.1.5 Events that provide for activities that foster cultural and recreational opportunities and community interaction are supported

#### **RECOMMENDATION**

- 1. That the Chief Executive Office provide a report on the social and economic outcomes of the 2022 NRL event to a future meeting of Council.**
- 2. That Council determine if the Mayor and CEO be authorised to commence negotiations with South Sydney Rugby League Football Club (SSRLFC) for future years of NRL games.**
- 3. That a report be brought to the June 2022 Council on the results of negotiations with SSRLFC for consideration.**
- 4. That the Mayor write to the Hon. Dugald Saunders MP thanking the NSW Government for their support and to seek financial support for future NRL events.**

*Natasha Comber*  
Director Culture and Economy

*KH*  
Manager Regional Events

## BACKGROUND

In 2019, Council undertook community consultation to measure the desire for the Dubbo Region to host large sporting events including an NRL match. This research included a broad events survey (sent to over 20,000 email addresses), an NRL specific Facebook poll regarding financial assistance (285 respondents), and social media response and engagement through the Mayor's Facebook page.

Following consideration by Council at meetings held on 10 August 2020 and 8 September 2020, an agreement was established between Council, NSW Government's NRL Regional Taskforce, NRL and South Sydney Rugby League Football Club (SSRLFC) to have premiership games held in Dubbo in 2021 and 2022. This included a two-year contract between Council and SSRLFC, and a funding commitment of \$150,000 from NSW Government per year to support costs of hosting the game. The contract outlined the option for Council to choose between a COVID-19 and a non-COVID-19 model. The COVID-19 model operates under a reduced hosting fee for SSRLFC and the club receives all gate takings and a visitor incentive fee. The non-COVID model is a higher fee and Council receive the ticket sales income with no visitor incentive fee paid.

The 2021 Round 11 NRL Premiership game between South Sydney and Penrith achieved a number of outcomes for the community. NSW Health approved an exemption for an increased venue capacity of 11,000, which was sold out. The economic benefit to the region was approximately \$2.4M with almost 2,500 visitors outside of the 150km radius of Dubbo. Businesses, community and local football fans benefited directly and indirectly from the first NRL premiership game held in Dubbo.

The event management plan was executed smoothly and facilities provided by Council were of national standards and well complimented by SSRLFC. Patrons enjoyed the day and provided extremely positive feedback both via survey and on exit at the game. The project review process identified key areas for improvement including staff resources, the framework for food and beverage, accessible viewing areas, onsite management of security requirements, greater alignment of SSRLFC and local cultural protocols/expectations, and expanding community engagement opportunities with SSRLFC players' pre and post-game.

Financially, operating expenses were \$320,000; including hosting fee, visitor incentive fee, event logistics, equipment hire, sponsor benefits, marketing and communications. Expenses were offset by the operating revenue of \$210,000 from NSW Government funding and sponsorship. The event was delivered within the set operational budget which resulted in required contribution from Council of \$110,000.

## REPORT

This report outlines the framework, expectations, opportunities and financial implications for the 2022 NRL match on Sunday, 22 May 2022 as they related to contract between Council and SSRFC.

### Consultation

- The two-year contract was created in 2021 following broad community support for the region to host significant events, and a resolution of Council to explore the attraction of an NRL event. Prior to finalising the contract, consultation was undertaken with SSRFC, facility and local service providers, Council staff, Executive Leadership Team, CEO and Council.
- Execution of the contract will see future consultation with local businesses and community groups regarding food service, beverage rights and sponsorships.
- As part of the contract specific opportunities for community engagement will be established through Souths Cares community engagement program, 'Festival of Footy', pre-game promotions and prizes.

### Resourcing Implications

Current operating revenue estimates includes NSW State Government funding (\$150,000), sponsorship (\$50,000) and ticket sales of approximately 12,000 people (\$300,000).

Operating expenses include game day preparation, logistics and marketing (\$103,500), and hosting fee payable to South Sydney Rugby League Football Club of \$350,000.

Real and opportunity costs of staff are not included in operating expenses budget. Staff time to the project is resourced through existing operational budgets across a number of functions. In 2021 many staff volunteered their time to support the event on the day. Staff resources required for the event include but are not limited to; event planning and management, Apex Oval preparations, traffic and visitor management, stakeholder engagement, event marketing, and community communications. The estimated internal staff costs for staff that were required to support the project at the cost of other core work as the event was not started to their standard responsibilities or required as additional hours to standard week is estimated to be \$30,000.

Based on achieving sponsorship targets, it is anticipated that Council would break even on the event with between 10,000 and 12,000 people in attendance. Pending no restrictions on crowd capacity the project target is to sell between 14,000 and 16,000 tickets.

Based on selling 12,000 tickets and including contingency of around \$30,000, the budget identifies \$500,000 in revenue and a cost of \$491,000. This results in anticipated net gain of \$9,000.

Total Financial Implications	Current year (\$)	Current year + 1 (\$)	Current year + 2 (\$)	Current year + 3 (\$)	Current year + 4 (\$)	Current year + 5 (\$)
a. Operating revenue	500,000	0	0	0	0	0
b. Operating expenses	491,000	0	0	0	0	0
c. Operating budget impact (a – b)	9,000	0	0	0	0	0
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	9,000	0	0	0	0	0
Does the proposal require ongoing funding?	No					
What is the source of this funding?	Ticket and sponsorship revenue, adopted operational budget.					

**Table 1.** Ongoing Financial Implications

### Options Considered

The contract provides two options to structure the event:

- COVID-19 model framework (reduced SSRLFC fee, visitor incentive fee paid, no ticket revenue)
  - Reduces the risk to Council should ticket sales be low or venue capacity be reduced due to COVID-19 Public Health Order.
  - Guaranteed negative financial impact of approximately \$100,000
- Non-COVID-19 model framework (standard SSRLFC fee, ticket sales operated by DRC)
  - Increased financial risk to Council should sales be below 10,000 tickets
  - Potential for Council to break-even or deliver a profit to Council
  - Provides Council with greater flexibility for ticket sales
  - Provides Council with a greater ability to drive tourism and length of stay in a low tourism season (through access to ticket database)

### Preferred Option

- Non-COVID-19 model:
  - Council carries the risk of ticket sales success however, analysis suggests this option presents a realistic cost neutral operating budget, therefore minimising community investment.
  - Proven successful ticket sales process and capable local ticketing provider (123 Tix) indicates minimal staff resources required to manage ticketing component.
  - Operating budget is based on minimal risk that numbers will be restricted to less than 2021, if at all, noting the maximum of 11,000 tickets sold in 2021 under a Public Health Order.
  - Ticket sales were in high demand (sold out within one to two days of each release), a staggered release will manage risk of any potential crowd capping.

- Sponsorship budget is expected to be achieved with a number of businesses already indicating their interest to return as sponsors plus a number of new interested parties.
- Operating expenses have been reviewed based on actual expenses from May 2021 game and are noted as realistic.
- Ticket marketing will be supported through a coordinated communication plan and include SSRLFC marketing channels and targeting the Canberra catchment.

**Planned Communications**

- Ticket marketing campaign in collaboration with South Sydney Rugby League Football Club.
- Communications and marketing plan is under development and will include opportunities to target Canberra catchment.

**Timeframe**

Key Date	Explanation
22 May 2022	NRL Round 11, South Sydney V Canberra Raiders

**Next Steps**

- A post event report will be provided to Council for consideration.
- Council and SSRLFC will need to commence negotiations by 30 June 2022 should they wish to consider an extension of agreement.
- The agreement between Council and SSRLFC will cease if no agreement to continue the partnership is reached by 31 August 2022.



DUBBO REGIONAL  
COUNCIL

## REPORT: Beautification of Neighbourhood Shopping Precincts

**DIVISION:** Infrastructure  
**REPORT DATE:** 17 January 2022  
**TRIM REFERENCE:** ID22/37

### EXECUTIVE SUMMARY

<b>Purpose</b>	Addressing Council resolution	
<b>Issue</b>	<ul style="list-style-type: none"> <li>Neighbourhood shopping centre beautification proposals in Boundary Road, Tamworth Street, Victoria Street and Myall Street, Dubbo.</li> </ul>	
<b>Reasoning</b>	This report is in response to the Notice of Motion of the February 2022 Ordinary Council meeting that requested a progress report on the beautification of the Boundary Road Neighbourhood Shopping Precinct, as well as plans and associated costs to beautify the Neighbourhood Shopping Precincts of Tamworth Street, Victoria Street and Myall Street.	
<b>Financial Implications</b>	Budget Area	Roads Network
	Funding Source	In adopted budget
	Proposed Cost	\$42,831.00 in the 2021/2022 budget for detailed design costs associated with the beautification of the Victoria Street Neighbourhood Shopping Precinct.
	Ongoing Costs	Normal maintenance costs associated with this type of infrastructure.
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 2 Infrastructure

CSP Objective: 2.5 Our diverse transportation system supports connections within and outside the region

Delivery Program Strategy: 2.5.6 Adequate and convenient car parking is available in commercial centres

**RECOMMENDATION**

- 1. That the current progress associated with developing the neighbourhood shopping precinct beautification proposal in Boundary Road be noted.**
- 2. That the detailed design for developing the neighbourhood shopping precinct beautification proposal for Victoria Street be noted.**

*Steven Colliver*  
Director Infrastructure

*SC*  
Director Infrastructure

## BACKGROUND

The neighbourhood shopping precincts in suburban Dubbo have been constructed at different times over the course of the City's development, and as such, their standard of design and construction reflect those of the time. The age and condition of the footpath infrastructure within these precincts also differ. All streets are subject to Council's current maintenance service level standards and intervention standards for repair and/or renewal, therefore keeping the footpath functional and safe. However, notwithstanding the current maintenance policy, the general streetscape aesthetics remain as they were when originally constructed.

In response to Council's request in 2017 that neighbourhood shopping precinct beautification proposals be developed for Boundary Road, Tamworth Street, Victoria Street and Myall Street, Dubbo, a design concept was prepared by Moir Landscape Architecture.

The brief for this design concept work had the following objectives:

- To improve the amenity and liveability of the neighbourhood/commercial centres;
- To undertake community consultation and address community needs;
- To support local commerce, businesses and employment;
- To protect and enhance the local character and history of each centre; and
- To bring the community together, encourage social interaction and foster civic pride.

The methodology of the brief was a three phase scope of works:

1. **Survey and Site Analysis** – including a review of existing background information, studies, history of customer requests, design guidelines and existing planning instruments; identification of opportunities and constraints; submit draft of findings to Council staff for review.
2. **Concept Design Development** – including preparation of a furniture, planting and materials palette; preparation of colour concept plans; presentation of concept plans and visualisations to Council; Obtain Council approval to further define the concept package.
3. **Community Consultation and Final Concept Plan** – Implement a community consultation program and obtain feedback to the draft Concept Plan; refine further from feedback received; submit a final concept design package including recommendations for the implementation of the package.

A budget estimate was prepared for each site for the consideration of Council to fund the proposed works going forward in the 2019/2020 Capital Works Prioritisation framework with a view to inclusion in the draft estimates for that year.

### Previous Resolutions of Council

At the Ordinary Council Meeting held 23 October 2017, Council considered a Notice of Motion regarding the beautification of Neighbourhood Shopping Precincts. It was resolved:

23 October 2017	That the General Manager be requested to report to the February 2018 Ordinary meeting of Council detailing a plan, including costing to potentially beautify the neighbourhood shopping strip clusters including Boundary Road, Tamworth Street, Victoria Street, Myall Street and other similar areas and such a plan recognise the need to not reduce available car parking in these areas.
27 January 2022	<ol style="list-style-type: none"><li>1. That the Chief Executive Officer be requested to provide a report to the February 2022 Ordinary Council meeting regarding the progress of the Beautification of Boundary Road Neighbourhood Shopping Area.</li><li>2. That the Chief Executive Officer provide a report to the relevant Council 2022/2023 budget development workshop detailing plans and associated costs, to beautify the neighbourhood shopping strip clusters including, Tamworth Street, Victoria Street and Myall Street.</li></ol>

### REPORT

At the February 2022 Ordinary Council meeting, Council requested that a progress report on the beautification of the Boundary Road neighbourhood shopping precinct, as well as plans and associated costs to beautify the neighbourhood shopping precincts of Tamworth Street, Victoria Street and Myall Street.

This report provides an update on the current beautification project at Boundary Road and the allocation of funds in regard to the Tamworth Street and Victoria Street. It should be noted that the Myall Street shopping precinct is privately owned and as such, Council has no influence on any beautification work required at that site.

The work associated with the Boundary Road shopping precinct has been fully funded with the following works already undertaken by Council and its subcontractors:

- The removal of all overhead power lines and low voltage services to individual shops and the installation of new underground power infrastructure.
- The trenching for and installation of new NBN/Telstra conduits and assets. NBN/Telstra pits have been either relocated, replaced, or adjusted in height to suit the proposed resurfacing of the surrounding footpath.
- The removal of asbestos products associated with Telstra assets from the site.
- Trenching for, and the installation of new illuminated bollards including the provision of a separate low voltage circuit. Council has associated the illuminated bollards with the broader, LGA wide street light tariff system to significantly reduce electricity costs.



**Photograph 1:** With overhead power lines



**Photograph 2:** Without overhead power lines



**Photograph 3:** New illuminated bollards and current footpath condition



**Photograph 4:** New illuminated bollards and current footpath condition

A contractor has been engaged by Council following a request for quotations to undertake concreting works, including the removal of existing kerb ramps, kerb and guttering and the installation of new kerb and guttering and the footpath paving, to be undertaken during the night to minimise any disturbance to shop owners.

Following the completion of footpath works, street furniture, fencing, signage and line marking for car parking will be installed with works expected to be completed in late April 2022.

#### **Consultation**

- Detailed consultation was undertaken with the relevant business owners prior to the finalisation of the design plans.

#### **Resourcing Implications**

Part two of the resolution is to provide and update on plans and associated costs to beautify the neighbourhood shopping strip clusters including, Tamworth Street, Victoria Street and Myall Street.

Victoria Street has an allocation of \$42,831.00 in the 2021/2022 budget for detailed design costs. Council's Infrastructure Strategy and Design Branch, who are undertaking the detailed design of the project, will investigate the following:

- The potential removal of all overhead power lines and low voltage services to individual shops in the area and the installation of new underground power infrastructure, including the provision of new street lighting columns.
- Rectification of issues associated with odour emanating from an existing gravity sewer main in the vicinity.
- The replacement of the existing concrete footpath surface in the area with a new footpath surface that is more sympathetic to the architecture of the surrounding shop fronts and businesses.
- A review of the parking arrangement along Victoria Street including the potential provision of time parking.
- The provision of new street furniture where applicable.

Tamworth and Myall Street neighbourhood shopping precincts have been removed from the budget as part of the 6 April 2021 Councillor Budget Review Workshop. Subsequently, there is no budget allocation for the redevelopment of these precincts at this time.

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	42,813	0	0	0	0	0
c. Operating budget impact (a – b)	-42,843	0	0	0	0	0
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	-42,813	0	0	0	0	0
Does the proposal require ongoing funding?	No					
What is the source of this funding?	NA					

**Table 1.** Ongoing Financial Implications



## REPORT: Draft Eumungerie Flood Risk Management Report for Public Exhibition

**DIVISION:** Infrastructure  
**REPORT DATE:** 9 February 2022  
**TRIM REFERENCE:** ID22/223

### EXECUTIVE SUMMARY

<b>Purpose</b>	Seek endorsement for public exhibition	
<b>Issue</b>	<ul style="list-style-type: none"> <li>The Draft Eumungerie Flood Risk Management plan has been finalised and is now ready for public exhibition.</li> <li>The report includes recommendations for structural and non-structural flood mitigation options.</li> <li>Seeking endorsement to publically exhibit the report.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>To seek feedback from the community about the findings of the report.</li> </ul>	
<b>Financial Implications</b>	Budget Area	Stormwater
	Funding Source	Externally funded through 2016/2017 Floodplain Management Programme
	Proposed Cost	\$100,000
	Ongoing Costs	N/A
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 2 Infrastructure

CSP Objective: 2.3 Infrastructure meets the current and future needs of our community

Delivery Program Strategy: 2.3.3 Council's urban drainage systems comply with legislation and meet the current and future needs of the community

**RECOMMENDATION**

**That the Eumungerie Floodplain Risk Management Plan be placed on public exhibition for the period 7 March 2022 to 4 April 2022.**

*Steven Colliver*  
Director Infrastructure

*CG*  
Manager Infrastructure  
Strategy and Design

## BACKGROUND

The NSW Government's Flood Prone Land Policy provides a framework for managing development on the floodplain. The primary objective of the Policy is to develop sustainable strategies for managing human occupation and use of the floodplain using risk management principles. Under the Policy, the management of flood liable land remains the responsibility of local government. The State Government subsidises flood mitigation works to alleviate existing problems and provides specialist technical advice to assist councils in the discharge of their floodplain management responsibilities.

In August 2017, Council received \$100,000 in grant funding under the Floodplain Grant Scheme to update the Eumungerie Flood Study and develop a Floodplain Risk Management Plan for the village. Council engaged WRM Water and Environment in October 2018 to undertake this study on its behalf.

The new draft Flood Study report was completed by WRM and publically exhibited for a period of four weeks in February 2020. The report was then updated and finalised, taking into consideration all the comments received from the community of Eumungerie. The new Flood Study supersedes the 1993 Flood Study prepared by PPK Consultants.

Following the finalisation of the Flood Study, WRM Water and Environment have prepared a draft Floodplain Risk Management Plan for Eumungerie (**Appendix 1**). This study constitutes the third stage of the Floodplain Risk Management process to define and assess potential options to manage the flood risk. The draft report was reviewed by the Flood Plain Management Committee in July 2021 and has now been finalised in preparation for public exhibition.

## REPORT

### Consultation

The Floodplain Risk Management Committee reviewed and discussed the report in July 2021. The committee resolved that the report should be reviewed by Council's Development and Environment Division.

The report was subsequently reviewed by Council's Development and Environment Division. Issues were raised concerning the planning controls proposed in the report to manage cumulative filling for undeveloped lots within the floodplain of Eumungerie. The Infrastructure Strategy and Design Branch worked with WRM Water and Environment to arrive at a solution that was considered reasonable by all parties involved.

The draft Floodplain Risk Management Plan for Eumungerie is proposed to be put on public exhibition for a period of four weeks from 7 March 2022 to 4 April 2022. WRM Water and Environment have prepared letters for residents and an associated online survey as part of their commitment to the project. Public consultation will be coordinated by Council's Infrastructure Strategy and Design Branch with the assistance from the Corporate Image and Communications Branch.

### Resourcing Implications

Council was awarded \$100,000 of grant funding under the Floodplain Grant Scheme with a funding ratio of 2:1. Council engaged WRM Water and Environment in October 2018 under competitive tender for the amount of \$117,000 excluding GST, meaning Council's total commitment for the project is \$39,000.

Total Financial Implications	Current year (\$)	Current year + 1 (\$)	Current year + 2 (\$)	Current year + 3 (\$)	Current year + 4 (\$)	Ongoing (\$)
a. Operating revenue	41,497	0	0	0	0	0
b. Operating expenses	30,155	0	0	0	0	0
c. Operating budget impact (a – b)	11,342	0	0	0	0	0
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	11,342	0	0	0	0	0
Does the proposal require ongoing funding?	No					
What is the source of this funding?	Grant funded through 2016/2017 Floodplain Management Programme					

**Table 1.** Ongoing Financial Implications

### Timeframe

Key Date	Explanation
7 March 2022 to 4 April 2022	Public exhibition of the Eumungerie Floodplain Risk Management report.

### Next Steps

- Comments from the community will be taken into consideration and the Floodplain Risk Management plan finalised.
- The final Eumungerie Flood Study and Floodplain Risk Management Plan will be put before Council for consideration, seeking formal adoption.

### APPENDICES:

1⇒ Eumungerie Floodplain Risk Management Study - Draft

**Provided under separate cover**



## REPORT: 2022 Dubbo Cycle Club Season

**DIVISION:** Infrastructure  
**REPORT DATE:** 16 February 2022  
**TRIM REFERENCE:** ID22/274

### EXECUTIVE SUMMARY

<b>Purpose</b>	Seek endorsement Urgent matter	Fulfil legislated requirement/compliance
<b>Issue</b>	<ul style="list-style-type: none"> <li>The Dubbo Cycle Club Inc has requested approval to conduct the 2022 Class 2 competition season for juniors and seniors utilising Benolong, Burroway, Mogriguy, Wongarbon and Westella roads in the Dubbo area; and in the Wellington area Arthurville, Suntop, Terrabella, River, Hermitage, Comobella roads and Zaias Lane, between 1 January 2022 and 23 December 2022.</li> <li>A requirement of the NSW Guidelines for Bicycle Road Races is that bicycle road races be referred to the Local Traffic Committee for consideration.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>The Committee concur with the events as proposed and conditioned by Council and NSW Police in accordance with the Guidelines for Bicycle Road Races.</li> </ul>	
<b>Financial Implications</b>	Budget Area	There are no financial implications as the cost associated with organising the race will be borne by the Dubbo Cycle Club Inc.
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

- Theme: 2 Infrastructure
- CSP Objective: 2.2 Our road transportation network is safe, convenient and efficient
- Delivery Program Strategy: 2.2.1 Council promotes a high level of road safety to users
- Theme: 2 Infrastructure
- CSP Objective: 2.2 Our road transportation network is safe, convenient and efficient
- Delivery Program Strategy: 2.2.3 Council's road network meets the transport needs of

users in terms of traffic capacity, functionality and economic and social connectivity

Theme:	2 Infrastructure
CSP Objective:	2.2 Our road transportation network is safe, convenient and efficient
Delivery Program Strategy:	2.2.5 Council works collaboratively with government and stakeholders on transport-related issues

#### RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

1. That the application (Appendix 1) of the Dubbo Cycle Club Inc. Racing Season 2022 between 1 January 2022 and 23 December 2022 be approved and undertaken in accordance with the Event and Traffic Management Plan as conditioned by the NSW Police and the following conditions of Dubbo Regional Council:
  - a. Burroway Road - Commencing 500m west of the Newell Highway at Brocklehurst for 18km to 200m east of Rawsonville Bridge Road intersection and return on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - b. Mogriguy Road - Time trial course commencing 650 m north of the Mendooran Road intersection for a distance of 10.5km to Mogriguy Village. Long course commencing 650 m north of the Mendooran Road intersection for 19km with turnaround being 5.1km north of the Coolbaggie Road intersection and return on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - c. Wongarbon/Westella roads - short course commencing in Barbigal Street 100m north of Derribong Street for a distance of 15km and finishing at 300m north on Barbigal Street from the intersection with Derribong Street. The turn point is 175m east of the Westella Road intersection and return on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm. The long course along Westella Road and Ballimore/Geurie roads for 25km to a turnaround 550m south of the Golden Highway and return on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - d. Benolong Road - Sprint course start and finish is on Nubingerie Road 1.2km south of the Benolong Road intersection (adjacent to the Benolong Rural Fire Brigade) then west on Benolong Road to a turnaround 300m east of the Wambangalang Creek Bridge on Saturdays between 1 pm and 5 pm or Sundays between 8 am and 4 pm.
  - e. South Geurie/Arthurville Road - Short course commencing 400m south of the Scabbing Flat bridge over the Macquarie River for a distance of 15km to a turnaround 600m north-east of the intersection of Hermitage and Arthurville roads on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - f. South Geurie/Arthurville Road - Middle course commencing 400m south of the Scabbing Flat bridge over the Macquarie River for a distance of 21km with the turnaround point being 3.2km on Suntop Road east of the intersection with Arthurville Road on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - g. South Geurie/Arthurville Road - Long course commencing 400m south of the

- Scabbing Flat bridge over the Macquarie River for a distance of 30km to a turnaround 3.8km on Suntop Road west of the intersection of Renshaw-McGirr Way on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
- h. South Geurie/Terrabella Road - Time trial course commencing 2.1km west of the intersection of Terrabella and Arthurville roads for a 6.4km distance to a turnaround being 1.3km east of the bridge over Little River on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - i. South Geurie/Arthurville Road - Strada long loop commencing 400m south of the Scabbing Flat bridge over the Macquarie River on Arthurville Road for a distance of 50.3km incorporating River Road 10.6km, Zaias Lane 3km, Bennetts Road 6.5km, Suntop Road 9km, Arthurville Road 2.2km, Hermitage Road 11.9km, Terrabella Road 0.35km, Arthurville Road 2.9km to the finish line on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - j. South Geurie/Arthurville Road - Strada short loop commencing 400m south of the Scabbing Flat bridge over the Macquarie River on Arthurville Road for a distance of 42km incorporating Arthurville Road 4.3km, River Road 10.6km, Zaias Lane 8.1km, Arthurville Road 4.5km, Hermitage Road 11.9km, Terrabella Road 0.35km, Arthurville Road 2.9km to the finish on Saturdays between 1 pm and 5 pm, or on Sundays between 8 am and 4 pm.
  - k. North Geurie/Comobella Road - Commencing 0.25km north of the intersection of Paxton and Fitzroy streets for 13km to a turnaround 0.15km west of Cobbora Road on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - l. The approval for use of the roads will alternate between locations in accordance with the nominated block dates.
2. That the Dubbo Cycle Club provide Council with the full racing calendar prior to the first event, and then at two monthly intervals.
  3. That the submission of Traffic Control Plans to Council for approval be submitted a minimum of three weeks prior to the first event. All traffic control measures contained in the Plan are to be in accordance with Australian Standard AS 1742.3-2019, the Transport for NSW Guidelines for Bicycle Road Races and the Traffic Control at Worksites Technical Manual prepared by an accredited person.
  4. That all traffic control, including the placement and removal of barricades and/or regulation of traffic, is to be carried out by traffic controllers appropriately trained in accordance with the requirements of Australian Standard AS 1742.3-2019 and Transport for NSW accreditation requirements for Traffic Control Planners or Controllers as required. In this respect there is a requirement that traffic controllers, and not marshals, are to be provided at the start/finish and turnaround to stop all traffic whilst riders are:
    - a. Starting and finishing within a 60km/h or less speed zone.
    - b. Assembled on the road carriageway immediately prior to a mass or staggered start.
    - c. Undertaking the turnaround movement.
    - d. Sprinting to the finish line.
  5. That the NSW Police consent and conditions for bicycle races permit under the NSW Road Transport Act 2013, Section 115 is required with documented evidence submitted to Council.
  6. That Council's Executive Manager Governance and Internal Control must sight a

current copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council and NSW Police are specifically noted to be indemnified against any action resulting from the cycle race.

7. That the applicant is to submit to Council all the appropriate documentation required, accepting the above conditions, before final approval is granted.
8. That the approval is for a twelve-month period commencing at the time final authorisation of all documentation is granted.

#### **LOCAL TRAFFIC COMMITTEE CONSIDERATION**

This matter was considered by the Local Traffic Committee at its meeting held on Monday 7 February 2022. The Committee had unanimous support in the adoption of the recommendation.

#### **RECOMMENDATION**

1. That the application (Appendix 1) of the Dubbo Cycle Club Inc. Racing Season 2022 between 1 January 2022 and 23 December 2022 be approved and undertaken in accordance with the Event and Traffic Management Plan as conditioned by the NSW Police and the following conditions of Dubbo Regional Council:
  - a. Burroway Road - Commencing 500m west of the Newell Highway at Brocklehurst for 18km to 200m east of Rawsonville Bridge Road intersection and return on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - b. Mogriguy Road - Time trial course commencing 650 m north of the Mendooran Road intersection for a distance of 10.5km to Mogriguy Village. Long course commencing 650 m north of the Mendooran Road intersection for 19km with turnaround being 5.1km north of the Coolbaggie Road intersection and return on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - c. Wongarbon/Westella roads - short course commencing in Barbigal Street 100m north of Derribong Street for a distance of 15km and finishing at 300m north on Barbigal Street from the intersection with Derribong Street. The turn point is 175m east of the Westella Road intersection and return on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm. The long course along Westella Road and Ballimore/Geurie roads for 25km to a turnaround 550m south of the Golden Highway and return on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - d. Benolong Road - Sprint course start and finish is on Nubingerie Road 1.2km south of the Benolong Road intersection (adjacent to the Benolong Rural Fire Brigade) then west on Benolong Road to a turnaround 300m east of the Wambangalang Creek Bridge on Saturdays between 1 pm and 5 pm or Sundays between 8 am and 4 pm.
  - e. South Geurie/Arthurville Road - Short course commencing 400m south of the Scabbing Flat bridge over the Macquarie River for a distance of 15km to a turnaround 600m north-east of the intersection of Hermitage and Arthurville roads on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.

- f. South Geurie/Arthurville Road - Middle course commencing 400m south of the Scabbing Flat bridge over the Macquarie River for a distance of 21km with the turnaround point being 3.2km on Suntop Road east of the intersection with Arthurville Road on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - g. South Geurie/Arthurville Road - Long course commencing 400m south of the Scabbing Flat bridge over the Macquarie River for a distance of 30km to a turnaround 3.8km on Suntop Road west of the intersection of Renshaw-McGirr Way on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - h. South Geurie/Terrabella Road - Time trial course commencing 2.1km west of the intersection of Terrabella and Arthurville roads for a 6.4km distance to a turnaround being 1.3km east of the bridge over Little River on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - i. South Geurie/Arthurville Road - Strada long loop commencing 400m south of the Scabbing Flat bridge over the Macquarie River on Arthurville Road for a distance of 50.3km incorporating River Road 10.6km, Zaias Lane 3km, Bennetts Road 6.5km, Suntop Road 9km, Arthurville Road 2.2km, Hermitage Road 11.9km, Terrabella Road 0.35km, Arthurville Road 2.9km to the finish line on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - j. South Geurie/Arthurville Road - Strada short loop commencing 400m south of the Scabbing Flat bridge over the Macquarie River on Arthurville Road for a distance of 42km incorporating Arthurville Road 4.3km, River Road 10.6km, Zaias Lane 8.1km, Arthurville Road 4.5km, Hermitage Road 11.9km, Terrabella Road 0.35km, Arthurville Road 2.9km to the finish on Saturdays between 1 pm and 5 pm, or on Sundays between 8 am and 4 pm.
  - k. North Geurie/Comobella Road - Commencing 0.25km north of the intersection of Paxton and Fitzroy streets for 13km to a turnaround 0.15km west of Cobbora Road on Saturdays between 1 pm and 5 pm, or Sundays between 8 am and 4 pm.
  - l. The approval for use of the roads will alternate between locations in accordance with the nominated block dates.
2. That the Dubbo Cycle Club provide Council with the full racing calendar prior to the first event, and then at two monthly intervals.
  3. That the submission of Traffic Control Plans to Council for approval be submitted a minimum of three weeks prior to the first event. All traffic control measures contained in the Plan are to be in accordance with Australian Standard AS 1742.3-2019, the Transport for NSW Guidelines for Bicycle Road Races and the Traffic Control at Worksites Technical Manual prepared by an accredited person.
  4. That all traffic control, including the placement and removal of barricades and/or regulation of traffic, is to be carried out by traffic controllers appropriately trained in accordance with the requirements of Australian Standard AS 1742.3-2019 and Transport for NSW accreditation requirements for Traffic Control Planners or Controllers as required. In this respect there is a requirement that traffic controllers, and not marshals, are to be provided at the start/finish and turnaround to stop all traffic whilst riders are:
    - a. Starting and finishing within a 60km/h or less speed zone.

- b. Assembled on the road carriageway immediately prior to a mass or staggered start.
      - c. Undertaking the turnaround movement.
      - d. Sprinting to the finish line.
5. That the NSW Police consent and conditions for bicycle races permit under the NSW Road Transport Act 2013, Section 115 is required with documented evidence submitted to Council.
6. That Council's Executive Manager Governance and Internal Control must sight a current copy of the Public Liability Insurance Policy for a minimum amount of \$20 million on which Dubbo Regional Council and NSW Police are specifically noted to be indemnified against any action resulting from the cycle race.
7. That the applicant is to submit to Council all the appropriate documentation required, accepting the above conditions, before final approval is granted.
8. That the approval is for a twelve-month period commencing at the time final authorisation of all documentation is granted.

*Steven Colliver*  
Director Infrastructure

*RQ*  
Safe Roads Engineer

## BACKGROUND

The Transport for NSW Guidelines for Bicycle Road Races provides a comprehensive overview of the approval process and requirements of statutory bodies and the cycling organisation. An approval by the NSW Police under Section 115 of the Road Transport Act 2013 is required to conduct a cycle race on public roads. The measures set down in this document explain to applicants how to make application and the minimum expectations for managing traffic and conducting a cycle race. Bicycle road races are categorised into Class 1 and 2 events with the differentiation being that one impacts on major traffic transport systems and the other does not.

## REPORT

### Consultation

- Local Traffic Committee, including a NSW Police representative, a representative for the Local State Member or Parliament, Traffic for NSW representative, and Council representatives, will review and discuss all matters put to the Committee.

### Resourcing Implications

- The Dubbo Cycle Club Inc will bear the costs associated with organising the races. There are no resource implications for Council in relation to this event.

### Application Details

The Dubbo Cycle Club Inc has submitted a comprehensive Event and Traffic Management Plan (**Appendix 1**) with the request for the use of Benolong, Burroway, Mogriguy and Wongarbron/Westella roads in the Dubbo area and in the Wellington area Arthurville, Suntop, Terrabella, River, Hermitage, Comobella roads and Zaias Lane to undertake their 2022 Competition Racing Season. It is categorised as a Class 2 event with the course details provided as follows:

### Junior Competition

The junior competition will be run on Saturdays between 1 pm and 5 pm, or on Sundays between 8 am and 4 pm, from 1 January 2022 to 23 December 2022 on the following courses:

- Mogriguy Road - Commencing 650 m north of Mendooran Road for a course distance of 10.5 km (time trial) to Mogriguy Village and 19 km (long course) with turnaround being 5.1 km north of Coolbaggie Forest Road and return.
- Burroway Road - Commencing 500 m west of Newell Highway for a distance of approximately 18 km to 200 m east of the Rawsonville Road intersection and return.
- Wongarbron/Westella Road - Commencing on Barbical Street 100 m north of the intersection with Derringbong Street for a distance north of 15 km (short course) and approximately 25 km (long course) along Westella Road and Ballimore/Geurie road, to a turnaround 550 m south of the Golden Highway intersection and return.
- Benolong Road - Sprint course commencing on Nubingerie Road 1.2 km south of Benolong Road then north along Nubingerie Road, and west in Benolong Road for a

distance of 10.5 km to the turnaround, being 300 m east of Wambangalang Creek Bridge.

- South Geurie/Arthurville Road - Short course commencing 400 m south of the Scabbing Flat bridge over the Macquarie River for a distance of 15 km to a turnaround 600 m north-east of intersection of Hermitage Road.
- South Geurie/Arthurville Road - Middle course commencing 400 m south of the Scabbing Flat bridge over the Macquarie River for a distance of 21 km with the turnaround point being 3.2 km on Suntop Road east of the intersection with Arthurville Road.
- South Geurie/Arthurville Road - Long course commencing 400 m south of the Scabbing Flat bridge over the Macquarie River for a distance of 30 km to a turnaround 3.8 km on Suntop Road west of the intersection of Renshaw-McGirr Way.
- South Geurie/Terrabella Road - Time trial course commencing 2.1 km west of the intersection of Terrabella and Arthurville roads for a 6.4 km distance to a turnaround being 1.3 km east of the bridge over Little River.
- South Geurie/Arthurville Road - Strada long loop commencing 400 m south of the Scabbing Flat bridge over the Macquarie River on Arthurville Road for a distance of 50.3 km incorporating River Road 10.6 km, Zaias Lane 3 km, Bennetts Road 6.5 km, Suntop Road 9 km, Arthurville Road 2.2 km, Hermitage Road 11.9 km, Terrabella Road 0.35 km and Arthurville Road 2.9 km to the finish line.
- South Geurie/Arthurville Road - Strada short loop commencing 400 m south of the Scabbing Flat bridge over the Macquarie River on Arthurville Road for a distance of 42 km incorporating Arthurville Road for a distance of 4.3 km, River Road 10.6 km, Zaias Lane 8.1 km, Arthurville Road 4.5 km, Hermitage Road 11.9 km, Terrabella Road 0.35 km and Arthurville Road 2.9 km to the finish.
- North Geurie/Comobella Road - Commencing 0.25 km north from the intersection of Paxton and Fitzroy streets for 13 km to a turnaround 0.15 km west of Cobbora Road.
- All the roads within the Dubbo and Wellington area are considered low trafficked roads with minimal impact on the road network.

Bicycle races of a repetitive nature can be approved on a 12 monthly basis. Conditions applicable to a cycle race of a minor impact can be undertaken in consultation with the NSW Police and/or Transport for NSW as considered necessary and dependant on the road classification and class of the event. The process can be managed, under delegated authority, however referral and concurrence of the Local Traffic Committee is required in accordance with the Cycle Race Guidelines.

General conditions that apply to organisations to conduct cycle races include compliance with the road rules, provision of traffic management and traffic control plans prepared by accredited persons, together with accredited traffic controllers, as considered necessary in respect of the road race permit from the NSW Police and public liability insurance. The Club has undertaken traffic control training and now has some 13 accredited traffic controllers.

**Options Considered**

- The two options considered in this application are either not approve this application, or to approve it in accordance with the Event and Traffic Management Plan as conditioned by the NSW Police and the above mentioned conditions of Dubbo Regional Council.
- The Dubbo Cycle Club Inc has been organising this annual race for several years and therefore, in the interest of the Dubbo community, it is recommended to approve the event.

**Preferred Option**

It is recommended that approval be granted to the Dubbo Cycle Club to conduct the 2022 Racing Season on the nominated roads within the Dubbo and Wellington area in accordance with the Event and Traffic Management Plan as conditioned by the NSW Police and Council.

**APPENDICES:**

- |   |                                      |
|---|--------------------------------------|
| 1⇒ Dubbo Cycle Club - 2022 Application        | <b>Provided under separate cover</b> |
| 2⇒ Certificate of Currency - Dubbo Cycle Club | <b>Provided under separate cover</b> |



## REPORT: Playground Strategy for Dubbo Regional Council

**DIVISION:** Liveability  
**REPORT DATE:** 6 February 2022  
**TRIM REFERENCE:** ID22/206

### EXECUTIVE SUMMARY

<b>Purpose</b>	Addressing Council resolution Strategic Project Update	
<b>Issue</b>	<ul style="list-style-type: none"> <li>This report addresses a Council resolution regarding Playground Strategy for Dubbo that sought advice on the current playground strategy implemented across the Dubbo local government area. Current and future playgrounds (and similar facilities) across the Dubbo local government area are identified, as is the current and potential funding strategies to ensure an equitable distribution throughout Dubbo Regional Council.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>To provide the information requested by Council at the 27 January 2022 meeting.</li> </ul>	
<b>Financial Implications</b>	Budget Area	Recreation and Open Space
	Funding Source	Capital renewal and acquisitions
	Proposed Cost	Dependent on renewal schedule
	Ongoing Costs	Maintenance - Material costs \$664 p.a. per playground. Defect resolution - \$27,897 p.a. Inspections - \$4,550 - \$5,500 p.a. Renewal – dependent on playground level and renewal schedule.
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

Theme: 5 Liveability

CSP Objective: 5.5 The community has the opportunity to participate in a diverse range of lifestyle, sporting and passive recreational pursuits

Delivery Program Strategy: 5.5.1 Access to recreation and cultural facilities for young people is improved

Theme: 5 Liveability  
CSP Objective: 5.5 The community has the opportunity to participate in a diverse range of lifestyle, sporting and passive recreational pursuits  
Delivery Program Strategy: 5.5.2 Quality passive and active open space is located to maximise access and use by the community

Theme: 5 Liveability  
CSP Objective: 5.5 The community has the opportunity to participate in a diverse range of lifestyle, sporting and passive recreational pursuits  
Delivery Program Strategy: 5.5.3 Unique recreational facilities and opportunity are available

#### RECOMMENDATION

- 1. That Council continues to actively pursue non-rate revenue for the renewal of playground assets, fitness nodes and associate recreation facilities to reduce the financial burden on Council of providing these facilities to our communities.**
- 2. That the playground hierarchy, identified in this report be endorsed and continued to be implemented across the Dubbo regional local government area.**

*John Watts*  
Director Liveability

*IM*  
Manager Recreation and  
Open Space

## BACKGROUND

### Previous Resolutions of Council

27 January 2022	<ol style="list-style-type: none"><li>1. That the CEO provide a report to Council identifying the current playground strategy for Dubbo Regional Council.</li><li>2. That as inclusions in the report the current number, type (e.g. playgrounds and fitness equipment) distribution, age and level (Regional, District or Local) of these facilities be identified as well as any future playgrounds that are proposed.</li><li>3. That any funding strategies or initiatives that can be implemented to ensure a more equitable and accessible spread of playgrounds across the local government area be addressed in the body of the report.</li></ol>
28 October 2021 (in part)	<ol style="list-style-type: none"><li>2. That suitable fencing be installed around the new Victoria Park Playground.</li><li>5. That any shortfall in the delivery of the Victoria Park Playspace be funded through the reallocation of funds for the Southlakes Playspace and that a new playground for Southlakes be considered in the development of the 2022/2023 Operational Plan and Budget.</li><li>6. That \$72,500 be reallocated to Cameron Park playground for a suitable fence subject to Community Consultation.</li></ol>

## REPORT

Playgrounds are an important component of the open space network across Dubbo Regional Council. They provide opportunities for children to develop strength, coordination, confidence and social skills that they then carry throughout their lives. Playgrounds also encourage intergenerational interaction that helps to cement familial bonds.

Around 1994/1995 a park hierarchy system was developed for Dubbo City Council that identified the level of park and the type of sub-assets (including playgrounds) that would be, or typically be found at each level. Following the 2016 amalgamation this asset hierarchy was overlaid across the Wellington park system.

This system was based on a three tier system encompassing Regional, District and Local playgrounds.

- Regional level playgrounds have a large catchment of 30 km radius, provide a diverse range of play equipment for all ages and abilities and associated amenities. They are considered a “destination” and are often associated with other attractions.
- District level playgrounds have a catchment of 2km radius, provide a smaller range of playground equipment that is still based on providing equitable facilities to all ages and abilities.
- Local level playgrounds have a catchment of 400 metre radius with the view that all children have play facilities within a reasonable walking distance from their place of

residence. Generally these have a small range of play equipment that is based on the more traditional elements of swings, slides, spring rockers and other similar items.

An important factor in the development of this hierarchy was the provision of playgrounds across all sectors of our community.

Following the 2016 amalgamation this same hierarchal approach has been progressively implemented across the new local government area.

Dubbo Regional Council has 34 playgrounds consisting of three Regional, six District and 25 Local playgrounds. These are supported by 11 fitness centres (10 in Dubbo and one in Geurie), three skate parks (Dubbo, Wellington and Geurie) and a water park (Dubbo). In value this asset class exceeds \$8.5 million. Playground replacement is typically 15 – 20 years, dependent on usage and regular condition assessment. As of 2020/2021, only three playgrounds are outside their scheduled renewal date: Lions Park West, Theresa Maliphant and Teamster’s Park. Lions Park West is currently identified for replacement in 2025/2026 and Theresa Maliphant has been deferred until the completion of upgrade works at the Dubbo hospital. A funding strategy for the replacement of Teamster’s Park is still to be developed.

Victoria Park was at the end of its useful life, with works scheduled to commence late February/early March.

All of the major villages have a Local level playground, with the exception of Brocklehurst and Eumungerie. Council has secured funding for the Brocklehurst playground through the NSW Government Stronger Country Communities Fund Round 3. This playground is anticipated to be installed by September 2022. A list of all Dubbo Regional Council playgrounds, fitness centres, skate parks and the Elston Park water play area is shown in Table 1.

**Table 1.** Playground listing for Dubbo Regional Council.

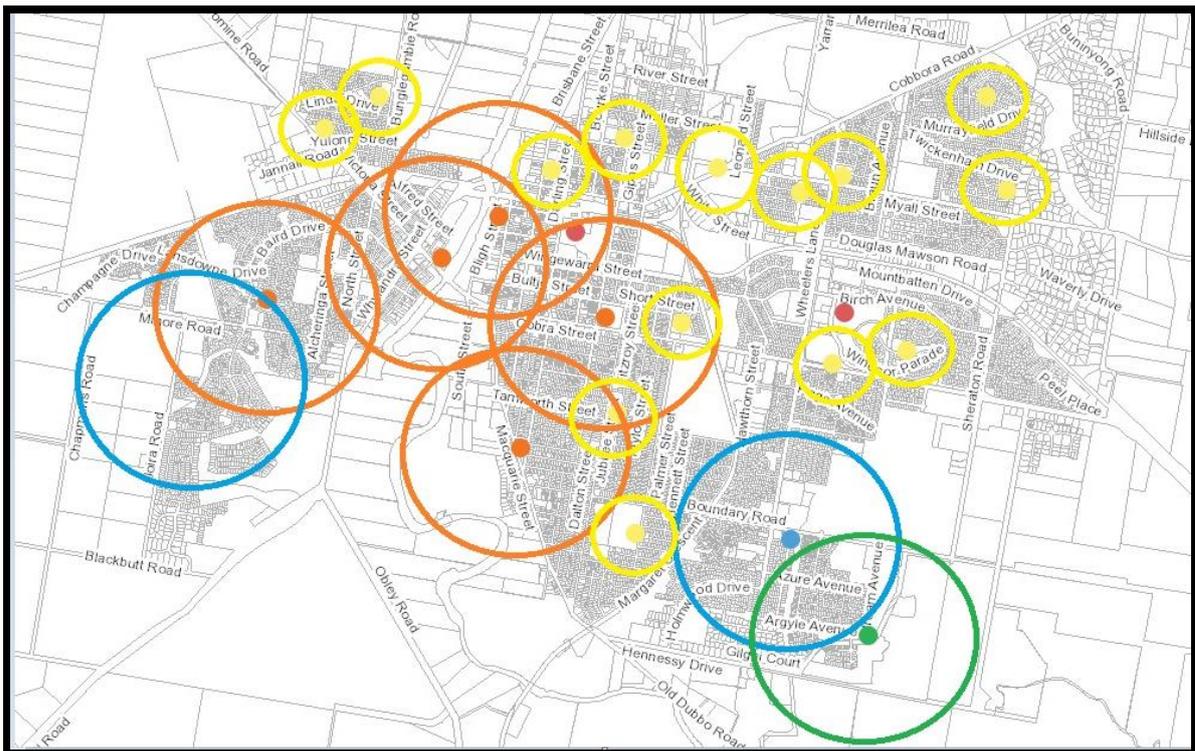
Location	Park name	Street	Level	Date	Age - 2021
Dubbo (East)	Elizabeth Street	Windsor Parade	Regional	2019	3
Dubbo (Central)	Victoria Park	Talbragar & Darling streets	Regional	2007	14
Wellington	Cameron Park	Nanima Crescent	Regional	2021	1
Dubbo (West)	Delroy Park	Dalbeattie Crescent	District	2013	8
Dubbo (Central)	Elston Park	Cobra and Gipps streets	District	2015	7
Dubbo (West)	Lions Park West	Stonehaven Avenue)	District	2000	21
Dubbo (Central)	Macquarie Lions Park	Bligh Street (near VIC)	District	2020	1
Dubbo (South)	Wahroonga Park	Macquarie and Brisbane streets (south)	District	2018	3
Dubbo (East)	Wambool Park	Shoalhaven Parkway	District	2006	15

Dubbo (West)	Algona Park	Algona Street	Local	2018	3
Dubbo (East)	Arboreteum	Cobra Street (Orana Mall)	Local	2011	12
Ballimore	Ballimore (Oval)	Goan Creek Road	Local	2007	14
Ballimore	Thelma Pelosi Park	Federation Street	Local	2014	11
Dubbo (East)	Buckingham Drive Park	Buckingham Drive (East)	Local	2015	7
Dubbo (Central)	Daphne Park	Bultje & Strickland streets	Local	2017	5
Dubbo (East)	Jack William Park	Jack William Drive (East)	Local	2014	7
Dubbo (East)	Jubilee Park	Jubilee Street (south)	Local	2008	14
Dubbo (East)	Lunar Park	Myall and Apollo streets	Local	2016	5
Dubbo (East)	Manera Heights Park	Sloman Close & Lindsay Parade	Local	2014	8
Dubbo (East)	Michael Duffy Park	Bell Avenue (East)	Local	2013	9
Dubbo (North)	Muller Park	b/w Park and Brisbane streets (north)	Local	2019	2
Dubbo (North)	Powter Park	Myall & Gipps streets (north)	Local	2014	7
Dubbo (South)	South Dubbo Park	Palmer Street (south)	Local	2012	9
Dubbo (West)	Spears Drive Park	Burge Place	Local	2016	5
Dubbo (North)	Theresa Maliphant Park	Cobbora Road & Myall Street	Local	1993	29
Wongarbon	Centenary Park	Boberah & Beni Street	Local	2018	3
Euchareena	Max Sinclair Oval	Walter Street	Local	2018	2
Stuart Town	Moxon Park	Molong Street	Local	2018	3
Mumbil	Mumbil Oval	Naroogal & Cudgegong Streets	Local	*2008	13
Wellington	Lions Park Wellington	William & Maxwell Streets	Local	2019	2
Wellington (Montefiores)	Teamsters*	Montefiores & Lay Streets	Local	1999	23
Geurie	Tom Culkin Oval	Mitchell & Wellington Streets	Local	2018	3
Wellington	Walker Crescent Park	Walker Crescent	Local	2019	2
Wellington (Montefiores)	Bicentennial	Eucalyptus Drive	Local	2019	2
<b>Fitness Nodes / Parks</b>			<b>Level</b>	<b>Date</b>	<b>Age</b>
Dubbo (North)	Barden Park Fitness	Gipps & Myall Streets	Regional	2020	1
Dubbo (South)	Regand Park Nodes	Tamworth Street x 4 Nodes	Regional	2019	2
Dubbo (Central)	Riverbank Foreshores Fitness	Bligh Street	District	2012	9
Dubbo (West)	Sir Roden Cutler Park	Whylandra Street (NINJA COURSE)	District	2020	1

Geurie	Tom Culkin Oval	Wellington Street	Local	2020	1
Dubbo (West)	Sir Roden Cutler Park	Whylandra Street (FITNESS CENTRE)	District	2015	6
Dubbo (Central)	Victoria Park	Victoria Lane	Regional	2006	15
Dubbo (Central)	Victoria Park (no 2)	Gipps Street (FITNESS CENTRE)	Regional	2017	3
<b>Skate Parks</b>			<b>Level</b>	<b>Date</b>	<b>Age</b>
Dubbo (Central)	Victoria Park	Talbragar Street	Regional	2008	13
Geurie	Tom Culkin Oval	Wellington Street	Local	2017	4
Wellington	Wellington Skate Park	Showground Road	Local	2009	12
<b>Water Park</b>			<b>Level</b>	<b>Date</b>	<b>Age</b>
Dubbo (Central)	Elston Park	Cobra Street	District	2007	14



Figure 1. Regional Playgrounds – Dubbo Regional Council – 30 km radius



**Figure 2.** Playground hierarchy for Dubbo. Red = Regional (see above). Orange = District (2km radius) and Local (400m radius). Blue = proposed playgrounds. Green = Developer.

The blue circle in the west is centred on land that Dubbo Regional Council has identified as a new recreational facility encompassing a playground, amenities, and playing fields with supporting facilities. Community consultation was undertaken in 2020 that was only limited to the playground placement and design. It did not have spatial context with regards to the additional facilities that were being proposed at the time. However with the land immediately north of the site (corner of Joira and Minore roads) being identified for a new sub-division and the area to the west of Joira Road being earmarked for future residential expansion, a revised master plan is being prepared for community consultation.

The blue circle in the south east quadrant was the site of a proposed playground that was to be installed 2021/2022. Following community consultation regarding the new playground at Victoria Park, commencing late February, Council reallocated the funds to fence the playground (28 October 2021). Funds were also allocated for a fence at Cameron Park playground, Wellington, subject to community consultation. As part of the development of the 2022/2023 Operation Plan and Budget funding for a playground at Southlakes is to be considered, as resolved by Council on 28 October 2021.

The green circle in the south east quadrant is a playground that the Developer is required to install as part of the ongoing development of the estate. Discussions between Council Officers and the Developer have been ongoing regarding the level (District), style and timing of this playground.



**Figure 3.** Playground hierarchy for Wellington. Red = Regional (see **Figure 1**) and Yellow = Local (400m radius).

Funding for playground renewal is scheduled and identified within forward budgets, and through the asset management plan for Liveability. This is supported through a proactive approach in seeking in sourcing external funding for the development and renewal of playgrounds. This success is shown in **Table 2**.

Year	Park	Funding Source	Amount
2019	Walker Crescent Park (Wellington)	Family and Community Services	\$39,000
2016	Euchareena	Stronger Communities Fund 1	\$50,000
2016	Stuart Town	Stronger Communities Fund 1	\$50,000
2016	Elizabeth Park (Dubbo East)	Stronger Communities Fund	\$1,000.000
2020	Brocklehurst	Stronger Country Communities Fund 3	\$80,000
2017/18	Geurie (skate park)	Stronger Country Communities	\$245,000
2020	Lions Park (Wellington)	Infigen Energy	\$65,000
2020	Sir Roden Cutler Park (Dubbo West)	ClubDubbo	\$250,000

		Titan Macquarie Mud Run	\$50,000
		My Community Fund	\$200,000
2019/2020	Cameron Park	Stronger Communities Fund	\$280,000
		Every One Can Play	\$193,000
2020	Geurie Playground / Fitness Centre	Stronger Country Communities	\$245,000

**Table 2.** External funding support for the development and renewal of playgrounds

Dubbo Regional Council also has a current application through the State Government for the renewal of the tennis court surface at Teamster’s Park.

This ongoing proactive identification and submission of non-rate revenue to support the renewal of the playground assets and other recreational facilities will continue to ensure high quality and relevant facilities, and reduce the financial burden on Council.

### Consultation

The original consultation in the development of the playground hierarchy pre-dates the amalgamation, and occurred around 1994/1995 as part of the development of the Strategic Asset Management Plan (SAMP) that evolved into the Defined Asset Management Policy (DAMP). The SAMP categorised the park system into Regional, District, Local and General Community assets that identified the type of sub-assets (including playgrounds) would be, or typically be found at each level. Following the 2016 amalgamation this asset hierarchy was overlaid across the Wellington park system.

As part of a broader internal project “Public Open Space Guidelines” have been drafted and distributed internally across all Divisions and relevant sections of Council for comment. Included in the guidelines is an area that specifically addresses the issue of playgrounds, their spatial distribution, style, accessibility and associated facilities such as amenities. The intent of the document is to assist Council Officers and Developers in the identification and provision of “fit for purpose” public open space that meets the needs of our communities in a cost efficient and manageable (maintenance) way.

Once feedback is received from the internal stakeholders and the document reviewed/amended the next step in the process will be a presentation through to Executive Leadership Team for further comment.

### Resourcing Implications

Under the Dubbo Regional Council – Liveability Asset Management Plan playgrounds are typically renewed every 15 – 20 years. Funding for these renewals are identified initially through the Asset Management Plan that flows into the development of the Recreation and Open Space budgets. A proactive approach is taken by the Division / Branch to offset the cost of the replacement of these assets, as shown in **Table 2**.

The ongoing upkeep of the playgrounds can differ greatly and is dependent on the type of playground (traditional versus adventure play), play equipment (timber versus steel elements) and type of softfall use (rubber versus bark chip or sand).

A proactive approach is taken in determining the best value playground for the community, taking in their needs as well as the capital and recurrent costs in their provision.

To provide some context of the costs involved on maintaining these asset group, the following information has been provided by Liveability Operations.

For 2020/2021/2022\*

Average material cost to maintain playgrounds is \$664 per playground per year.

Softfall is the single biggest cost per playground averaging \$17,760 on softfall purchase per year (graded bark).

Over the past 2.5 calendar years we have spent \$23,743, \$27,848 and \$18,152\* per year on playground defect resolution.

Quarterly Inspections come at 30min per playground per quarter x 35 Playgrounds = 70 hours per year.

Overall the playground strategy currently employed by Council is continuing to ensure equitable access to these assets across the local government area.

Due to the implementation of the asset renewal schedule for these playgrounds the condition of these playgrounds, and similar facilities, continue to be high and meet the needs of our communities. The recent successes in obtaining non-rate revenue has assisted in implementing this schedule whilst reducing the financial burden on Council.



## REPORT: Regand Park Master Plan Status

**DIVISION:** Liveability  
**REPORT DATE:** 9 February 2022  
**TRIM REFERENCE:** ID22/217

### EXECUTIVE SUMMARY

<b>Purpose</b>	Addressing Council resolution Strategic Project Update	
<b>Issue</b>	<ul style="list-style-type: none"> <li>This report addresses the Council resolution of 17 January 2022 regarding the Regand Park Master Plan 2013 Status. This report addresses future master planning of the southern recreational precinct (that includes Regand Park) and the northern recreation precinct.</li> </ul>	
<b>Reasoning</b>	<ul style="list-style-type: none"> <li>To provide the information requested by Council at the 27 January 2022 meeting.</li> <li>To progress master planning of two major recreational precincts in Dubbo.</li> </ul>	
<b>Financial Implications</b>	Budget Area	Growth Planning – Recreation and Open Space
	Funding Source	s94 Open Space Restricted Asset
	Proposed Cost	\$140,000
	Ongoing Costs	\$0
<b>Policy Implications</b>	Policy Title	There are no policy implications arising from this report.

### STRATEGIC DIRECTION

The 2040 Community Strategic Plan is a vision for the development of the region out to the year 2040. The Plan includes five principle themes and a number of strategies and outcomes. This report is aligned to:

- Theme: 5 Liveability
- CSP Objective: 5.5 The community has the opportunity to participate in a diverse range of lifestyle, sporting and passive recreational pursuits
- Delivery Program Strategy: 5.5.1 Access to recreation and cultural facilities for young people is improved
- Theme: 5 Liveability
- CSP Objective: 5.5 The community has the opportunity to participate in a diverse range of lifestyle, sporting and passive recreational pursuits
- Delivery Program Strategy: 5.5.2 Quality passive and active open space is located to maximise access and use by the community

**RECOMMENDATION**

- 1. That \$140,000 from the current Section 94 Open Space and Facilities Plan be utilised to engage suitably qualified landscape architects to develop a northern and southern Macquarie River Master Plan, with any unexpended funds being returned to the Restricted Asset.**
- 2. That a procurement process be undertaken to appoint appropriately qualified consultants to undertake a review of the original Regand Park Master Plan and the development of a master plan for the northern Macquarie River recreational precinct.**

*John Watts*  
Director Liveability

*IM*  
Manager Recreation and  
Open Space

**BACKGROUND**

**Previous Resolutions of Council**

<p>18 February 2013 (Works and Services Committee)</p> <p>25 February 2013</p>	<ol style="list-style-type: none"> <li>1. That all persons who made submissions be thanked for their contribution and informed as to how their submissions were considered.</li> <li>2. That the draft Regand Park Master Plan be modified to: <ul style="list-style-type: none"> <li>• Show the species of trees identified at the entry statement to be deciduous trees found onsite already and species endemic to the floodplain of the Macquarie River in Dubbo</li> <li>• Change the illustration of wind turbines to be solar panels</li> <li>• Show the alignment of the pathway behind the Regand Park subdivision to be 100 metres from residences</li> <li>• Show toilet facilities near the playground elements</li> </ul> </li> <li>3. That the modified Regand Park Master Plan be adopted</li> </ol> <p>That the report of the Works and Services Committee meeting held on 18 February 2013 be adopted, save and except Clauses WSC13/2, WSC13/9 and WSC13/20 of the report with such Clauses being dealt with separately.</p>
<p>25 June 2018 (in part)</p>	<ol style="list-style-type: none"> <li>2. That no further capital improvements be undertaken on land identified in the Regand Park Master Plan.</li> <li>3. That the Regand Park Master Plan be revoked with the exception of environmental related activities such as tree planting.</li> <li>4. That savings identified at the December 2017 Quarterly Operational Plan and Budget Review allocate \$60,000 to the development of a Master Plan for CBD parks and reserves that are between the LH Ford and Serisier bridges.</li> </ol>
<p>22 February 2021 (in part)</p>	<ol style="list-style-type: none"> <li>2. That Council welcomes the proposal for the St John’s Junior Rugby League Football Club proponents to potentially develop up to 10 hectares of Regand Park, comprising playing fields and ancillary infrastructure, contingent upon Council endorsement of site drawings, technical plans, relevant supporting documentation and approvals.</li> <li>3. That a notice of rescission motion be submitted in writing no later than five business days prior to the March 2021 Ordinary Council meeting relating to the resolution of Council at its meeting held 25 June 2018, “That no further capital improvements be undertaken on land identified in the Regand Park Master Plan.</li> </ol>

22 March 2021	<ol style="list-style-type: none"> <li>1. That Council determine this Notice of Motion of Rescission.</li> <li>2. That the modified Regand Park Master plan of 2013 be withdrawn.</li> </ol>
22 March 2021	That the Director Liveability provide a further report regarding the Review of the Regand Park Master Plan along with the River Corridor Masterplan for Dubbo and incorporate environmental related activities, sporting and leisure related activities.
27 January 2022	<ol style="list-style-type: none"> <li>1. That the Chief Executive Officer provide a staff report outlining the history and current status of formal plans in place for the development of the Regand Park area as public open space and advising on opportunities for the reinstatement of the Regand Park Master Plan, including the proposals for private sporting field development.</li> <li>2. That that the CEO provide a report updating council on the progress of master planning for Macquarie River corridor.</li> <li>3. That council notes the importance of public awareness and consultation in relation to proposed uses of public land.</li> </ol>

In 2005 Dubbo City Council purchased the ex-Regand Park dairy located below the 1 in 100 level south of lower Tamworth Street to add to the adjacent ex-Sunderlands parcels purchased in 2002. This land extended the green corridor along the eastern foreshore of the Macquarie River and was earmarked for future recreational purposes. This purchase was consistent with well- established strategies of Council since the 1960s that targeted the flood plain of the Macquarie River for recreational purposes.

In 2012 a landscape architect was engaged to work with Council and the community in the development of a master plan for Regand Park. Extensive community consultation followed to enable the development of the draft Regand Park Master Plan. This consultation involved engagement with a range of key stakeholders including the Dubbo Field Naturalist and Conservation Society, Macquarie River Bushcare, fishing enthusiast organisations, Wirrumbah Direct Descendants as well as providing the general public the opportunity to have input through direct (public displays) and indirect (social media) means. Following public exhibition of the draft master plan, which resulted in some minor amendments, the Regand Park Master Plan 2012 was adopted at the Ordinary Meeting of Council 25 February 2013. The master plan provided for significant environmental rehabilitation and restoration, wetlands and a swimming lake, a walking/cycling/horse riding trail as major features. On the central spine running north south, was the bulk of the built infrastructure. The placement of the infrastructure was determined to minimise flood damage as the contours are higher, separating the upper and lower flood terraces.

The adopted Regand Park Master Plan proposed to transfer cycling from Victoria Park No.1 oval to Regand Park, however this was not agreed to by the then Mayor and Cycle Club during project planning for the grant funded new cycle facility. This has been realised now at the Dubbo Regional Cycling Facility at River Street- north Dubbo.



**Figure 1.** Regand Park Master Plan 2012 – overview.

As a result of the rescission of the Regand Park Master Plan 2012 (25 June 2018) no major capital improvements have occurred on the site, with the exception of the BBQ park on the northern end adjacent to Tamworth Street. These improvements had already commenced and were allowed to continue through to finalisation. In accordance with the point 3 of the resolution (25 June 2018), Council has continued with the planting of endemic riverine system as part of “*environmental related activities*”. In accordance with the point 4 of the resolution (25 June 2018), a Macquarie River CBD Master Plan was developed and subsequently adopted in April 2020. This master plan was focussed on lifting the quality and activation level of the eastern bank of the Macquarie River, and providing a strong connection back to Dubbo’s Central Business District.

In February 2021, discussions were held between the then Mayor, Chief Executive Officer, the Director Liveability and representatives from St Johns Junior Rugby League Football Club. Council was asked to formally support the development of sporting facilities on Regand Park

At the Ordinary Council meeting held 22 February 2021, a Mayoral Minute was put before Council as a matter of urgency that recommended and was subsequently resolved:

1. *That the Mayoral Minute, dated 22 February 2021, be noted.*
2. *That Council welcomes the proposal for the St John's Junior Rugby League Football Club proponents to potentially develop up to 10 hectares of Regand Park, comprising playing fields and ancillary infrastructure, contingent upon Council endorsement of site drawings, technical plans, relevant supporting documentation and approvals.*
3. *That a notice of rescission motion be submitted in writing no later than five business days prior to the March 2021 Ordinary Council meeting relating to the resolution of Council at its meeting held 25 June 2018, "That no further capital improvements be undertaken on land identified in the Regand Park Master Plan."*

At the Ordinary Council Meeting held 22 March 2021, it was resolved to rescind the previous rescission motion. Under a Matter of Urgency an item entitled "Review of the Regand Park Master Plan" was tabled at the meeting with the following resolution:

*That the Director Liveability provide a further report regarding the Review of the Regand Park Master Plan along with the River Corridor Masterplan for Dubbo and incorporate environmental related activities, sporting and leisure related activities.*

As a funding allocation to undertake the review of the Regand Park Master Plan or the broader development of master plans for the north and south Macquarie River precincts was not provided as part of the Resolution of Council, or within the 2021/2022 budget, it has not been possible to progress these plans. Based on the Macquarie River CBD Master Plan (\$60,000 (2019)), it is estimated that \$140,000 would be required to undertake this master planning process.

Following consultation with the Manager Growth Planning it has been confirmed that review of the original Regand Park Master Plan and the development of the Northern Recreational Precinct can be reasonably demonstrated as being part of the Dubbo Open Space Master Plan than funds from this plan can be utilised for the administrative purpose of master planning.

## REPORT

### Consultation

Manager Growth Planning - Funds levied and received under previous plans prior to 1 July 2016 will be used to finalise the delivery of open space and recreation facility infrastructure identified in the previous Plan 'Section 94 Contributions Plan – Open Space and Facilities 1999-2016.'

Following the commencement of this Plan, funds levied and received under this plan will be used toward the delivery of the specific works identified in Section 4 of this Plan.

This means that funds collected under the provisions of the old Plan can now go towards the Administration of and the Work Schedules included in the current Section 94 Plan.

In respect of administration matters included in the Plan, Section 2.22.3 (in part) provides as follows:

- *The Environmental Planning and Assessment Act, 1979 and the Environmental Planning and Assessment Regulation, 2000 allows Council to levy contributions for administration towards the capital costs associated with preparation of this Plan, the Dubbo Open Space Master Plan and the ongoing Plan administration.*

As the review of the original Regand Park Master Plan and the development of the Northern Recreational Precinct can be reasonably demonstrated as being part of the Dubbo Open Space Master Plan (**Figure 2**) then funds from this plan can be utilised for the administrative purpose of master planning.

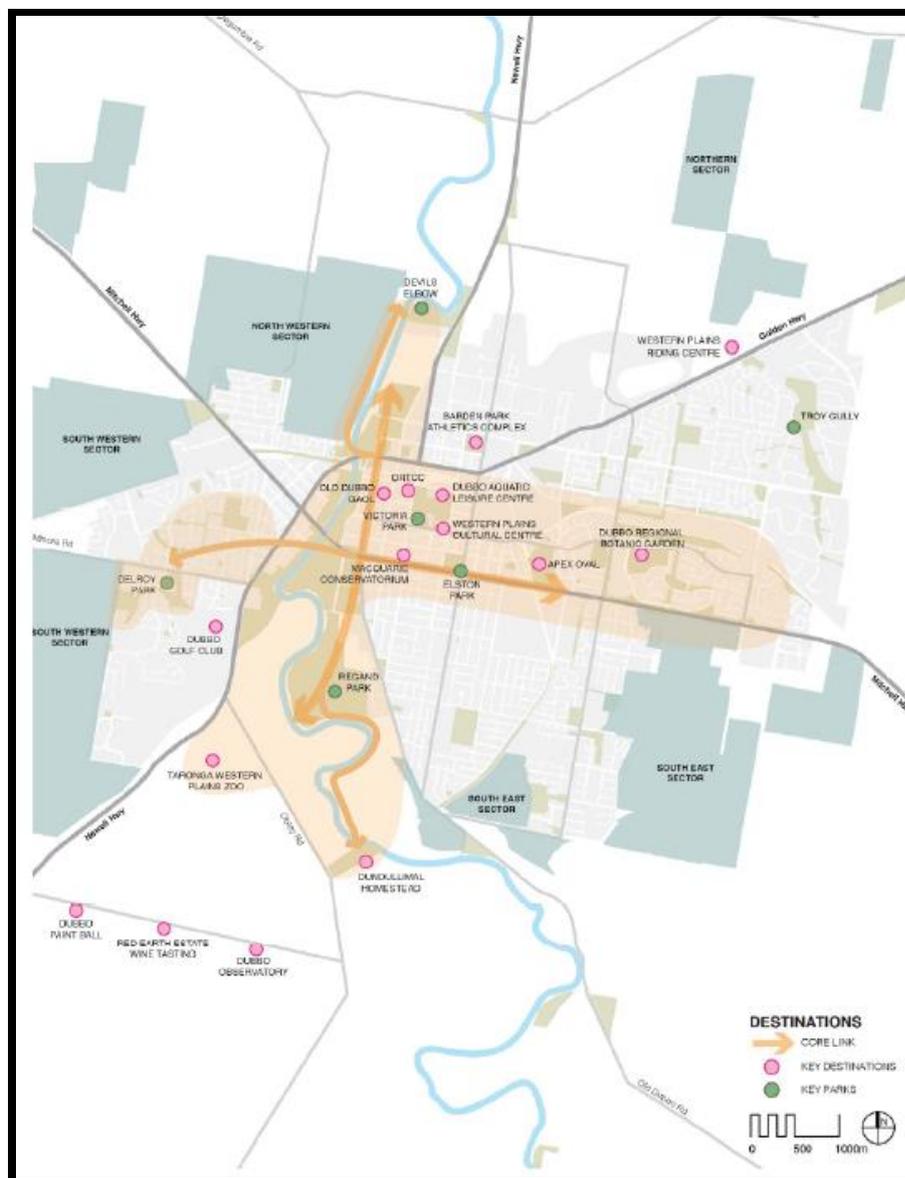


Figure 2. Open Space Master Plan 2018 (p.18) identifying both the northern and southern precincts.

### Resourcing Implications

Regand Park is currently maintained as a low level reserve to control fuel loading and enable ongoing tree planting programs to continue. Advice received from Manager Operations is that every service that this area currently receives takes 48 hours of staff time and costs \$6,776 (labour and plant). The number of services per year depends on prevailing weather conditions but allowing for six services this equals \$40,600 p.a. Any increase in the level of service will also increase the maintenance costs associated with area. The original master plan did identify this as a consideration, with only a relatively small area of high maintenance parkland identified surrounded by lower level woodland plantings.

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	140,000	0	0	0	0	0
c. Operating budget impact (a – b)	-140,000	0	0	0	0	0
d. Capital Expenditure	0	0	0	0	0	0
e. Total net impact (c – d)	-140,000	0	0	0	0	0
Does the proposal require ongoing funding?	No					
What is the source of this funding?	NA					

**Table 1.** Ongoing Financial Implications

### Options Considered

- **Option 1.** Obtain a quote from the original company which developed the Regand Park Master Plan 2012 to undertake a review of the plan. The company, Moir Landscape Architects, have already completed a significant volume of work that is still relevant moving forward. This quotation would include re-engagement with the key stakeholders and community to identify amendments to the original plan. This plan can be extended to include the playing fields between Tamworth Street and the L.H. Ford Bridge (Mitchell Highway).

Engagement of a suitable qualified landscape architect for the development of a master plan for the northern recreational precinct (west and eastern banks) would be through an open quotation process.

This option is considered low risk, and offers a high degree of cost efficiency with regards to the use of the original consultant to undertake the review of the Regand Park Master Plan. This ensures a degree of consistency and ensures that this information is not lost through the process. The open quotation process for the northern recreational precinct enables a transparent engagement process to be followed, and alternative

perspectives can be explored. A positive of this option is that following the engagement of the original contract – this component of the southern recreational precinct can commence almost immediately, providing time for the quotation document to be developed for the northern recreational precinct. This will also assist in spreading out the community consultation to avoid information fatigue by the community.

- **Option 2.** Develop quotation documentation that covers both the northern and southern recreational precincts and advertise. While there may be some economy of scale it is unlikely to be as cost efficient as Option 1. It is expected that this option would take longer as a new landscape architect firm would need additional time to review the existing information. A positive for this option is that it may produce an alternative design for the southern recreational precinct that has not been previously considered.
- **Option 3.** Develop individual quotation documentation for the northern and southern recreational precincts and advertise them separately. This option is likely to be the most costly, especially if different firms are successful in obtaining contracts. A positive may be that these two precincts will be designed with vastly different themes, which could also be a negative in the loss of connectivity of landscape along the riverine corridor.

#### **Preferred Option**

Option 3 is the preferred option and this would include going to market at the same time for the separate bodies of work being the Review of Regand Park Masterplan and a new Master plan for the northern Dubbo river corridor.

#### **Planned Communications**

South Precinct:

As part of the review of the original Regand Park Master Plan it is recommended that a community engagement framework be developed that reconnects both with the original groups and organisations that provided feedback into the original plan and the broader Dubbo community. This communication plan shall include walk throughs of the area with key stakeholder organisations and the general public and also target the sporting organisations that make use of the playing fields south of the LH Ford Bridge.

North Precinct:

As no master planning has occurred in this area previous the development of this plan will require a more extensive and intensive community engagement framework to be developed. This master plan will cover the sporting fields to the north of Erskine Street and out to Devil's Elbow. It is intended to include both the eastern and western sides of the Macquarie River, to take in to account the future North West housing estate, as shown in Figure 2. It will imperative that key internal stakeholders also be involved with the development of this plan.

**Timeframe**

The timeframe for this project will be fully dependent on which option is chosen.

Option 1 will enable the project to commence almost immediately with an expected completion time of 12 months.

Option 3 – southern recreational precinct – could proceed relatively quickly as some information already exists that could be included in the quotation documentation. Northern recreational precinct will take additional time to research and develop. The expected completion time of 12 to 15 months.

Option 2 – would take the longest time to prepare and advertise quotation documentation. The expected completion time is 14 to 18 months.