



AGENDA INFRASTRUCTURE AND LIVEABILITY COMMITTEE 12 APRIL 2021

MEMBERSHIP: Councillors J Diffey, V Etheridge, D Grant, D Gumley, A Jones, S Lawrence, G Mohr, K Parker, J Ryan and B Shields.

The meeting is scheduled to commence at .

		Page
ILC21/11	LEAVE OF ABSENCE (ID21/494)	
ILC21/12	T-INTERSECTION - ROSELLA STREET AND KINGFISHER STREET DUBBO (ID21/547) The Committee had before it the report dated 6 April 2021 from the Safe Roads Engineer regarding T-Intersection - Rosella Street and Kingfisher Street Dubbo.	2
ILC21/13	NRL PREMIERSHIP AT APEX OVAL, DUBBO - 23 MAY 2021 (ID21/548) The Committee had before it the report dated 6 April 2021 from the Safe Roads Engineer regarding NRL Premiership at Apex Oval, Dubbo - 23 May 2021.	7
ILC21/14	2020/2021 FINANCIAL ASSISTANCE PROGRAM - ROUND TWO (ID21/535) The Committee had before it the report dated 30 March 2021 from the Director Liveability regarding 2020/2021 Financial Assistance Program - Round Two.	37



DUBBO REGIONAL
COUNCIL

REPORT: T-Intersection - Rosella Street and Kingfisher Street Dubbo

AUTHOR: Safe Roads Engineer
REPORT DATE: 6 April 2021
TRIM REFERENCE: ID21/547

EXECUTIVE SUMMARY

Council has received feedback from local residents who have raised concerns with the road safety environment at the T-intersection of Rosella Street and Kingfisher Street. The concerns relate to corner cutting and negotiation of the intersection at unsafe speeds. The intersection is located within Avian Estate in South Dubbo and is a residential street that runs in a north-south direction between Kingfisher Street and Boundary Road.

Consideration has been given to the provision of a mountable median island on Rosella Street to control inappropriate corner cutting.

FINANCIAL IMPLICATIONS

The allocation of funds will be made available from the Traffic Improvements Vote – Urban Signs and Lines within the Traffic Management Function.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

That Council approve the installation of a mountable median island on Rosella Street at the intersection of Rosella Street and Kingfisher Street in accordance with Council's Plan TM 7428 (Appendix 1).

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Monday, 6 April 2021. The Committee had unanimous support in the adoption of the recommendation.

RECOMMENDATION

That Council approve the installation of a mountable median island on Rosella Street at the intersection of Rosella Street and Kingfisher Street in accordance with Council's Plan TM 7428 (Appendix 1).

Ridwan Quaium
Safe Roads Engineer

BACKGROUND

Council has received feedback from local residents who have raised concerns with the road safety environment at the T-intersection of Rosella Street and Kingfisher Street. The concerns relate to corner cutting and negotiation of the intersection at unsafe speeds.

REPORT

Rosella Street intersects with Kingfisher Street as a T-intersection and is located within Avian Estate in South Dubbo, 310 m west of Wheelers Lane and 395 m north of Boundary Road. Rosella Street is a residential street that runs in a north-south direction between Kingfisher Street and Boundary Road.

The intersection is controlled by a 'Give Way' sign on Rosella Street. A 'Hold' (TB) line is also provided at the intersection, as well as a 30 m long 'Double Barrier' (BB) line, running from the intersection back along Rosella Street. Both Rosella Street and Kingfisher Street are 8 m wide between the kerbs. No pedestrian infrastructure or facilities are provided at the intersection.

It is common for vehicles turning right from Rosella Street to Kingfisher Street to cut the corner, crossing onto the opposite side of the road and making it unsafe for vehicles approaching the intersection westbound on Kingfisher Street. A motorcycle turning left from Kingfisher Street to Rosella Street has been previously reported to have taken the turn at high speed, resulting in the vehicle encroaching onto the opposite side of Rosella Street, and eventually ending up on the property located on the south-western corner of the intersection.

SUMMARY

To enhance the road safety situation at the intersection, it is proposed to install a 1.2 m wide mountable concrete median island.

The width of the concrete median island has been restricted to 1.2 m instead of 2.0 m and designed to be mountable to ensure that a single unit truck/bus of 12.5 m in length is able to traverse the intersection safely and without damaging any public or private property. The intersection does not form part of a bus route currently.

Pedestrian facilities including kerb ramps and refuge islands have not been provided as part of the design as no active transport strategy exists for this locality at this time.

It is therefore recommended that Council approval be granted for the installation of a mountable separation island on Rosella Street at the Rosella Street and Kingfisher Street intersection in accordance with Council's Plan TM 7428 (**Appendix 1**).

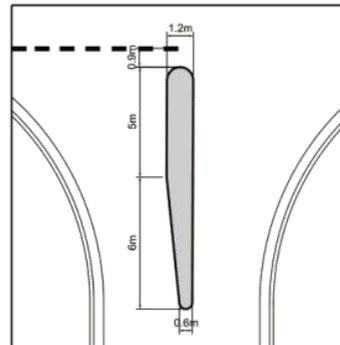
Appendices:

[1](#) Median Island - Rosella Street Dubbo

ROSELLA STREET - TURNING PATHS



SITE LOCATION
NOT TO SCALE



MEDIAN ISLAND DETAIL
NOT TO SCALE

NOTES:

1. THE DIMENSIONS OF THE MEDIAN ARE BASED ON DRC STD 5458 - INTERSECTION MEDIAN ISLAND
2. NO PEDESTRIAN REFUGE HAS BEEN PROVIDED DUE TO TURNING MANOEUVRES COMPROMISING PEDESTRIAN SAFETY
3. SIGNAGE IS NOT PROVIDED ON THE MEDIAN AS TURNING MANOEUVRES WILL COMPROMISE THESE DEVICES
4. THE MEDIAN IS TO BE CONSTRUCTED AS "FULLY MOUNTABLE" TO ALLOW 12.5m HEAVY RIDGED VEHICLES TO TURN SAFELY BETWEEN ROSELLA ST AND KINGFISHER ST

CHECKED - SENIOR DESIGN ENGINEER INT. MJ. DATE 25/03/2021 APPROVED - MANAGER INFRASTRUCTURE STRATEGY INT. CG. DATE 25/03/2021	PRINT DATE: 05/09/2021 01:18:10 PM	PERMANENT MARK: N/A REV. DATE INT. DATE A 04/03/2021 LG DRAFT DESIGN	RL: N/A DATUM: AHD71 & GDAP/ANGA ZONE 55	STATUS:	 DUBBO REGIONAL COUNCIL INFRASTRUCTURE STRATEGY & DESIGN 1. City Street & Manning St, Dubbo NSW 2880 2. 02 9471 2200 3. 02 9471 2202 4. 02 9471 2203 5. 02 9471 2204	PROJECT TITLE:	SHEET NO.: 2 OF 2
	SURVEY: _____ DATE _____ DESIGN: _____ DATE _____ DRAWING: LACHLAN GEORGE, DATE 24/03/2021 <small>© Copyright 2021 by Lachlan George. All Rights Reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the author.</small>	SCALE:	DRAWING TITLE:	REV. A PLAN NO. TM 7428			



DUBBO REGIONAL
COUNCIL

REPORT: NRL Premiership at Apex Oval, Dubbo - 23 May 2021

AUTHOR: Safe Roads Engineer
REPORT DATE: 6 April 2021
TRIM REFERENCE: ID21/548

EXECUTIVE SUMMARY

The Dubbo region has secured the NRL premiership featuring South Sydney Rabbitohs in 2021 and 2022. Presented by Dubbo Regional Council, the 2021 fixture will be held at Apex Oval commencing at 2.00 pm on Sunday, 23 May 2021 and will feature South Sydney Rabbitohs versus Penrith Panthers. This report presents the Traffic Management Plan associated with the NRL game this year.

The NRL game is categorised as a Special Event - Class 2 that will require traffic management to facilitate temporary road closures, pedestrian crossing management and intersection traffic management. The NRL game can be undertaken to satisfy the requirements of a Class 2 Event with the temporary closure of roads, pedestrian crossing management and intersection traffic management to provide optimum safety for participants and the public. Special Event Transport Management Plans (**Appendix 1**), Risk Management Plan (**Appendix 2**) and Traffic Control Plans (**Appendix 3**) for the event are attached to this report.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

POLICY IMPLICATIONS

There are no policy implications arising from this report.

RECOMMENDATION TO THE LOCAL TRAFFIC COMMITTEE

That Council approval be granted for the NRL premiership featuring South Sydney Rabbitohs versus Penrith Panthers at Apex Oval Dubbo on Sunday, 23 May 2021, and the implementation of road closures, pedestrian crossing management and intersection traffic management detours (Appendix 3) as conditioned by Transport for NSW, NSW Police and Council's following conditions of consent:

1. With regard to parking:
 - a. Regular parking is to be provided at the Dubbo Showground.
 - b. Disabled and emergency vehicle parking will be provided at the Junior Rugby League Clubhouse on Cassia Street, with entry via Kokoda Place through the placement of 'authorised vehicle access and disabled parking only' signage.

2. Temporary road closures are to be provided at:
 - a. Kokoda Place between Wingewarra Street and Cassia Street from 7.00 am to 7.00 pm.
 - b. Chelmsford Street between Wingewarra Street and Cobra Street from 7.00 am to 7.00 pm.
 - c. Cassia Street between Kokoda Place and Coral Crescent from 7.00 am to 7.00 pm.
3. Pedestrian crossing management is to be provided on Wingewarra Street, west of Kokoda Place from 11.30 am to 6.00 pm.
4. Intersection traffic management is to be provided on Wingewarra Street, west of Kokoda Place from 11.30 am to 6.00 pm.
5. Patron drop-off area is to be provided on:
 - a. Westbound Wingewarra Street east of the Kokoda Place intersection.
 - b. Northbound Hawthorn Street between numbers 5 and 9 Hawthorn Street.
6. Variable Message Sign (VMS) boards will be placed at the following locations to notify patrons of the parking at the Dubbo Showground and drop-off location on Wingewarra Street:
 - a. On westbound Cobra Street, west of the Capstan Drive intersection.
 - b. On eastbound Cobra Street, west of the McDonalds' driveway.
 - c. On southbound Bourke Street, south of the Macleay Street intersection.
 - d. On westbound Cobbora Road, east of Wheelers Lane.
7. 'Customer Only' parking signs will be placed at the following locations:
 - a. The entrance of Harvey Norman off Cobra Street.
 - b. The entrance of Fantastic Furniture off Cobra Street.
 - c. The entrance of the bulky goods retail precinct (number 243 Cobra Street) off Cobra Street.
 - d. The entrances of Orana Mall Shopping Centre off Wheelers Lane, Wellington Road and Windsor Parade.
8. Traffic controllers and/or trained Marshals are to be provided at all road closure points, access points for emergency vehicles, pedestrian crossings, the intersection of Wingewarra Street, the Dubbo Showground and other locations as identified in the Traffic Control Plan.

Public notification is required for the NRL game a minimum of seven days prior to the event. The notification will include information on road closures, regular, disabled, emergency and bus parking areas and drop-off areas. This information shall also be advertised on Council's website.

LOCAL TRAFFIC COMMITTEE CONSIDERATION

This matter was considered by the Local Traffic Committee at its meeting held on Monday, 6 April 2021. The Committee had unanimous support in the adoption of the recommendation. Noting that with regard to Council's Traffic Control Plan TM7429 sheet 5 of 8 Transport for NSW did not support the no parking/drop off zone in Hawthorn Street.

RECOMMENDATION

That Council approval be granted for the NRL premiership featuring South Sydney Rabbitohs versus Penrith Panthers at Apex Oval Dubbo on Sunday, 23 May 2021, and the implementation of road closures, pedestrian crossing management and intersection traffic management detours (Appendix 3) as conditioned by Transport for NSW, NSW Police and Council's following conditions of consent:

1. With regard to parking:
 - a. Regular parking is to be provided at the Dubbo Showground.
 - b. Disabled and emergency vehicle parking will be provided at the Junior Rugby League Clubhouse on Cassia Street, with entry via Kokoda Place through the placement of 'authorised vehicle access and disabled parking only' signage.
2. Temporary road closures are to be provided at:
 - a. Kokoda Place between Wingewarra Street and Cassia Street from 7.00 am to 7.00 pm.
 - b. Chelmsford Street between Wingewarra Street and Cobra Street from 7.00 am to 7.00 pm.
 - c. Cassia Street between Kokoda Place and Coral Crescent from 7.00 am to 7.00 pm.
3. Pedestrian crossing management is to be provided on Wingewarra Street, west of Kokoda Place from 11.30 am to 6.00 pm.
4. Intersection traffic management is to be provided on Wingewarra Street, west of Kokoda Place from 11.30 am to 6.00 pm.
9. Patron drop-off area is to be provided on:
 - a. Westbound Wingewarra Street east of the Kokoda Place intersection.
 - b. Northbound Hawthorn Street between numbers 5 and 9 Hawthorn Street.
10. Variable Message Sign (VMS) boards will be placed at the following locations to notify patrons of the parking at the Dubbo Showground and drop-off location on Wingewarra Street:
 - a. On westbound Cobra Street, west of the Capstan Drive intersection.
 - b. On eastbound Cobra Street, west of the McDonalds' driveway.
 - c. On southbound Bourke Street, south of the Macleay Street intersection.
 - d. On westbound Cobbora Road, east of Wheelers Lane.
11. 'Customer Only' parking signs will be placed at the following locations:
 - a. The entrance of Harvey Norman off Cobra Street.
 - b. The entrance of Fantastic Furniture off Cobra Street.
 - c. The entrance of the bulky goods retail precinct (number 243 Cobra Street) off Cobra Street.
 - d. The entrances of Orana Mall Shopping Centre off Wheelers Lane, Wellington Road and Windsor Parade.
12. Traffic controllers and/or trained Marshals are to be provided at all road closure points, access points for emergency vehicles, pedestrian crossings, the intersection of Wingewarra Street, the Dubbo Showground and other locations as identified in the Traffic Control Plan.

13. **Public notification is required for the NRL game a minimum of seven days prior to the event. The notification will include information on road closures, regular, disabled, emergency and bus parking areas and drop-off areas. This information shall also be advertised on Council's website.**

Ridwan Quaium
Safe Roads Engineer

REPORT

The Dubbo region has secured NRL premiership fixtures featuring South Sydney Rabbitohs in 2021 and 2022. Presented by Dubbo Regional Council, the 2021 fixture will be held at Apex Oval at 2 pm on Sunday, 23 May 2021 and will feature South Sydney Rabbitohs versus Penrith Panthers. The expected crowd at the game is 8,855 patrons (plus players, staff, media and volunteers).

The NRL game is categorised as Class 2. As such, obligations are placed upon Dubbo Regional Council, NSW Police, TfNSW and the event organiser to ensure that specific criteria are followed.

Dubbo Regional Council is the organising body for the NRL game, and under the Event Management Criteria, is solely responsible for the conduct of the event and the submission of an Event Management Plan incorporating a Traffic Management Plan (**Appendix 1**), Risk Management Plan (**Appendix 2**) and Traffic Control Plan (**Appendix 3**) which are attached to this report.

Parking

Parking spaces will be available for ticketholders at the Dubbo Showground, including a bus drop-off/pick-up point. Ticketholders will proceed on foot, on an access road, from the Dubbo Showground to Wingewarra Street.

A minimum of three Traffic Marshals are required at the Dubbo Showground gate, inside the carpark to direct cars, and on pedestrian access points to direct pedestrians. Disabled parking will be available at the Junior Rugby League clubhouse on Cassia Street with entry via Kokoda Place through the placement of 'authorised vehicle access and disabled parking only' signage.

Emergency services vehicle parking will also be available at the Junior Rugby League Clubhouse on Cassia Street with entry via Kokoda Place through the placement of 'authorised vehicle access and disabled parking only' signage. The team busses and ticket van parking is available on the southern side of the stadium with entry via Cobra Street.

Parking for other buses will be available on the eastern side of the Dubbo Showground.

Temporary Road Closures

To enhance safety and efficiency of traffic and pedestrian movement in the area, the following roads will be closed to regular traffic movements, with exceptions provided for emergency purposes and local residents:

- Kokoda Place between Wingewarra Street and Cassia Street from 7.00 am to 7.00 pm.
- Chelmsford Street between Wingewarra Street and Cobra Street from 7.00 am to 7.00 pm.
- Cassia Street between Kokoda Place and Coral Crescent 7.00 am to 7.00 pm.

Pedestrian Access

Traffic Marshals/parking attendants will guide pedestrians through the internal walkway from the Dubbo Showground to Wingewarra Street. Pedestrian crossing management will be provided on Wingewarra Street west of Kokoda Place. Traffic bollards/witches hats will be placed on Kokoda Place to create a pedestrian walkway along Kokoda Place leading to the access gate at the Junior Rugby League Clubhouse. This will ensure a safe pedestrian path from the parking at the Dubbo Showground to Apex Oval and the grandstand.

Intersection Traffic Management

Traffic Controllers will be provided at the intersection of Wingewarra Street and Hopetoun Street to enhance the smooth and safe flow of traffic through the area and into the Dubbo Showground. The Traffic Controllers will alleviate cars banking up on any particular street while trying to enter the Dubbo Showground, with particular focus on the prevention of vehicles banking up in the nearby Fitzroy Street Wingewarra Street roundabout.

Drop-Off Area

Two regular patron drop-off areas will be provided at the following locations:

- Westbound Wingewarra Street, east of the Kokoda Place intersection.
- Northbound Hawthorn Street, between numbers 5 and 9 Hawthorn Street.

The drop off area will incorporate signage at the start and end of the identified area indicating 'No Parking Set Down Only'.

A bus drop-off area is provided within the Dubbo Showground.

VMS Boards

VMS boards will be placed at the following locations to notify patrons of parking at the Dubbo Showground and drop-off location on Wingewarra Street:

- On westbound Cobra Street, west of the Capstan Drive intersection.
- On eastbound Cobra Street, west of the McDonalds' driveway.
- On southbound Bourke Street, south of the Macleay Street intersection.
- On westbound Cobbora Road, east of Wheelers Lane.

Customer Only Parking Signs

To ensure that patrons do not park in unauthorised areas, 'Customer Only' parking signs will be placed at the following locations:

- The entrance of Harvey Norman off Cobra Street.
- The entrance of Fantastic Furniture off Cobra Street.
- The entrance of the bulky goods retail precinct (243 Cobra Street) off Cobra Street.
- The entrances of Orana Mall Shopping Centre off Wheelers Lane, Wellington Road and Windsor Parade.

Appendices:

- 1 [↓](#) NRL May 2021 at Apex Oval Dubbo Special Event Transport Management Plan
- 2 [↓](#) NRL May 2021 at Apex Oval Dubbo Risk Management Plan
- 3 [↓](#) NRL May 2021 at Apex Oval Dubbo Traffic Control Plan

Special Event Resources

Special Event Transport Management Plan Template

Refer to Chapter 7 of the Guide for a complete description of the Transport Management Plan

I EVENT DETAILS

I.1 Event summary

Event Name: SOUTH SYDNEY v PENRITH
 Event Location: APEX OVAL
 Event Date: 23/5/21 Event Start Time: 11:00 Event Finish Time: 4:30
 Event Setup Start Time: 5am Event Packdown Finish Time: 8pm
 Event is off-street on-street moving on-street non-moving
 held regularly throughout the year (calendar attached)

I.2 Contact names

Event Organiser * DUBBO REGIONAL COUNCIL
 (07) Phone: 6801 4080 Fax: 6801 4080 Mobile: 0417 545 894 E-mail: lara.willets@dubbo.nsw.gov.au
 Event Management Company (if applicable).....
 Phone:..... Fax:..... Mobile:..... E-mail:.....
 Police
 Phone:..... Fax:..... Mobile:..... E-mail:.....
 Council.....
 Phone:..... Fax:..... Mobile:..... E-mail:.....
 Roads & Traffic Authority (if Class 1).....
 Phone:..... Fax:..... Mobile:..... E-mail:.....

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

I.3 Brief description of the event (one paragraph)

A NRL premiership fixture between South Sydney & Penrith on 23 May at Apex Oval.
 The event is expected to attract upwards of 8,000 people.

2 RISK MANAGEMENT - TRAFFIC

- | | |
|-------------------------------|--|
| CLASS 1
CLASS 2
CLASS 3 | 2.1 Occupational Health & Safety - Traffic Control |
| | <input type="checkbox"/> Risk assessment plan (or plans) attached |
| | 2.2 Public Liability Insurance |
| | <input checked="" type="checkbox"/> Public liability insurance arranged. Certificate of currency attached. |
| | 2.3 Police |
| | <input type="checkbox"/> Police written approval obtained |
| | 2.4 Fire Brigades and Ambulance |
| | <input checked="" type="checkbox"/> Fire brigades notified |
| | <input checked="" type="checkbox"/> Ambulance notified |

3 TRAFFIC AND TRANSPORT MANAGEMENT

- | | |
|---|--|
| CLASS 1
CLASS 2
CLASS 3 | 3.1 The route or location |
| | <input checked="" type="checkbox"/> Map attached |
| | 3.2 Parking |
| | <input checked="" type="checkbox"/> Parking organised - details attached |
| | <input type="checkbox"/> Parking not required |
| | 3.3 Construction, traffic calming and traffic generating developments |
| | <input type="checkbox"/> Plans to minimise impact of construction activities, traffic calming devices or traffic-generating developments attached |
| | <input checked="" type="checkbox"/> There are no construction activities, traffic calming devices or traffic-generating developments at the location/route or on the detour routes |
| 3.4 Trusts, authorities or Government enterprises | |
| <input checked="" type="checkbox"/> This event uses a facility managed by a trust, authority or enterprise; written approval attached | |
| <input type="checkbox"/> This event does not use a facility managed by a trust, authority or enterprise | |
| 3.5 Impact on/of Public transport | |
| <input checked="" type="checkbox"/> Public transport plans created - details attached | |
| <input type="checkbox"/> Public transport not impacted or will not impact event | |
| 3.6 Reopening roads after moving events | |
| <input type="checkbox"/> This is a moving event - details attached. | |
| <input checked="" type="checkbox"/> This is a non-moving event. | |
| 3.7 Traffic management requirements unique to this event | |
| <input checked="" type="checkbox"/> Description of unique traffic management requirements attached | |
| <input type="checkbox"/> There are no unique traffic requirements for this event | |
| 3.8 Contingency plans | |
| <input type="checkbox"/> Contingency plans attached | |

CLASS 1	CLASS 2	3.9 Heavy vehicle impacts	
		<input type="checkbox"/> Impacts heavy vehicles - RTA to manage <input checked="" type="checkbox"/> Does not impact heavy vehicles	
CLASS 1	CLASS 2	3.10 Special event clearways	
		<input type="checkbox"/> Special event clearways required - RTA to arrange <input checked="" type="checkbox"/> Special event clearways not required	
4 MINIMISING IMPACT ON NON-EVENT COMMUNITY & EMERGENCY SERVICES			
CLASS 1	CLASS 2	CLASS 3	4.1 Access for local residents, businesses, hospitals and emergency vehicles
			<input type="checkbox"/> Plans to minimise impact on non-event community attached <input type="checkbox"/> This event does not impact the non-event community either on the main route (or location) or detour routes
			4.2 Advertise traffic management arrangements
			<input checked="" type="checkbox"/> Road closures or restrictions - advertising medium and copy of proposed advertisements attached <input type="checkbox"/> No road closures or restrictions but special event clearways in place - advertising medium and copy of proposed advertisements attached <input type="checkbox"/> No road closures, restrictions or special event clearways - advertising not required
			4.3 Special event warning signs
<input checked="" type="checkbox"/> Special event information signs are described in the Traffic Control Plan/s <input type="checkbox"/> This event does not require special event warning signs			
CLASS 1	CLASS 2	CLASS 3	4.4 Permanent Variable Message Signs
			<input checked="" type="checkbox"/> Messages, locations and times attached <input type="checkbox"/> This event does not use permanent Variable Message Signs
			4.5 Portable Variable Message Signs
<input checked="" type="checkbox"/> The proposed messages and locations for portable VMS are attached <input type="checkbox"/> This event does not use portable VMS			

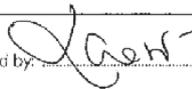
5 PRIVACY NOTICE

The "Personal Information" contained in the completed Transport Management Plan may be collected and held by the NSW Police, the NSW Roads and Traffic Authority (RTA), or Local Government.

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

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

6 APPROVAL

TMP Approved by:  Event Organiser 21.3.21 Date

7 AUTHORISATION TO *REGULATE TRAFFIC

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

Regulation of traffic authorised by: Council Date

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

Regulation of traffic authorised by: RTA Date

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

WillisTowersWatson 

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Fax: +61 2 9995 7297
Website: www.willistowerswatson.com.au
Direct Line: +61 2 9285 4143
Email: shane.redman@willistowerswatson.com

Issue Date: 30 October 2020

To Whom It May Concern

Certificate of Placement – Public & Products Liability and Professional Indemnity Insurance

In our capacity as Insurance Broker to the Named Insured shown below, we confirm having arranged the following insurance, the details of which are correct as at the Issue Date:

Named Insured: CivicRisk Mutual Ltd and the following member Councils:

Bayside Council	Blacktown City Council
Blue Mountains City Council	Burwood Council
Camden Council	Cumberland Council
Dubbo Regional Council	Gunnedah Shire Council
Hawkesbury City Council	Hunters Hill Council
Kiama Municipal Council	Lane Cove Council
Liverpool City Council	Mid-Western Regional Council
Orange City Council	Parkes Shire Council
City of Parramatta Council	Penrith City Council
Richmond Valley Council	Shellharbour City Council
Snowy-Monaro Regional	Willoughby City Council
Wollondilly Shire Council	Wollongong City Council

And the following former Councils in respect to Professional Indemnity only
Auburn Council City of Botany Bay Council
Holroyd City Council Rockdale City Council
Parramatta City Council

Insurer(s): Swiss Re International SE (Australia Branch) & various Lloyd's of London Underwriters

Policy Number: MH 148551 & Others

Covering: All sums for which the Insured shall become legally liable to pay by way of compensation (excluding fines & penalties, punitive, exemplary, aggravated and liquidated damages) in respect of:

- (a) Public Liability
 - (i) Personal Injury
 - (ii) Damage to Property(other than Personal Injury and Damage to Property arising out of Products Liability)
- (b) Products Liability
 - happening during the Period of Insurance caused by an Occurrence in connection with the Business of the Insured
- (c) Advertising Injury
- (d) Professional Liability
 - A Claim or Claims first made against the Insured during the Period of Insurance in respect of any civil liability in connection with or arising out of the Business of the Insured.

Disclaimer:

This document has been prepared at the request of our client and does not represent an insurance policy, guarantee or warranty and cannot be relied upon as such. All coverage described is subject to the terms, conditions and limitations of the insurance policy and is issued as a matter of record only. This document does not alter or extend the coverage provided or assume continuity beyond the Expiry Date. It does not confer any rights under the insurance policy to any party. Willis Towers Watson is under no obligation to inform any party if the insurance policy is cancelled, assigned or changed after the Issue Date.

Willis Australia Limited
ABN 90 000 321 237
AFSL No 240600
Version 2016 1.0 18 Apr 2016

Willis Towers Watson 

Limit of Liability: A\$20,000,000 any one Occurrence or series of Occurrences arising out of the one originating cause and in the annual aggregate separately in respect of Products Liability and in respect of Pollution Liability (as provided by the terms of Exclusion 13 of the Policy Wording), but
A\$20,000,000 any one Claim or series of Claims arising out of one originating cause and in the annual aggregate in respect of Professional Liability.

Location: Worldwide.

Period of Insurance: 4.00pm, 31 October 2020 to 4.00pm, 31 October 2021



Signed for and on behalf of
Willis Australia Ltd ("Willis Towers Watson")

Disclaimer:
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Willis Australia Limited
ABN 90 000 321 237
AFSL No: 240603
Version 2016 1.0 18 Apr 2016



RISK MANAGEMENT PLAN	
Event Name	NRL Premiership - South Sydney Rabbitohs Vs Penrith Panthers
Event Date	23/5/2021
Event Location	Apex Oval, Dubbo
Risk Management Plan prepared by:	Penny Watts
Date of Completion	/ /

RISK MATRIX		
TABLE ONE: Likelihood of Risk		
LEVEL	DESCRIPTION	EXAMPLES
A	Almost certain	Expected to occur in most circumstances
B	Likely	Will probably occur in most circumstances
C	Possible	Should occur at some time
D	Unlikely	Could occur at some time
E	Rare	May occur, only in exceptional circumstances

TABLE TWO: Consequence of Risk Criteria					
	1	2	3	4	5
Description	Negligible	Minor	Moderate	Major	Catastrophic

Reputation	Unsubstantiated, low impact, low profile or no news item	Substantiated, low impact, low news profile	Substantiated, public embarrassment, moderate impact, moderate news profile	Substantiated, public embarrassment, high impact news profile, third party actions	Substantiated, public embarrassment, very high multiple impacts, high widespread multiple news profiles, third party actions
Operations	Little impact	Inconvenient delays	Significant delays to major deliverables	Non achievement of major deliverables	Non achievement of key deliverables
Health	No injuries	First aid treatment on site	Medical treatment - on or off site	Accidental death, extensive injury or permanent disability	Multiple deaths or severe permanent disablements
Financial Impact	Insignificant Less than \$1,000	\$1,000 - \$10,000	\$10,000 - \$50,000	\$50,000 - \$150,000	More than \$150,000

TABLE THREE: Level of Risk

		CONSEQUENCE				
		Negligible	Minor	Moderate	Major	Catastrophic
LIKELIHOOD		1	2	3	4	5
Almost certain	A	MEDIUM A5	HIGH A4	HIGH A3	EXTREME A2	EXTREME A1
Likely	B	MEDIUM B5	MEDIUM B4	HIGH B3	HIGH B2	EXTREME B1
Possible	C	LOW C5	MEDIUM C4	MEDIUM C3	HIGH C2	HIGH C1

Unlikely	D	LOW D5	LOW D4	MEDIUM D3	MEDIUM D2	HIGH D1
Rare	E	LOW E5	LOW E4	MEDIUM E3	MEDIUM E2	MEDIUM E1

TABLE FOUR: Treatment of Risk Rating	
EXTREME	Discontinue the activity and/or implement immediate corrective action(s)
HIGH	Corrective action needed, to be implemented as soon as possible
MODERATE	Attention indicated
LOW	Implement practical short / medium term control measures

RISK MANAGEMENT PLAN					
	HAZARD	POSSIBLE OUTCOME	RISK SCORE	RISK RATING	RISK CONTROL
1	Food poisoning	Injury to public	C2	MODERATE	<ul style="list-style-type: none"> Ensure food vendors are aware of their obligations under the Temporary Event Food Handling Guidelines Ensure vendors have \$20M public liability insurance
2	On-site equipment damage	Injury to public	C3	HIGH	<ul style="list-style-type: none"> Ensure equipment operators are appropriately licensed with \$20M Public Liability insurance coverage
3	Live electrical wires or faulty equipment	Injury to public, personal injury	E4	HIGH	<ul style="list-style-type: none"> Ensure all electrical equipment is tested and tagged In the case of wet weather, no cords run along the ground and are fitted with plug covers
4	Leaky or faulty LPG cylinders, heaters, and appliances	Injury to public, personal injury	E4	HIGH	<ul style="list-style-type: none"> Ensure all equipment is tested and tagged in accordance with AS 1596 & AS 4332
5	Motor vehicle and pedestrian collisions	Personal Injury	C2	MODERATE	<ul style="list-style-type: none"> Provide all staff with appropriate protective clothing

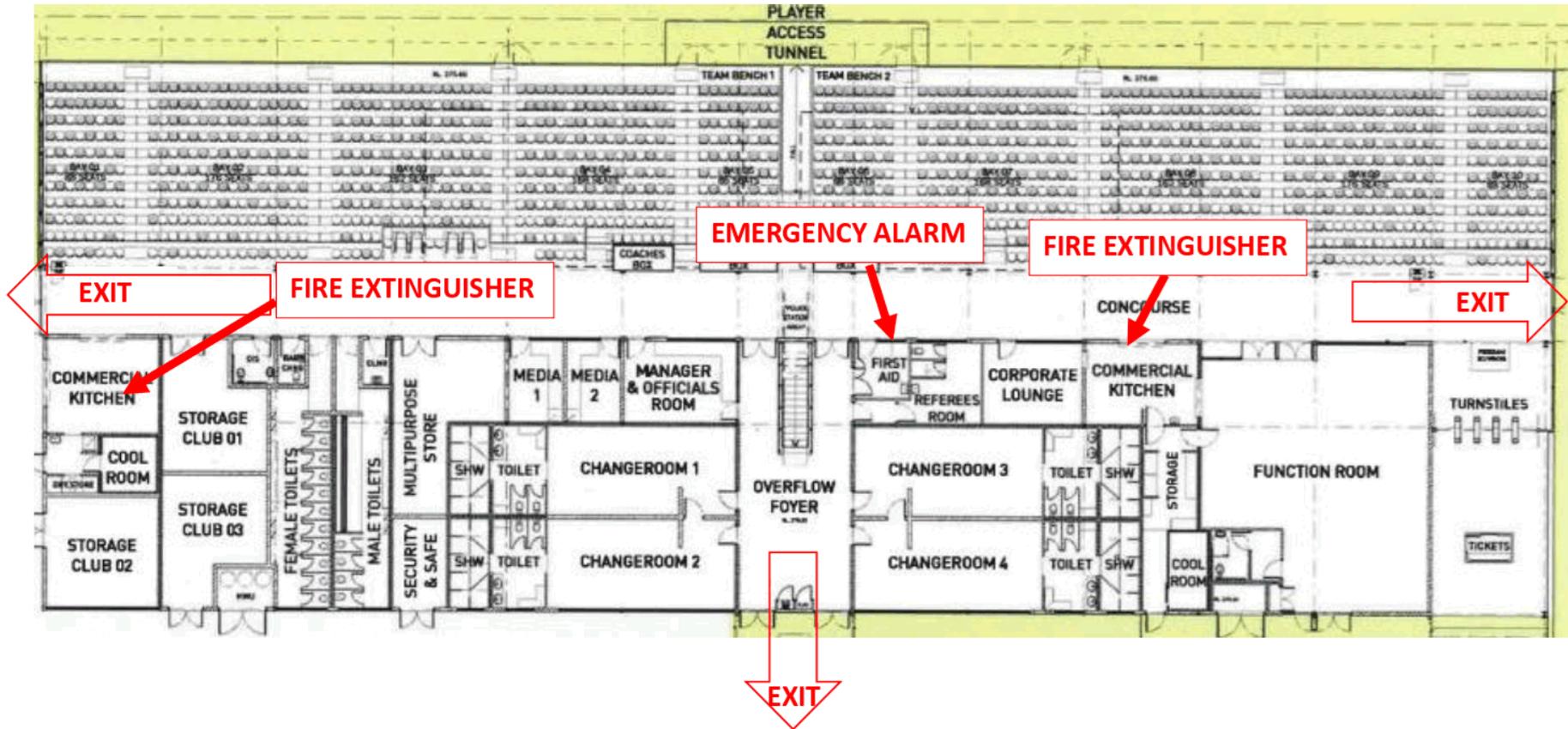
					<ul style="list-style-type: none"> Clearly identify active areas Traffic and pedestrian plan developed to manage movement in and around the site VRA/DRS engaged to manage plan Strict bump in and bump out times are established and timed prior to arrival and after departure of crowds
6	Participants/volunteers carrying large or awkward objects	Personal Injury	C2	MODERATE	<ul style="list-style-type: none"> Ensure all members of the organising committee and volunteers are aware of safe lifting and relevant OHS practices
7	Medical Emergency	Injury to public	C3	HIGH	<ul style="list-style-type: none"> St John Ambulance engaged for members of the public NSW Ambulance Service engaged for players All staff brief on incident reporting and location of first aid Incident reporting reinforced to all stakeholders
8	Missing Person/Lost Child	Trauma to those concerned	C1	MODERATE	<ul style="list-style-type: none"> All staff aware of location for lost children Contact made with Penny Watts on 0427 158 203 Contact commentators box to arrange announcement over the PA Lost children tent – St John Ambulance
9	Unstable marquees	Injury to public, personal injury	C3	HIGH	<ul style="list-style-type: none"> Ensure equipment contractors are appropriately licensed/qualified Marquees are erected to manufacturer's specifications
10	Heat / Cold distress	Personal Injury	C2	MODERATE	<ul style="list-style-type: none"> Monitor weather conditions prior to event Ensure appropriate sun/cold protection and water is available to staff
11	Extreme weather - wind, lightning, flood, etc.	Injury to public	C2	MODERATE	<ul style="list-style-type: none"> Monitor weather conditions prior to event Include extreme weather contingencies in the emergency evacuation plan Rabbitohs/Panthers clubs have the right to cancel the event if weather event has the potential to be a risk to players/spectators

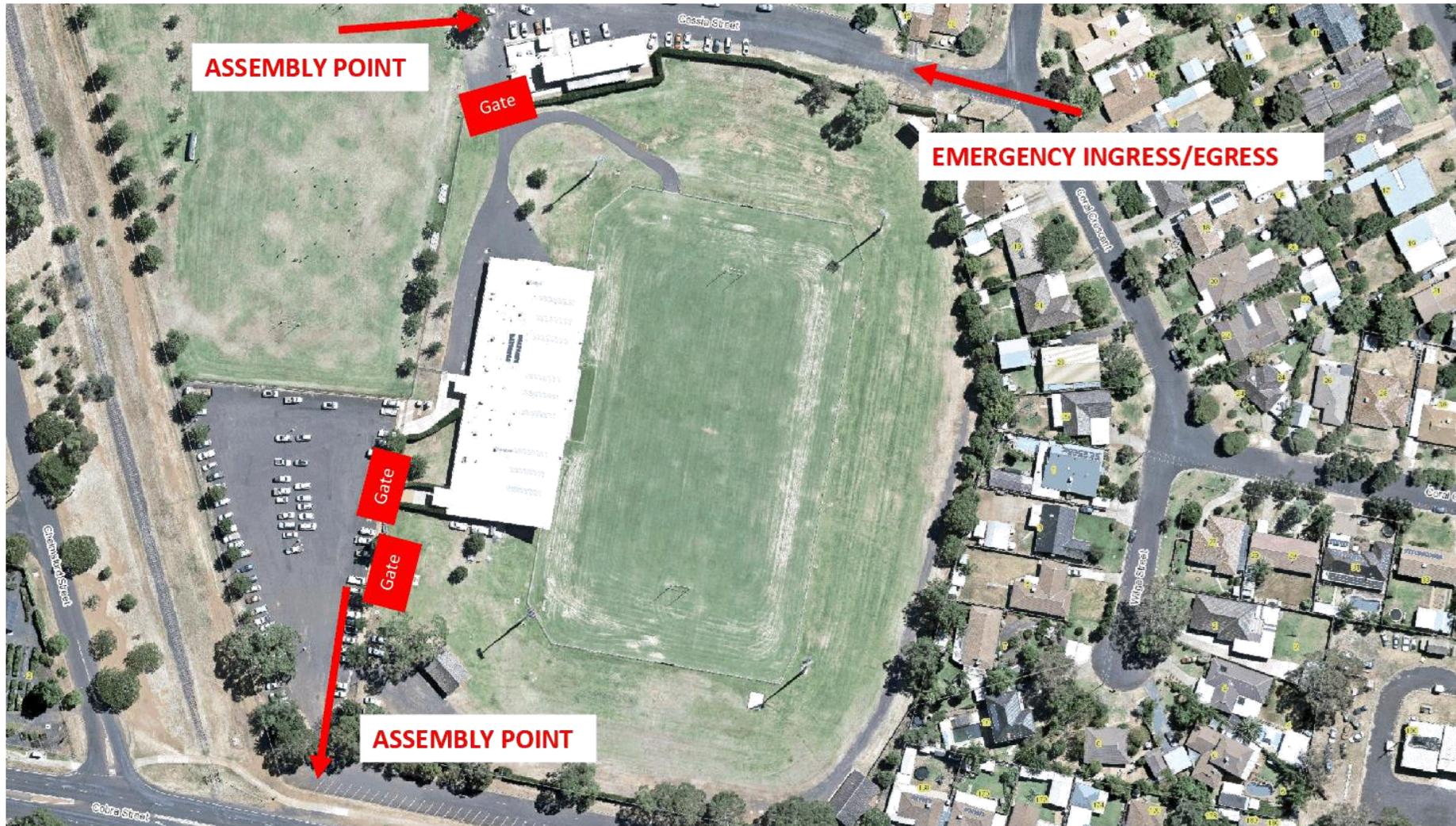
12	Unclean / inadequate waste management facilities	Injury to public	C2	MODERATE	<ul style="list-style-type: none"> Additional bins will be placed on site Skip bins placed on site for bulky waste
13	Unclean / inadequate toilet facilities	Injury to public	C2	MODERATE	<ul style="list-style-type: none"> Provide adequate quantities of cleaned facilities Firm engaged to maintain toilets
14	Trip hazards	Injury to public	C2	MODERATE	<ul style="list-style-type: none"> Trip hazards removed or treated to prevent injury Rubber mats and cable traps over cables Barriers placed around protruding equipment Changes in height and edges highlighted Guy ropes and stakes checked for trip hazards and are clearly marked
15	Emergency situation resultant from injury, fire, explosion, bomb threats, chemical releases, etc.	Injury to public, personal injury	D4	HIGH	<ul style="list-style-type: none"> Emergency Management Plan developed and included in the Event Management Plan.
16	Slip hazards due to wet water	Injury to public, personal injury	C3	HIGH	<ul style="list-style-type: none"> Identify slip areas Isolate where possible and place warning signage
17	Emergency service vehicle cannot access site	Injury to public, personal injury	C3	HIGH	<ul style="list-style-type: none"> Emergency ingress and egress established via Cassia Street and plan included in the Event Management Plan
18	Vehicles and pedestrians unable to access parking or entry to the site	Reputation	B1	MODERATE	<ul style="list-style-type: none"> Parking and pedestrian plan established and included in the Event Management Plan
19	Wheelchair and prams unable to access event site	Reputation	C1	MODERATE	<ul style="list-style-type: none"> Accessibility Plan included in the Event Management Plan
20	Event parking	Reputation	B1	MODERATE	<ul style="list-style-type: none"> Parking management plan established for overspill included in the Event Management Plan Have a contingency within the parking and pedestrian plan
21	Fire or burn incidents	Injury to public, personal injury	C3	HIGH	<ul style="list-style-type: none"> Fire extinguishers available St John Ambulance engaged and located on site
22	Intoxicated person/s	Reputation, financial	C1	MODERATE	<ul style="list-style-type: none"> Security engaged to monitor patron behaviour NSW Police has the right to request that service of alcohol be limited or ceased
23	Antisocial behaviour, people safety and security	Injury to public, reputation	C1	MODERATE	<ul style="list-style-type: none"> Security firm engaged to develop security plan and resource plan

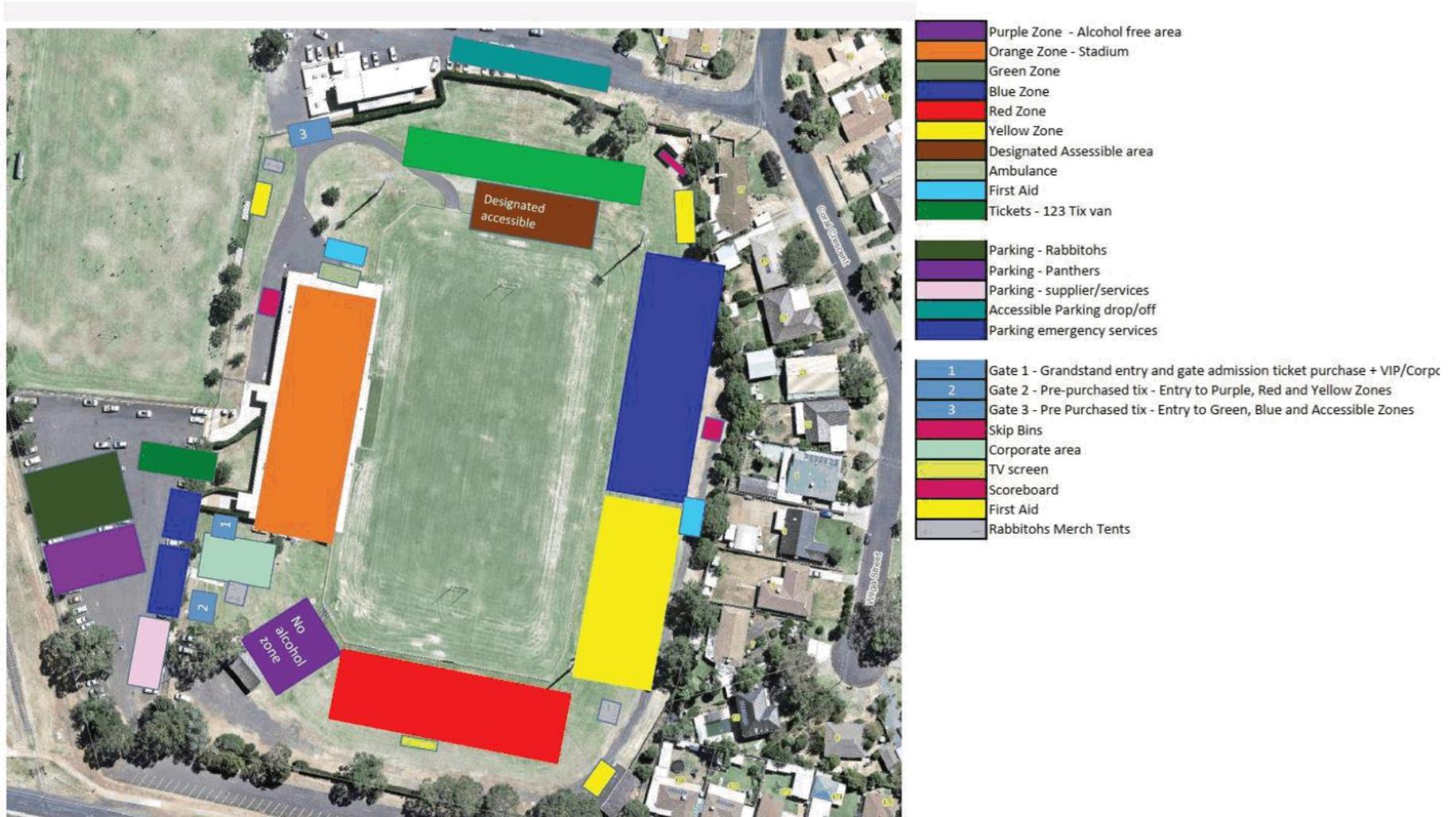
24	Risk to persons handling cash	Injury to public, personal injury	C1	MODERATE	<ul style="list-style-type: none"> Security firm engaged to develop security plan and resource plan Security company engaged to work with 123tix/staff for transfer of cash to safe located in Stadium (if required)
25	Risk to persons or property from flares	Injury	C1	LOW	<ul style="list-style-type: none"> Buckets of sand placed throughout site for dousing
26	Lack of communication due to phone outage	Reputation Injury to public, Personal injury	C1	LOW	<ul style="list-style-type: none"> Two-way radios provided to key staff and emergency service channel shared
27	Negative comments regarding lack of consideration for disabled person	Reputation	C1	LOW	<ul style="list-style-type: none"> Allocated seating and parking for disabled persons is part of the Event Management Plan
28	Negative comments regarding lack of information regarding the event and associated details	Reputation	C1	MODERATE	<ul style="list-style-type: none"> Communications Plan established and actions commenced from time of announcement
29	Risk to pedestrians from increased traffic around event	Injury to public, personal injury	C2	HIGH	<ul style="list-style-type: none"> Traffic Control Plan established with actions to reduce risk and injury Traffic control officers engaged to carry out TCP
30	Negative comments regarding management of traffic including congestion around venue	Reputation	C4	MODERATE	<ul style="list-style-type: none"> Residents and businesses around venue contacted via letter drop or face-to-face Actions from Traffic Control Plan in place to reduce illegal and inconvenient traffic and parking
31	Risk of infection during COVID-19 pandemic	Injury to public, personal injury	C1	HIGH	<ul style="list-style-type: none"> COVID-19 Plan in place and approved by NSW Health Actions in place to reduce risk including hand sanitiser stations and QR registrations

EMERGENCY EVACUATION PROCEDURE

Site Plan including seating, ingress and egress, medical services, food, amenities, stages.







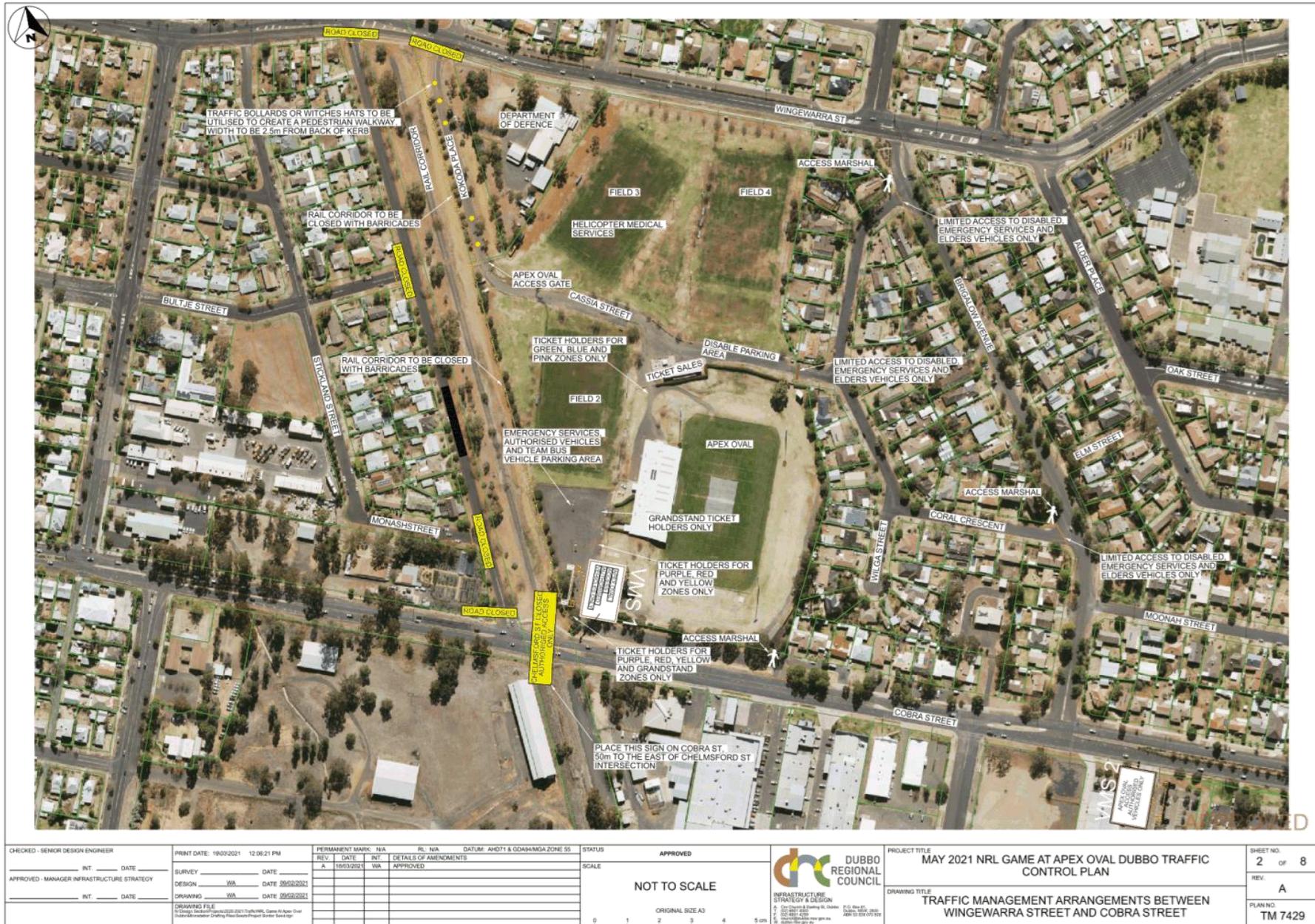


MAY 2021 NRL GAME AT APEX OVAL DUBBO - TRAFFIC CONTROL PLAN

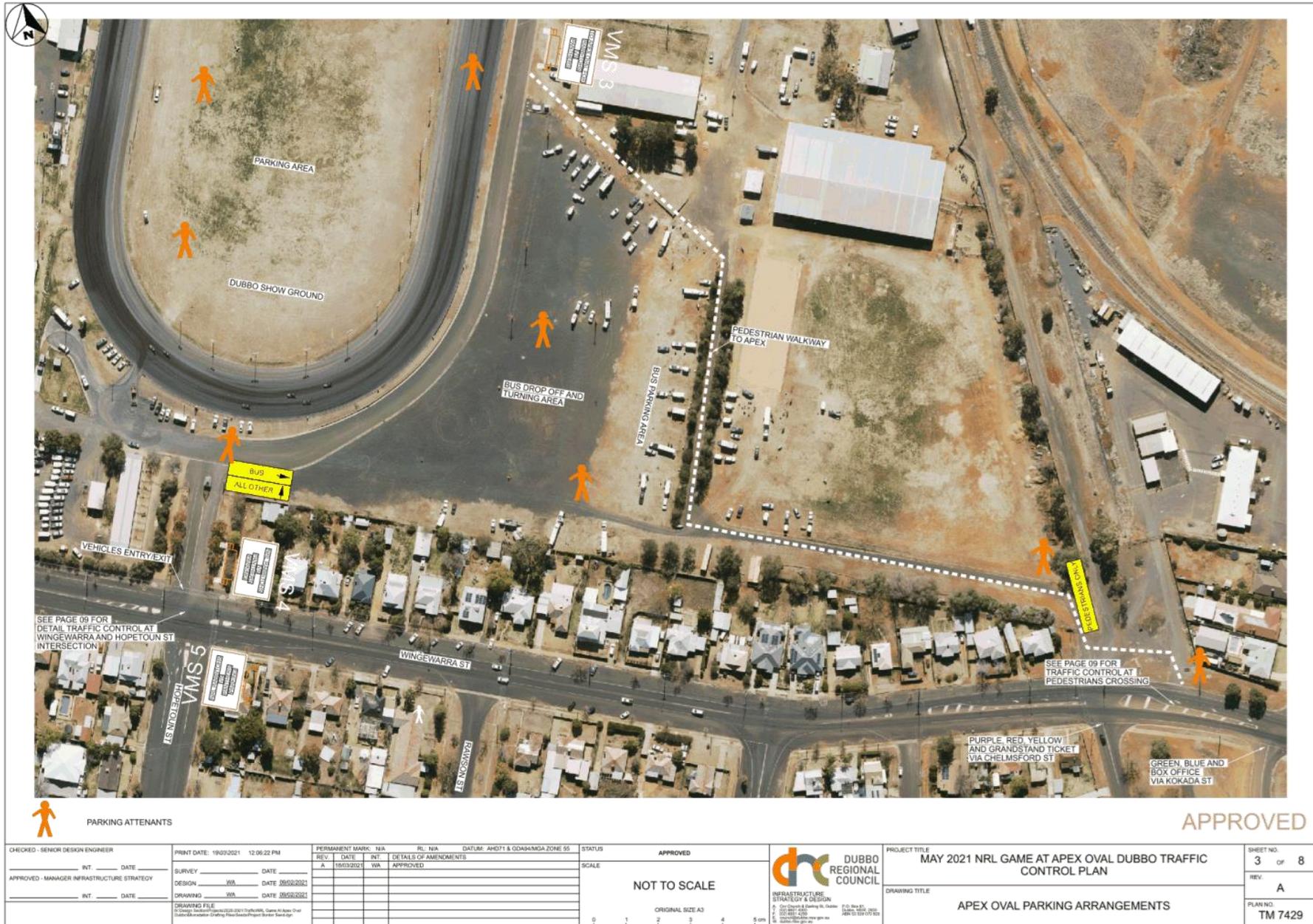


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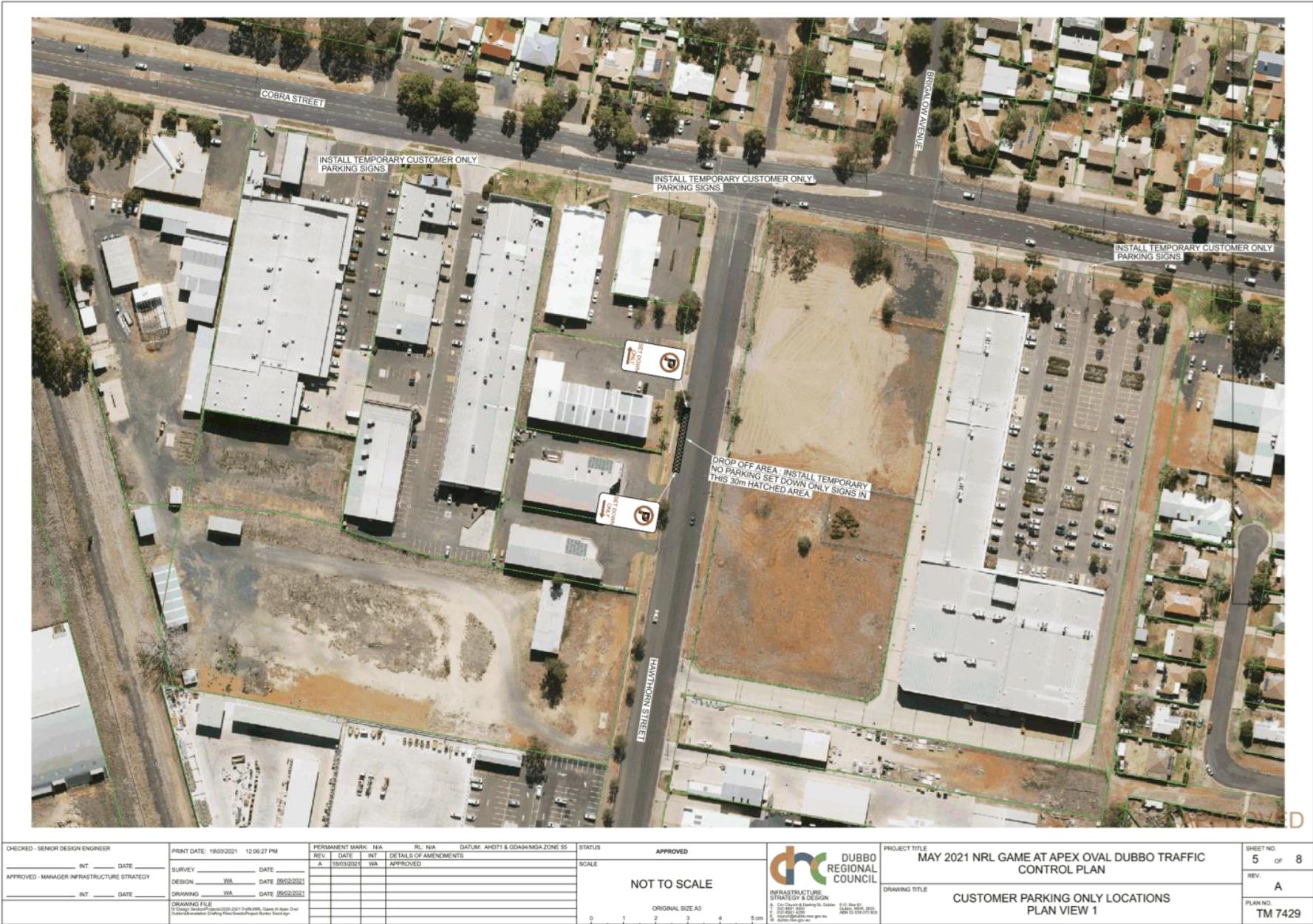
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						REV: A



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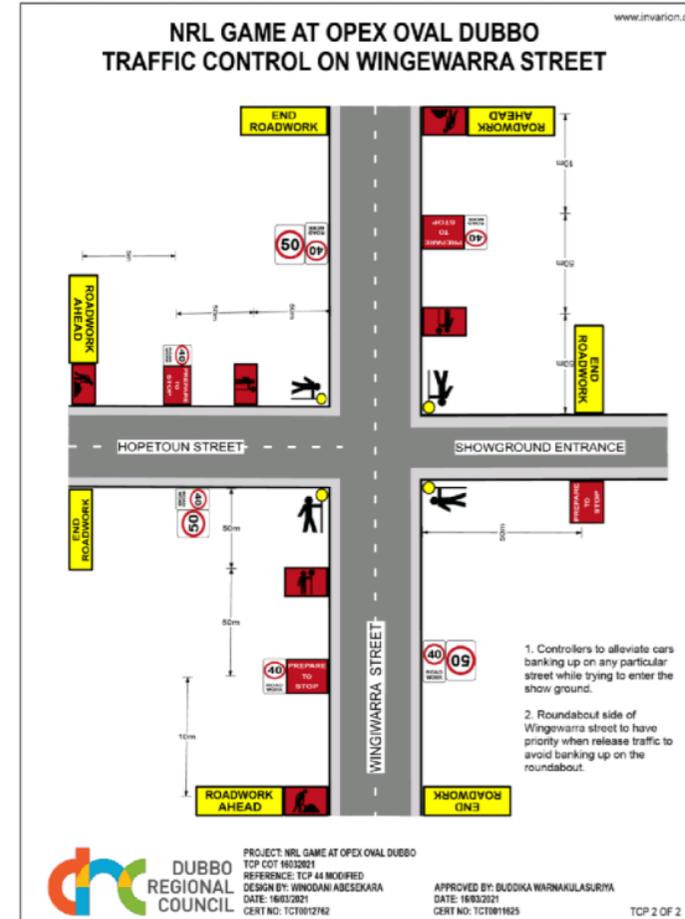
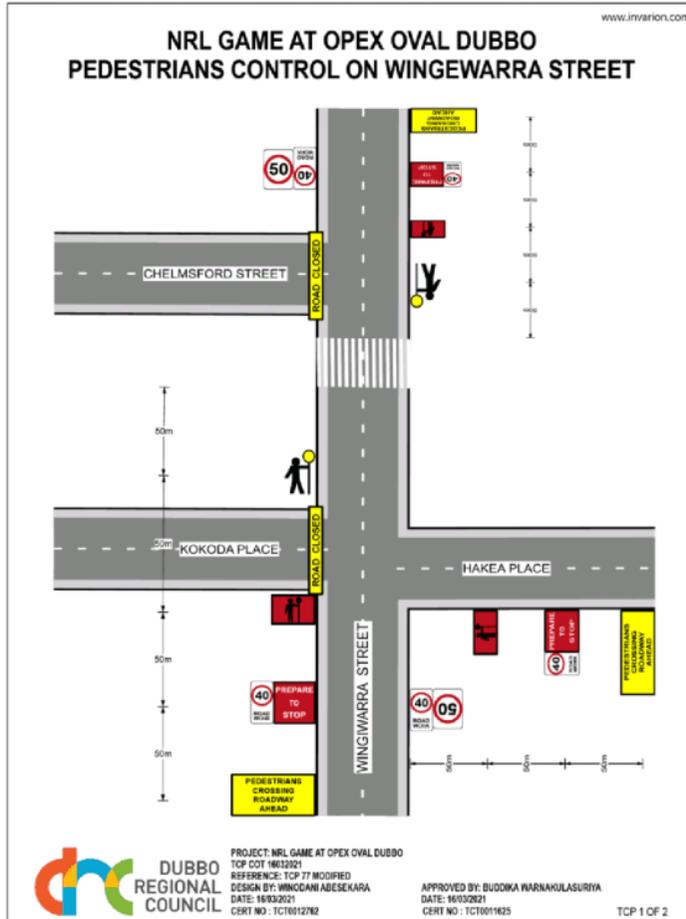


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DESIGN: WA DATE: 28/02/2021	DRAWING: WA DATE: 28/02/2021			ORIGINAL SIZE A3				



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APPROVED - MANAGER INFRASTRUCTURE STRATEGY	SURVEY: _____ DATE: _____	REV: A	DATE: 16/03/2021	INT: VIA	SCALE: NOT TO SCALE		DRAWING TITLE: TRAFFIC CONTROL ARRANGEMENTS AT WINGEWARRA STREET	REV: A
DESIGN: WA DATE: 29/02/2021	DRAWING: WA DATE: 29/02/2021				ORIGINAL SIZE A3			PLAN NO: TM 7429



DUBBO REGIONAL
COUNCIL

REPORT: 2020/2021 Financial Assistance Program - Round Two

AUTHOR: Director Liveability
REPORT DATE: 30 March 2021
TRIM REFERENCE: ID21/535

EXECUTIVE SUMMARY

The purpose of this report is to consider applications for financial assistance, as part of Council's 2020/2021 Financial Assistance Fund program.

Advertising for the second round of 2020/2021 funding was conducted from 24 February 2021 to 15 March 2021. Five applications were received, requesting a total of \$16,503.

It is recommended that the allocation of \$15,000 for the second round be funded from the \$30,000 allocated in 2020/2021 budget, for the second round of the financial assistance program, with allocations being provided to five differing community groups.

FINANCIAL IMPLICATIONS

Funding has been allocated as a part of the 2020/2021 budget, for \$30,000 in total. \$15,000 has been nominated for each of two grant rounds.

POLICY IMPLICATIONS

The Financial Assistance Program grants are in keeping with Dubbo Regional Council's Community Strategic Plan, 5.3 "lifestyle and social needs of the community are supported." Rounds of funding also comply with Council's Financial Assistance Policy, as resolved at 28 September 2020 Ordinary Council Meeting.

RECOMMENDATION

1. That the report from the Director Liveability dated 30 March 2021 be noted.
2. That funds from the 2020/2021 Financial Assistance Fund round two be allocated as follows:
 - a) Dubbo and District Pipe Band \$2,000
 - b) Rotary Club of Dubbo Macquarie Inc \$1,844
 - c) Dubbo Presbyterian Church \$2,500
 - d) Little Wings Children's Flight Program \$7,892
 - e) Orana Physical Culture \$764
3. That all applicants be formally advised of funding application outcomes.

Skye Price

Director Liveability

BACKGROUND

Council's Financial Assistance Program operates in accordance with Section 356 of the Local Government Act 1993. Council's policy is to seek applications for Financial Assistance on two occasions each financial year, with each grant round totalling \$15,000. Criteria for applying for funding is included (**Appendix 1**). This is the second round of funding for 2020/2021. Rounds of funding comply with Council's Financial Assistance Policy, as resolved at 28 September 2020 Ordinary Council Meeting.

REPORT

Council allocated \$30,000 during 2020/2021 financial year for financial assistance. \$15,000 has been allocated for each of the two rounds of applications. A copy of the Financial Assistance Program application form is appended to this report (**Appendix 2**).

The following table itemises applications received for the second round of 2020/2021 funding. All amounts listed are exclusive of GST.

As there is only \$15,000 available for the grant round, objective decisions need to be made pertaining to recommendations, to ensure the greatest possible return on investment; and positive community outcomes. Council officers independently assessed grant applications and final recommendations were arrived at collectively.

Upcoming grant rounds, refinement and potential upper financial limits will be introduced for applications, to ensure financial assistance can be extended to a reasonable quantity of community groups, benefiting the broader community without diminishing the quality or capacity of projects and initiatives which are proposed.

SUMMARY

Community Group	Funding Proposal and previous funding successes	Monies Sought	Monies recommended
Dubbo and District Pipe Band	Cover costs associated in running the band – purchase of uniforms for new members \$1,200. Purchase of pipes/drum parts and other maintenance equipment \$800.	\$2,000	\$2,000
Rotary Club of Dubbo Macquarie Inc.	2021 Book Fair – fundraiser for Royal Flying Doctors South East and Bill Walsh Cancer Research Centre – Centenary Pavilion Hire (3 day hire) \$1,494. Exhibition panels for COVID control \$350.	\$1,844	\$1,844
Dubbo Presbyterian Church	Planting a native garden on street frontage to provide a visually appealing space on the corner of Sheraton Road. Site preparation and weed clearance \$2,000. Plant purchase native tube stock \$1,000.	\$3,000	\$2,500

Community Group	Funding Proposal and previous funding successes	Monies Sought	Monies recommended
Little Wings Children's Flight Program	<p>Support families from Dubbo Region with flights to Sydney to access life-saving treatment at Westmead and Sydney Children's Hospitals.</p> <ul style="list-style-type: none"> - Aircraft expenses (fuel, maintenance, depreciation and insurance) \$6,586 - Airway fees/aviation expenses \$215 - Hangar rental and utilities \$428 - Flight coordination and volunteer training and uniforms \$1,666 	\$8,895	\$7,892
Orana Physical Culture	<p>Provide club storage to protect dance outfits and accoutrements. Purchase a representative outfit for volunteer teacher support. Offset costs to families.</p> <ul style="list-style-type: none"> - Costumes \$210 - Travel/storage bags \$300 - Teachers' representative garments \$254 	\$764	\$764
Totals		\$16,503	\$15,000

Appendices:

- 1 [↓](#) Financial Assistance Fund - Guidelines
- 2 [↓](#) Financial Assistance Fund - Application Form

Financial Assistance Program



FINANCIAL ASSISTANCE FUND

Eligibility and Guidelines

Intent: Support projects or programs that help create, enhance or build community well-being and amenity.

Applications Open: March and September annually

Only not-for-profit organisations based in the Dubbo Regional Local Government Area (LGA) are eligible to apply for funding under the Financial Assistance Fund. Please read these **Eligibility Criteria and Guidelines** prior to submitting an application.

Key criteria

- The project / program must be undertaken in the Dubbo Regional LGA
- Only not-for-profit organisations based in the Dubbo Regional LGA are eligible to apply

Ineligible activities/applications

- Project / program not staged in the Dubbo Regional LGA
- Payment of debt
- Payment of insurance premiums
- Political activities
- Items included in another funding application or to top-up funding for previous funding or any other funding
- Organisations with gaming machines and/or trade regularly with a liquor licence most days of the week
- Funding for prize money, prizes or trophies
- Events which occur as a matter of course (eg. school fetes)
- Day to day operational funding for the organisation
- Funding to assist expenses in relation to guests or VIPs or stallholders to attend the event
- Wages or payment to staff
- The proposal has safety and/or environmental hazards that are not managed by acts under a Risk Management Plan to mitigate risk
- Funding will not be provided retrospectively

Financial Assistance Program



Conditions of funding

1. Organisations can not apply for funding via the Financial Assistance Fund if funding has already been provided by another funding stream of Dubbo Regional Council (DRC) for the same activity in the same year.
2. No financial assistance will be given to Government Departments or agencies, or for the support of Government-owned facilities.
3. No financial assistance will be given to sporting organisations or events (these organisations have other avenues for financial assistance).
4. Funds granted can only be used for the purpose as specified in the application, unless written permission for a variation is obtained from DRC.
5. DRC must be advised in writing if there are any significant changes to the activity as described in the application, or to the contact details of the recipient.
6. Should the project / program be cancelled, all funding received is to be repaid to DRC.
7. All DRC and other requisite permits, approvals, insurances etc relating to the event must be obtained or funding may be withdrawn.
8. Where possible, the organisation will source goods and services for the project / program from within the Dubbo Regional LGA.
9. All recipients of funding are required to return to DRC:
 - a. Benefits as outlined in the Outwards Sponsorship Matrix (below).
 - b. An Acquittal Report within 60 days of the completion of the project / program.
 - i. Form A: Funding provided up to \$5,000.
 - ii. Form B: Funding provided over \$5,000 (funding \$10,000 or more requires an auditors statement)
 - c. A completed survey providing DRC with top level data / insights.
10. DRC reserves the right, as part of the assessment process, to request further information or documentation.
11. Failure to provide an Acquittal Report will preclude future funding opportunities.
12. Recipients of financial assistance will be required to have a representative attend a civic ceremony at which cheques / remittances for the financial assistance will be presented.

Financial Assistance Program



Outgoing Funding Benefits Matrix

Return benefits to Dubbo Regional Council

Value of sponsorship	Up to \$5,000	\$5,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	More than \$20,001
DRC brand recognition on appropriate printed material	●	●	●	●	●
Distribute Regional marketing material such as Visitor Guides	●	●	●	●	●
Provide feedback to Council via survey seeking outcomes	●	●	●	●	●
Images of the event to support destination marketing activity (on request from Council)	●	●	●	●	●
Acquittal Form A	●	●	●	●	●
Acquittal Form B		●	●	●	●
Provide feedback to Council via survey seeking outcomes		●	●	●	●
Acknowledge DRC support via digital platforms (website / social media)		●	●	●	●
Acquittal Report provided no later than 60 days from the completion of the event		●	●	●	●
PA announcement or signage at the activity / event			●	●	●
Acknowledge support via pro-active promotion or advertising (radio / tv / print)			●	●	●
Complimentary tickets / invites to launch, VIP function or an event				●	●
Naming right of an event / activity or space					●

For more information

Dubbo Regional Council
 Community and Recreation Division
 6801 4000
council@dubbo.nsw.gov.au

Financial Assistance Program

**FINANCIAL ASSISTANCE FUND****Two rounds: March and September annually**

Intent: Support projects or programs that help create, enhance or build community well-being and amenity.

Applications Open: March and September annually

Only not-for-profit organisations based in the Dubbo Regional Local Government Area (LGA) are eligible to apply for funding under the Financial Assistance Fund. Please refer to the Financial Assistance Fund **Eligibility Criteria and Guidelines** prior to submitting an application.

Event information	
Owner of project or program	
Please provide an overview of your organisation (max 500 words)	
Please provide an overview of the project or program (max 300 words)	

Please submit to: council@dubbo.nsw.gov.au or PO Box 81, Dubbo NSW 2830
 Deliver: Civic Administration Building, Church Street, Dubbo



Financial Assistance Program



<p>What outcomes are you looking to achieve and how will residents of the Dubbo Regional LGA benefit? (max 300 words)</p>	
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<p>Please list donations given to your organisation by Council over the last three (3) years</p>	<table border="1"> <thead> <tr> <th style="width: 15%;">Date</th> <th style="width: 40%;">Purpose of funding</th> <th style="width: 45%;">Amount Received</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Date	Purpose of funding	Amount Received												
Date	Purpose of funding	Amount Received														

<p>Has your organisation made application for financial assistance from other bodies in the last 12 months? If yes, please provide details of funding sought</p>	<table border="1"> <thead> <tr> <th style="width: 10%;">Date</th> <th style="width: 15%;">Funding Body</th> <th style="width: 25%;">Purpose</th> <th style="width: 15%;">Amount</th> <th style="width: 35%;">Granted Y/N</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	Date	Funding Body	Purpose	Amount	Granted Y/N																				
Date	Funding Body	Purpose	Amount	Granted Y/N																						

<p>It is expected that all projects/programs/activities supported by Dubbo Regional Council (DRC) are covered by approvals and appropriate insurances. It is also expected that they are delivered in a safe and sustainable manner.</p> <p>Council may request a copy of plans as part of the assessment of your application.</p>	<p>Please indicate below approvals, insurances and plans in place to cover the project/program/activity:</p> <p><input type="checkbox"/> \$20M Public Liability Insurance (please attach)</p> <p><input type="checkbox"/> Other insurance Please specify _____</p> <p><input type="checkbox"/> Risk Management Plan</p>
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Please submit to: council@dubbo.nsw.gov.au or PO Box 81, Dubbo NSW 2830
 Deliver: Civic Administration Building, Church Street, Dubbo



Financial Assistance Program

**Application for financial support**

Please note that in accordance with the **Eligibility Criteria and Guidelines** all organisations receiving funding are required to return benefits to the community commensurate with the level of funding approved. See the Benefits Matrix below.

Details (what will the funds be used for)	Amount
	\$
	\$
	\$
	\$
Total	\$

Applicant's contact details	
Name	
Telephone	
Email address	
Project/program Owner's details	
Owner	
ABN	
Telephone	
Email address	
Postal address	
Is your organisation registered for GST	<input type="checkbox"/>

To be completed by applicant as part of initial application to streamline this process. Completing this section does not guarantee the success of your application.	
Banking Institution	
BSB	
Account name	
Account number	

Have you received any other forms of funding for this project / program / activity from Council?	<input type="checkbox"/> (If yes, you are ineligible to apply for funding under the Financial Assistance Fund.)
Have you attached Certificate of Currency for \$20M Public Liability Insurance?	<input type="checkbox"/> (if no, why not)
Have you attached a copy of your Certificate of Incorporation or a letter from the governing organisation?	<input type="checkbox"/> (if no, why not)

Please submit to: council@dubbo.nsw.gov.au or PO Box 81, Dubbo NSW 2830
Deliver: Civic Administration Building, Church Street, Dubbo



Financial Assistance Program



Outgoing Sponsorship Benefits Matrix

Return benefits to Dubbo Regional Council (DRC)

Value of sponsorship	Up to \$5,000	\$5,001 - \$10,000	\$10,001 - \$15,000	\$15,001 - \$20,000	More than \$20,001
DRC brand recognition on appropriate printed material	●	●	●	●	●
Distribute Regional marketing material such as Visitor Guides	●	●	●	●	●
Provide feedback to DRC via survey seeking outcomes	●	●	●	●	●
Images of the event to support destination marketing activity (on request from DRC)	●	●	●	●	●
Acquittal Form A	●	●	●	●	●
Acquittal Form B		●	●	●	●
Provide feedback to DRC via survey seeking outcomes		●	●	●	●
Acknowledge DRC support via digital platforms (website / social media)		●	●	●	●
Acquittal Report provided no later than 60 days from the completion of the event		●	●	●	●
PA announcement or signage at the activity / event			●	●	●
Acknowledge support via pro-active promotion or advertising (radio / tv / print)			●	●	●
Complimentary tickets / invites to launch, VIP function or an event				●	●
Naming right of an event / activity or space					●

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